

Program

**I** *nstructions*





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Should you have any questions concerning this Agreement, or if you desire to contact ADEPT for any reason, please write: ADEPT Driver, 7485 Rush River Drive, Suite 710 PMB 132, Sacramento, CA 95831-5260.

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Additional product support information can be found on ADEPT's website at [www.adeptdriver.com](http://www.adeptdriver.com)

If you experience any problems that are not adequately addressed in these instructions or on ADEPT's website, please call ADEPT Driver Product Support at 800-808-5678 Monday through Friday from 8:00 AM-5:00 PM PST.

## SYSTEM REQUIREMENTS

*teenSMART* requires the following minimum system configuration:

- Microsoft® Windows® 95 or higher operating system
- Pentium MMX 200 MHz or higher processor
- Minimum 32 MB of RAM
- Minimum 30 MB of available hard disk space
- 4X CD-ROM drive
- 2 MB video RAM
- Sound card and speakers
- Mouse
- E-mail account or floppy drive to send test results to ADEPT Driver

## BEFORE YOU RUN *teenSMART*

*teenSMART* utilizes full streaming video. You should do all of the following things before attempting to install and run *teenSMART*:

- Verify hard disk has a minimum of 30 MB available space
- Close all open programs
- Set Short Date Styles to mm/dd/yyyy
- Set Color Palette to High Color (16 bit)
- Set Desktop Area to 800 by 600 pixels
- Set Font Size to 96 dpi (Either “Small Fonts” or “Normal Size” depending on your version of Windows)
- Set Refresh Rate to Optimal

## Verify Hard Disk Space

You must have a minimum of 30 MB of available hard disk space before you install *teenSMART*. If you do not have enough hard disk space, delete files or programs from your hard disk that you do not want or use. You might also have programs, such as games, that you can remove and reinstall later from the original program disks.

**To find out how much available hard disk space you have:**

1. Double-click **My Computer** on the Windows desktop.
2. Right-click the icon for your hard disk, then choose **Properties** from the menu.
3. In the **Properties** dialog box, click the **General** tab. The available space on your hard disk appears in the **Free space** section.



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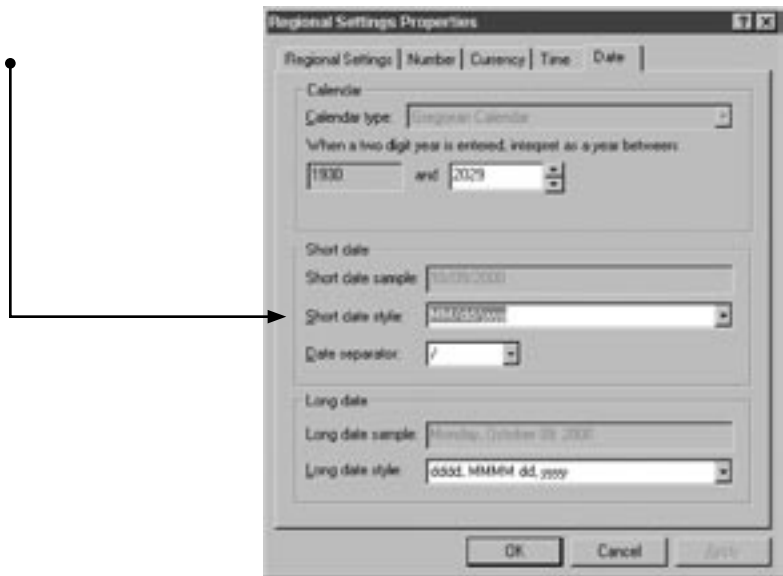
## Close All Open Programs

Close all open programs before attempting to install *teenSMART*. It is particularly critical that video programs that run continuously in the background on your computer, such as RealPlayer® or Quick Time®, be closed.

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## Make Sure Your Computer is Y2K Compliant

When running *teenSMART*, the Windows date setting should be set to accept a four-digit year. To check this setting click **Start**, select **Settings**. Go to the **Control Panel**. Select **Regional Settings** and then select the **Date** tab. Make sure that the **Short Date Style** is set to mm/dd/yyyy.



