



# Thinking Strings®

## Interactive Explorations®

## User Guide

### How to Use Your Revealing® Courseware

#### Before you Begin...

Any computer program can only be as healthy as the computer on which it runs. Therefore, before getting started with *Revealing*®, take the time to learn about your computer and to understand its operating system. Are you starting with a healthy system? Do you have enough RAM to run the program? Do you have an active and reliable Internet connection? Do you have anti-virus or firewall software installed and, if so, do you know how they work? These factors can dramatically affect performance of all software, especially *Interactive Explorations*®, a cloud-based multimedia application.

#### Minimum System Requirements

To use *Interactive Explorations*® on a desktop or notebook computer, be sure that the computer on which you are running the Thinking Strings® *Interactive Explorations*® application (program) has at least:

- Macintosh OS 10.7.5 or more recent OR Windows Vista or more recent
- 4 GB RAM
- 15 MB of space on a hard drive OR USB flash/jump drive

- Display resolution of at least 1080 x 768
- Speakers or headphones
- Reliable broadband internet access
- Use of the desktop app is not supported on ChromeBooks, "netbooks," and tablets (e.g., iPad)

### Getting Started with Your *Revealing*® Courseware

To use your *Revealing* courseware, you first (A) create a Thinking Strings account and register your product and then (B) download the Interactive Explorations application to your computer. Please carefully follow these instructions step-by-step.

#### (A) Create a Thinking Strings account and register your courseware:

##### 1. Create an Interactive Explorations account

Go to [interactivegradebook.com](http://interactivegradebook.com) and click "Create new account." Complete the form (your professor will see the info you enter here) including your password creation (must be at least 8 characters) and then click the "create account" button.

##### 2. Confirm your account

Check the email for the address you entered in step (1) for an account confirmation link. The subject of the email will be "Thinking Strings Account Confirmation." (If you do not receive the email, check you spam/junk filters.) Click the "Confirm account" link in that email. You will be taken to your browser and your account will be confirmed.

##### 3. Register your product

Products you purchased from the Thinking Strings online store using the email address on your Thinking Strings account (step 1 above) will be listed in the Unused Licenses table. To start using a product, click the "Register" button next to it. On the next page, enter your class Pass Key (provided to your class by your professor). NOTE: If you don't yet have your class Pass Key, it's okay; you will be able to add it later.

*If you purchased your product from your campus store or with a different email address than that of your Thinking Strings account, you will not see your product in the list of unused licenses. Click the "Register a New Product" button. On the next page, enter your *Revealing* Serial Number and your class Pass*

Key (provided to your class by your professor). NOTE: If you don't yet have your class Pass Key, it's okay; you will be able to add it later.

## (B) Now you are ready to download and use your *Revealing* courseware with the Interactive Explorations app:

1. Download and Save to your computer or a USB drive the Windows or Macintosh Interactive Explorations app here:

<http://www.thinkingstrings.com/downloads.php>

When your browser asks you what you want to do, please be sure to SAVE the file to your computer or your USB drive.

2. After saving the downloaded file:

Mac: You will see Interactive Explorations in your Downloads folder. You can move this to a location of your choice. Double-click Interactive Explorations to launch.

Windows: You will see IntExpWin.zip in your Downloads folder. You must extract the compressed (zip) files. When you double-click the IntExpWin.zip file, an extraction window will open in which you see a folder called IntExpWin. You can choose to "Extract All" or copy or drag this folder to a location of your choice, for example, your Desktop or a folder that you have made for your class. Then close the extraction window. Go to the location to which you saved the IntExpWin folder and double-click it. Inside you will see the Interactive Explorations app, which you double-click to launch (there should also be a file called revsecurity.dll and a folder called Externals, which you do not click).

3. Double-click the Interactive Explorations application to launch it.

## Interactive Explorations® Sign In

Double-click the Interactive Explorations application to launch it.

Sign in to Interactive Explorations with the email address and password of your Thinking Strings Interactive Explorations

account.

If you have only one Thinking Strings product, you will be taken to your Achievement Profile. If you have multiple products, in your product list, click the title of the courseware you want to use and click the "Use this courseware" button to get to your Achievement Profile.

## Updating Registration Information, Class Pass Key, or Password

You update your registration information in the Interactive Grade Book at [interactivegradebook.com](http://interactivegradebook.com). You may want to edit this information if, for example, your email address changes, your password has been compromised, or if you registered your courseware without a class Pass Key and now know the Pass Key for your instructor's Interactive Grade Book®.

