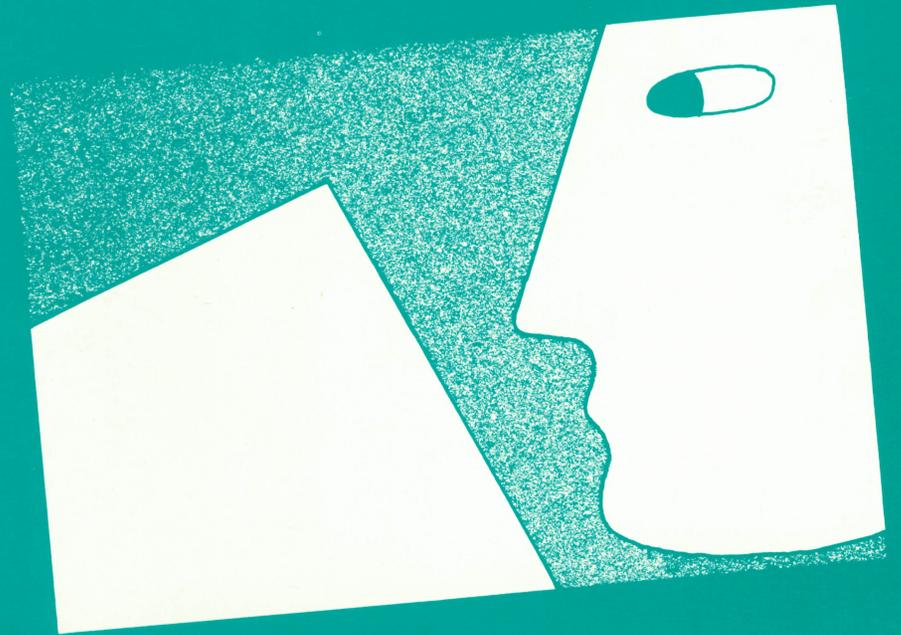


Reading Comprehension

User's Guide



Weekly Reader
Family Software

Middletown, CT
06457

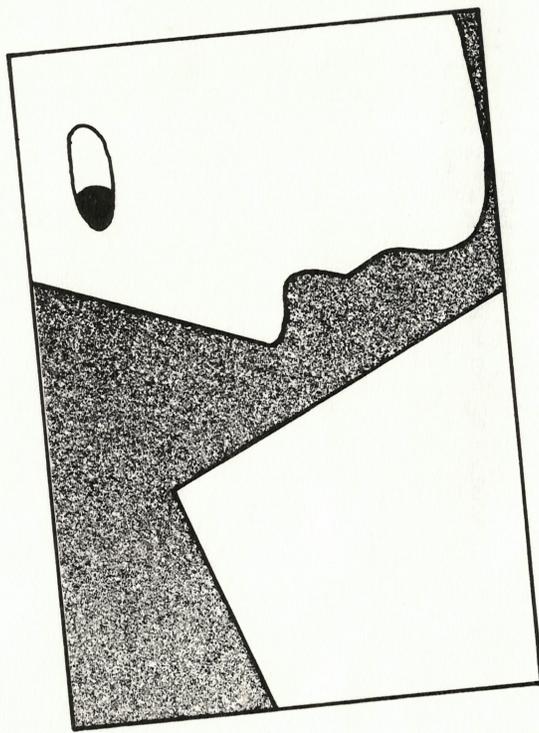
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List of Commands

- CTRL C** To get to the Options section from the welcome screen
- CTRL L** To toggle between uppercase and lowercase letters
- CTRL Q** To turn the sound on or off
- CTRL Z** To end the session
- ESC** To cancel the section you are in
- SPACE BAR** To go on to the questions after reading the exercise text
- To review the text when answering the questions

Reading Comprehension

User's Guide



Option 4 Print an Exercise

When you select this option, you will see

Select level:

1. Story group 1
2. Story group 2
3. Story group 3
4. Story group 4
5. Story group 5
6. Story group 6
7. User story group

ESC. Return to menu

Choose and press RETURN

Enter the number of the level you want and then press Return. The program will now show you a list of the exercises in that level. Enter the number of the exercise you want to print and then press Return. The program will ask the slot number of the printer card. Enter the slot number and then press Return. If the printer card is in slot 1, you can just press Return. The computer will print the title and story text on one page and the questions and choices on the next page.