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## Set Display Properties Correctly

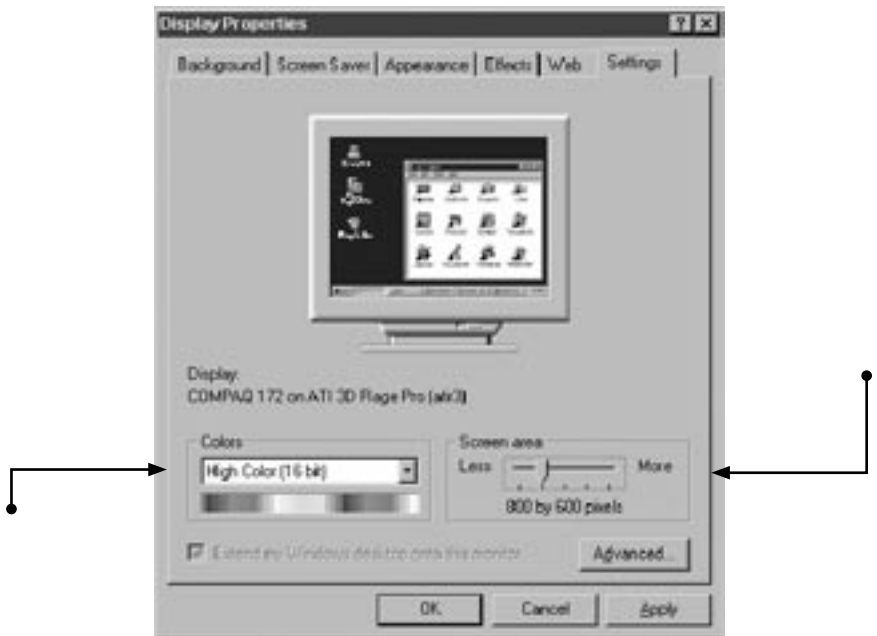
To set Display Properties, click **Start**, select **Settings**, then **Control Panel**. Select **Display**. This will bring up the Display Properties screen.

The following four items should be set as follows:

Color palette	High Color (16 bit)
Desktop area	800 by 600 pixels
Font size	96 dpi ("Small Fonts" or "Normal Size" depending on Windows version)
Refresh rate	Optimal

Depending on your version of Windows, the items to check will either be found in the **Settings** box or under **Advanced Properties**. Following are examples from Windows® 98.

Make any necessary changes and click **Apply**. If you did not have to make any changes, click **OK**.





You may be asked if you want to keep the new settings (see below). Click **Yes**.



If prompted by your computer to restart at this point in order to accept the settings, click **OK**. Your computer will turn itself off and back on again automatically. Again, make sure that all other programs are closed. You are now ready to install *teenSMART*.

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## INSTALLING AND UNINSTALLING *teenSMART*

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### How do I Install *teenSMART*?

1. Close any open programs.
2. Insert the **Installation** CD in the CD-ROM drive. Wait 30 seconds.
3. From the Start Menu, choose **Run**.
4. Type X:\SETUP.EXE, where "X" is the letter assigned to your computer's CD-ROM drive. (CD-ROM drives are usually named D or E.)
5. Click **OK** and follow the instructions to install *teenSMART*.

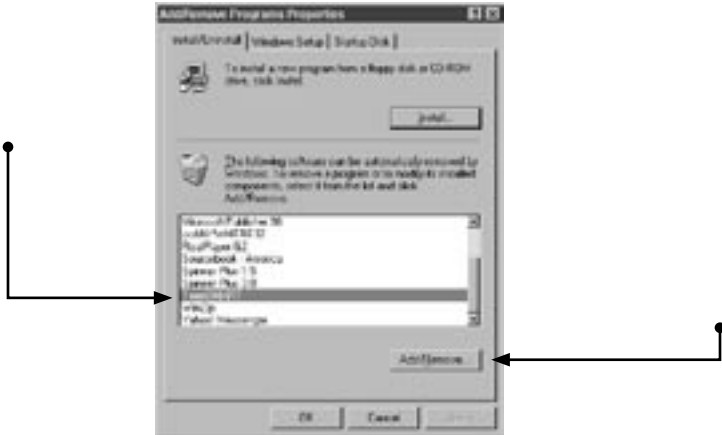


Sometimes during installation, the window shown at the left appears. If this happens, close this window by clicking the "X" in the upper right-hand corner. This window often opens after you restart your computer to complete the installation process.

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## How Do I Uninstall *teenSMART*?

1. Double-click on the **My Computer** icon on your desktop.
2. Select the **Control Panel** by double-clicking on it.
3. Double-click on **Add/Remove Programs**.
4. A list of installed programs will appear. Click on *teenSMART* once to highlight it.
5. Click on the **Add/Remove** button in the lower right-hand corner.
6. Follow the instructions.



Select **“No to All”** when asked if you want shared files removed.



### **VERY IMPORTANT!**

**Do not uninstall *teenSMART* until you receive your official certificate of completion in the mail.**

## RUNNING *teenSMART*

When you restart your computer after installing *teenSMART*, you should see the *teenSMART* logo on your desktop. Double-click the *teenSMART* icon to start the program.



