

The Customizer

■ Program Registration

Your first official task upon launching *Making the Grade* is to register your copy of the program to prevent its unauthorized usage or duplication. The information requested in this opening screen will *not* appear in hardcopy documents, and only when you launch the application will you ever see it again. Keep in mind, however, that these two entries are stored deep within the resources of the application itself and cannot be corrected unless you return your Program Disk for updating. So enter them carefully!

Congratulations on your purchase of MAKING THE GRADE WINDOWS® -- the very finest gradekeeping program in education today!

Please personalize your copy of MAKING THE GRADE.

Your Name : _____

Your School : _____

PLEASE NOTE: The above information is for registration purposes only and WILL NOT be printed on teacher, student, or class reports.

Cancel

Enter

thirty characters maximum

thirty-nine characters maximum

A HOT TIP!

This button will **not** activate with the **Enter** or **Return** keys—only a **mouse click** or **Control + Return** works here. In fact, any screen having **more than one** info box will use the Enter key only to enter data and move to the next field.

■ Program Customization

Now that your program is officially yours, it's time to record your personal setup information in nine important fields. Your entries for many of these *will* appear in your printouts, both private and public—but all may be changed whenever you wish. The last of these, your PRIVATE PASS CODE, may also be changed at your discretion—but choose it very carefully, just the same. Should you forget this critical piece of information, you may not be able to enter your program; you may even have to make a personal telephone call to our offices to gain

access again! (A “back door” pass word to the program does exist, you see, but we must hear a grown-up, responsible voice before we can reveal what it is.)

Before you create the first class in your new gradebook, please enter the following setup information as you would like to have it in your TEACHER, STUDENT, and CLASS printouts. (All of this information may be changed later.)

Your Professional Name: _____

Teacher I.D. Number: _____

Your School's Name: _____

School I.D. Number: _____

Your School Phone Number: _____

Your Extension (if any): Ext. _____

Cancel

Next

thirty characters maximum


fifteen characters maximum

thirty-nine characters maximum

fifteen characters maximum

fourteen characters maximum, including parentheses: (719) 599-8786

four characters maximum



A BRIEF SIDESTEP . . .
(But what a powerful one!)
In this age of growing bilingualism, you may wish to have your setup information appear in English AND Spanish forms. If so, your Spanish entries await.

Your Professional Name:

Your School's Name:

PLEASE NOTE: Recording NOTHING here will temporarily turn off all Spanish language features (indicated by the flag of Spain).

Cancel

Previous Next

tries. If you leave these fields completely **blank**, you'll never be burdened with the option again. (Of course, should you become blessed with the gift of tongues in the future, return to this screen through the **Edit > Setup Info > Teacher** menus, and enter the appropriate information.)



Finally -- and perhaps most importantly -- please enter in the space below a PASS CODE or two (10 characters max) to keep your MAKING THE GRADE data secure and private.

YOUR Password: AIDE'S Password:

Click NEXT if you don't want a password for yourself or your aide.
(ENTER will then be your password.)

Cancel Previous Next


Almost finished—but first a quick word about program and data security. We strongly recommend that you protect your application with a PASSWORD up to 10 characters in length. You may enter upper case letters, spaces, numbers, and symbols here—or just the ENTER key, the most devious of all PASSWORDS. (This code will also protect your class files from intrusion by others who have a copy of *Making the Grade*, but more about that later.)

At this time you may also enter a password for a student, parent, or paraprofessional aide—one which will give him or her **restricted access** to the proprietary data in your files. With this code your helper may open your program and classes and then key in new assignment data; but he or she may **not** peruse or print out old! The restrictions: The aide's password may **not** be the same as yours, nor may you enter an aide's password without recording one for yourself.

The final screen in this section of *MtG* (below) summarizes the info you've entered and enables correction of errors made to this point. This summary screen was taken from my personal copy of the program. My PASSWORD not only honors one of my favorite writers—it's the way I felt most Mondays at Coronado High School. (The aide's password is a favorite Sean Connery movie.) By the way, don't worry if you discover a mistake here in the coming days or weeks; you can always access this information again under the **EDIT** menu in the **Setup Info > Teacher information** subsection. (Be prepared to reenter your PASSWORD again, however, as an additional security measure.)

NOTE: Your school telephone and extension numbers are wholly optional entries. Please understand, however, that *something* must be entered in the first of these boxes if you wish to take advantage of the "Invitation to Call" option in student reports.

By the way, we also recommend that you include your **area code** when you enter the school telephone number. Student reports are often dispatched to parents or guardians in distant lands, and they greatly appreciate knowing your complete number.



OK, almost finished! Please look over the entries below ONE MORE TIME to make sure they are COMPLETELY correct. You may make corrections here; then click the Save button.

Your Professional Name: MR. JAY A. KLEIN

Teacher I.D. Number: 350-1072835

Your School's Name: CORONADO HIGH SCHOOL

School I.D. Number: 350

Your School Phone Number: 719-520-2500 Ext. 2530

YOUR Password: KAFKAESQUE

Your AIDE'S Password: ZARDOZ

Cancel Save

A NEW FEATURE!

. . . and one with which you'll be bothered only once if it's not welcome. All *MtG* student take-home reports can appear in either **English or Spanish** formats, and for that reason all text-entry fields can accept information in both languages. If you wish to take advantage of this bilingual Spanish language option throughout the program, all you must do is enter *anything* in either or both of the boxes at left. From then on you'll see the **flag of Spain** on any screen permitting bilingual entries.