

## TELL ME MORE Language Learning Quick Start Guide

### System Requirements:

#### Recommended configurations

Note: the configurations in brackets represent the minimum required.

**Processor**-700 MHZ

192 MB RAM

**Microsoft Windows**<sup>®</sup> NT4/2000/XP  
(95/98/ or Millennium)

30 MB available on hard disk

**Sound card**-16 bit Windows<sup>®</sup> -  
compatible

1024x768 graphic card with 16 millions  
colours (800x600 with 65,536 colours)

**Internet Explorer** 5.0 or later version

**Flash Player** 7.0 (Flash Player  
6.0.65.0) with required administrator  
rights.

Microphone and loudspeakers or  
microphone-equipped headset

128 Kb/s internet or intranet  
connections- (High Speed connection  
is recommended.)



# Accessing Your Language Program

## Step 1: Create your Account

(\*Must use **Microsoft Internet Explorer 5.0** or higher)

### Enter your:

- First name
  - Last Name
  - email Address
  - Select Interface Language
  - User name
  - Password
  - Confirm Password
  - Create Account
- Now click on "Confirm"



## Step 2: Perform the Computer Test

When you're logged in, click on the link named "Computer Test" and then "Begin the Computer Test".

The computer configuration and the Internet connection will be tested and analyzed. If the configuration is not optimal, you will be informed immediately.




## Step 3: Select your learning path

In this step, please select which learning path you need to access:

Everyday Situations

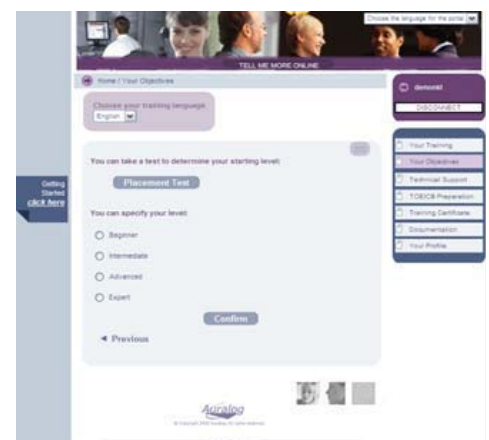
-or-

Professional Situations



## Step 4: Selecting your level

To determine your level or proficiency, you can either take the Auralog placement test, or specify it yourself. If the placement test is chosen, it will open up in a new window.



# Accessing Your Language Program

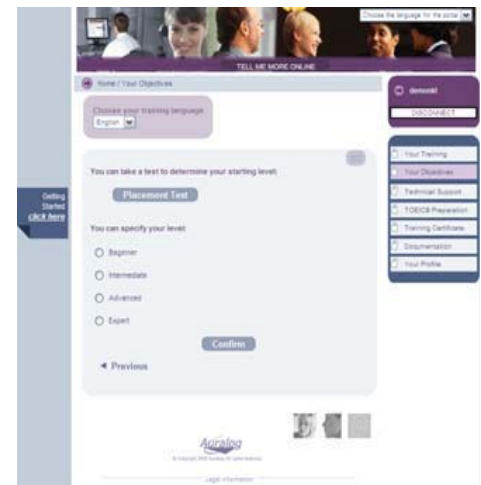
## Step 5: Selecting your language goals

Choose whether you would like to focus on “Everyday situations” or “Professional situations”. Please confirm your choice by clicking on the button “Confirm”.



## Step 6: Selecting your level

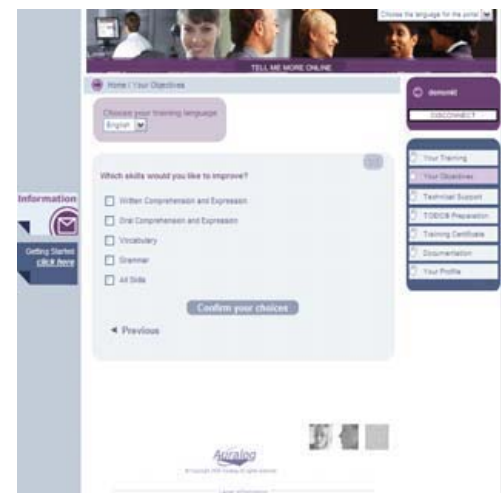
You may specify your level or you have the option to take a Placement Test. The Placement Test is optional. The Placement Test is useful for those that have some knowledge of the language already. The test is not recommended for beginners. If you click on the levels a description will be given to assist you in determining the appropriate starting point.



## Step 7: Which skills would you like to improve?

Next, please select the skills you would like your training to focus on. For beginners, it is recommended to select “All Skills.”