You will first come to the *teenSMART* Home screen. Click once on the **Sign In** button.



This will bring up the Sign In screen. Click on the **New** button to set up a new student ID.



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## Student Registration

You should now be at the Student Information screen.



The screenshot shows a registration form for the teenSMART program. The form includes the following fields and options:

- teenSMART Student ID (text input)
- First Name, Middle, Last Name (text inputs)
- Street Address (text input)
- City, State (dropdown), Zip (text input)
- Country (dropdown menu showing "United States"), Area Code, Telephone (text input)
- Gender (dropdown menu), Birthdate (month/day/yr), Drivers License or Permit # (text input), DL State (dropdown menu)
- TAUB Insurance Company, TAUB Insurance Policy Number (text inputs)

Additional text on the form includes: "Your Certificate of Completion will be sent to the address entered here." and a note at the bottom: "(Required to qualify for Insurance Discount (where available))". There are two diamond-shaped buttons on the right side of the form, one labeled "OK" and one labeled "Cancel".

The information you enter in this screen is very important and will be used throughout the program and at the end of the program for your *teenSMART* certification. Be sure to enter and check the accuracy of all information, **including your auto insurance company policy number**. Your name and auto insurance policy number must match auto insurance company records in order for you to receive an insurance discount, if your insurance company offers a *teenSMART* discount.


### **VERY IMPORTANT!**

**ADEPT Driver uses the *teenSMART* Student ID to match your test results to your order. Your Student ID can be found on the packing slip sent with the program. If your Student ID is entered incorrectly, your certification may be delayed and you may not get your discount. YOU WILL NOT BE ABLE TO EDIT THIS INFORMATION AFTER YOU SUCCESSFULLY PASS THE CERTIFICATION TEST.**

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## Multiple Student Registration

If your family has purchased more than one *teenSMART* program, you must register each student individually. To add additional teens, click the **New** button and repeat the **Sign In** process for each teen added, as detailed on pages 8–9. When you are ready to take a CBT, click on **your name** to highlight it, then click **OK** to sign in.



The screenshot shows a "Sign In" screen with a title bar and two diamond-shaped buttons on the right labeled "OK" and "Cancel". Below the title bar, there are two text input fields: "Middle Name" and "Last Name".

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## Introduction

Once the student registration page is complete, the **INTRO** button will be active.



Click on the **INTRO** button. Answer the survey questions and complete the driving simulation exercises.

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## Practice

When you finish the Introduction, the Home page will appear.



The **INTRO** button now appears as a **PRACTICE** button. You can always go back and repeat this session. To move on, click the **RUN CBT** button that is now active.

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## Progressing Through the Program

This is the student progress screen. It shows your progress through the program. A completed CBT appears in white. The next CBT appears in white and is underlined. You may repeat any completed CBT as often as necessary. Click **OK** to start the underlined CBT.



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## Changing CDs

The *teenSMART* program uses six CDs. Each CD is clearly labeled with its program contents. You will be prompted to change CDs as you complete the various computer-based training sessions (CBTs). When you insert a new CD, you should wait 30 seconds before clicking the **OK** button. This will allow adequate time for the CD-ROM drive to read the newly inserted CD.



When you switch between CDs using a DVD player, you might get a message asking whether you are sure you want to eject the CD. Click **OK** and continue the eject operation. Remove the CD and insert the next disk as directed. When you insert a new CD, you should wait 30 seconds before clicking the **OK** button. This will allow adequate time for the CD-ROM drive to read the newly inserted CD.



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## Exiting the Program

The best time to exit *teenSMART* is when you complete a CBT session and you are back at the student progress screen shown on page 11. To exit *teenSMART*, click on the **Exit** button located in the lower left-hand corner of the screen.



It is important to note that there are certain times during the CBTs when the Exit button is not available. You would then need to continue through the CBT until you reach a point when the Exit button appears.



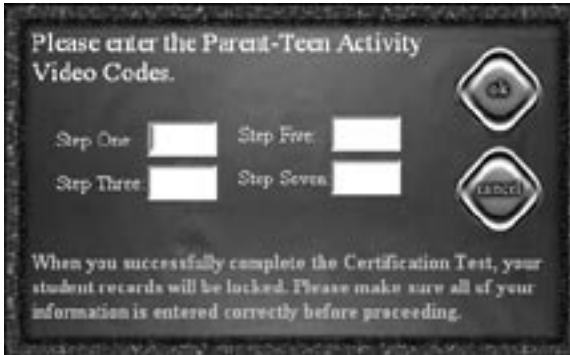
### **PLEASE NOTE!**

If you exit the program in the middle of a CBT, you will be required to restart that CBT from the beginning the next time you run the program.

