



# QUICK START GUIDE

## FOR TEACHERS



# What is RainbowOne?

You made the right choice!

RainbowOne is an integrated e-Learning platform, which connects all together advanced e-book authoring tool, interactive lesson, student answers collection and analytics. You can design your e-book layout and learning activities all the way you want. You can then interact with your students using your e-book, or you can share them to your students so that they can use them after school. You can also gain insights on student performance by using our analysis tool.

We continuously listen to our teachers and students, and devoted to make RainbowOne better and better. So let's get started!



Homepage of RainbowOne

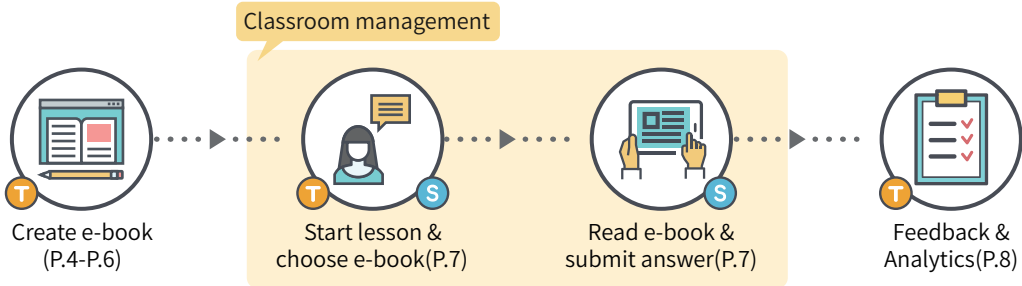


## Basic flow of RainbowOne

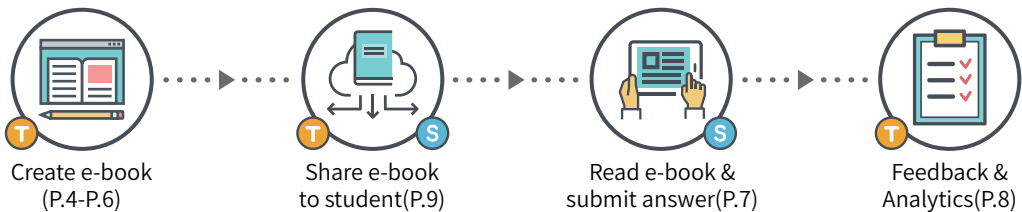
RainbowOne can be used at school or at home. These are 2 basic flows :

### Use it at lesson :

**T** : Teacher   **S** : Student

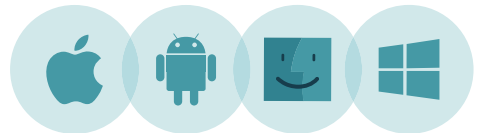


### Use it at home :



## Download

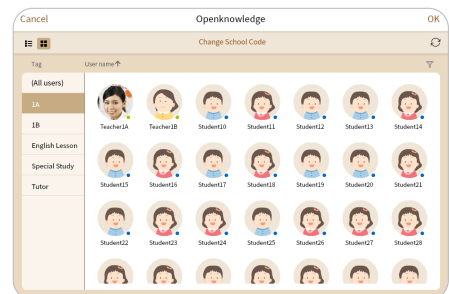
You can download the app in App store (iOS), Play Store (Android), or the windows/mac application in our website : [www.rainbowone.net/download](http://www.rainbowone.net/download)



## Login

Choose language and start your login with “Quick login”.

- 1 Enter your school code when the keypad appears. A list of users appears. Simply select the user icon on the list and click “OK” to login. If the account is a teacher account, you need to enter the school code again.
- 2 This practice is mainly for use in your school devices and students with difficulties. You can pre-enter your school code in your school devices and students can login without remembering username and password.



The default school code is sent to your registration email. You should provide the school code to teachers or staffs only.

## Experience sample lesson

We have prepared some materials for you when you use RainbowOne for the first time: a **sample lesson**, a **sample class** and a **sample e-book**. Here are the steps to start:

### Both

#### 1 Prepare Devices

Get two or more devices, no matter they are iPad, Android tablet, Windows or Mac, one as teacher and the other as student. (Internet connection is needed)

#### 2 Install RainbowOne


Install and start RainbowOne on both devices. (See “Download” at page 1).

#### 3 Login

Use one of the device as teacher and the other at student. (See “Login” at page 1).