If you are studying English, Spanish, or French and you are a Complete Beginner you may also select “Introductory Skills”. This will give you more than one learning path to choose from.



# Accessing Your Language Program

## Step 8: Accessing the learning path

Once all the objectives have been selected, you can access your learning path simply by clicking on the underlined title. This title is located under the heading "Language Program(s) adapted to your objectives".

Welcome to the TELL ME MORE online portal which will allow you to work on a program adapted to your needs at all times.  
To begin your language training, select the program of your choice. You can consult the summary of its contents by clicking on the symbol "+".  
To help assure your progress, organize and plan your study sessions according to the indicated times.  
You can return to our language records at any time to redefine your learning objectives. To do this, [click here](#).  
You have not installed the TELL ME MORE components. To do this, [click here](#).

**Language Program(s) adapted to your objectives**

| Program                        | Duration   | Time spent | % completed | % correct |
|--------------------------------|------------|------------|-------------|-----------|
| Socializing I                  | 2 h 37 mn  | 0 h 00 mn  | 0 %         | 0 %       |
| Professional Interaction I     | 2 h 26 mn  | 0 h 00 mn  | 0 %         | 0 %       |
| First Contact I                | 3 h 17 mn  | 0 h 00 mn  | 0 %         | 0 %       |
| Professional Telephone Calls I | 15 h 21 mn | 0 h 00 mn  | 0 %         | 0 %       |
| Presentations & Speeches I     | 3 h 38 mn  | 0 h 00 mn  | 0 %         | 0 %       |

## Step 9: Begin your training!

The TELL ME MORE program will launch in a new window.

The right screen shows the actual TELL ME MORE® Program.

Launching TELL ME MORE ONLINE

The launching of TELL ME MORE ONLINE is in progress. If this is the first time you are connecting, this step may take a few minutes. Thank you for your patience.

- ✓ Preparation of your training plan 100%
- ✓ Loading your language unit 100%
- ✓ Verification of your work station 100%
- ✓ Starting TELL ME MORE ONLINE 100%

Cancel

Your selected learning path

Socializing I 0%

Lessons Done Activities

Job Presentation

Job Presentation (Speaking)

These symbols show if an exercise focuses on comprehension, speak

# TELL ME MORE Tools

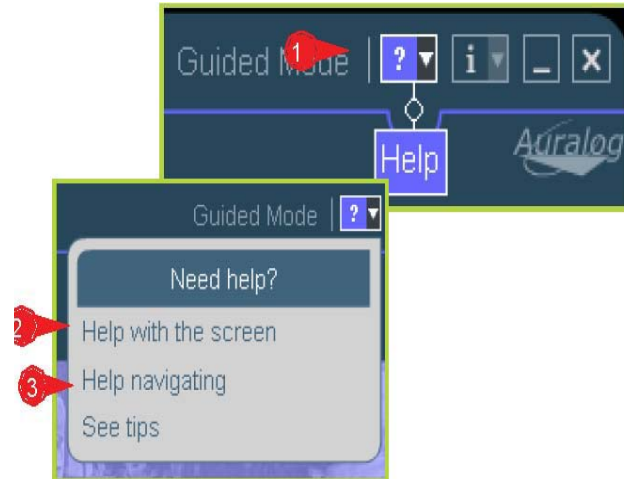
As a patron there are six (6) main tools available for you within the system, they are consistent throughout most of the activities and in the different levels of TELL ME MORE. The tools are there to ensure your success.

## The Help Tool:

1. To use Help at any time, click on the question mark in the upper right-hand corner.

2. Help with the screen: explains step-by-step how the screen works and how to navigate through it.

3. Help navigating: explains the function of each of the icons located on the current screen and how they work



## The “find out more about a word” Tool:

One of the most powerful tools, this is available in all of the activities and levels! Easy to use!

1. Click on the icon represented by a red circle with an arrow pointing at it

2. The *Find out more about a word* options box is now displayed

3. Any word now underlined is available to select. To select the one that you would like to inquire about simply click on it.

