



Author Plus Pro 1 - Getting Started (Multiple Choice)

1. Go to your Author Plus Pro site. It may be at www.ClarityEnglish.com or on your own website or on your network. Open Author Plus Pro. You will come to the Courses screen. Click on New and type in the name of your Course. Call it General Knowledge. When you have typed it, press the Enter key and you will come to the second screen, where you can enter Units and Exercises for your Course.
2. Now you can enter Unit names. Click on New, just as you did to create the course, type History and press Enter. Repeat the process for other categories such as Sport, Entertainment, Geography and Science. Then click on Geography to highlight it. This is the unit for which we will make our first exercise.
3. Click on the New button beneath the empty Exercise box. You will see a panel listing 12 different exercise types. Run the mouse over each one for a description. (If you want to read this in a different language, click on Cancel, change the language in the top right hand corner and click New again.) We are going to create a Multiple Choice exercise, so choose Multiple Choice and click OK.
4. You are now on the Settings screen. Write the Menu name, Capital cities. Choose an Image from the dropdown list. Choose Places. Click the Audio, Default instructions on. You are now ready to put in your content. Click on the Content button at the top of the screen.
5. Write the first question. What is the capital of Italy? Then write the four options in the Options boxes underneath. Write Paris, Madrid, Rome, Lisbon. Ensure that the only tick (✓) is next to Rome. When you have finished, click forward to question 2 and repeat the process with another country... and again... and again.
6. When you have finished, click on the Preview button at the top of the screen. This button enables you to see the exercise exactly as the student will see it.

