



Getting Started Guide



Software Training. When and where you need it.

Atomic Learning provides web-based software training and support for more than 100 applications students and educators use everyday. You get just-in-time answers to your “how do I do that?” software questions.

Our short, easy-to-view-and-understand tutorials are an integral part of a professional development program, a valuable curriculum supplement, and an anytime/anywhere training resource.

It's like having a technology specialist in every classroom.

Consider:

- Professional development and student training.
- Over 25,000 tutorials on more than 100 applications.
- Helping you incorporate more interactive, engaging course activities through ready-made, project-based lesson plans.
- Reduce the time needed to “teach the technology” and increase time spent on course content.
- Available 24/7 from school or home.
- New tutorials every 45 days.

With Atomic Learning, you don't have to know everything about software. Because we do.





1. Log on to Atomic Learning.

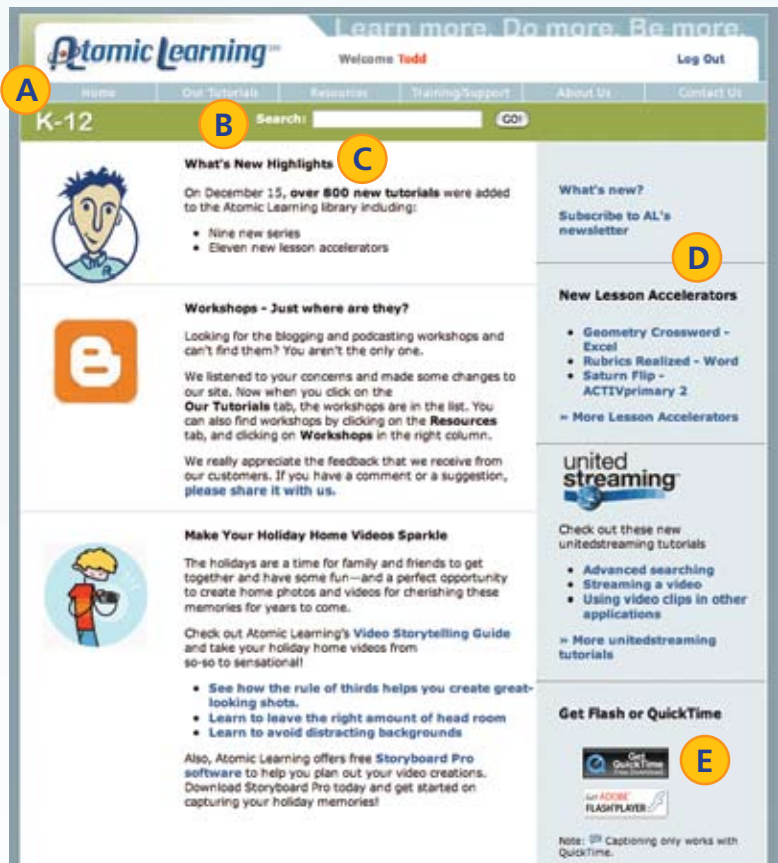
Go to www.atomicLearning.com and type in the username and password provided for you by Atomic Learning's customer support team.

Note: You may not see the username and password fields if your school automatically logs you in.



2. Find what you need.

- A** Use the blue tabs to easily navigate around the website.
- B** Type in your software question here and click Go! to find your answer.
- C** These articles will keep you up to date on industry happenings, updates, events and new releases from Atomic Learning.
- D** Look at the column on the right hand side for featured tutorials and Lesson Accelerators, customer comments, and other helpful links.
- E** Before you can watch our award-winning tutorials, you may need to download either Flash or QuickTime. Visit the links for more information.