You may use printed exercises as paper tests or for additional work.

When the printout is complete, you will return to the Exercise Menu.

Press the Esc key to return to the Options Menu.

Reading Comprehension
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Option 2 Delete an Exercise

Only custom exercises can be deleted. When you select this option, you will see a list of the titles in Level 7. Enter the number of the exercise you wish to delete and then press the Return key. If you decide not to delete any exercise, simply press the Esc key to return to the Enter Exercise Menu.

When you select an exercise to delete, the program will ask if you wish to delete that exercise. Press Y and then Return to continue, or N and then Return to cancel the delete.

Option 3 Show an Exercise

This option allows the teacher or parent to read the exercise text and to answer the questions that accompany the text. This can be used to check out the exercise to see if the teacher could use it in current lesson plans. The program will ask you to select the level that the exercise is in. Enter the number of the level you want and press the Return key. Now enter the number of the exercise you want to view.

As you read through the exercise, press the down arrow or the M key to move forward and the down arrow or the I key to move back. When you have finished reading the story, press the Esc key or the space bar. You will now be presented with the questions that accompany the text. There will be up to five answers to choose from. Enter the letter that corresponds to the correct answer.

If the answer is correct, you will hear a little tune played. If the answer is incorrect, you will hear a "bloop." When all the questions have been viewed and answered, the program will return to the Enter Exercises Menu.

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To Begin

Reading Comprehension will run on any Apple Family computer with at least 48K and a disk drive.

To start, put the program disk into the drive and turn on your Apple. If you have Autostart, you will see the title panel displayed.

If your Apple does not have the Autostart ROM, you will see the monitor cursor *. Type 6, then P while holding down the key marked Control (6 CTRL P), then press the Return key.

After the title panel, you will see the welcome panel:

**Welcome to
Reading Comprehension.**

**Please enter your name
and press Return.**

Name:

A student who wishes to begin working with the program may type his or her name (11 letters or fewer) then press Return.

The program will begin at the appropriate level, including any changes previously made. If no changes have been made, the program will start at Level 1.

Teachers and parents who wish to customize the program or review a student's progress may enter the Options section from the welcome panel by pressing Control while pressing C (CTRL C).

To Work

Enter the student's name (no more than 11 letters, please) and then press Return to begin working with Reading Comprehension.

too many lines or the text is the maximum size. Press any key to erase the warning and then edit your text to fit into the allotted space.

For those users with late-model Apples, it might be helpful to make sure that the CAPS LOCK key is up when you enter the story text. An exercise is easier to read when it is typed in uppercase and lowercase letters. Apple II Plus owners can press the Control key while pressing the L key (CTRL L) to toggle between uppercase and lowercase.

When you have finished entering the text, press the Esc key. When you press Esc the program will ask: Are you finished entering the text for this exercise? Press Y or N and then Return. Pressing N will return you to the text, pressing Y will allow you to enter the questions that accompany this text.

The program will ask: How many questions will accompany this text? Enter a number from 1 to 9 and then press Return. Now you can enter the text for question 1. Enter the text in the same manner that you entered the story text. A question can be up to five lines long. If you attempt to go beyond this, the screen will show: There are too many lines or the text is the maximum size. When you have finished entering the question, press the Esc key.

The program will ask: How many choices will accompany this question? Enter a number between 1 and 5 and press Return. The choices are entered just like the story text and the question text. Choices may be up to two lines long. If you try to type in more than two lines, the screen will say: There are too many lines or the text is the maximum size. Press Esc when you have finished entering the choice text.

When you have entered all the choices, the program will ask: Which choice is correct? Enter the letter of the correct choice and press Return.

When you have entered all the questions and choices, the program will return you to the Enter Exercise Menu.

Enter Exercises

This option allows the teacher or parent to add, delete, or print his/her own exercises or to print the exercises that come with the program.

