


# Using Vision 6 for Computer Supervision in the Computer Classroom: Shortcut Bar Use


**Benefits: Monitor student screens on instructor screen, demo instructor screen onto student screens, control machines remotely, or lock input.**

## Getting Started – Connecting to your classroom and identifying students at computers

Log in to the instructor computer and wait for Vision to install. It will flash up a window with a Big Eye briefly as loading. Open the **My Vision** icon on your desktop.

(Note: *If this is the first time you are connecting to Vision in that classroom*, it will ask you if you want to select a classroom, click **Yes**. Then click on your classroom number and **OK**.)

Vision opens in a “dashboard view” showing thumbnails of student screens. Click the **Connect** button in the top toolbar. 

Pause briefly while Vision connects with the computers in your classroom. Thumbnail views change as student computers connect. Computers are identified by number. If you prefer to see student names instead of the computer number (especially helpful for using the Remote Control feature) click the **Request User Name** button. 

When students respond to the pop up window asking for their name, you will see their name appear by their screen. Now you can close **My Vision** window and work with the shortcut bar.

Note: If you begin by clicking on the desktop button for **Vision** instead of **My Vision**, you can click the room number and the **Connect** button in the toolbar. After connecting, you can close the Vision window and use the floating shortcut toolbar at the top of your screen for controls.

## The Shortcut Toolbar

Move your cursor to the top of your instructor screen. The shortcut toolbar will drop down so you can select a tool. (The toolbar hides when you move off it.)




## Function: Computer Supervision



Clicking the button for the dashboard opens a thumbnail view of the student screens. In the menu down the left, choose if you want to look at **Thumbnail** view, a list of computers (**Details** view) or a **Perspective** view that enlarges the view of the computer you select.

## Blank Screen Function: Cover students screen with a Vision image and disable their input





To blank the screens of all the students in the room, select the **Blank Screen** button in the toolbar. A **Vision** image will cover all student screens and disable computer input. To only blank specific screens, Ctrl-click to select the screens and then click the **Blank Screen** button. To return students to control of their machines, click **Stop**.  Students will return to their previous work.

### **Demo Function: Display the instructor screen on student screens**

The **Demo** function allows you to push your instructor screen out to student screens. This gives students a closer view of what you are showing. (In the case of projector failure, this is a good backup!) First decide if you want to send the demo as minimized, windowed, or full screen view by clicking the appropriate button, respectively.



The full screen view disables student input from their computer. The other views do not.

After selecting screen size, click the **Demo** button  to activate the function. When you finish using **Demo**, click the **Stop** sign  in the Vision shortcut toolbar. Students will once again be able to control their keyboards and mice and will return to their previous work.

If you only want to demo to one or several students instead of the entire class, you will need to open the dashboard and select the specific screens with Ctrl-click and then click the **Demo** button.

### **Remote Control Function: Control one student computer from your instructor computer**



To use **Remote Control**, you will first need to select one student. You can click the down arrow next to the **Remote Control** button to choose the student. (It helps to use the **Request User Name** function *before* the **Remote Control** so that you can identify which student.) You will see a small window that lets you know you are connecting. When you have remote control of the student screen, it will show with a red title bar across the top of the screen that says **Vision Remote Control** and identifies the computer. To return control to the student, **X** out of that window at the far right of the red bar.

### **Virtual Teacher Function: Demonstrate a student screen to the entire class or a group of other students**



To use **Virtual Teacher** and display a student screen on other student screens, first select the one student computer to display. Click the down arrow next to the **Virtual Teacher** button (shown above left) and choose the computer to display. A small **Demo** toolbar will pop onto your screen allowing you to slide the screen size larger or smaller. To see the other choices on this toolbar, hold your cursor over them. The selected screen will display on the other computers and on your instructor computer, disabling input on the computers where it displays. The student whose computer you are displaying will be able to control its input and demonstrate tasks to others.

### **End your Vision session**

Disconnect from your classroom by clicking on the **Disconnect Classroom** button.



### **Special note about students joining late:**

If a student comes in late and logs on after you have already started using Vision, you will see a little window pop up briefly in the middle of yours and ask if the student should join the session. The default choice is already configured for the student to automatically join, so *you do not have to do anything in response to that question*. The little window will quickly disappear and the student will join the session. The same process will occur if a student shuts down while in Vision and then logs on again. That student will join the session.