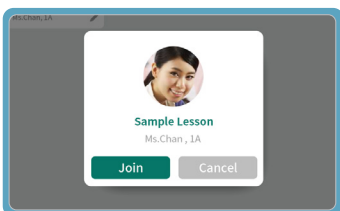
### Teacher

#### 4 Start a lesson

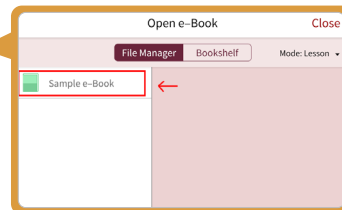
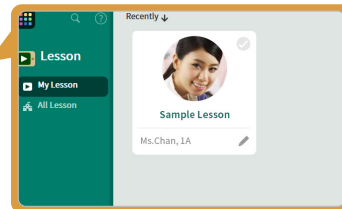
At the teacher device, click  “Lesson” in the homepage and then click the sample lesson.

#### 5 Select e-book


Select the sample e-book when prompted.



### Student





#### 6 Join e-Lesson

At the student device, click  “Lesson” in the homepage. When asked to join the lesson, click “Yes”.



The student device will now join the lesson, and open the same e-book as the teacher.

## 7 **T** Manage e-lesson

At the teacher device, turn pages by pressing the left or right button   at the bottom corners. Now turn to page 2 of your e-book. Your student device should also turn to page 2 instantly.


T

## 9 **T** View data analysis

At your teacher device, open the bottom toolbar by clicking the page no. button  on the bottom left. Click the “Class Report”  button at the toolbar, the popup shows answer bar chart and student thumbnails of your current page.


T

## 10 **T** Give feedback

Click on the student thumbnail in the popup and the student screen appears with his answer. At the bottom red toolbar, use the pen tool  to write comment on the screen, or put “like” stickers on the screen.


T

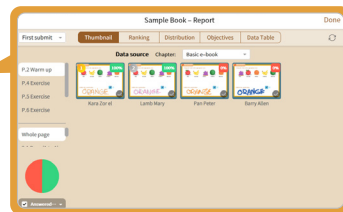
## 12 **T** Time to try other tools!

Now you can try other interaction tools at the bottom toolbar by yourself! Click the “cross”  at the top right corner if you want to quit.

T

## 6 **S** Submit answer

Use your student device to answer the question. Click “Submit”  button to submit answer.



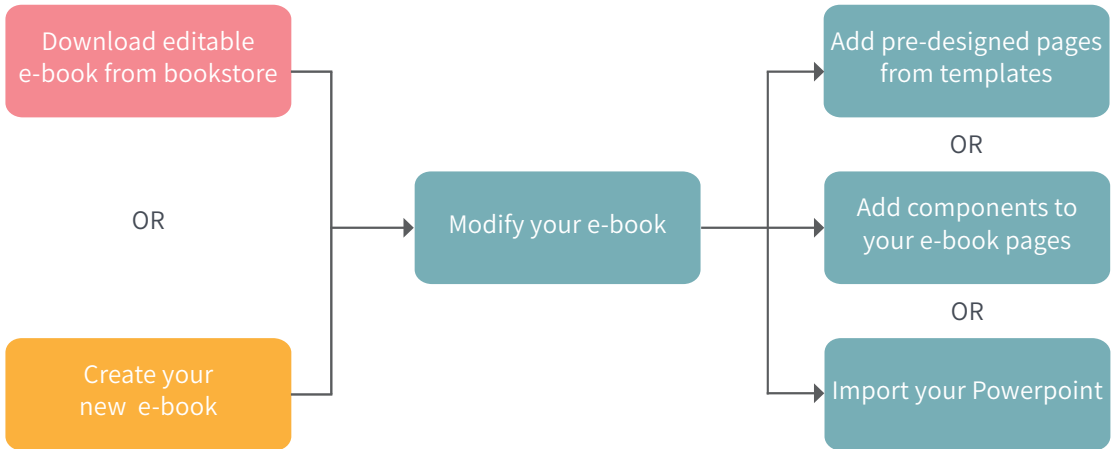
## 11 **S** Receive feedback

Students now receive the marking and stickers from teachers instantly! These markings will be kept even after the lesson.






