

HIGHER TECHNICAL INSTITUTE	PROJECT NO
	3618 A

HIGHER TECHNICAL INSTITUTE

COURSE IN COMPUTER STUDIES

DIPLOMA PROJECT

(USER MANUAL)

COMPUTERIZED SYSTEM FOR THE
DEPARTMENT OF
EDUCATING CHILDREN
WITH SPECIAL NEEDS

CS/359

MARIA ZAPITI

JUNE 2006

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1 PREFACE

This program will help you perform most of the tasks that are required for the children's examination activity of the Department of Education for Children with Special Needs.

This User Manual contains information/instructions on how to operate this Special Education computerized system.

Efficiency and productivity can be achieved when the order of tasks, which should be followed for the children's examination activity, is well known.

The program contains many branches and much intentional repetition. All instructions for using the system will be presented in the following pages.

Basic understanding of the underlying procedures is required.

2 BEFORE YOU BEGIN

The system works under Windows 2000/XP environment

Your computer system needs to have the following software in order to work:

- ☞ Microsoft Office Access version 2000 or higher
- ☞ Microsoft Office Word
- ☞ Microsoft Office Excel

Screen resolution recommended:

- ☞ 1024 x 768 pixels

Minimum free disk space for the program installation:

- ☞ 16 MB