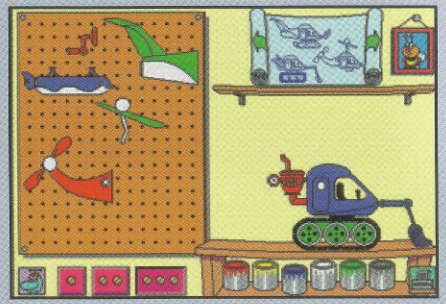
AGES 3–8

Believe in the Power of Young Minds!

The Riverdeep *Early Learning Series* inspires young minds to discover the fundamentals of learning: Math, Language Arts, Science, and Social Studies. These products provide encouragement and positive reinforcement, while the rich, multisensory learning environment supports each child's unique learning style. Together these elements inspire confidence, promote independence, and place young children on the path of lifelong discovery.



In the Workshop, students learn how pieces fit together to make a whole.
(Screen shot from *Sammy's Science House*.)

Expand your library with these titles:

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Bailey's Book House®
Sammy's Science House®
Trudy's Time & Place House®
Stanley's Sticker Stories®
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Thinkin' Science®
Let's Go Read!® 1 & 2
Thinkin' Things® 1 & 2

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Award Winner!
"A family must: this artful utility allows kids access only to their programs—not yours!"
Mary Beth Jordon, Executive Editor, *Child*

EDMARK®
member of the Riverdeep family

Now Kids Can Launch Their Programs, But Can't Access Yours!

FAMILY EDITION

KidDesk®

MAC/WIN CD

AGES 3 to 10

INSTALLATION

Before you begin installing *KidDesk Family Edition*, be sure that you have the minimum required hardware and software specified here.

Minimum Requirements

Windows®
- ✓ Windows 95/98
- ✓ 386DX/33 MHz (486DX/33 MHz or better recommended)
- ✓ Hard drive with 2 MB free
- ✓ 4 MB RAM (8 MB recommended)
- ✓ Super VGA, 640x480, 256 colors
- ✓ CD-ROM drive (for installation only)
- ✓ Windows-compatible sound-output device
- ✓ Mouse
- ✓ Windows-compatible printer (optional)
- ✓ Microphone (optional)
- ✓ TouchWindow® (optional)

Macintosh®
- ✓ System 7.5.6 - 9.x
- ✓ Color Macintosh (256 colors)
- ✓ Hard drive with 2 MB free
- ✓ 4 MB RAM (8 MB recommended)
- ✓ 13" or larger monitor
- ✓ CD-ROM drive (for installation only)
- ✓ Printer (optional)
- ✓ Microphone (optional)
- ✓ TouchWindow (optional)

Installation and Startup

Once you have installed *KidDesk Family Edition*, the CD-ROM is not required to run the program.

Windows 95/98

1. To install *KidDesk Family Edition*, insert the CD-ROM. If AutoPlay is not enabled, choose **Run** from the Start menu and type **d:\setup** (where **d** represents your CD-ROM drive).
2. If *KidDesk* is not set to start automatically, use the Start menu to run *KidDesk Family Edition*.

Macintosh

1. To install *KidDesk Family Edition*, insert the CD-ROM. Double-click the *Install KidDesk Family Edition* icon.
2. If *KidDesk* is not set to start automatically, double-click the *KidDesk Startup* icon in the *KidDesk Family Edition* folder (found on your hard drive) to run the program.

If you have problems, call for technical support at 425-556-8480. You can also find answers to frequently asked technical questions at www.riverdeep.net. PC users in the UK can send inquiries to PCtech@riverdeep.net. Mac users in the UK can send inquires to MacTech@riverdeep.net.

For more information about
The Southwestern Company,
visit our World Wide Web site:
http://www.southwestern.com

GETTING STARTED

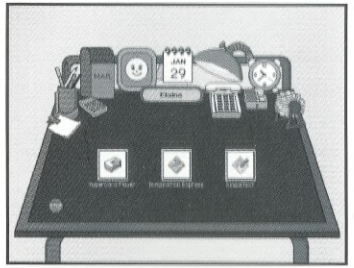
KidDesk Family Edition makes using the computer easy, safe, and fun for everyone in the family. It's a hard drive protector, a family communication link, a kid-friendly desktop, and a productivity tool—all rolled into one.

