

Enforcing set work, excluding games

Enforcing set work

If the student clicks on *Work* in the menu and then ticks the box for *Other*, this gives access to **all** word lists.

You can choose to block this from happening if you wish.

To ensure a student accesses **only** set work, you need to be a Wordshark *Administrator*.

Go to *Admin\Universal settings*.

Select the icon *misc* and tick the box *Enforce set work* (for all students).

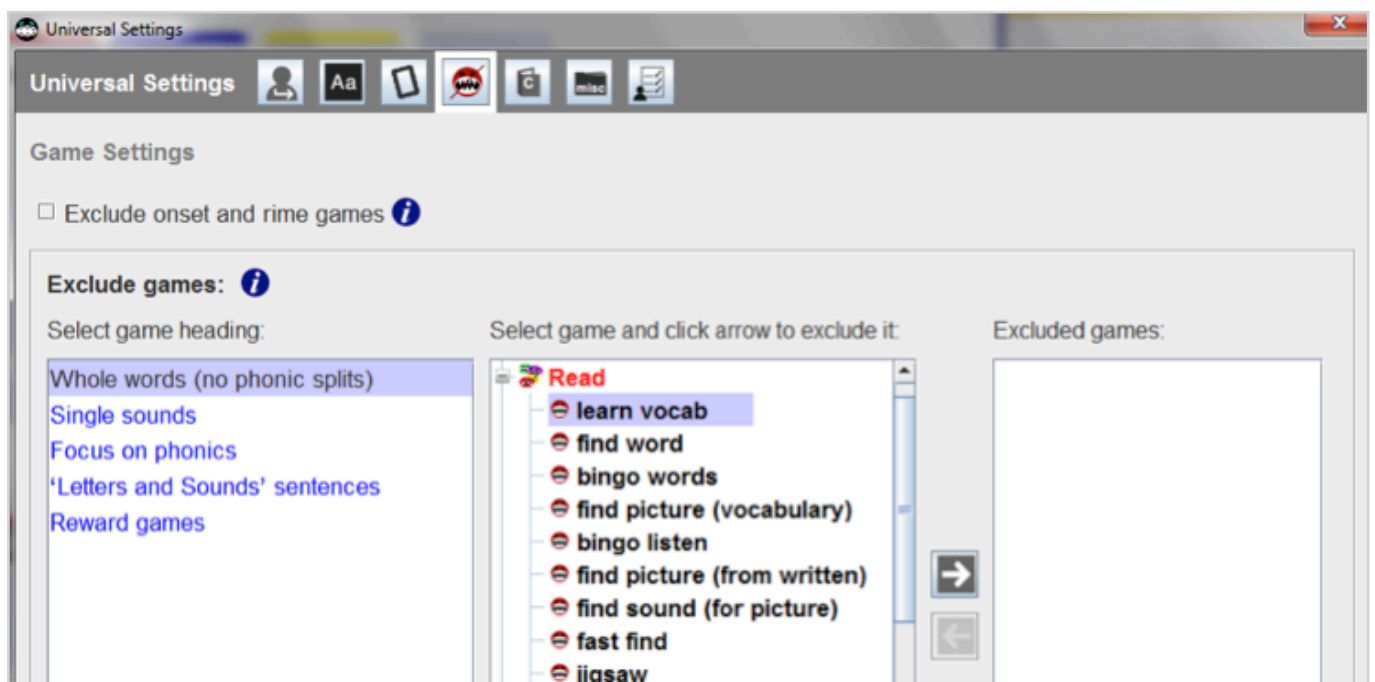
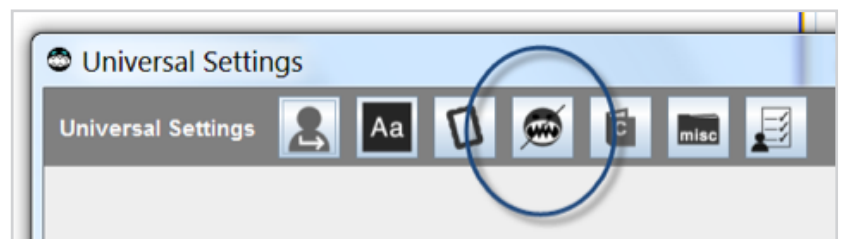
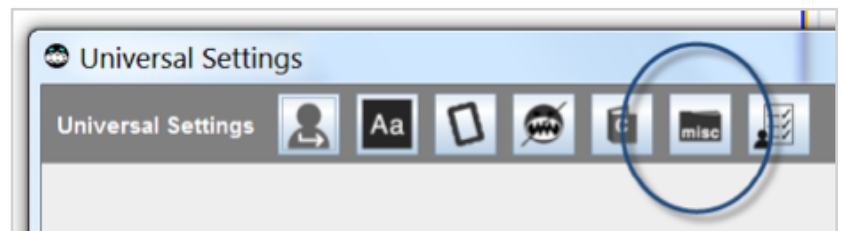
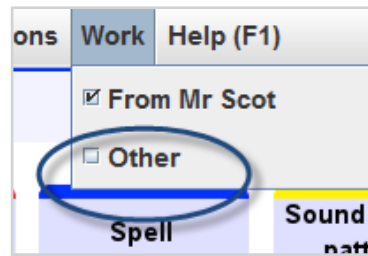
Note: Students are no longer able to create their own word lists whilst they have set work.

