

29 October 2003

INSTALLATION INSTRUCTIONS FOR **READ AND SPEAK GREEK / CDROM ver. 4.2**

You need to install the

● **Read and Speak Program**

The installation for WIN95/WIN98/NT/ME/2000/XP systems is described below. The software can also be run on the MAC using a WINDOWS emulator (“The Virtual PC”, ...).


About the Password Protection

The program can be run for 30 days from installation using the choice **Without Password**. Program installation marks the computer with a **System ID** number (**XXXXX**). The computer needs a password in order to run the program beyond the 30th day.

1. When a password is available, the choice **With Password** can be clicked, the buyer's name and the password can be typed in the appropriate boxes and then the user must click again **With Password** to let the program capture the data. Use of a password is needed only once unless the System ID changes because of a new computer, reinstallation of WINDOWS or replacement of the Hard Disk.
2. To get the password email the following information to georgeb@anotek.com
 - a. Name of purchaser
 - b. Order number (shown in upper right hand corner of invoice mailed with the software)
 - c. System ID number (displayed above the option **RUN WITHOUT PASSWORD** of the first program page)
 - d. Software title and version

Note: All mouse clicks are left clicks unless noted otherwise.

About Data Linkage



The screenshot shows the main menu of the 'Read and Speak Greek' software. The menu items are as follows:

English Title	Greek Title
1. The Introduction	(Η Εισαγωγή)
2. The Alphabet	(Το Αλφάβητο)
3. The Vocabulary	(Το Λεξιλόγιο)
4. The Phonetics	(Τα Φωνητικά)
5. The Marks of the Language	(Τα Σημεία της Γλώσσας)
6. The Structure of the Language	(Η Δομή της Γλώσσας)
7. The Parts of Speech	(Τα Μέρη του Λόγου)
8. The Dialogs	(Οι Διάλογοι)
9. The Dictionary	(Το Λεξικό)
10. The Language Exercises	(Οι Γλωσσικές Ασκήσεις)
11. The Sentences	(Οι Προτάσεις)

Below the menu, there are several control buttons and fields:

- Licensed To:** ANOTEK, INC.
- Data folder:** d:\greekblamr_grk\vocabulary\
- Security:** on
- Scale:** (button)
- Password:** (button)
- Automatic Demonstration:** (button)
- Exit:** (button)
- Course Description:** (button)
- Utilities:** (button)
- Authors:** (button)
- Instructions:** (button)

The Windows taskbar at the bottom shows the Start button, several open applications, and the system clock displaying 6:14 PM.

A substantial amount of data that includes sounds and image resides on the CDROM and is not transferred to the Hard Disk via the installation. The program needs to link to this data in order to function appropriately. The program is set by the factory to assume that the data is on the CDROM and the CDROM is on drive D. Both of these settings can be changed by the user.

a. Running the program from the CDROM where the CDROM is on a drive other than D
Have the CDROM in the CDROM drive and go to the Main Menu shown above and use the program linker to change the setting of the link to the CDROM drive. Click on the red box next to “Data folder:”. Then click on FIND DISK and the program will automatically link to the CDROM. Then, click on “Return”. Notice that the new link to the CDROM appears now in the red box next to “DATA folder:”.

b. Running the program from the Hard Disk
Have the CDROM in the CDROM drive. Then, do the following:

b.1 Use the functionality of WINDOWS to copy all the CDROM data, except for the Install folder, under the folder, say c:\anotek\greek4\, where you installed Read and Speak Greek via section B below.

b.2 Use the program linker to link the program to the copied data by going to the Main Menu and clicking the red box next to “Data folder:”. Then, use the manual selection and type the new CDROM DATA location and include a terminating \, say c:\anotek\greek4\. Then, click on “Return”.

A. Before Installation

DELETE EXISTING INSTALLATION OF READ AND SPEAK GREEK

If you have an existing installation of Read and Speak Greek version 4.0/4.1, it is suggested that you remove it and reclaim the space on your hard disk. To do so, proceed as follows:

1. Click on *Start*.
2. Click on *Settings*.
3. Click on *Control Panel*.
4. Double-click on *Add/Remove Programs* icon.

5. Click on **Greek4** to select it.
6. Click on *Add/Remove* button.
7. Click on Yes in response to "Are you sure you want to completely remove the selected application and all of its components?"
8. Click on X in the upper right hand corner of successive windows in order to get back to Start.
9. Click on *Start/Programs/Windows Explorer*
10. Click on **c:\anotek\Greek4** to highlight the Greek4 folder on drive C.
11. Click on *File* and then click on *Delete* to delete the highlighted folder and all its contents.