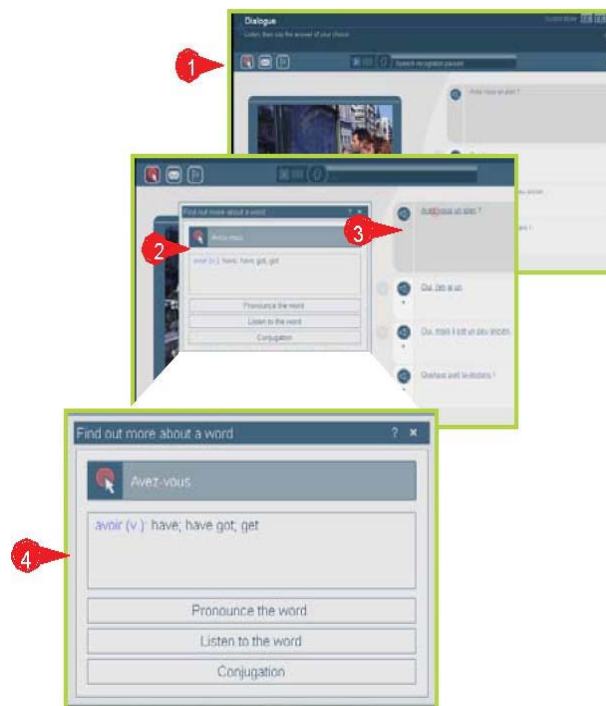
4. The *Find out more about a word* options box presents you with the following options:

a. Translation of the word in the language of interface

b. The ability to pronounce the word

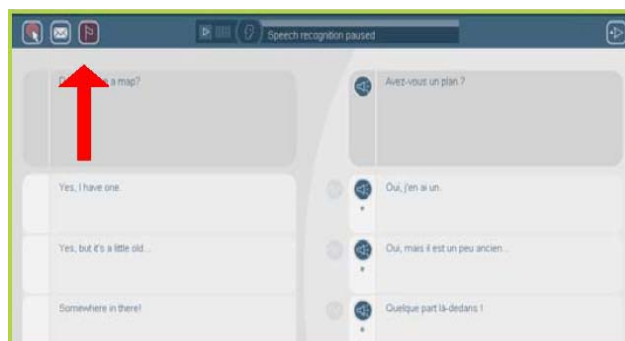
c. The ability to listen to the word

d. If it is a verb, the ability to access the conjugation, note this option is not always activated.



## The Translation Tool:

By clicking on the flag you are able to view a translation of what is written on the screen in the chosen interface language. Please note that sometimes it is only the instructions that are translated, this will depend on the activity you are performing. To see the desired translation use *Find out more about a word*



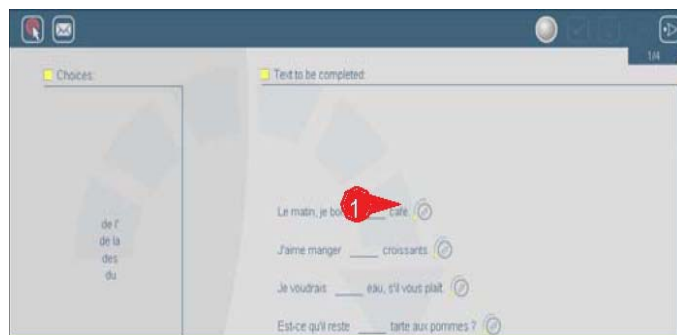
## The Correction Tool

The correction tool allows you to identify your mistakes without providing you with the answer and not deducting points. Mistakes are **RED** and correct responses are **GREEN**. You can use the correction tool as many times as you'd like. However, if you simply want the answer, you can use the Solution tool.

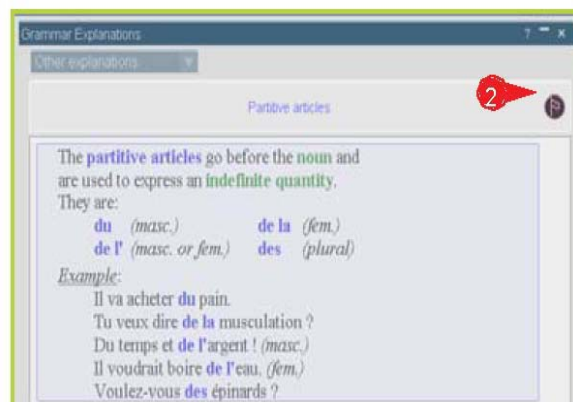


## The Grammar Explanation Tool

1. This tool allows you to have a grammar explanation in relation to the activity or sentence you are currently completing. Simply click on the circled explanation after each choice to access the explanation.



2. After clicking on the circled explanation you will then view the grammar explanation of the activity or the sentence. By clicking in the flag, you can have the explanation either in the target language or in the interface language



Enjoy your program!

## About Auralog

Auralog is the global leader in language learning software. The TELL ME MORE® suite of products is being used by more than 5 million learners world wide, in more than 10,000 organizations. Headquartered in Phoenix, AZ, Auralog has offices in France, Germany, China, Italy, Mexico, Spain, and China.