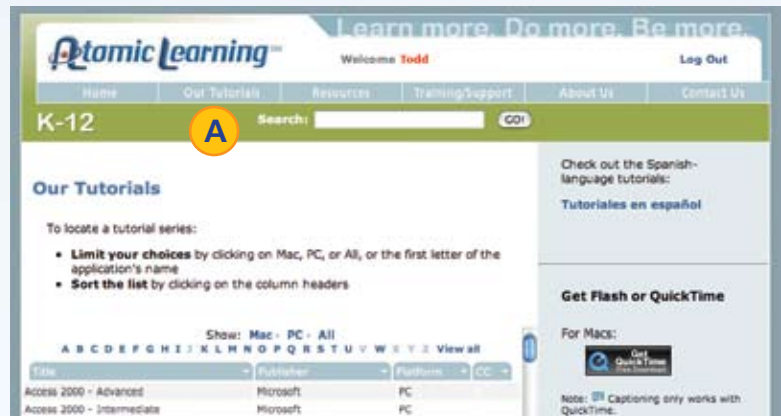




3. Points of interest.

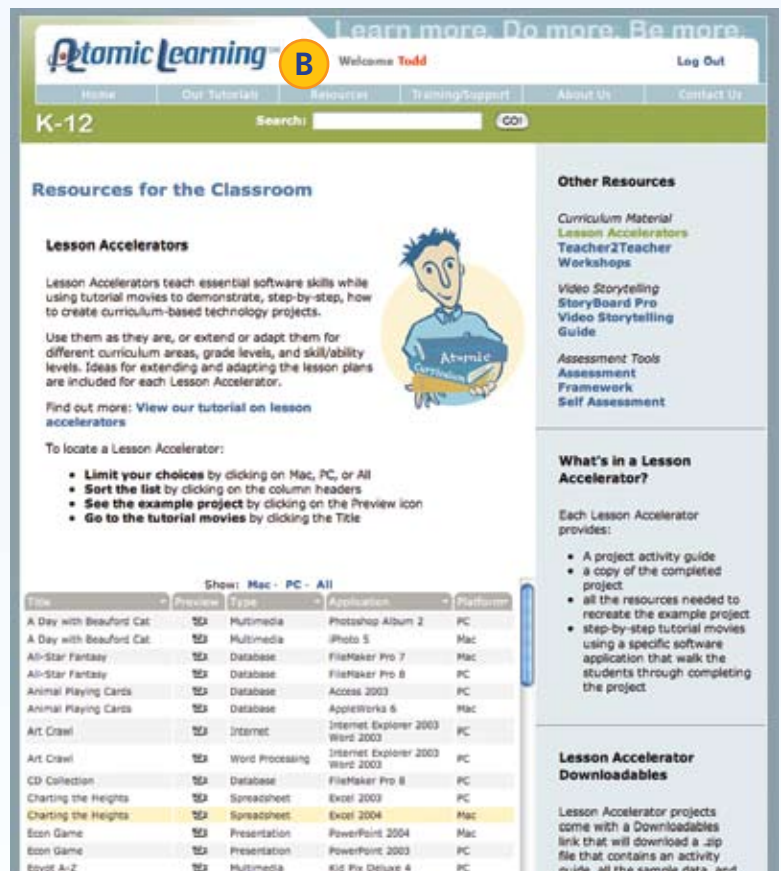
A Our Tutorials

- Click on the Our Tutorials link in the navigation bar to access an index of tutorial series. From there, you can sort the tutorial series by application, platform, or publisher. Once you click on the series you have chosen, you'll be taken to the list of tutorials.
- You can also look for tutorials by using the search feature at the top of the page—just type in your software question!



B Resources

- Click on the Resources tab in the navigation bar to access Lesson Accelerators. Lesson Accelerators are ready-made student projects that incorporate technology. All Lesson Accelerators include a lesson plan, tutorials to guide students through the project, and a sample finished product.
- From the Resources tab, you can also access Workshops. These are a great tool for professional development. Learn about mail merge, designing newsletters, creating podcasts, and more!
- Atomic Learning's Digital and Video Storytelling Guide is another valuable resource. This guide will help improve the quality and effectiveness of your video stories. You can also download the FREE Video StoryBoard Pro software which many teachers and students use to create video projects.





C Tutorials in Spanish

— We also have many software tutorials for Spanish-speakers. On the tutorial series index page, choose the Español link in the upper right part of the page.



D Closed-captioning

— Thousands of Atomic Learning's tutorials are closed-captioned. Look for the closed-captioning icon on a series page and turn this function on or off by clicking the link in the right column.



4. Training and support.

Atomic Learning will be with you every step of the way to help you successfully implement technology learning within your school. Visit these areas for helpful tools and resources.

A Getting Started Tutorial

B FAQs

C Support materials

D Contact Us

E Online training sessions

Note: You can also sign up to receive AL's *Weekly Tech Tips* and e-newsletters. From the home page, select the newsletter link in the right column.