Note 1: If you have trouble removing Read and Speak Greek because files are missing, then re-install Read and Speak Greek and then remove it again.

Note 2: If you have trouble deleting the c:\anotek folder, shutdown the computer, then start the computer back again and then delete the folder.

B. Installation of Read and Speak Greek

- B1. Place the CDROM into the CDROM drive
- B2. The program will be installed automatically, simply click on **Next, Yes, Next**, write your name and company and then click on **Next, Next, Next, Finish**.
- B3a. If you do not have the Password, then click on **Without Password**.
- B3b. If you have the Password, then click on **With Password**. Type your name and the password in the appropriate boxes and then click again on With Password. Unless the computer changes, you will not need to use the password again.
- B4. See the section below titled About Data Linkage. This section is important if your CDROM disk drive is a drive other than D.
- B5. About Data Linkage

← This is the Main Menu

A substantial amount of data that includes sounds and image resides on the CDROM and is not transferred to the Hard Disk via the installation. The program needs to link to this data in order to function appropriately. The program is set by the factory to assume that the data is on the CDROM and the CDROM is on drive D. Both of these settings can be changed by the user.

a. Running the program from the CDROM where the CDROM is on a drive other than D
Have the CDROM in the CDROM drive and go to the Main Menu shown above and use the program linker to change the setting of the link to the CDROM drive. Click on the red box next to “Data folder:”. Then click on FIND DISK and the program will automatically link to the CDROM. Then, click on “Return”. Notice that the new link to the CDROM appears now in the red box next to “DATA folder:”.

b. Running the program from the Hard Disk

Have the CDROM in the CDROM drive. Then, do the following:

b.1 Use the functionality of WINDOWS to copy all the CDROM data, except for the Install folder, under the folder, say c:\anotek\greek4\, where you installed Read and Speak Greek via section B below.

b.2 Use the program linker to link the program to the copied data by going to the Main Menu and clicking the red box next to “Data folder:”. Then, use the manual selection and type the new CDROM DATA location and include a terminating \, say c:\anotek\greek4\ . Then, click on “Return”.

B6. Anotek Greek fonts

The 4 fonts (anotgb_ .ttf, anotgbi_ .ttf, anotgi_ .ttf, anotgrg_ .ttf) are installed automatically. You can find them in the DATA folder of the CDROM (folder X:\DATA where X is the letter of your CDROM drive).

C. Running the program

C1. Use from the CDROM

The program occupies about 30MB of your Hard Disk and another 100MB temporary space. All of the space can be reclaimed by uninstalling the program. If you run the program from the CD-ROM, then the CD-ROM must be in the CD-ROM drive while you are using the program.

C2. Use from the Hard Disk

The program occupies 600MB of the Hard Disk and another 100MB temporary space. All of the space can be reclaimed by uninstalling the program. If you run from the Hard Disk, then the CD-ROM does not need to be in the CD-ROM drive. To run the program from the Hard Disk, please have the CD-ROM in the CD-ROM drive and follow the steps below.

C2a. Click on the “**Utilities**” box of the main screen.

C2b. Click on **a** next to “**Set program to be run from Hard Disk**”.

C2c. Type the Hard Disk data folder as **c:\anotek\greek4\data**.

C2d. Type the CD-ROM data folder as **x:\data** where **x** is the letter of the CD-ROM drive.

C2e. Click on **Go**.

C2f. After the copying is completed, then get out of the Hard Disk Setup by clicking on **Exit**.

C2g. You can remove the CD-ROM because your computer is now setup to run the Read and Speak program from the Hard Disk.

D. Computer System Requirements

- IBM-Compatible multimedia Pentium (333MHz or faster recommended)
- Minimum 32 MB RAM

- Microsoft WINDOWS® 2000/ME/98/95 or WINDOWS NT (4.0+)
- VGA resolution monitor or higher (256 color display or better)
- CD-ROM drive
- SOUND-BLASTER® compatible sound
- Sound speakers
- Minimum 200MB available on hard disk
- **For installation and use in countries other than USA, WINDOWS must be set to U.S. Standard Settings [English (United States) Regional Settings and English Interface]**

E. Biographical Data

George N. Balanis obtained his elementary and high school education at Athens College in Greece. An engineer and computer scientist, he obtained degrees from two California universities. The Ph.D. degree was obtained in Electrical Engineering and Applied Mathematics (thesis on Inverse Scattering Theory) from the California Institute of Technology in Pasadena. The MBA degree in General Management was obtained from the University of California at Los Angeles.

