

Give every pupil a copy of page 7

It is a pupil version of this page that they can refer to as they get used to how things work.

Tell them about the tab button

All answers to questions are written in boxes of some kind.

To move to the next box it is often quicker to use the tab key than it is the mouse.

Try it and see.

Tell them about answer shortcuts

If the answer box is on the right hand side, looking like this:



there are shortcuts that can be used to write fractions and powers.

- To write a 'power' it is faster to use $^$.
eg To input x^3 just write x^3 . This will immediately correct to x^3 .
- To write a fraction it is faster to use a $/$.
eg To write $\frac{3}{4}$ just write $3/4$. This will immediately correct to $\frac{3}{4}$.
- To write a hard fraction such as $\frac{x+3}{2}$ do this:
Write $x + 3$
Highlight it with the cursor $x + 3$
Use the $/$ to write $x + 3 / 2$
It will now change to $\frac{x + 3}{2}$

Tell them about different types of answer boxes

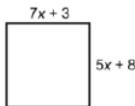
An answer box like this just demands an answer.



Don't forget the shortcuts on the left for indices and fractions



The diagram shows a square. An answer box like this allows for working so that partial marks can be given.



Find the length of the side of the square.

$7x + 3 = 5x + 8$ (this gets 1 mark)
 $2x = 5$ (this is worth 2 marks)
 $x = 2.5$ (this earns 3 marks)
 side = 20.5 cm (this gets 4 out of 4)

Working doesn't have to be shown though: side = 20.5cm by itself will still get 4 out of 4.

Tell them about the drawing tools

For 'drawing' questions, this will appear.



This will delete everything that has been drawn.

If a line needs to be drawn that is longer than the ruler, just draw past the ruler - try it and see.

Click on the blue part to draw a line

If you need to rotate it, move the blue circle to reveal the yellow circle. Use the yellow circle to rotate.

Click on the blue part to draw a cross

The tab button

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Answer shortcuts

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Different types of answer boxes

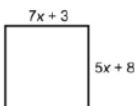
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