The first step in using *KidDesk* is to create a customized "desk" for each user from which selected applications can be run and accessories can be used. To do this, follow these steps:

1. Open *KidDesk Family Edition*. The first time you do this, you'll see an opening screen with a single icon for "Guest."
2. Enter Adult Options by holding down the Ctrl and Alt keys while pressing *A* (Windows) or holding down the Command and Option keys while pressing *A* (Macintosh). You see two Card tabs, **Kids** and **Applications**. If the Kids Card is not displayed, click the **Kids** tab.
3. From the Kid menu at the top of the screen, choose **Add Kid**. You see the Add Kid dialog box.
4. Type the first name of the user for whom you are creating a desk. If desired, type the last name.
5. If you want the desk to be password protected, click **On** for this option. You can either type a password now or leave it blank to let the user set the password the first time the desk is opened.
6. As desired, use the other sections of the dialog box to set scanning (single switch) options for a special needs user; change the icon for the user; and record a welcome message. Windows users can also allow more than one application to be run from a desk simultaneously by clicking **On** for MultiApp Mode (the default setting is off). When you are done setting options, click **OK**.
7. Repeat steps 3–6 to create a desk for each user you want to add.
8. To give users access to programs from their desks, click the **Applications** tab to display the Applications Card, then choose **Add Applications** from the Applications menu. You can search your hard drive manually or automatically for applications to add. Windows 95/98 users can also use the drag and drop method in many cases. (Note: When you add an application to *KidDesk*, you are simply creating an icon that allows each family member to launch that application from the desk. You are not copying the application or changing it in any way.)
9. When you add an application to *KidDesk*, it is automatically placed on all family members' desks. To hide the application from a specific desk, first click the **Kids** tab to switch to the Kids Card. Click a user's icon, then choose **Limit Applications** from the Kid menu. A list of all the installed *KidDesk* applications is displayed. Click any applications you want to hide from the selected user, then click **Disable**. When you're done, click **OK**. You can also set additional options for users. (For more information, see "Adult Section.")
10. When you're done, open the File menu and select **Return to Kid Section**.

The icon and name of each user added to *KidDesk* are displayed on the opening screen of the Kid Section, which appears whenever the program starts. To go to a desk and run applications or use the *KidDesk* accessories, click an icon. If a password has been added for this desk, you must type the password in order to enter.

The desk is your "home base" on the computer. Application icons appear on the bottom half of the desk. If more than one page of applications has been added, an arrow appears. To see the rest of the applications, click the arrow. *KidDesk* accessory icons appear on the top half of the desk. To run an application or use an accessory, click its icon.



If you create documents while running an application from *KidDesk*, the documents' names and icons appear when you click the application's icon. (This does not include documents saved on floppy disks or on a network.) To open a document, click its icon.

Accessories

Note Pad lets you type, decorate, and print one-page notes. Clicking this icon opens a window where you can choose a border and text style and then type your text. Use the Note Pad to make everything from grocery lists to letters and signs.

Pencils and Pens lets you choose among several different desktop styles. *KidDesk* features remain the same, but the icons and general "look" change.

Calculator lets you open and use a large on-screen calculator.

Mailbox lets you send e-mail to other *KidDesk* users on your computer and receive e-mail from them in return. Click the Mailbox icon to view mail that has been sent to you (left side) and a list of *KidDesk* users to whom you can send mail (right side). To read a message you have received, click the message icon. To send e-mail, click another user's icon, type your message and then click **Send**. If sending e-mail to multiple users is allowed (see "Adult Section"), you can click several icons while holding down the Ctrl key (Windows) or Command key (Macintosh).

KID SECTION

The **Picture Frame** displays your user's icon and lets you edit, choose, or draw a new one. Click the Picture Frame to use the icon editor. To see more icons, click the arrows. Choose a new icon by clicking it. Customize an icon by using the tools and color palette. (Note: If the icon editor is turned off in the Adult Section, the icon cannot be changed from the desk.)

The **Calendar** on the desk shows the current date. Click it to view the calendar for the current month, the previous month, or any of the following 12 months. To select a day on the monthly calendar, click it. You can write a note or choose a sticker for any selected day.

The **Name Plate** shows the name of the desk's owner. You can choose whether it displays the first name only or both first and last names.

The **Lamp** lets you turn down the light on the desk. Click it once to dim the screen. Click it again to return the screen to its regular brightness.

The **Phone** and **Answering Machine** let you send voicemail messages to other *KidDesk* users on your computer and receive messages from them in return. To send a message, click the Phone to see a list of all *KidDesk* users, then click another user's icon to "call" that desk. If sending voicemail to multiple users is allowed (see "Adult Section"), you can click several icons while holding down the Ctrl key (Windows) or Command key (Macintosh). The Phone rings and the answering machine message plays for the desk you are calling. The Record dialog box then appears. Record your message and click **Send**. To listen to a message, click the Answering Machine. You see a list of messages you have received. Click **Play** to hear a message, or **Skip** to go to the next message you received. You can also use this dialog box to record a new answering machine message from your desk. (Note: If you do not have sound-input capability or if voicemail is disabled in the Adult Section, the Answering Machine does not appear on the desk. Instead, clicking the Phone plays a variety of recorded greetings.)

The analog **Clock** on the desk uses hour, minute, and second hands to show the current time. To see a digital clock and hear the time spoken, click the Clock.