Toula Balanis obtained her elementary and high school education at public schools in Greece at the island of Ikaria and the city of Athens. Her AA degree was obtained from the Pasadena City College in Pasadena, California. She has taught for many years at several language schools in the Los Angeles area.

F. Tips

These matters are also described on our Internet site at <http://www.learnEnglishlanguage.com> or <http://www.anotek.com>.

F1. Method to Copy Screens

You can make a book of all the **Read and Speak** screens you want to keep. Open a blank document with Microsoft Word while you are running Read and Speak Greek. Once you are in the screen you want to capture, then press the **Print Scrn** button on the keyboard. This will capture the screen image and place it in the *Windows Clipboard* buffer. Now open your **Microsoft Word** document by clicking the **Microsoft Word** button at the bottom of your computer screen or, alternatively, press simultaneously the **Alt** and **Tab** buttons on your keyboard to see all other running programs and click the **Microsoft Word** program if need be. Place the cursor where you want to insert the captured *Clipboard* image. Click the *Edit* option on the **Microsoft Word** menu and then *Paste* or, alternatively, press simultaneously the **Ctrl** and **V** keys. This will transfer the image stored in the *Clipboard* to the cursor location. You can then format the image using the *Format* option of **Microsoft Word**. You can use this procedure repeatedly to insert a series of screens into a **Microsoft Word** document

F2. Anotek Fonts

The Anotek fonts can be used for correspondence, letters, etc.

F3. Installation freezes computer

If the Installation completes but the Finish button is frozen and you cannot click on it, then redo the Installation and, the second time, you should be able to click on Finish.

F4. Visibility of computer files

Computers are usually shipped with a configuration where key files are invisible.

The changes noted below will enable visibility of all files.

Click using the sequence *Start /Programs/Windows Explorer*.

Click *View* (found on the top of the Windows Explorer window)/*Folder Options/View*.

You will see a list of boxes with a description next to each box. The boxes may be checked or unchecked. You can change the state of a box by clicking it. The state of the boxes listed below should be as noted. All other boxes can be left in their existing state.

- √ *Allow all upper case names* is checked
(this will permit using upper case characters in file names)
- √ *Display the full path in title bar* is checked
- √ *Allow all upper case names* is checked
(this will permit using upper case characters in file names)
- √ *Show all files* suboption of *Hidden files* should have a bullet
- √ *Show file attributes in Detail View* is checked
(this will permit the display of detail file attributes)

F5. Rebuild files

If any **imgsnd** file is damaged, then click on the **Rebuild files** box of the Main Menu.

F6. Earlier License keys

First license key: 116104-097108-097115-115097

Second license key: 110105-107111-108097-115098

Third License key: 116101-097099-104101-114115

F7. Letters appear very large on the screen

Windows comes with the small or normal size chosen as the default font size. You can reduce the letter size by changing to the default font size.

- a. Right click on an empty space on the desktop.
- b. Click on Properties/Settings/Advanced.
- c. Choose the Small or Normal font size and then click OK.

G. Known Problems

G1. Corrections to known problems can be downloaded from the Internet at the site <http://www.learnGreeklanguage.com/CORRECTIONS.HTM>

G2. If you get error messages of the type “file ... cannot be found ...”, then the data linkage is not set correctly. Please follow the instructions on section B6.



Keyboard Layout for AnotekGreek Font

NOTES

1. **Accent (ˇ) is lower case v.** It is placed on the letter that is to the immediate left of the cursor location.
2. **You can also get a layout from a WINDOWS program called Character Map.**
You can get the layout from WINDOWS98/95 in the manner described below.
 - a. **Click on Start**
 - b. **Click on Programs**
 - c. **Click on Accessories**
 - d. **Click on Character Map**
 - e. **Select AnotekGreek font**
 - f. **Click on any letter you want to see the AnotekGreek character**
3. **You can also get a layout from your Word Processing program.**
You do this by typing all the letters of the keyboard in two columns.
The left column uses your favorite English font, say Times Roman.
The right column uses the AnotekGreek font. Each entry on the right column is the result of pressing the same key that produced the letter that is on the same row of the left column.