New Perspectives on Computer Concepts, 3rd Edition
ReadMe.Wri
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1. System Requirements

The New Perspectives on Computer Concepts CD (NP3CD) is designed to run on most standard computers running the Windows operating system.

a. Windows 3.11, Windows 95, or Windows NT 4.0. The NP3CD has also been tested with the latest beta of Windows 98. Some functionality may be limited under Windows 3.11 due to Windows 3.x resource limitations

b. A fast 486 or Pentium processor

c. 16 Megs of RAM

d. VGA, SVGA, or XGA Video with 256, High Color, or TrueColor Graphics.

e. CD-ROM Drive for Stand-alone Systems (Network workstations accessing the software from a file server or network CD-ROM drive do not need a local CD-ROM.)

f. Mouse or similar pointing device

g. Floppy disk drive or other writable storage device configured as drive A

h. A properly configured dial-up or direct Internet connection with Internet Explorer or Netscape Navigator is required for automatic links to the InfoWeb Internet sites. A browser and Internet connection are not require in order to use the other features of the program

i. A sound card properly configured to run WAVE and MIDI sound files is recommended, but not required. Sound capability is particularly valuable when running the video segments and animations

j. If using Windows 3.11, Video for Windows must be installed in order to view the video segments. To install Video for Windows, refer to section 5 below.

k. You must have Write rights to the \Windows directory of your system. The NP3CD.INI initialization file and several temporary files are stored in the \Windows directory.

2. Starting the Software

Windows 95 and Windows NT 4.0:

a. Insert the CD into the CD-ROM drive. If Auto Insert Notification is active for your CD-ROM drive, the program will automatically start.

b. If the program does not start, click Start, then click Run and type d:\start.exe where d: is the letter assigned to your CD-ROM drive. Press Enter to start the software.

Windows 3.11:

a. Insert the CD into the CD-ROM drive.

b. Click File, then click Run. Type d:\start.exe where d: is the letter assigned to your CD-ROM drive. Press Enter to start the software.

It is recommended that you close all other programs before starting the program, particularly if you are running under Windows 3.11.

If you would like to create a menu entry (Windows 95 and NT) or program group and icon (Windows 3.11) for the NP3 CD, run the MakeMenu.Exe program located in the root directory of the CD-ROM. You will then be able to start the program by selecting it from the Start menu (Windows 95) or Program Manager (Windows 3.11).

3. Installation

No installation is needed if the software is to be run from the CD-ROM.

The first time an InfoWeb icon is clicked the system will search for an Internet browser and creates the file NP3CD.INI in the \Windows directory. When you click other InfoWeb icons, the system will check NP3CD.INI for the location of your Internet browser instead of searching for the browser again. You can change the currently selected browser by using the Help, Select Browser menu option on the main screen.

Several of the New Perspectives Labs create temporary files in the \Windows directory. These temporary files are deleted each time you exit these Labs.

No other files are stored on the computer system.

4. Using the Software

The NP3 CD software is designed to be very easy to use. Essentially it works like a book with active links.

To display the text and related media elements:

1.   Click Chapters, select a chapter, click Chapter Opener.

2.   Use the vertical scroll bar, the up/down arrow keys, or the Page Up and Page Down keys to move up or down the page.

3.   Click the Prev or Next buttons on the toolbar or press the left/right arrow keys to move to the previous or next pages.

4.

Click any CD icon to view the associated media element. When running a ScreenTour, close the ScreenTour to return to the NP3 CD page. When running an in-place animation or video, click anywhere else on the page to stop the animation or video.

5.

Click any InfoWeb icon to display the associated InfoWeb page (if you have an Internet link) or InfoWeb section (if you do not have an Internet link). Close your Web browser to return to the NP3 CD page.

6.

Click any Lab icon to open the associated Lab. Close the Lab to return to the NP3 CD page.

7.	To check your understanding of the material in each section, type your answers in the QuickCheck boxes, then click the Check Answers button.

To use the Assessment Features:
From the main menu, click Assessment, select a chapter, then select Practice Test or Key Word Practice.

If you want to store your results on a Tracking Disk, insert a formatted blank disk in drive A:, and click **Create Tracking File A:\Tracking.Trk** to create a tracking file on the disk in drive A. If you do not want to use a Tracking Disk, click **Continue without a Tracking Disk**. Instructors will be provided with a utility program to consolidate Tracking Disk results.

If you create a new Tracking Disk, but encounter an error when you complete a Practice Test or Key Word Practice, it is possible that the Tracking File was not generated correctly. Use File Manager or Explorer to check the size of the file Tracking.Trk on your Tracking Disk. If this file is 0 bytes in size, then delete it, and re-enter a Practice Test or Key Word Practice to regenerate the Tracking File.

Advanced GoTo Features:
The GoTo feature allows you to jump to any chapter and page. Enter the chapter number in the Chapter text box and the page number in the Page Number text box. To go to the front matter, enter 1 or 0 as the chapter number and enter a Roman numeral from i to xvi as the page number. To go to the glossary/index pages, enter gi as the chapter number followed by any page number.

5. Installing Video for Windows under Windows 3.11
You must have Video for Windows installed in order to view the video segments under Windows 3.11. If you do not already have Video for Windows installed, you can install it by running the program Setup.Exe in the \VFW11E directory of the NP3 CD-ROM.

6. Network Installation
Institutions with workstations that do not have local CD-ROM drives can use the network installation program NWSetup.Exe to install the files from the CD-ROM to a network file server. The program can then be run from any workstation without use of the CD or a CD-ROM drive. NWSetup.Exe is located in the root directory of the CD-ROM.

Two network installation options are supported. The complete network installation copies all files to the file server while the compact network installation copies all files except the video files. The estimated drive space requirements for network installation are listed below:

Product	Compact Installation	Complete Installation
Sampler	28 MB	47 MB
Brief	120 MB estimated	250 MB estimated
Intro	180 MB estimated	360 MB estimated
Comprehensive	250 MB estimated	600 MB estimated

7. Uninstalling the Software
If the software has been run from the CD-ROM drive, it is not necessary to uninstall the software as only one file -- NP3CD.INI -- was installed on your computer. You may delete the file NP3CD.INI from the \Windows directory. This is the only file that is written to the local hard disk drive.

If you used the network installation program to install all files to a network file server, you should delete the directory in which you installed the software as well as the \NP3CD directory below it.

8. Technical Support
    If you need technical assistance with this product:
    a.   Call 1-800-648-7450 and ask for Technical Support.
    b.   Check the Course Technology web site at http://www.course.com.

9. Special Notes for Windows NT 4.0 Users

Word Processing Lab
Several functions in the text box used in the Word Processing Lab are not compatible with Windows NT 4.0. Students can complete the Steps and all Lab Assignments in Explore under Windows NT 4.0, but should not use the Edit/Select All, Edit/Find, or Edit/Replace functions because they do not function correctly under NT 4.0.