

## Installing CDs on WOMPI\* Systems

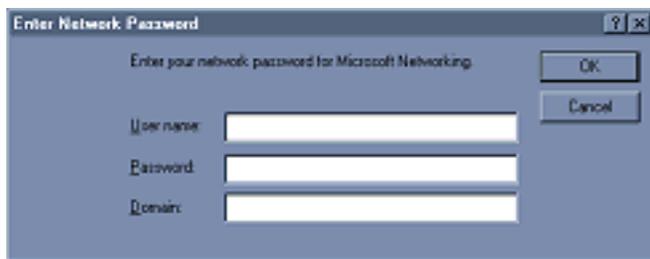
\* **WOMPI** - Welsh Office Multimedia and Portables Initiative computer with **Baglan's Front End** protection system, or any PC running that system.

When the Welsh Office provided every Primary School in Wales with a Research Machines (RM) PC, there arose a minor clamour with cries of 'Oh no! Not a different computer!' heard throughout the land. Anyone who has had experience of using computers in education will be all too aware of the mischief that small probing fingers can get up to. On an Acorn system, little or no damage can be done to the operating system itself (because it's held in ROM) but on a PC running Windows - a software based operating system - the simple deletion of certain files will render the machine totally inoperable, normally requiring a re-install of Windows.

To circumnavigate this potential problem, Les Want designed a protection system based on a *logging on* procedure. Essentially, when a pupil wanted to use the machine, he/she (or the teacher) simply logged on with the name **pupil**. When a new program arrived that needed to be installed (most do), the teacher would log on as an **administrator**, install the program, make it available to the pupil area, log off and finally log on again as the pupil. Sounds easy? No? OK then...

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### Log on as Administrator



When you switch on your WOMPI computer, this log-in dialogue box (or similar) will be displayed. For everyday use by pupils and teachers, the user name should be **pupil** (or **Group+Number** for Internet access) and no password is required; this allows the computer to be used under full protection. For administration use, the user name should be **Admin95** and the password you have been provided with **must be entered**. If you - or someone else - has changed the user name and password and you need help, please contact **Howel Davies** ([hjdavies@baglanit.org.uk](mailto:hjdavies@baglanit.org.uk)) at the Centre.

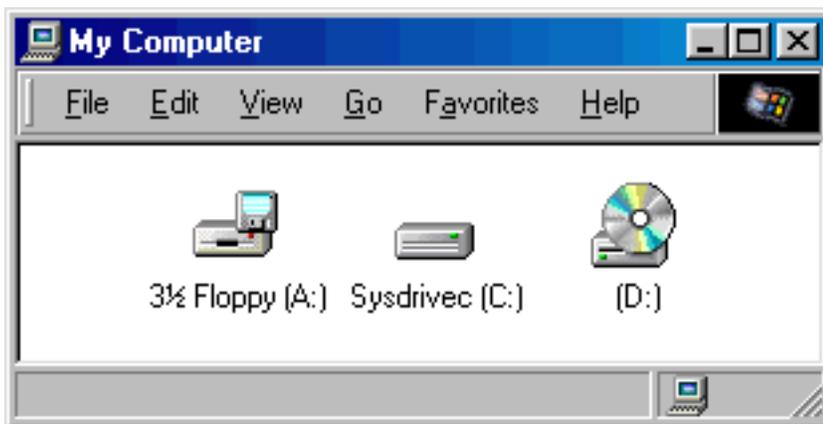


To get to the log-in screen at any time the computer is on, click on the **Start** button and select the **Shut down** option. A new dialogue box will appear from which you should select ***Close all programs and log on as a different user***. The log-in dialogue box will then appear on your screen allowing you to log in as above.

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### Installing a Program

Most programs for the PC will be on a CD-ROM (as they tend to be large programs). If there are any specific instructions for installing the program, you should now follow them. As a general rule, the following instructions should allow most programs to be installed. Put the CD into the CD-ROM drive and double-click on the **My Computer** icon (look at the top left hand corner of your screen).



