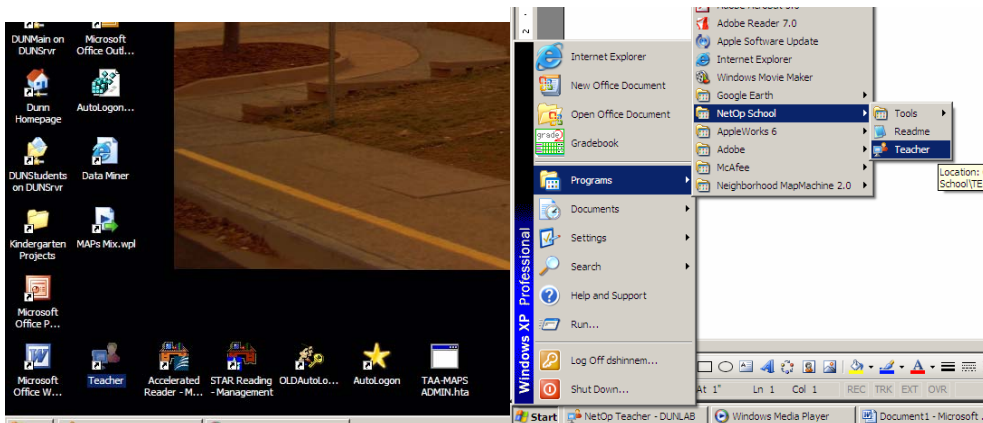
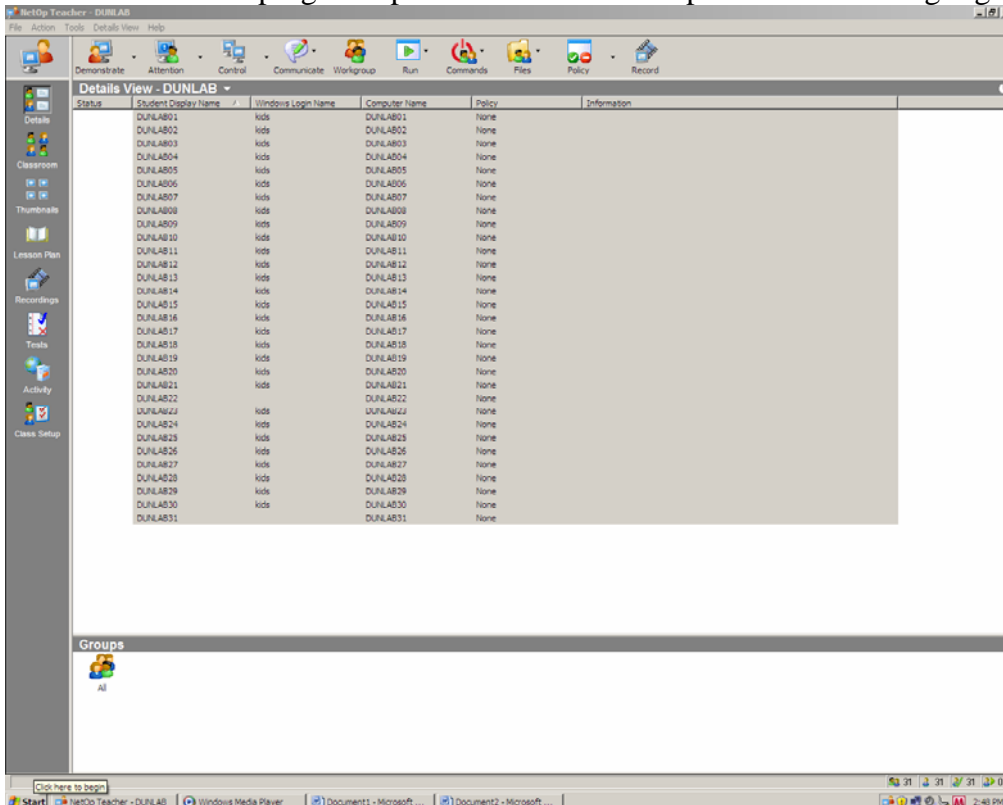


# Using NetOp in the Computer Lab

Click on the teacher icon on the desktop or go to Start then Programs then NetOp School then Teacher



