**LanSchool Teacher Monitoring Application Directions for Set Up**

**NOTE:**

1. Make a folder somewhere on your laptop-I use my Documents folder.
2. Call it “Lanschool”
3. Inside this folder add the following folders:
	1. Web Limiting
	2. App Limiting
	3. Drive Limiting
	4. Class Lists

**First Time Set Up Directions:**

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1. Launch “teacher” app by browsing for the application. This icon appears in your dock. Hold the track pad down over the icon in the dock until the menu bar appears. Select “Keep in Dock.”
2. Once the app is launched, go to “Teacher”-select “Preferences”
3. The **“teacher” tab** has options that you may leave as is or personalize.
4. The **“student” tab** does not need any changes.
5. **MUST DO**: Select the “**network” tab**:
	1. Go to “Teacher channel,” & replace 1 with your teacher number listed on the excel spreadsheet that was sent to you in an email from me.
	2. You MUST complete this step before you begin using this application. Be sure to only use the number you are assigned.
6. **“Web Limiting”/”App Limiting” tabs:**

(Be sure to set up a **Web Limiting Folder** & an **App Limiting Folder** somewhere-I made mine in my documents folder-on your laptop so that you can add files to it.)

* 1. These tabs allow the teacher to set up files for different scenarios whereby you want to limit students to only access certain websites or completely block specific websites.
	2. For example, if you have an online test built in Canvas, you may want to set up a website limiting option to be called “Canvas Testing.” In that case, you would include the URL for Canvas and students would be limited to only that website.
	3. You may have other scenarios such as just a textbook website or a combination of websites. You should name each scenario with a simple name so that you know what each limits and/or blocks.
	4. By setting up and saving different combinations, you can simply browse and activate common scenarios in your classroom.
	5. You are always able to edit, delete, or add new scenarios.
1. **“Drive Limiting” tab** allows you to set up similar to Web/App limiting. You can restrict students from using USB drives, CDROM/DVD drives, and Network Drives.
2. **“Keystroke Alerts” tab** allows a teacher to be alerted if a student starts typing certain words. The teacher creates a banned word list that can be edited at any time by the teacher.

**Setting Up Classes:** (Make one folder for your Class Periods files somewhere on your laptop)



**NOTE: This step will NOT work until your students are in the room with your laptop.**

* 1. Follow the path as noted above: Administrater-One to One-Manage Class Lists
	2. Select “Browse for Students”
	3. All discoverable students (must have laptop open in your classroom) will show up on the bottom list. You can select and drag names to the top list to build each class period. Students can be added to or deleted from this list anytime.
	4. When the listed is complete, save it with a simple file name such as the class period.
	5. Select “new” to create another list until all your classes are built.
	6. When launching the monitoring app in the future, you will select “load class list…” and select the class period you need to view.

**What Can LanSchool Do?**

The power is that a teacher can now launch a class so that the student monitors are all connected to the teacher. Here are some examples:

* Send a blank screen to all laptops so students cannot do anything on the laptop.
* Show a teacher’s screen to all student laptops-share PowerPoints, websites, Word documents, etc.
* Share a student’s screen to the teacher’s screen or to all the other student screens-good for presentations so that laptops don’t have to be connected individually to the whiteboard.
* Limit applications, websites, drives, printers, etc. while in class
* Use the polling/voting feature
* Screenshots of laptop screens if student is not following directions or is off task.
* Freeze a laptop screen
* Send a message to a student who is struggling or a warning to someone who is off task
* Mute sound on student laptops
* Teachers can clear desktops of all laptops in the class so that all open applications are forced to shut down. (Caution: warn students before doing this so that files can be saved.)
* And more…

Please follow up with the tech coach or the teachers who piloted this application in the spring of 2016.

Teachers who piloted Lanschool:

Andrew Tygert (Foreign Language)

Heather Good (English)

Lori Burkett and Ryan Hayden(science)

Josh Conrad and Phil Shenkle (social studies)

Jeremy Hospodar and Jason Grusky (math)

I am willing to set up individual times to help or schedule department meetings to discuss the uses of this tool. It should help manage your students’ use of laptops much more effectively. No one has time to monitor screens—instead, the power comes from what you can restrict or allow depending on the lesson and the day in your classroom, homeroom, or study hall.

Overview:

<http://www.lenovosoftware.com/lanschool>

Video Tutorials:

<http://lenovosoftware.com/support/lanschool/tutorials>