## Create your own e-book

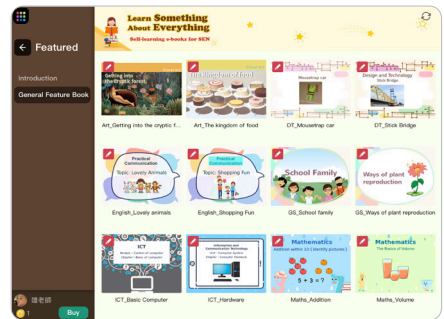
Making a new e-book in RainbowOne is easy, but we have made it even easier! You can get an editable e-book from the bookstore and modify, or you can create a new one using templates with different learning activities.



### A. Download editable e-book from bookstore



Our bookstore contains different types of ready-to-use e-book. They have built-in creative activities. Choosing a suitable e-book can save your lots of editing time.

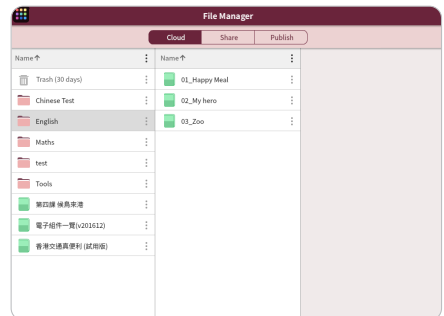
- 1 Open “Bookstore”  . Choose from any of the book sections on the left menu.
- 2 Select e-book with editable icon  , the e-book popup shows. Click “To File Manager” button and the e-book will be copied to the “File Manager”  .
- 3 You can click “Edit now” when prompted, or edit the book later at File Manager.



### B. Create your new e-book

You can also create your e-book from scratch in File Manager.

- 1 Open “File Manager” at the homepage  .
- 2 Click  and select “New book”, enter a filename.
- 3 A blank e-book will be opened and you can now modify it.



## Modify your e-book


Click the e-book from the bookstore or the e-book you created at the File Manager. Your e-book is now opened in the authoring tool and you can now modify it.

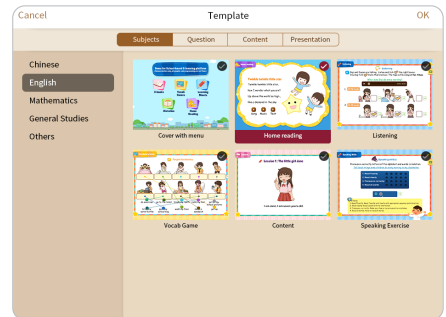


1: Save    2: Preview    3: Add Component    4: Share    5: More

## Add new page using templates

RainbowOne provides a variety of page templates with pre-designed activities that you can use in your e-book.

- 1 Click  the top left, the template popup appears.
- 2 Choose the template type at the top bar.
- 3 Choose subsection on the left menu, select the template you like on the right.
- 4 Click "OK" on the popup. The page is now added to your e-book.



Now you can customize your e-book in detail!

## Add components to your e-book pages




RainbowOne provides 70+ learning components and 10000+ images for you to create your innovative and interactive e-book. The components have highly customizable settings for you to tailor made your e-book that suits your students' need.

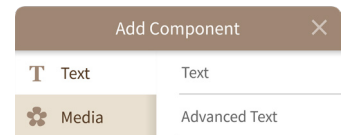
### A. Freely arrange components

Every element on the page is a “component”. You can freely position any component on the page, resize text boxes or images, just like using PowerPoint.





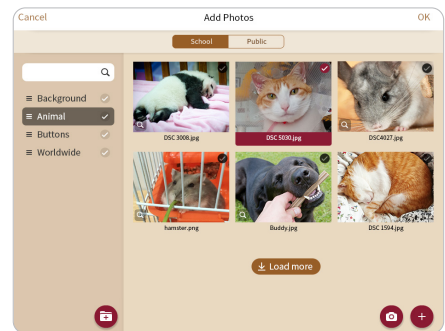
### B. Add text

- 1 Click  to open component list, then click “Text” on the left.
- 2 Click the “Text” Component on the right.
- 3 The text is now added to the page and it is selected.
- 4 Click the edit button  at the bar above the text.
- 5 When you finished editing, click the tick button  at the top of the screen and back to the page.
- 6 You can add other components in the same way.



### C. Add image

- 1 Click  to open component list.
- 2 Click “Media” on the left.
- 3 Choose “Image”.
- 4 Select image(s) from the Public Library, or;
- 5 Upload your image (jpg/png):
  - i. Select “My Library”.
  - ii. Click  to upload your file or shoot a picture with your device's camera.
  - iii. Choose the uploaded image and click “OK” to add it into your page.