A window will open displaying all the drives attached to the computer - double-click on the **CD-ROM icon** (usually called drive D:). A window should open displaying all of the files on the CD; look for a file which is either called **Setup** or **Install**. When you double-click on the Setup or Install file, the program will begin to be installed onto your computer. Unless you have any pressing desire to do otherwise, always answer in

the affirmative to any questions posed by the program. Some programs may ask you to enter or make note of a serial number; make sure that you do so and keep all documentation safely filed for future reference. It is also worth making a note of where the software is being installed on your disk drive, eg. a program such as *HyperStudio* may install itself in **C:\ProgramFiles\HyperStudio\Prog\**. Make a note of this *path*.

When the program has completed its installation process, it may tell you to re-start Windows; do not re-start Windows or shut down the computer, instead select the **No** or **Re-start later** option.

Note that these instructions apply equally to floppy disk based software; place the disk in the floppy disk drive, double-click on the floppy disk icon (A:) and continue as above.

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### Shortcut or Original?



Most programs will leave a window open on the screen displaying all of the files it has installed onto your computer; leave this window on screen. If the window isn't open (or you have closed it accidentally) you will need to open it manually. Look at the *path* which showed where your program installed itself (**C:\Program Files\HyperStudio\Prog\** in our example above). To open this window, double-click My Computer and double-click **Sys drive (C:)**; look for a folder (directory) called **Program Files** and double-click it; look for a folder called **HyperStudio** and double-click it; look for a folder called **Prog** and double-click it. You should now see the window containing all the files installed by the program (you can close all of the other windows by clicking on their crosses **X** in the top right-

hand corner of each window).

One of the files in this window will be the one you can double-click on to run the program. This file usually has the same name as the program. In our example below there are two files called **HyperStudio** - which one runs the program? If you are not sure, double-click one of the files. If the program runs then this is the file we are going to use next (quit or exit from the program); if it opens a dialogue box asking which program to use to open the file then this is not the one to use (it's probably an **icon** file!). Cancel the dialogue box.



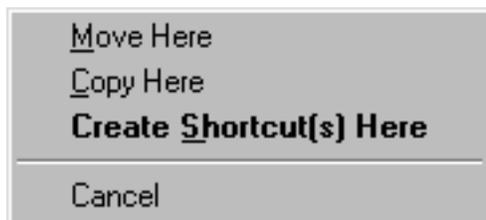
Look carefully at the file which runs the program. Is it the program file itself or a shortcut to the program? How can you tell?

If the file has a small arrow in the bottom left-hand corner then it's a shortcut (a pointer to where the file really exists); if there is no arrow, then it's the original file. Look at this example; which is the original file and which is the shortcut? The distinction is important to the next step.

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### Access from Pupils Area

To make the program available to the Pupils Area, it is necessary to make (or copy) a shortcut into the one of the folders which appear on the pupil's desktop. Open the folder which contains the CD titles by double-clicking it (you should now have two windows open). Place the mouse pointer on the program file (HyperStudio in our example) and **drag** (move the mouse whilst holding down the mouse button) the file with the **left mouse button** to the CD titles window.



When you release the mouse button, a menu similar to the one opposite will appear asking what you want to do with the file. If the file **is not a shortcut**, choose **Create shortcut(s) here**; if the file **is a shortcut**, choose **Copy here**. Whichever option you chose, you will end up with a shortcut file in the CD titles folder (you will probably find that most, if not all of the files in this folder are

shortcuts).

That's it! Check that the program works by logging off and logging back on as a pupil (see previous page 'Log on as an Administrator' for details) and running the program from the Pupils Area. Don't forget to re-start the computer if that was required by the program, otherwise the program may not work at all!

If you have more programs to install, follow the same procedure. If you do experience problems, contact **Howel Davies** at the Centre with as much information as possible (eg. CD or program name, which computer, description of problem etc.)

## Installing CDs on WOMPI Systems

### Postscript

Sometimes you may come across a program or a CD which can be run without the need to install (although this is rare). In these cases, you will still need to create a shortcut to the relevant program, but this time directly from the file on the disk or CD.

Please, please, *please* do not leave the computer in the **Admin95** mode. This would mean that the computer is totally unprotected and open to accidental or deliberate misuse. The time it takes to correct problems with deleted or missing system files (virtually rebuilding the computer!) can sometimes run into hours of work and may even lead to the wiping and permanent loss of pupils and teachers work files.

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