You will see

Select an exercise option:

1. Enter a new exercise
 2. Delete an exercise
 3. Show an exercise
 4. Print an exercise
- ESC. Return to previous menu**

Choose and press RETURN

Option 1 Enter a New Exercise

There are four steps to adding a new exercise. You will need to enter the title, the story text, the questions, and the choices that accompany each question. The Reading Comprehension disk can hold up to five new exercises at a time. All custom exercises will be placed in Level 7.

To begin, you must enter a title for the exercise. This is necessary for the program to keep track of the exercises and for listing, deleting, and printing them. You may enter up to 22 characters for the title. Press RETURN when you have finished.

Next, enter the story text. The program will accept the text in any convenient form. You may skip lines between sentences by pressing RETURN. This section works like a simple word processor. Type in the text normally. The program will automatically wrap the words onto the next line when it reaches the end of a line. To delete any text, use the left arrow (<--) or the Delete key. As you move the cursor back over any words, they will be erased. Type in the new text.

The complete text may not exceed 120 lines. If you attempt to go beyond this, the computer will beep and flash a warning: There are

Note: Students with the same first name should add the initial of their last name so the program can tell them apart.

If the name is not on the program's list of previous students, the problems will start at Level 1 and a message will appear on the screen: As a new user you will start at the beginning. The problems will progress upward as the student succeeds.

If the student's name was entered earlier, the program will start at the last level reached and with the variations (if any) set in the Options section.

The Reading Comprehension Exercises

The program will now present a story to read. Press the down arrow or the M key to move forward in the story and continue reading. Press the up arrow or the I key to move backward and reread any section of the story. There is no time limit. A story may be reviewed by scrolling back and forth as long as is necessary.

When the student has finished reading, he or she should press the ESC (Escape) key or the space bar to move to the questions.

The student will now be presented with questions pertaining to that particular story. Up to five choices will be given as the answers to each question. The student should enter the letter of the correct answer.

If the answer is correct, the student will hear a little tune played, and the next question will appear. If the answer is incorrect, he or she will hear a "bloop", then the computer will display the correct answer. Then press any key to continue.

The number of incorrect answers the program will accept before the computer displays the correct answer depends on what was specified in the Options section (two tries if no changes were made).

When all the questions have been answered for each story, the program will ask: Do you wish to continue? Press Y to continue to the next story or N to end the session. At the end of each exercise, the student's score will be tabulated. The program will keep a record of the student's score for all the exercises as well as an individual report on the last exercise completed.

The Control Options

Control Q (CTRL Q) Quiet

Press the Control key while pressing the Q key (CTRL Q) to turn off the sound for quiet play. Apple //c users can simply turn down the adjustment knob located on the left side of the machine.

Control Z (CTRL Z) End the session

The student can end the session at any time during the question and answer period by pressing the Control key while pressing the Z key (CTRL Z). When the Control Z option is used, the program will reboot. Note: The results of the current exercise will not be saved out to the disk when the Control Z option is used.

To make sure that the results of the current exercise are recorded, the student should answer all the questions in that exercise and wait until the program asks: Do you wish to continue? Then press the N key. Ending the session in this manner will save the results of the exercise just completed.

Options

Press Control C (CTRL C) while the welcome panel is on the screen to enter the Options section. This section allows you to update the program options, review student report cards, enter options for new students, and add your own exercises.

You can make individual assignments, then store them on the disk for up to 39 students. (The 40th name is always reserved for any new student not on the list.) Each student will be presented with the level specified for that individual.

Enter New Student

This option is the same as updating (above) but is used for a new student who has not yet worked with the program. Enter the student's name (11 letters or fewer) and then press Return.

1. Select the starting level of difficulty.

Enter a number from 1 to 7 to select the level of difficulty at which the program will begin for this new student.

Levels 1 and 2 are based on Grade 4 comprehension exercises.

Levels 3 and 4 are based on Grade 5 comprehension exercises.

Levels 5 and 6 are based on Grade 6 comprehension exercises.

Level 7 consists of the exercises entered by the teacher or parent.