The **Address Card File** lets you make and organize name/address cards. Each card contains a space for name, address, phone number(s), birthday, and miscellaneous notes. To add a new card, move to a blank card or click **New**, then type the information. As soon as you type a name, the card is filed alphabetically by name. To remove the currently displayed card, click **Remove**.

Use the Adult Section to set up personalized desks for users and to control other *KidDesk* options. To enter Adult Options, hold down the Ctrl and Alt keys while pressing *A* (Windows) or hold down the Command and Option keys while pressing *A* (Macintosh).

File Menu
This menu allows you to leave the Adult Section and return to the *KidDesk* opening screen (**Return to Kid Section**) and to **Exit** *KidDesk* (**Quit to Finder** for Macintosh users). Macintosh users can also use **Activate Finder** to access the Finder without quitting *KidDesk* (e.g., to use the Chooser, Control Panels, and other items in the Apple menu); change **Page Setup** and **Printer Setup** settings; and **Shut Down** the computer.

Edit Menu (Macintosh only)
This menu allows you to use the standard Macintosh functions **Undo**, **Cut**, **Copy**, **Paste**, **Clear**, and **Select All** to edit text and graphics.

Kid Menu
Before using this menu, click the **Kids** tab to see the Kids Card if it is not already showing. This menu allows you to add users to *KidDesk* (**Add Kid**; see description under "Getting Started"); change user settings (**Kid Settings**; this brings up the same dialog box as Add Kid for the selected user); and remove a user (**Remove Kid**). You can use the Kid Settings command to edit the Guest settings or to remove the Guest login icon (by clicking **Disable**). The Kid menu also allows you to control individual users' access to applications, *KidDesk* accessories, and documents:

- To hide an application from a specific user's desk, choose **Limit Applications**, click the application icon, then click **Disable** (Windows) or **Hide** (Macintosh). The icon appears with an **x** through it. To make the application available again, click the icon, and then click **Enable** (Windows) or **Show** (Macintosh).
- To hide an accessory from a specific user's desk, choose **KidDesk Accessories**, and then click **Hide** for the accessory (Windows) or click the accessory icon, and then click **Hidden** (Macintosh). To make the accessory available again, click **Show** (Windows) or **Built-in Accessory** (Macintosh). You can also choose to make an accessory icon run a different application by clicking **Launch**, then **Browse** to select an application (Windows) or by clicking **Run Application**, then **Specify** (Macintosh). Some of the *KidDesk* accessories have options that can be turned on or off using the KidDesk Accessories command: welcome message (Macintosh only) and icon editor for the Picture Frame; spoken time for the Clock; sending to multiple users for the Phone and Mailbox; and disabling voicemail for the Phone (when the Phone icon is clicked, the user hears only a variety of greetings).

ADULT SECTION

- To delete or remove a document from a *KidDesk* user's document list, choose **Kid's Documents**. To permanently delete a document, click the document icon, and then click **Delete**. To leave the document on your hard disk but make it inaccessible from *KidDesk*, click **Detach**. You can make a document accessible to a user by using Windows or the Macintosh Finder to manually add the document to that user's document folder.

Application Menu
Before using this menu, click the **Applications** tab to see the Applications Card if it is not already showing. This menu allows you to add applications to *KidDesk* (**Add Application**; see description under "Getting Started") and **Remove** an application. Windows users can also use this menu to **Launch** an application. Additionally, you can use this menu to change **Application Settings**. These include the name and icon that show up for an application within *KidDesk*, as well as whether or not documents created in an application are automatically collected and made available to users within the *KidDesk* document folders. Application Settings for Windows also include the file name (for adding or changing command-line parameters); the path for accessing an application; and whether or not an application is run under DOS. Application Settings for Macintosh include running an application with the Finder active (so Apple menu items, Finder functions, and the Macintosh desktop are accessible) and turning off Document Access Options (see "Options Menu," below).

Options Menu
Adult Password allows you to add a password for entering the Adult Section. **Screen Saver** lets you turn the screen saver on or off and control how many minutes before it turns on. **Time Reminder** lets you create a message that appears on a user's screen at a specific time or after a set number of minutes. (Windows users can also record an audio message.) **Kids' Exit Options** lets you choose to allow users to exit from *KidDesk* to Windows or the Macintosh Finder; shut down the computer when users exit *KidDesk*; or allow exit from *KidDesk* only from the Adult Section. **Startup Options** for Windows lets you choose if *KidDesk* automatically starts when you start Windows; if *KidDesk* is run as the Windows shell; or if *KidDesk* must be started manually. Startup Options for Macintosh lets you choose whether the computer starts up automatically to *KidDesk* or to the Finder. Windows users can also choose **Printer Setup** options from this menu. Macintosh users can set **Document Access Options**, which control users' abilities to open and save documents (floppy disk, kid's folder, shared folder, or anywhere); and **Disk Eject Options**, which control how users eject floppy disks and CD-ROMs.