Sign in to the Interactive Grade Book with the same email address and password you use to access Interactive Explorations / *Revealing*. To edit your account information, go to My Account. To add or edit your Pass Key, locate your *Revealing* title in the list of Products/Courses and click Edit.

If you forgot your password, go to [interactivegradebook.com](http://interactivegradebook.com) and click the "I forgot my password" link and follow the instructions as they appear.

If you know your password and want to change it, sign in to [interactivegradebook.com](http://interactivegradebook.com), go to My Account, and click the Change Password button.

## Organization of Your *Interactive Explorations*® Achievement Profile

### Modules

You can use the modules of your *Interactive Explorations*® courseware in any order. The modules, which are like chapters in a textbook, are listed in the left column on your Achievement Profile.

## Sections & Concepts

Each module is broken into a number of sections. In turn, each section is divided into concepts. Each section begins with a single page outlining its learning goals. The presentation continues with text that explains more fully the concepts that comprise the section. A summary page that reviews the main points of the section follows these concept pages. Finally, sections conclude with activities grouped together under “Try It” at the bottom of the third column on your Achievement Profile.

## Interactive Explorations® Control Bar

The control bar at the bottom of the Interactive Explorations® window holds buttons and one slider knob for navigation, and buttons for audio control, the Assistance Palette, the Achievement Profile, replay page, bookmark, printing and copying pages, support, and quitting *Interactive Explorations®*, as well as a navigation menu..

### Navigating within a Section

Use the Previous Page (left arrow) and Next Page (right arrow) buttons to move backward and forward through the pages of the current section one page at a time.

Use the Page Slider Knob to quickly move to a particular page within the section in which you are working. Click on the Slider Track (the horizontal line itself) to jump to a different page in the section in which you are working.

Click the Replay Page button (curved arrow) to restart the current page, including the narration, if there is any for that page.

### Toggle Audio Elements On/Off

You decide which audio elements you want to hear while using your courseware. To toggle the various kinds of sounds on and off, click the Sound On/Off button (speaker) at the right of the control bar. A menu of audio elements will be displayed. Those kinds of sounds that are marked with a “check” are turned on. To turn off a particular kind of sound, click it in the menu. The check will be removed. To turn on an audio element, click it in

the menu again to show the check.

To toggle All Sounds on/off select/deselect the All Sounds option at the top of the audio menu.

### Open the Assistance Palette

To open the Assistance Palette, click the Assistance Palette button (i) at the right of the control bar. Detailed information about the Assistance Palette is provided below.

### Print Page

To print the title and text of any screen, click the Print Page button (sheets of paper) at the right of the control bar.

### Copy Page

To copy the title and text of any screen to your computer’s clipboard, shift-click the Print/Copy Page button (sheets of paper) at the left of the control bar. Open the file (for example, a Word document or a text file) into which you want to paste the text that has been copied to the clipboard. Then paste the text where you wish using the appropriate commands from the application in which you opened your file or your computer’s operating system (usually Ctrl/Command V).

### Navigate between Modules & Sections

Click the Menu button (left arrow in a circle) at the left of the control bar to move between modules and sections by selecting from pop-up menus.

### Go to Your Achievement Profile

To go to your Achievement Profile, click the Achievement Profile button (star) at the left of the control bar.

### Quit Interactive Explorations® ...

To quit (exit) *Interactive Explorations® ...*, click the Quit button (square with right-arrow) at the bottom right corner of the screen.

## Navigation

You can navigate through *Revealing*® ... in several ways. You can jump to sections or concepts of your choice from the Achievement Profile or from the various tabs in the Assistance Palette (for example, Recent Pages, Search, Bookmarks, or Notes). To move around within a section, use the previous and next page buttons and the page slider control on the control bar at the bottom of your display. To move between sections or modules from any page, click the Menu button (up arrow) at the bottom left of the screen and make your selections through the pop-up menus.

## Achievement Profile

Your Achievement Profile serves two major functions:

1. The Achievement Profile is an interactive Table of Contents from which you can navigate to any location in *Revealing*® ....
2. You track your own progress through *Revealing*® ... on the Achievement Profile.

### *Navigating from the Achievement Profile*

The Achievement Profile is displayed in three columns. The left column is a list of the modules in your *Revealing*® ... courseware. The center column is a list of the sections covered in the currently selected module. The right column is a list of the concepts covered in the currently selected section.

Roll over any item on the Achievement Profile to view a description of its contents.

Click on a module title to display the list of sections in the middle column.

Click on a section in the middle column to display the list of concepts in the right column.

Double click on any item in the center or right columns to jump to the first page of that item in *Revealing*® ....

