

Results Manager Installation Guide

Introduction

This document provides installation instructions for the following Clarity network program:

- **Results Manager**

A pdf copy of these instructions can be found at:

www.ClaritySupport.com

Click on Installation at the top of the panel labelled Technical. This link also directs you to installation information for the other Clarity programs.

Installation details

It is recommended that you install **Results Manager** after any other Clarity programs. This will help the installation to link automatically to the other programs.

- Put the CD into the computer and follow the instructions. If the CD does not automatically run, from Start choose Run and type **D:\setup.exe** (where D is the CD drive letter).
- This will install a full copy of **Results Manager** running under a single-user licence.
- The program can be installed to your computer or a network folder. A network folder must be shared with access for learners. As a minimum, select the folder after installation and right-click to see **Sharing and security...** Then share this folder with **Change** and **Read** options for Everyone. There is more information on sharing folders on www.ClaritySupport.com.
- After a network installation you can make a shortcut on each teacher's workstation by dragging **ResultsManager.exe** as a shortcut (hold down the **Alt** key) from Windows Explorer to their desktops.
- The initial password for **Results Manager** is
Username: **Manager**
Password: **ClarityRM**
- You can change the password at any time.
- You can use **Results Manager** to add new teachers and learners.
- Overwrite the installed licence with your own file. See below.

Licence details

Results Manager comes with a floppy disk which contains your licence file. After installation from the CD, please copy the contents of this file to the C:\Clarity\ResultsManager folder (or where you installed). It should overwrite the existing licence file. Until you do this, your copy will work with a limited number of learners rather than the number you have actually purchased.

If you are unable to use a floppy disk, please contact Clarity (support@clarity.com.hk) requesting the licence file by email.

Support

User Guides

There is a User Guide at www.ClaritySupport.com in the User Support section for **Results Manager**.

Teacher support

Please also visit www.ClaritySupport.com for a range of teacher support materials relating to the use of ICT in general and to specific Clarity programs. These include:

- Transcripts of many of the interactive activities.
- Transcripts of many of the listening activities.
- Classwork activities in pdf format for printing and photocopying.
- Activities to help teachers get to know the programs quickly and easily.
- The syllabus.
- Background information on using ICT with your learners.

Some of these items are passworded to prevent learner access to these teacher support materials. There is a simple process for obtaining a password which is explained on the site itself.

Technical support

If at any time you have any queries, please do not hesitate to contact our Technical Support team:

Email: support@clarity.com.hk

Phone: Hong Kong +852 2791 1787

UK 0845 130 5627