For this reason, we recommend that you allow approximately 20–30 minutes to complete each CBT.

## TAKING THE CERTIFICATION TEST

When you have completed all of the CBTs, you will be able to take the *teenSMART* Certification Test. When you first click on “**Certification Test**” to take the test, the following screen will appear:



The screenshot shows a dark-themed interface with the following elements:

- Header text: "Please enter the Parent-Teen Activity Video Codes."
- Four input fields arranged in a 2x2 grid:
  - Top-left: "Step One" followed by a white rectangular input box.
  - Top-right: "Step Five" followed by a white rectangular input box.
  - Bottom-left: "Step Three" followed by a white rectangular input box.
  - Bottom-right: "Step Seven" followed by a white rectangular input box.
- Two diamond-shaped buttons on the right side:
  - Top button: A diamond shape with a play button icon and the number "13" inside.
  - Bottom button: A diamond shape with the word "Cancel" inside.
- Bottom text: "When you successfully complete the Certification Test, your student records will be locked. Please make sure all of your information is entered correctly before proceeding."

At this point you should enter the Parent-Teen Activity Codes that you recorded in the front cover of your Student Workbook. If you have not yet recorded these codes, they can be found in the DVD or VHS video segments that you watched with your parents during the Parent-Teen Activities.

### **IMPORTANT REMINDER!**

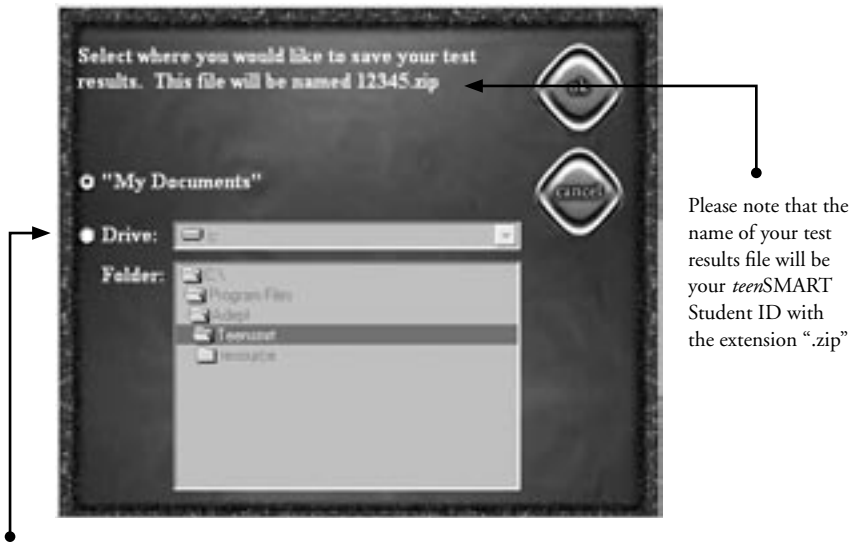
**When you successfully complete the Certification Test, your student records will be locked. Please make sure all of your information is entered correctly before proceeding, especially your STUDENT ID and your AUTO INSURANCE COMPANY and POLICY NUMBER.**

## SAVING YOUR CERTIFICATION TEST RESULTS

Once you have successfully passed the *teenSMART* Certification Test, the **Save Results** button on the Home screen will be active.

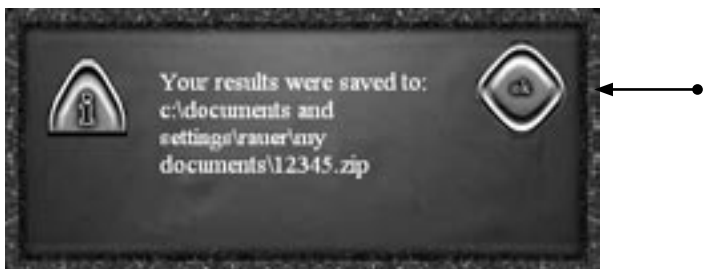


Click once on the **Save Results** button. The following screen will appear:



Select the location on your computer where you would like to save your test results file. (You can also choose to save your results to a floppy disk.) Please note that the name of your test results file will be your *teenSMART* Student ID with the extension “.zip”. In the sample above, the Student ID is 12345, so the test results file is named 12345.zip. Including the Student ID in the name of this test results file allows ADEPT Driver to easily match your test results to your order.

Once you select the location to save your test results, click on the **OK** button. The following screen will appear which indicates the path to the location where your results were saved.