### D. Customize your components

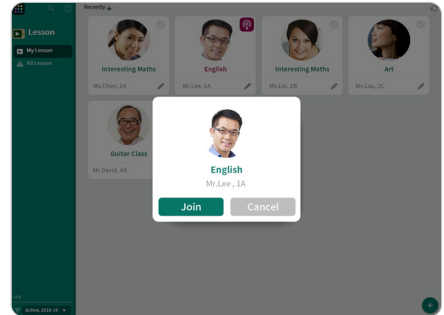
- 1 Select any component on you page.
- 2 The properties panel will appear on the right of the screen. Each component has different settings for you to customize.
- 3 Most of the component usually has 3 tabs of settings : design, position and sound. All question components have the “answer” tab, which stores answer settings.

## Start your own lesson





In RainbowOne lessons, teacher device and student devices are connected together. They can be iOS/Android/Windows/Mac devices. You can sync book page with students, collect learning data and give them feedback. RainbowOne also provides different tools for you to manage your class.

### A. Create new lesson

- 1 Open “Lesson”  at home page.
- 2 Click  to create a new lesson, enter the lesson name and choose a student group.
- 3 Click on the lesson and then click “Join”. At the waiting screen, click “Open e-book” and select an e-book for your lesson under “File Explorer” tab.



### B. Interactive lesson tools

- 1 Students can now click “Lesson”  and select your lesson. They should now read the same book as yours.
- 2 Turn page at your teacher device. Student devices should go to the same page.
- 3 Click page no.  button at the bottom left to open the toolbar.  

- 4 The tools after “T” (Teacher tools) are for teacher to use. Click any tool to enable it. E.g. click the “Black Screen” tool and all the student devices will show a black screen, it will help you to gain attention of students.
- 5 The tools after “S” (Student tools) are for student to use. Click any tool to enable/disable it. Student devices will show that tool and they can click to use it. E.g. click the “e-pen” tool and it will be shown on all student devices.
- 6 To change the tools on the toolbar, click the wheel icon  to open the settings popup. Only those selected tools will appear on the toolbar.

### C. Lesson settings

At the settings popup, you can adjust your page sync setting. More lesson settings will be added later.

**None:** Students are free to turn pages.


**Semi:** Students follow the same page as yours, but they can also turn page by themselves.

**Full:** Students follow the same page as yours, and they cannot turn page.


## Analyze and give your students feedback

One of the most important feature of RainbowOne is that you can check your students' performance anytime, and give them immediate feedback or guidance.

### A. Auto-correction saves your time

After students click  to submit their answers to the RainbowOne, questions with standard answers will be auto-corrected. You only have to response to open-end questions.

### B. Reviewing student performance

Click “Class Report”  at your teacher toolbar, and choose among these types of data at the top:

**Thumbnails:** View screen capture and simple statistics.

**Data sheet:** View data of whole class in table view.

**Scores:** View score distribution of your class.

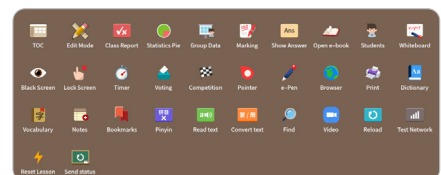
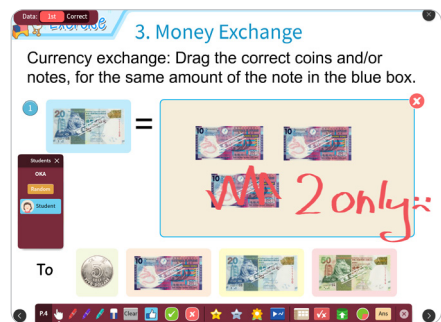
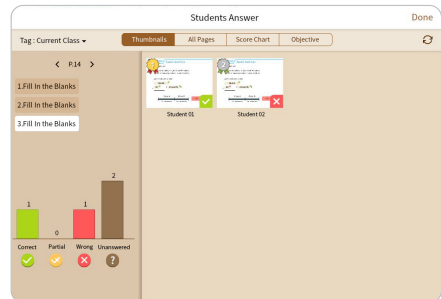
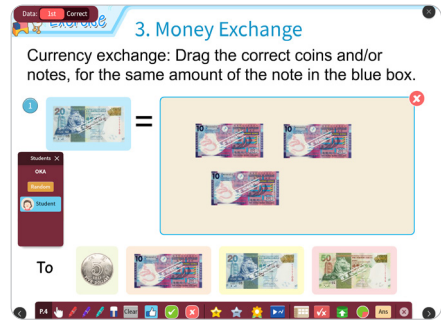
**Objectives:** View student performance by learning objectives.