### *Tracking Your Achievements*

As you work with *Revealing*® ..., your progress is tracked

automatically. The star at the lower left of every page is white before you begin; once you have completed all of the work on a page the star at lower left becomes gold. When you have completed all of the work concerning a particular concept, section, or module, you earn a gold star on your Achievement Profile for that item. Roll over any gold star on your Achievement Profile to view the date on which you completed that item.

## Gold Stars

You receive a "completed" star next to each entry on your Achievement Profile when you have completed the work for that item. Place your cursor over the gold star to see the date of completion. Gold stars on your Achievement Profile are cumulative: You will have a star for a section title in the second column when you have completed all the work in the underlying third column of concepts. Once you have stars for every section in the second column, you will receive a star for the entire module (that is, items in the left column of your Achievement Profile).

To complete a particular section (second column) or concept (third column) for which you do not have a gold star, double-click the entry on your Achievement Profile. This will take you to the FIRST page of that section or topic. Most concepts have multiple pages/screens.

To find any incomplete pages, click the right arrow button or use the right arrow key on your keyboard to move forward one page at a time. Be sure you have a gold star at the lower left corner on every page; if you don't have a gold star on a particular page, complete the work on that page.

When you complete an individual "page," the star at the lower left will turn gold. For text/reading pages, you need to spend a certain number of seconds (the amount varies by product) on the page. Your star will not turn gold until you move to a different page. If you return to a page you have read, the star at lower left will be gold. If you find you can read a page in fewer than the required seconds, you can use the extra seconds to learn more. For example, right-click the background to clear the page text, see the image, and learn the additional information included in the image caption; answer some review questions (click the "notebook & pencil" button at lower right to open the Assistance Palette and go to the Review tab); or (in some

products) click the Listen and/or Read button available at lower right to access additional material.

Many of the "Try It" pages have more than one correct response. You must exhaust all the correct responses to complete the activity and receive a gold star on that page.

If you are having trouble receiving a gold star, please contact Thinking Strings Support. Be sure to let us know the exact title of the entry in the third column of your Achievement Profile for which you are having trouble receiving a gold star so we can provide more specific instructions.

## Reporting to the Interactive Grade Book®

As you work with *Revealing*®, ..., data describing your progress are automatically reported to the Interactive Grade Book®. Note that reporting is done in near-real time. Depending on the number of students working simultaneously, the speed of your internet access, and other such factors, it could take several minutes for the work you are doing on any particular page to be reported to the Interactive Grade Book.

You can view your progress posted to the Interactive Grade Book®. Open a browser and sign in at [interactivegradebook.com](http://interactivegradebook.com) (detailed instructions provided below):

### *Print Your Progress Report*

To print your current status information, click the Print Progress Report button (stack of papers) at the lower right of your Achievement Profile.

## Special Features

### Background Image & Caption

To display the full background image with its caption, place the cursor over the image and right-click OR hold the option (Macintosh®) or alt (Windows®) key and click. Everything but the image will be cleared from the screen and the image's caption will be displayed. Click anywhere to bring everything back and continue working.

## References and Web Sites

If you see a black dot to the right of the page title, roll your cursor over the page title to see bibliographic references, web links, and other useful information. To clear the displayed text, click it.

## Context-Sensitive Glossary

Roll over the text on any screen. When the cursor changes to a pointer, the term you have rolled over is defined in the glossary. Click the term to read its definition. You can also click terms within a displayed definition.

## Read Buttons

Selected pages contain Read Buttons. Click the button to display a pertinent text passage. Click the button again to hide the text display.

## Listen Buttons

Selected pages contain Listen Buttons. Click the button to listen to a relevant audio selection. Click the button again to stop the audio. If you hear nothing, make sure your speakers are turned on and the volume on your computer is sufficiently loud.

## Bookmarks

To place a bookmark on any page, click the Bookmark button at the lower right of the screen. To remove a bookmark, click the Bookmark button again and then confirm that you want to remove it.

To see a list of the pages that you have bookmarked, open the Assistance Palette (click the "notebook & pencil" button at lower right) and go to the Bookmarks tab. Double-click a page title in the list of bookmarks to go to that page.

## Highlighting

You can highlight a portion or portions of the text on the screen. Click and drag over the portion of text that you want highlighted. After making your selection, release the mouse and the highlight will remain.

To remove a highlight, shift-click on the highlighted text.

## Notes (Annotation)

You can take notes that will be linked to a particular page. While on the page about which you want to write some notes, open the Assistance Palette (click the “notebook & pencil” button at lower right) and go to the Notes tab. The title of the page that you are currently reading is displayed at the upper left of the Notes screen. Type anything you like.