**PLEASE NOTE!**

The information above is just an example and your screens are sure to look different. Be sure to make a note of your own test results file location so that you can easily send your test results to ADEPT Driver.

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## E-MAILING YOUR CERTIFICATION TEST RESULTS TO ADEPT DRIVER

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Once you have saved your certification test results to your computer, the final step is to e-mail the file to ADEPT Driver so that your Certificate of Completion can be processed and sent to you via First Class Mail.

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### To e-mail your results:

1. Open up a new e-mail message in the e-mail program you regularly use.
2. Address the e-mail to: support@adeptdriver.com
3. In the e-mail subject line type “Certification Test Results” and add your *teenSMART* Student ID and Order Number (these numbers can be found on the packing slip that came with your program).
4. Attach your test results file to the e-mail.
5. Send the e-mail to ADEPT Driver.

When ADEPT Driver receives your results via e-mail, you will receive a confirmation e-mail by the end of the next business day. ADEPT Driver will then attempt to match your test results back to your order records so that a Certificate of Completion can be issued. If there are problems with your test results, you will be contacted. The certificate will be sent to the address entered in the Student Information Screen (see page 9). Your certificate should arrive via First Class Mail within 1–2 weeks from the date ADEPT receives valid test results.

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### If you do not have e-mail, do the following:

1. Save your test results file to any blank floppy disk.
2. Label your disk with your name, your *teenSMART* Student ID and Order Number.
3. Send the disk in appropriate protective packaging (include your return address) to:

ADEPT Driver—Certification Test Results  
7485 Rush River Dr., Ste 710 PMB 132  
Sacramento, CA 95831-5260

When ADEPT Driver receives certification test results on a floppy disk they are automatically processed. If there is a problem with the test results or the disk has been damaged in the mail, you will be contacted. Keep in mind that the safest and fastest way to send your test results to ADEPT Driver is via e-mail.

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#### **VERY IMPORTANT!**

**Do not uninstall *teenSMART* until you receive your official certificate of completion in the mail.**

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## TIPS AND COMMON QUESTIONS

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**Q. When *teenSMART* runs, the video is very choppy and seems to jerk around.**

A. Be sure that your **Display Properties Settings** are correct. See the “Before You Run *teenSMART*” section starting on page 2 and follow the instructions.

**Q. The text at the bottom of the page disappears.**

A. Under **Display Properties Settings**, be sure that your refresh rate is set to **Optimal**.

**Q. After installing *teenSMART*, there are no buttons visible or the Exit button does not work.**

A. Under **Display Properties Settings**, be sure that your font size is set to **96 dpi** and your desktop area is set to **800 by 600 pixels**.

**Q. After installing *teenSMART*, the buttons all appear in a white border on the right hand edge of the monitor.**

A. Under **Display Properties Settings**, be sure that your font size is set to **96 dpi** and your desktop area is set to **800 by 600 pixels**.

**Q. After installing *teenSMART*, only the title *teenSMART* and the logo fit on the screen—the buttons on the right, the words “ADEPT Driver” in the bottom middle, and the Exit button in the lower left are all “off the edge” of the monitor.**

A. Under **Display Properties Settings**, be sure that your desktop area is set to **800 by 600 pixels**.

**Q. After installing *teenSMART*, only the Save Results button appears.**

A. Under **Display Properties Settings**, be sure that your desktop area is set to **800 by 600 pixels** and your color palette is set to **High Color (16 bit)**.

**Q. After installing *teenSMART*, the videos look very grainy.**

A. Under **Display Properties Settings**, be sure that your color palette is set to **High Color (16 bit)**.

**Q. My computer froze up/I got a run time error.**

A. Don't panic. It is not uncommon for this to happen while playing full motion video on a PC. If this happens, restart your computer. Check to make sure your settings match those outlined in "Before You Run *teenSMART*" earlier in this booklet. Check to make sure that you have closed all other programs. You will have to start over at the beginning of the learning module that you were in when the computer froze up. Contact ADEPT Driver if this happens again.

**Q. Do I need Internet/E-mail access?**

A. Internet access is not required to run the *teenSMART* program. However, e-mail is the safest and fastest way to send your certification test results file to ADEPT Driver. Test results should be sent to: **support@adeptdriver.com**. See page 16 for instructions on mailing your test results if you do not have e-mail.

**Additional product support information can be found on ADEPT's website at [www.adeptdriver.com](http://www.adeptdriver.com)**

**If you experience any problems that are not adequately addressed in these instructions or on ADEPT's website, please call ADEPT Driver Product Support at 800-808-5678 Monday through Friday from 8:00 AM-5:00 PM PST**