Other useful facilities are provided by this set of buttons and are well worth clicking on to investigate. These include choices regarding fonts, pictures, groans and beeps, hiding certain courses, disallowing peeps, different sign-on procedures, archiving etc.

Excluding games

Under *Admin\universal settings* it is possible to block specific games for **all** students (you need to be a Wordshark *Administrator* to do this).

Click on the crossed-out shark icon. A new screen appears.



The left hand panel shows the games in 5 categories which can be opened up when you click on them:

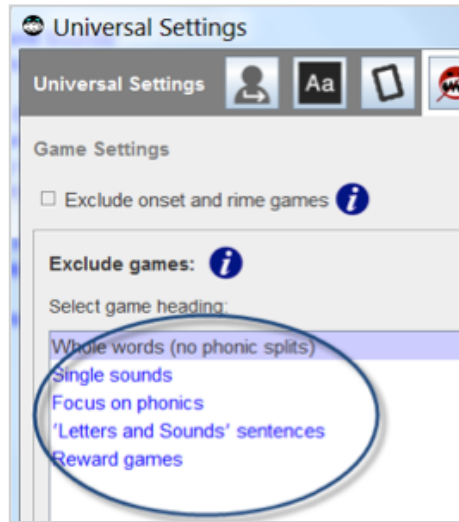
Whole words (no phonic splits) – these are the games which appear when the phonics box is not ticked

Single sounds – games for lists with single sounds

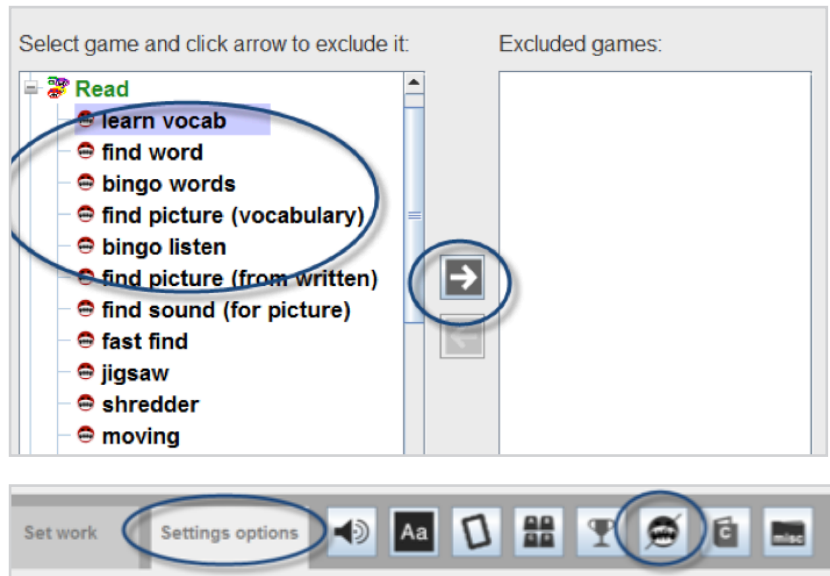
Focus on phonics – games for when the phonics box is ticked

'Letters and Sounds' sentences

Reward games



Click on the game(s) you wish to exclude and then on the arrow. The game will move into the panel on the right for excluded games.



You can also block named games for **individual** students(s) in the *General student management* screen under *Settings options* – for example you may wish to exclude certain reward games, or perhaps alphabet games, that are played repetitively. If one administrator excludes a game for a student this is also excluded for that student for all administrators.

Several other useful settings are possible from this row of buttons. Bear in mind students can override less sensitive areas e.g. font, keypad, beeps and groans and reward games frequency by using their personal settings.

Other Universal settings

From left to right these include:

- Sign-on choices
- Font choices
- Allowing students to import pictures or not
- Excluding particular games
- Choice of hiding particular courses
- Misc: options for US spelling, peeps, enforcing set work
- Archiving options