As you move through pages in *Revealing® ...*, the associated Notes page will be displayed in the Assistance Palette.

To display all of your Notes in a list, click the “Show all notes” box at the upper right of the Notes screen. Notes will be displayed with a header that is the section name and the page title followed by your notes. To go to a page displayed in the Notes list, double-click the page title.

## The New Testament (NRSV)

*Revealing® the Hebrew Bible, Revealing® the New Testament, Revealing® the Gospels, Revealing® the New Testament Letters, Revealing® the New Testament Narratives, and Revealing® Paul*, include the complete New Revised Standard Version (NRSV) translation of the New Testament.

Click any New Testament chapter or text citation in in the text of *Revealing® ...* to open the NRSV to that verse.

You can open the NRSV in its own window at any time by clicking the NRSV button available at the lower right of every screen, including the Achievement Profile.

In the NRSV window, the table of contents is on the left and the New Testament text is on the right. Click any item in the table of contents to jump to it in the text display at the right.

## User Support

Click the Support (question mark) button at lower right to go to the Thinking Strings Support Request form. The more complete and detailed the information you provide in your support request, the more likely it is that Thinking Strings Support can provide you a solution in a single email response.

For virtually all situations, we will reply to your support request within 24 hours on business days.

If we believe that a telephone conversation will accelerate resolution of the issue you describe in your support request, we will ask you to notify us of a telephone number and at least two alternate times (including time zone) when we can reach you while you are at the computer. If you like, include this information with your initial support request so we can call you if necessary. In advance of the support call, we will email with the time at which we will call you.

## The Assistance Palette

The Assistance Palette contains eight tabs that offer features to enhance your learning experience: Glossary, Search, Recent, Bookmarks, Notes, Review, and Support.

### *Open, Close, and Position the Assistance Palette*

To open and close the Assistance Palette, click the Assistance Palette button (“notebook & pencil”) at the bottom right of the screen.

Position the Assistance Palette wherever you want by dragging it.

Navigate through the various functions by clicking the tabs across the top of the palette.

Click the top title bar of the *Revealing® ...* main window to bring it in front of the Assistance Palette. You can leave the Assistance Palette open while you are using any module.

## Glossary

Definitions of terms are provided in the Glossary tab of the Assistance Palette.

To look up a specific term, type it in the search field at the top of the palette. You can also view groups of words by typing the first letter(s) of the terms. To scroll through all of the glossary terms, leave the search field blank.

Glossary terms are displayed in the left column, which is scrollable. To view a definition, click the term in the left column. The definition is displayed on the right.

## Search

Use the Search tab to search for words or phrases throughout *Revealing*® ....

Type a word or phrase into the search text entry field at the top of the Search tab and click the Search button (or the return/enter key on your keyboard). A list of all the pages that contain the word or phrase for which you searched is displayed. The name of the section(s) and the title of the page(s) in which the search term was found are shown.

Use the scrollbar at the right of the palette or the up arrow and down arrow keys on your keyboard to scroll through the list, or click on a page title to select it.

To jump to a page in the Search list, double-click it.

## Recent Pages

The Recent tab of the Assistance Palette provides you a list of all the pages you have visited during your current session with *Revealing*® .... The pages are listed in the order in which you visited them, with the most recently visited page at the top of the list.

Each page is indicated with the name of the section in which it is contained and the title of the page. Use the scrollbar at the right of the palette or the up arrow and down arrow keys on your keyboard to scroll through the list.

To go to a page in the Recent Pages list, double-click it.

## Bookmarks

The Bookmarks tab provides a list of the pages you have bookmarked. Each page is indicated with the name of the section in which it is contained and the title of the page. Use the scrollbar at the right of the palette or the up arrow and down arrow keys on your keyboard to scroll through the list.

To go to a page in the Bookmarks list, double-click it.

## Notes

The Notes tab allows you to view and edit the Notes you have written. When you arrive at the Notes tab, the Notes for the

page you are currently reading will be displayed (or the Notes will be blank if you haven't written any notes for that page). You can type or edit the note. Or click the Show all notes checkbox at the upper right of the Notes screen to display all of the Notes you have written. Your notes will be displayed in a list with a header that is the section name and the page title followed by your notes. To go to a page displayed in the Notes list, click the page title.

## Review

The Review tab offers you a series of multiple choice questions that you can answer at any time to test your knowledge. Go to the Review tab to answer questions concerning the section in which you are currently working. When you change sections, the Review questions change.

