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Getting Started

Double click the SynchronEyes Teacher 7.0 shortcut on the desktop. SynchronEyes will open to the Thumbnails view of All Students. This will allow you to see small images of each student desktop in your classroom (as long as a student is logged in).

Once a student logs onto his/her computer, SynchronEyes will automatically connect to your teacher station and you will be able to monitor his/her desktop in the Thumbnails view. The thumbnails will be labeled as username::hostname.

Note: So that the students cannot see your SynchronEyes window via the projector, be sure to drag the SynchronEyes program window over to your second monitor. To do this, click the Restore Down button. Then use your mouse to left click anywhere on the blue title bar and drag the window to your second monitor. Release the mouse when the SynchronEyes window is on the second monitor. Now click the Maximize button to restore SynchronEyes to full screen.

Monitoring Student Computers

SynchronEyes software allows you to observe computer activity and give instruction to the whole class or an individual student.

Using Thumbnails View

The Thumbnails view displays a small image of each student’s screen, enabling you to monitor what each student is doing.

To change the size of your thumbnails, go to View → Thumbnail Size.

Monitoring an Individual Student

If you want to take a closer look at a particular student’s desktop, double-click their thumbnail. A larger image of the student’s desktop will appear on your screen.

You can change the size of the student’s window by selecting Menu → View in Full Screen Mode OR View in Window Mode. Window Mode allows you to focus on the individual student desktop while continuing to monitor the rest of the class. Full Screen Mode enables you to view the student’s desktop on the entire screen.
When finished monitoring this student, press the Stop button.

**Broadcasting a Desktop**
You can also broadcast your desktop or a student’s desktop to the entire class.

To broadcast your own desktop image, select the group of students you would like to broadcast to, and press the Broadcast button. If you want to broadcast your desktop to all students, you can press Broadcast without selecting all of the students.

You will receive this prompt. Select Yes. Now your desktop will display on the selected students’ computers.

To end the broadcast, press the Stop button.

To broadcast a student desktop to the rest of the class, select their thumbnail, and press the Broadcast button.

To end the broadcast, select Menu → Stop Broadcasting.

**Controlling Student Computers with SynchronEyes Software**
SynchronEyes software also enables you to control student computers.

**Taking control of a student computer**
To give direct instruction to a student, you can remotely control their computer. To do this, select the particular student’s thumbnail, and press the Control button on the top of the toolbar.

A larger image of the selected student’s desktop will appear. You can now use your keyboard and mouse to control their computer.

When finished controlling this student’s computer, press the Stop button.

**Getting Student Attention**
You can get your student’s attention by blacking out their screens and disabling mouse and keyboard control. To do this, press the Lock button. A message reading *Eyes to the front, please* will appear on the student’s monitors.

To release the lock, press the Lock button again and students will regain full control over their computers.
**Blocking student Internet Access**

To block student access to Internet Explorer, select a student or a group of students, and press the Internet button.

If a student tries to open Internet Explorer, they will receive this:

If you want to allow specific websites only, click the down arrow next to the Internet button. Select Internet Block Exceptions.

Click Add. Enter the Website in which to allow.

For example, enter highlands.edu and click OK.

Click OK again.

**Note:** The Internet button only blocks Internet Explorer. Since the default browser on all student computers is Mozilla Firefox, please read “Blocking Applications” on the next page.
Blocking Applications

If students are using an application that is distracting them from what they should be working on, you can use the Applications view to block it.

Some rules have already been established.

To access and use these rules, press the Applications button on the Views menu. Select the check box beside a rule to activate it.

To create a new application blocking rule, do the following:

1. Press the Add New button.
2. Enter Block Rule Name.
3. Select a program or programs you would like to block from the List of Applications. If the program does not appear, click Browse to locate the file.

For example, to block Mozilla Firefox, click Browse, go to C:\Program Files\Mozilla Firefox\firefox.exe. After selecting firefox.exe, click Open.

4. Press the Add button. Press OK.
5. Select the check box beside the new rule to activate it.
6. Click Block Applications on the Do you want to continue popup.

Now if students try to open the application, e.g. Mozilla Firefox, they receive the following:
# Quick Reference

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="Lock.png" alt="Lock" /></td>
<td>Lock student computers so the instructor can have students’ undivided attention.</td>
</tr>
<tr>
<td><img src="Internet.png" alt="Internet" /></td>
<td>Block access to Internet Explorer web browser.</td>
</tr>
<tr>
<td><img src="Control.png" alt="Control" /></td>
<td>Remotely take control (mouse and keyboard) of the selected computer.</td>
</tr>
<tr>
<td><img src="Broadcast.png" alt="Broadcast" /></td>
<td>Show your desktop or a selected student desktop to students.</td>
</tr>
<tr>
<td><img src="Thumbnails.png" alt="Thumbnails" /></td>
<td>This is the default view. It allows you to monitor and control your students’ computers.</td>
</tr>
<tr>
<td><img src="Applications.png" alt="Applications" /></td>
<td>Allows the instructor to block access to certain applications on the students’ computers.</td>
</tr>
</tbody>
</table>