You should see the program open with all of the computers in the lab highlighted



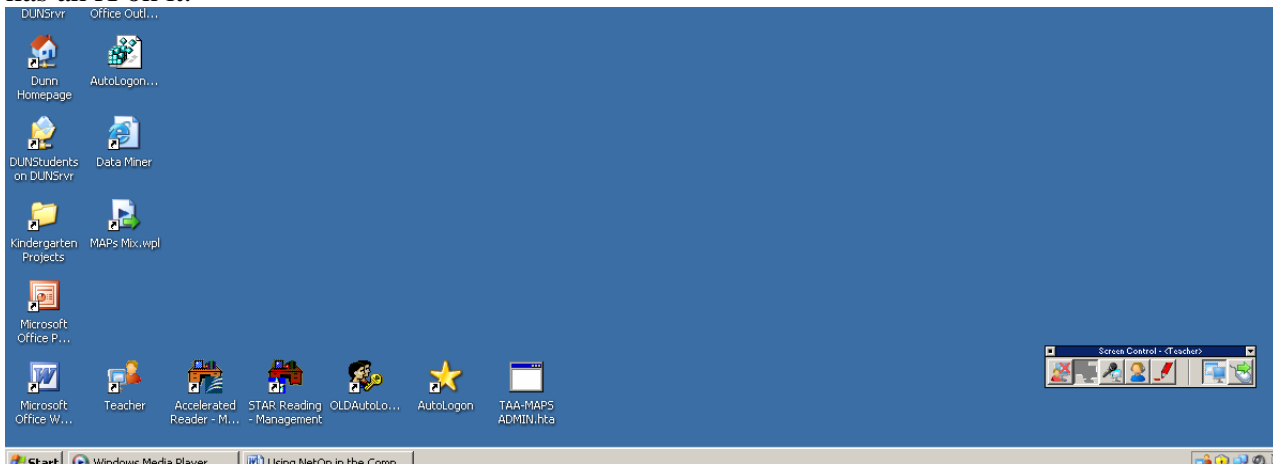
## Selecting Computers

If there are Xs next to any computers, they are either turned off or you may need to close and open the NetOp Teacher program. This usually will get all of the computers connected. You can hold down the CTRL button to click and choose certain computers. You can use the Shift button to click on consecutive computers. The computers that are in blue or highlighted will be the ones affected by the program. Use CTRL and the A button to select all of the computers.

## Demonstrating

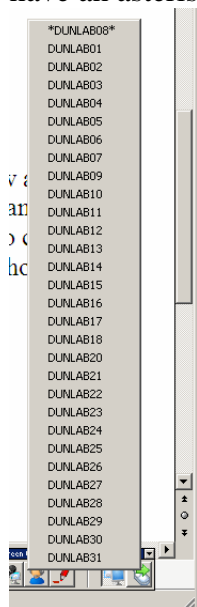
The best use for NetOp is to **Demonstrate** computer tasks for the students. To **Demonstrate**, make sure the computers are highlighted and then click **Demonstrate** at the top.

When you click Demonstrate, the student computers should see what you see on the screen. There is a floating tool bar in the bottom right that says Screen Control – Teacher. To give control back to the students, you just have to click the far left button on the floating tool bar that has an X on it.



### “Pass the Chalk”

You can pass control to another computer by clicking on the far right button that has the green arrow and computer mouse. It is known as “passing the chalk.” The student can then move the mouse and so can the teacher. You have to ask them to stop in order to take control back. To take control back you have to click on the “pass the chalk” button again and click on the computer number that you gave control to. It should have an asterisk next to it and it will be at the top of the list. See below.

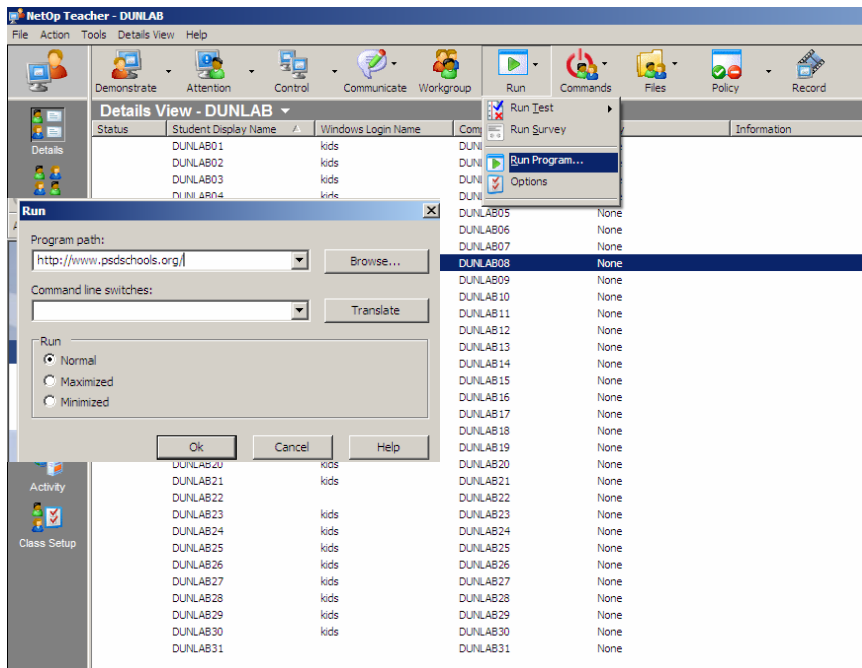


### Control a Computer

You can take control of a computer by double click it on the list. You can give back control by clicking the X in the top right or the **End Session X** on the left side.

### Sending a Webpage

To send a Webpage to the Student computers, you can select the student computers. Then, open the website you want to send them to on the teacher computer. Copy the address of the webpage. Next, go back to NetOp and click the **Run Program** button at the top. Then, paste the web address in the **Program Path** field. Then, click OK to send the webpage.



If the webpage on the Student computer doesn't open up all the way, click on the refresh button at the top or the go button next to the address bar. The Refresh button looks like green recycle arrows and is between the X and the Home button.

