

SPANISH

1-2-3

HELP FILE

OnHand™
SOFTWARE

Welcome to the **SPANISH 1-2-3 Help File**.

Spanish 1-2-3 is a computer program for teaching foreign language in an easy and enjoyable way aimed mainly at learning new vocabulary. The method of teaching is intended for students of all age categories from complete beginners to intermediate learners.

Click on any link on the left to jump to that page and learn more about the program.

Basic Controls of the Program

The easy control of the application is provided by the upper toolbar.



Previous

Return to the previous page.

Next

Go to the next page.

Back

Go to the start screen of the application (selection of teaching tutorial).

Search

Two-way vocabulary dictionary.

Print

Print contents of teaching topic.

Topic types

Selection of the topic types for showing and editing of the user defined topics.

Users

The User account manager of the application enables you to add or remove a user, set current user and view the achieved results of each user.

Language

Teaching language selection. Spanish 1-2-3 can contain more teaching languages, this option allows you to select a different language.

Help

View the help file.

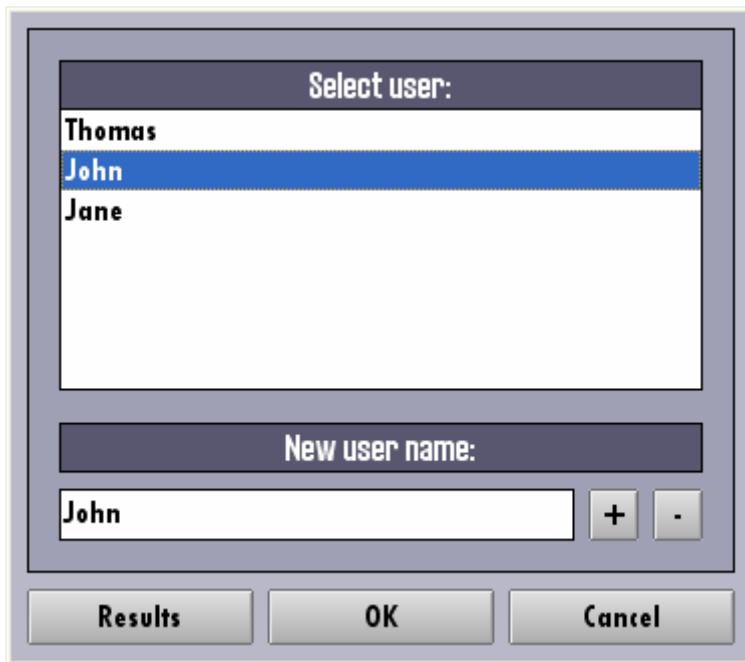
Exit

Exit from the application.

Users

Spanish 1-2-3 is programmed to enable multiple users to work with it, each user can set their own level of difficulty and time limits and determine by that type and level of difficulty for teaching and test. For each user the application saves the best results achieved by the user in particular tests.

To add or remove a user, set a current user or view results of a particular user select the “Users” button in the upper toolbar.



Adding a user

To add a new user to the list of users enter the user's name and press the "+" button.

Removing a user

Select the user you want to remove from the list and press the "-" button.

Selecting a current user

In the list of users select the user you want to set as the current user and press the "OK" button.

View user's results

In the list of users select the users whose results you want to view and press the "Results" button.

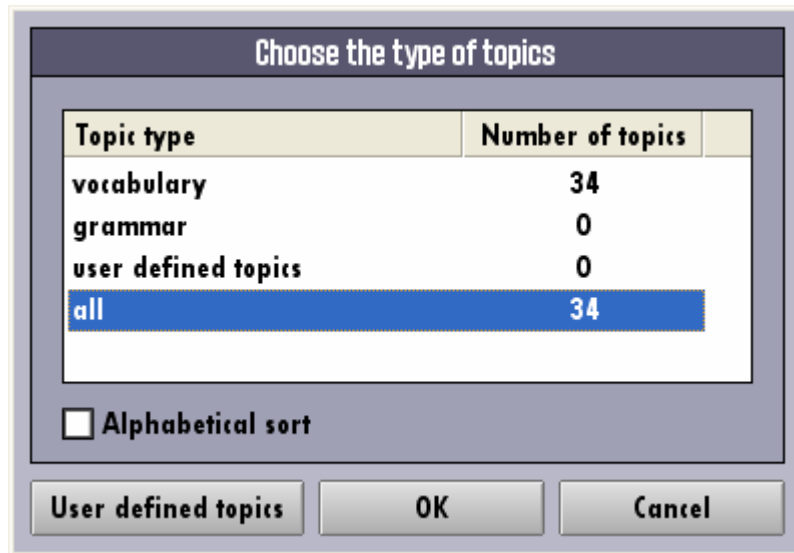
Teaching Topics

Spanish 1-2-3 contains over a thousand words and phrases that are divided into groups in the learning topics. Selection of the teaching topics is made by clicking the left mouse button on the card that represents the particular topic.

The teaching topics are according to their general theme divided into three groups: **vocabulary**, **grammar** and **user defined topics**. You can switch which groups are displayed with the “**Topic types**” button in the upper toolbar.