### C. Marking mode

- 1 Click “Marking” at your teacher toolbar. The toolbar changes to correction tools.
- 2 A student list also appears. Choose any student on the list. The screen now shows answers of that students.
- 3 You can use the e-pen tool to mark comment, or use the sticker tool to give student “like”. You can also give “stars” to him. He can then redeem prizes at the “Prize” section using his stars.
- 4 All these feedbacks will be synced to the cloud and student receives them immediately.

### D. More lesson tools

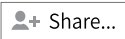
There are many other lesson tools serving different purposes. Try them by yourself!



## Use it after lesson

You and your students can use RainbowOne at home. Students can pre-download the e-book and read offline, or read them immediately if their devices are online. You can prepare e-book homework for them or send them e-books to read, review their performance and adjust your teaching before lesson.

### A. Share e-books to students' account

1 In your File Manager, click “ : ” besides your e-book, then click  to open the assignment popup.

2 There are 2 tabs at the top:

**Group:** Choose group of students to share

**Settings:** There are 4 types of settings:


**Free:** No time limit

**Homework/Test/Exam:** You can specify the date of use. You can also set passing score, whether to check answer immediately or not.



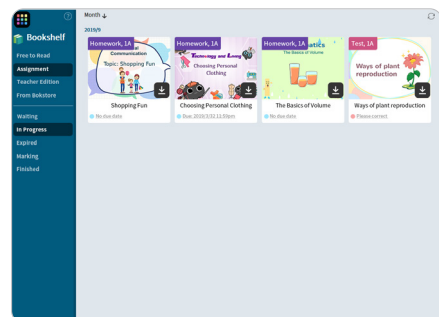
3 After your sharing is created. Students can read your e-book at their bookshelf.

### B. Students open e-book from teacher

1 Students go to “BookShelf”  at the homepage to read e-book.

2 Click on the e-book to open.


3 Students can also toggle different types of sharing from the left menu.




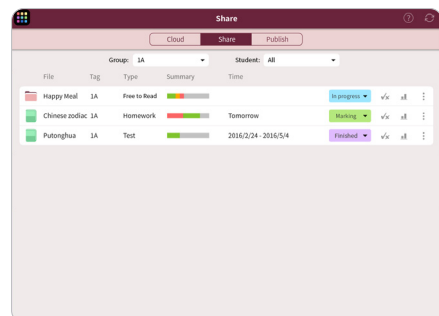
### C. Review students' answer data after lesson

All the student answers of the e-book are synced to our cloud server. You can check them anytime anywhere.

1 Go to “File Manager”, select the “Share” tab. The list shows basic data of your shared e-book, including a statistics bar which show the performance of students.

2 Click “ ” besides your e-book to enter correction mode immediately. The e-book opens and the correction toolbar appears.



3 You can also click “ ” to view the answer data of that student group.

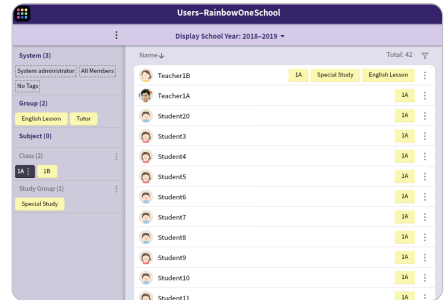


## Modify student groups and information

When your school account is created for the first time, 2 teacher and 40 student accounts are created automatically. You can modify them by your own.

### A. Modify student groups

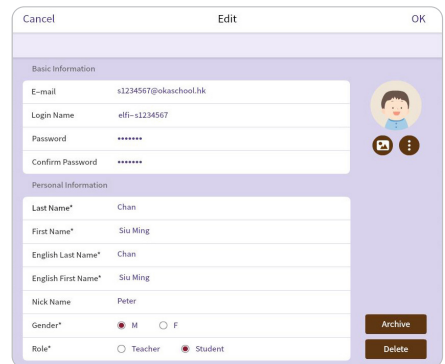
- 1 Open “Users and Groups”  at the home page.
- 2 The left side shows the groups in your school. Click the group “Sample class”, click on “:” and then click “Rename” to give it a new name.
- 3 You can also create your own group by clicking the .