2. Select the number of tries.

Enter a number from 1 to 4 to specify how many incorrect answers the program will accept before the computer displays the correct answer.

When the review screen appears, enter the number of the option you wish to change or press Return to accept the options as they are.

The program will keep the record of this student with the starting level and current level of the student as being the same, the number of questions answered and number correct as 0, and the student's overall score of 0%. These results will be updated as soon as the student uses the Reading Comprehension program.

Pressing the Esc key while at the New Student Menu will return you to the Options Menu.

The report card contains a variety of information. The information describes the student's starting level and overall score as well as the score the student received on the preceding session.

Report Card for: Betty K.

Starting level: 1
Current level: 1
Questions answered: 6
Number correct: 6
Overall score: 100%

Current exercise
Questions answered: 6
Number correct: 6
Current score: 100%

Press any key to continue

Option 2 allows you to delete any records you wish in order to make room on the disk. Enter the name of the student whose records you wish to delete and then press Return.

Option 3 allows you to revise and change the options for any name on the list. Select the number of the student whose options you wish to revise. When the Options review screen appears, select the number of the option you wish to change.

Option 4 allows you to print the report card for any student. This option presents a list of the students whose names are stored on the disk. Select the number of the student whose record you wish to print while the number is on the screen. Enter the slot number for the printer card and then press Return. If the printer card is in slot 1, you can just press the Return key.

Press the Esc key while at the Report Card Menu to return to the Options Menu.

After pressing Control C, you will see the Options Menu:

Select an option:

1. Update program options
 2. Check report cards
 3. Enter new student
 4. Enter exercises
- ESC. Restart program

Choose and press RETURN

Press the number that corresponds to the option you wish to select, then press Return.

Update Program Options

This options works only for a student who has already been entered as a new student. (See section 3 "Enter New Student".)

When you select this option, you will see

You can customize the Reading Comprehension program for each student.

Press RETURN to go on or ESC to go back to the previous menu.

Press Return to go on or press Esc to go back to the Options Menu.

Enter the student's name.

Name:

Type the student's name (11 letters or fewer), then press Return. The Options section will present you with two choices. Press the appropriate number to identify your response, then press Return. You

will be able to review and revise your selections after the second choice.

The options are:

1. Select the starting level of difficulty.

Enter a number from 1 to 7 to select the level of difficulty at which the program will begin for this student. Reading Comprehension will adjust itself automatically as the student finishes each exercise, and progress through the levels will be monitored on the report card.

Levels 1 and 2 are based on Grade 4 comprehension exercises.

Levels 3 and 4 are based on Grade 5 comprehension exercises.

Levels 5 and 6 are based on Grade 6 comprehension exercises.

Level 7 consists of custom exercises entered by the teacher or parent.

2. Select the number of tries.

Enter a number from 1 to 4 to specify how many incorrect answers the program will accept before the computer displays the correct answer.

Younger students will feel comfortable with more tries. You may set this option to 1 for a quiz form that will record accurate per-question scoring.

When you have completed both choices, you will be shown a review screen. Type the number of any option you wish to revise, or press RETURN to accept the choices as made and to return to the welcome panel.

Name: JENNIFER

1. Starting level: 3
2. Number of tries: 2

Press RETURN to accept the options as they are or enter the number of any option you want to change and press RETURN.

Check Report Cards

The report cards enable you to track and store individual assignments and progress reports for up to 39 students. (Position 40 is replaced whenever an unlisted student uses the program.)

You will see:

Select report card option:

1. Single student's record
 2. Delete student's record
 3. View/change options
 4. Print student's record
- ESC. Return to previous menu**

Choose and press RETURN

Press a number from 1 to 4 to select an option, or press Esc to return to the Options Menu.

Option 1 presents a list of the students whose names are stored on the disk and allows you to view the progress for any student. Select the number of the student whose record you wish to review while the number is on the screen.

Enter student #:

1. June K.
2. Kathy M.
3. Rick
4. Betty K.
5. Louise
6. Jim M.
- 7.
- 8.
- 9.
- 10.

**Press RETURN for next page
ESC to go back to menu**