NOTE: Your performance on the Review is NOT sent to the Interactive Grade Book®. Use the Review to test your own knowledge of the material in a given section.

At the bottom right of the Review tab, an indicator shows your number of correct responses / the number of questions you answered in your current review session.

To answer a question, click your response from the choices provided. If your first response is correct, your tally of correct responses will increase. If your response is incorrect, you can click on the other choices to learn the correct response (of course, your tally of correct responses will not increase!).

If your response is incorrect, you might want to go to the Search tab and find a page on which you can learn more about the topic.

To reset your responses and begin to test your knowledge again, click the Reset button.

Use the left and right arrow buttons to move backward and forward through review questions. NOTE: If you pass over a question without choosing a response, your tally will not change.

*If you are on the Achievement Profile, the Review questions will pertain to the section that you most recently visited. To change the topic of the Review questions, make a selection on the Achievement Profile to navigate to a different section.*

## Support

The Support tab of the Assistance Palette provides links to pertinent Support pages on the Thinking Strings website. If you are working with Thinking Strings Support they may ask you to go to the Support tab to turn on a Log that may assist them in diagnosing any trouble you may be experiencing.

## Customer Support

### *Frequently Asked Questions*

You will find answers to Frequently Asked Questions (FAQ) on the Thinking Strings web site at:

<http://www.thinkingstrings.com/support.php>

### *Contacting Thinking Strings Support*

If you experience difficulty using *Interactive Explorations*® or have questions, comments or suggestions concerning the courseware, we want to hear from you. Please contact Thinking Strings Support with the support form on the Thinking Strings website:

<http://www.thinkingstrings.com/contact.php>

Alternatively, you may email Thinking Strings Support at:

[support@thinkingstrings.com](mailto:support@thinkingstrings.com)

When you contact Thinking Strings Support please provide your full name, academic institution, the title of the courseware you are using, your courseware serial number, and a detailed description of any issue you are experiencing.

For virtually all situations, we will reply to your support request within 24 hours on business days.

If we believe a telephone conversation will accelerate resolution of the issue you describe in your support request, we will ask you to notify us of a telephone number and at least two alternate times (including time zone) when we can reach you while you are at the computer. If you like, include this information with your initial support request so that we can call you if necessary.

## Using the Thinking Strings Interactive Grade Book®

As you work in *Revealing*® ..., your progress is automatically saved to the Thinking Strings servers and reported to your instructor's Interactive Grade Book® roster. The reporting is done in near-real time. Depending on the volume of students who are working with *Interactive Explorations*® simultaneously, there may be a lag of several minutes before each individual piece of data is displayed in the Interactive Grade Book®. You can see exactly what it is that your instructor can see for you by logging in at [interactivegradebook.com](http://interactivegradebook.com).

### Sign In to the Interactive Grade Book®

Go to [interactivegradebook.com](http://interactivegradebook.com). On the Interactive Grade Book® sign in screen, enter the email address and password you established for your *Interactive Explorations*® user account.

### View Your Progress Data

You can view your progress data exactly as your instructor sees it in the Interactive Grade Book®.

On sign in to the Interactive Grade Book, you will see a list of your Thinking Strings products. Click the Course for which you want to see your posted progress information.

Looking at your Interactive Grade Book® data for a particular Course, you will see the titles of the modules of your courseware horizontally across the screen. A "+" indicates that you have done some of the work for this module, but it is incomplete. A "date" indicates the date on which a module was completed. Click a module title to expand the display and view your data for the sections of that module. Click a section title to expand the section and see its concepts. Continue expanding until you can see how many times you viewed a page and for how long.

Click the Display Essays button to see your Essay submissions. Click the Display Journals button to display your Journal entries (if your product includes a Journal).

## Edit Your Interactive Explorations Account Info

After signing in to the Interactive Grade Book, click My Account at the top of the display. Click the Edit button to edit your email address or other contact information. Change any information as necessary and then click Update. If you need to change the name to which you registered your courseware, please contact Thinking Strings Support.

## Edit Your Password

If you forgot your password and need to reset it, go to [interactivegradebook.com](http://interactivegradebook.com) and click "I forgot my password." Follow the instructions on screen to generate a password reset email.

If you know your password and want to change it, sign in to [interactivegradebook.com](http://interactivegradebook.com), go to My Account, and click the Change Password button.

## Thinking Strings Web Site

<http://www.thinkingstrings.com>



**Thinking Strings<sup>®</sup>**  
*Interactive Explorations<sup>®</sup>*