### B. Modify student information

You can also edit student information such as first name, last name, username and password.

- 1 Click any user on the right, the student information popup appears.
- 2 You can change the login information. Please note that all users can use either email or username to login. You are recommended to use email as login since they are unique.
- 3 If you want to use login name, a prefix that you submitted during the registration of your school account is added to the login name. (See “Login” section at P.1)
- 4 We recommend you to change student name before lesson, since the lesson interaction between teacher and student will be much more obvious.
- 5 You can also upload student photos, sometimes it’s easier to recognize student by photos instead of names.



## Upgrade your plan to get more teacher and student accounts!

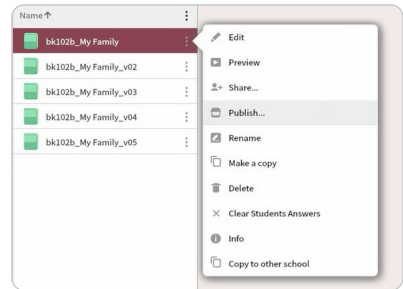
Login to your system administrator account. Click the upgrade icon at the homepage to see more upgrade information.

Note: The user registering the school account will be the system administrator. Only system administrator can change whole school settings and upgrade subscription plan.

## Publish your e-book to our e-bookstore

We welcome everyone to publish your creative e-books to our bookstore, sharing your e-book to the world.

- 1 Choose your e-book in your workspace, click “⋮” then “Publish”.
- 2 Enter publish information in the popup.
- 3 You can set whether you allow the downloaders to edit your e-book and publish again.
- 4 Tick “Agree to the Publishing Term” (please review the terms).
- 5 Our company will check your application (we mainly checking copyright of your e-book).
- 6 If everything is ok, your e-book will be posted at our Bookstore.



Cancel Please fill publisher information OK

File:bk102b\_My Family

Book Name My Family

Category English >

Suitable Ages 4-6(Preschool) >

Keywords SEN,English

Price -- Free +

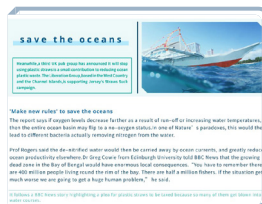
Authorization  Not allow edit  Allow edit (no further publication allowed)

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Publishing Terms >

## e-book production service

No time to make your own e-book? Having tons of paper exercises that are boring? Don't worry! We can help to make the e-books for you using RainbowOne. Our professional and experienced editorial team can value-add your e-books using suitable components in RainbowOne, making it more interactive than just text and images!



Our program team can also tailor-make various learning components and tools in RainbowOne according to your requirements, or even make an iOS/Android app of your e-book! Contact us to know more.

## Summary of function

	Available for teacher	Available for student
Create lesson	✓	
Join Lesson	✓	✓
Create e-book	✓	
Share e-book	✓	
Read e-book	✓	✓
Review answer data	View group data	View personal data
Correction	✓	View results only
Publish e-book	✓	
Bookstore	Download and edit	Download and read only
Modify user data	✓	

## More information

### A. Beginner

- 1 Tutorial video : to help you to understand the basic skills  
[www.rainbowone.net/video](http://www.rainbowone.net/video)
- 2 Webinar : (coming soon!)  
[www.rainbowone.net/webinar](http://www.rainbowone.net/webinar)
- 3 On-site training (only provided in Hong Kong) :  
a 2-3 hours training course at your organization

### B. Intermediate

- 1 Online User Manual : detail information on all settings of RainbowOne  
[www.rainbowone.net/help](http://www.rainbowone.net/help)
- 2 Showcase : successful experience sharing from teachers  
[www.rainbowone.net/showcase](http://www.rainbowone.net/showcase)
- 3 Blog (Chinese only) : information of coming features and future development  
[www.rainbowone.net/blog](http://www.rainbowone.net/blog)

### C. Contact us

Again, thank you for using RainbowOne.  
If you need any help you can reach us at :

Website : [www.rainbowone.net](http://www.rainbowone.net)

E-mail : [enquiry@openknowledge.hk](mailto:enquiry@openknowledge.hk)