Editing user defined topics

To add, remove or edit items in the user defined topics use the “**User defined topics**” button.



Settings Of The Teaching Topics

The dialog box is titled "Settings Of The Teaching Topics". It contains two main sections:

- Type of items:**
 - Picture dictionary
 - Words and phrases
- System of work with items:**
 - List of items
 - Matching
 - Teaching
 - Writing
 - Test
 - User defined content

At the bottom of the dialog, there are three buttons: "Content", "OK", and "Cancel".

Type of Items

Most of the teaching topics are divided into two parts – the first is **Picture Dictionary** and the second is **Words and Phrases**.

Picture Dictionary

As the name already indicates, this part contains particular vocabulary. Each word is always represented by a picture which makes it easier to remember and learn the word in a foreign language. This part of the topic is intended for complete beginners as well as intermediate students who can increase their vocabulary quickly.

Words and Phrases

This part contains words and short phrases that either supports or, in the case of grammar topics, completely replaces the **Picture Dictionary** part. Particular expressions are not represented by pictures and this part is more difficult to manage and should be taken after a perfect understanding of the picture part.

Work With Items

- **List of Items** will enable the user to go through the content of the topic, find out the pronunciation of particular items and practice his own pronunciation using a microphone.

- **Teaching** - using the intelligent system of teaching the user will gradually manage to learn the content of the topic being learnt.
- **Test** will verify your achieved knowledge and compare the results with other users.
- **Matching** and **Writing** determines Type of teaching and test.
- **User Defined Content** It is possible to set your own content of the topic for teaching and test. Select the “**User defined content**” item and for the settings use the “**Contents**” button. (When using your own topic content the test results will not be saved!)




List Of Items

List of items enables the user to take a look at the topic content, listen to the pronunciation of particular teaching items and practice his own pronunciation using a microphone.

Listening to pronunciation

You can play the pronunciation of a word by clicking the right mouse button on the card representing the teaching item.

Practicing of pronunciation

1. Select the teaching item which pronunciation you want to practice. The selection is provided by clicking any mouse button on the item card.
2. Click on the  button and say the word or phrase on the microphone.
3. The length of recording is limited up to 8 seconds, if you want to end the recording earlier click on the  button.
4. You can listen to your pronunciation by clicking the right mouse button on the item card.
5. By clicking the left and the right mouse button you can compare your recorded pronunciation with the pronunciation provided by a native speaker.
6. Click on the  button to delete your pronunciation either for one selected item or for all items in the topic.

Dictionary

Spanish 1-2-3 contains a two-way dictionary that enables you to easily and quickly find all available translations of the word, listen to its pronunciation and see which topic it belongs to.

To display the dictionary use the “**Search**” button in the upper toolbar.



Search settings

Insert the requested expression in the editing window and select which language you want to translate the expression from. To look up all translations available use the “**Search**” button.

SUPPORT INFORMATION

System Requirements

Windows 2000 / ME / XP / Vista

Pentium 233MHz or faster

256MB RAM or higher

70MB free hard drive space

DirectX compatible video and sound cards

PC Speakers and Microphone are needed to utilize the record / playback aspects of the program

CD-ROM / Mouse / Keyboard

Installing Spanish 1-2-3 on your PC

1. Insert the Spanish 1-2-3 CD into your CD-ROM drive
2. If your computer is configured to detect a newly inserted CD, the Autorun menu will appear. If the Autorun menu does not appear after a few moments, click on the Start button, then select Run, and type D:\setup.exe (where D is the letter of your CD-ROM drive). If you are not sure of your CD-ROM drive's letter, double-click on the "My Computer" icon.
3. Click on the Install option, and follow the onscreen instructions for installation and setup.
4. Upon successful completion of the install, you can launch the program either from the Spanish 1-2-3 icon on your desktop OR by going to Start/Programs/On Hand Software/Spanish 1-2-3

Customer Support

The quickest way to find an answer to your question is to click on this link:

<http://www.onhandsoftware.com/Support2.html>

This will take you immediately to the On Hand Software support site where we have posted the most frequently asked questions (FAQ's) and help files. There are also some patches to programs that you can download. In a minute or two you can often find the answer you are seeking.

However if you don't find an answer to your specific question there, we have also included a Support Form so that you can tell us which operating system and computer you are using, as well as including your question.

This form provides us with a more complete picture of the technical specs (computer brand, operating system) that we need to analyze and respond to your question. You'll find the form at the bottom of the support page.

REPORTING BUGS

If you find a bug in our software, it would be helpful if you reported the bug to us via email to info@onhandsoftware.com

To report a bug, please email us with BUG REPORT in the subject line. Please include the following information in your email:

- What operating system you are using
- The software name and version # from the CD (ie PC103-01)
- The error message
- A brief description of what you were doing when the error appeared (ie did it happen upon launching of the game, or on a specific game level)
- Your name and email address so we can contact you when the bug is fixed.

When reporting bugs, detailed emails are necessary so we have a written record of the information our programmers will need to fix the problem.