

ALL THE RIGHT TYPE 4

Quick Start Guide

Website: <https://www.atrtonline.ca/> [select School User Log-In]

School Code:

User ID:

Password:

Homepage Overview

Note: These options are the same on the homepage for both student and teacher accounts.

Manage Your Class/Students
(students do not see this option)

Edit Personal Options

Edit your profile

Log Out

#	Type	Lesson Name	WPM	Accuracy	Error	Start
1	Learn	1 - Home Row				
2	Practice	1 - Home Row				
3	Skill	1 - Home Row				
4	Learn	2 - e and u				
5	Practice	2 - e and u				
6	Skill	2 - e and u				
7	Learn	3 - Capitals and Period				
8	Practice	3 - Capitals and Period				
9	Skill	3 - Capitals and Period				
10	Test	1a - Covers Lessons 1-3				
11	Test	1b - Covers Lessons 1-3				
12	Test	1c - Covers Lessons 1-3				
13	Learn	4 - r and i				
14	Practice	4 - r and i				

Clicking on the green arrow icon will start the program. ATRT will remember where you last finished and carry on sequentially until all the lessons are complete.

On the left, you will find quick links to other areas of the website (tutorials for posture and finger position, games, etc.)

Class Settings

Manage school												
District Name : Burnaby SD #41												
#	ID	School Name	City	Licence	View	Edit	Delete	User	Class	Drillfile	Reg. Date	Exp. Date
1	2041	Schou Education Centre		3/1000 (17)							Apr 18, 2019	Sep 11, 2020

Click here to view all the classes at this school

Manage class												
#	ID	Class Name	# of Users	Created by	Permission 1	Permission 2	View	Edit	User	Records	Reg. Date	
0		Default Class	0									
1	<input type="checkbox"/>	13483 Typing Class ABC	3	Saini, Lucky	M, Michelle	Chow, Janet					Oct 11, 2019	

Check All Uncheck All

Click here to view/edit class settings. It will open the window shown below:

Editing a class	
School/Class Info.	
School Name	<input type="text" value="Schou Education Centre"/>
Class Name	<input type="text" value="Typing Class ABC"/>
Class Permission (Up to two teachers can have full permission for this class.)	
Permission 1	<input type="text" value="M, Michelle"/>
Permission 2	<input type="text" value="Chow, Janet"/>
Theme Option	
Themes	<input type="checkbox"/> (Students can edit their user interface)
Sticker Option	
Sticker (Auto)	<input type="checkbox"/> (e-stickers awarded after completing lessons)
Class Option	
Disable "Edit my profile"	<input type="checkbox"/>
Drillfile	<input type="text" value="ATRT Standard (87 lessons) (Shared drillfile)"/>
Options for all lessons	
Typing Words Per Minute Goals	<input type="text" value="30 WPM"/> (for comments)
Lesson Error Threshold	<input type="text" value="5%"/> <input type="checkbox"/> Must achieve threshold to advance and save
Lesson Error Penalty	<input type="text" value="1"/> (Number of words deducted for error)
Audio/Sound	<input checked="" type="checkbox"/>
Backspace Key	<input checked="" type="checkbox"/>
Sequence	<input checked="" type="checkbox"/> (must follow learning order of lessons)
Spaces After Period	<input checked="" type="radio"/> One <input type="radio"/> Two
Option for Learning Lab	
Junior Display	<input type="checkbox"/> (check if using 'ATRT Standard Junior' drillfile only)
Lesson Error Event	<input checked="" type="radio"/> Beep <input type="radio"/> Caption Flash
Option for Testing Building	
Testing Mode	<input checked="" type="radio"/> Speed Goal <input type="text" value="10WPM"/> <input type="radio"/> Timed Writing <input type="text" value="30 sec"/>
Option for Games	
Game Available	<input checked="" type="checkbox"/>
Message	

In this window you can change settings for your class. You can:

- Allow students to set a theme for their user
- Turn on/off sticker rewards
- Remove the ability for students to change their profile
- Update the word per minute goal
- Turn on/off the game area

Most settings you will want to leave as the default (e.g., Drillfile should be ATRT Standard)

Click "Submit" at the bottom of the window when you have finished making changes.

Manage Student Accounts

Manage class											
#	ID	Class Name	# of Users	Created by	Permission 1	Permission 2	View	Edit	User	Records	Reg. Date
0		Default Class	0								
1	<input type="checkbox"/> 13483	Typing Class ABC	3	Saini, Lucky	M, Michelle	Chow, Janet					Oct 11, 2019

Check All Uncheck All

Click here to open the user management page for your class

Manage User											
School Name : Schou Education Centre						Class Name : Typing Class ABC					
#	ID	User ID	First name	Last name	Type	Class Name	Last Login	Drillfile	View	Edit	Records
1	1384695	jchow	Janet	Chow	Teacher	Typing Class ABC	2019/05/15	ATRT Standard			
2	<input type="checkbox"/> 1386252	Mish	Michelle	M	Teacher	Typing Class ABC	2019/10/21	ATRT Standard			
3	<input type="checkbox"/> 1386253	Stu123	Stu	Dent	Student	Typing Class ABC	2019/10/11	ATRT Standard			

Check All Uncheck All

From here you can edit a student's profile by clicking the edit icon at the end of the row with their name. This is where you would go to change a student's password. Note: Usernames cannot be changed.

Student Account Info Cards

On the Manage User page you can create a set of login user ID cards for your students by clicking here:

Manage User											
School Name : Schou Education Centre						Class Name : Typing Class ABC					
#	ID	User ID	First name	Last name	Type	Class Name	Last Login	Drillfile	View	Edit	Records
1	1384695	jchow	Janet	Chow	Teacher	Typing Class ABC	2019/05/15	ATRT Standard			
2	<input type="checkbox"/> 1386252	Mish	Michelle	M	Teacher	Typing Class ABC	2019/10/21	ATRT Standard			
3	<input type="checkbox"/> 1386253	Stu123	Stu	Dent	Student	Typing Class ABC	2019/10/11	ATRT Standard			

First, you will need to select the students you wish to print ID cards for by checking the boxes in the row with their names. You will also need to select which teacher's name you would like to appear on your ID cards.

Login User ID Card

Name : Stu Dent

Teacher : Janet Chow

Class : Typing Class ABC

School Code : canbcsd412041

User ID : Stu123

Password : green123

Go to www.atrtonline.ca
Click on the 'Log-in for School User' button.

Please keep this card in safe place.

The program will create your class set of ID cards. Click "Print" and you're done! Hopefully you have a paper cutter handy!

Here is a sample ID Card

Student Records

To view records for your entire class, go to the “Manage Class” page. As review, we get to the Manage Class


page from the homepage by clicking , and then clicking this icon  [make sure you click the icon next to your class]



Manage class											
#	ID	Class Name	# of Users	Created by	Permission 1	Permission 2	View	Edit	User	Records	Reg. Date
0		Default Class	0								
1	<input type="checkbox"/>	13483 Typing Class ABC	3	Saini, Lucky	M, Michelle	Chow, Janet				   	Oct 11, 2019

Check All Uncheck All

Next, click on this icon to open the class records page. 

If you want to see an individual report for a specific student, click on the “user” icon  on the Manage Class page. Next, select that same green record icon . This will display a more detailed report for the student you have selected.

The other records available include the progress report (both class wide and individual student reports). This report demonstrates the lessons the student(s) has/have completed as a quick reference. Click on either one of these icons:



(The first opens the report in landscape format and the second opens the report in portrait format).

Need help? Click on the help icon on the top menu bar to access the PDF user guide and many helpful videos.



