

## Tutorial Three: Creating an open-ended problem in the Free Workspace

The Free Workspace allows for the creation of an open-ended problem where pupils can choose any tool with which to complete their work. A Maths Text Box from the Maths palette can be used to create instructions for the project, and then locked so it cannot be moved or deleted.

In this brief tutorial, you will learn to create a new project in the Free Workspace and see two examples of open-ended problems. For information on how to use the Maths Tools, refer to Tutorial One.

### Starting Kidspiration®

#### To start Kidspiration on a Macintosh:

- Open the **Kidspiration 3 IE** folder and double-click the **Kidspiration 3 IE** icon.



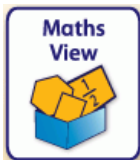
The Kidspiration Starter opens.

#### To start Kidspiration in Windows:

Click the **Start** button, point to **Programs** and click **Kidspiration 3 IE**.

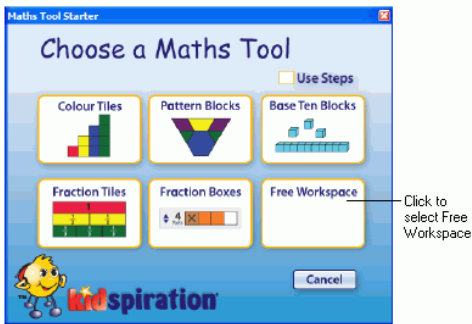
The Kidspiration Starter opens.

The Kidspiration Starter is the place where you start new projects, open existing projects and use the many different Kidspiration activities. You will begin by clicking the **Maths View** button to open the Maths Tool Starter.



## Starting a new Kidspiration project using the Free Workspace

1. Click on **Free Workspace** on the **Maths Tool Starter**.



A new workspace opens without a Maths Tool having been selected.

## Adding your name to a project



1. On the **Maths** toolbar, click the **Pupil Name** button
2. Type your name in the box where indicated.

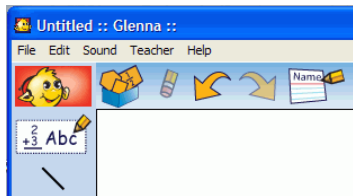
For the examples in this tutorial we will use the name "Glenna."

- To choose where you want the name to appear on the page, select **Left**, **Centre** or **Right**.

A preview of how the name will appear on the page is displayed in the box on the right side of the dialogue box.

- Click **OK**.

The pupil name appears in the title bar of the document.




## Saving your work


- On the **File** menu, click **Save**.
- In the folder list, click the folder where you want to save the project.
- Type a name for the project, and then click **Save**.

Kidspiration suggests the name “Glenna” based on the pupil name, but you can use a different name.


## Setting up your project in the Free Workspace with a Maths Text Box

1. Click the **Maths Text Box**  in the **Maths palette** and drag it onto the workspace.
2. Drag it into position wherever seems most appropriate.
3. Type inside it to add project instructions or explain the problem to be solved.


*Note:* If you make a mistake in your work, you have several options on the Maths toolbar:

- You can delete an item by selecting it and clicking the **Clear** button  on the **Maths** toolbar.

—or—

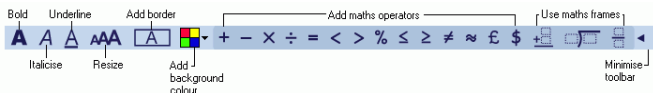
- You can undo up to the last eight changes in your project by clicking the **Undo** button  on the **Maths** toolbar.

—or—

- You can redo up to the last eight changes you used the **Undo** button to undo by clicking the **Redo** button  on the **Maths** toolbar.



- Use the **Bottom** toolbar to change the style of text, add a border and a background colour to Maths Text Boxes, and to add operators and maths frames.




- When working with Maths Text Boxes, click the arrow to the right of the **Open Maths Frame** button  in order to see all of the **Bottom** toolbar.



## Locking the Maths Text Box

Once your Maths Text Box is set up, you can lock it so it cannot be moved or deleted.

- With text box selected, click **Locked Item** on the **Teacher** menu.

A tick appears next to *Locked Item* when the text box is locked, and the corner handles change on the box to look like this .

**Note:** The Teacher menu must be enabled for the *Locked Item* option to appear. To turn the Teacher menu on or off, click **Enable Teacher Menu** on the **Teacher** menu.

## Creating a password for the Teacher menu

You can create a password for the Teacher menu to prevent pupils from using it and changing teacher preferences.

- On the **Teacher** menu, click **Application Options**.
- Place a tick in the box next to **Password Enabled**.
- Click **Set Password**.

The Set Password dialogue box appears.

- Type the password you want to use in the **Enter Password** box.

5. Type the password again in the **Confirm Password** box, and then click OK.

When you enable the Teacher menu, you will be prompted to enter your password.

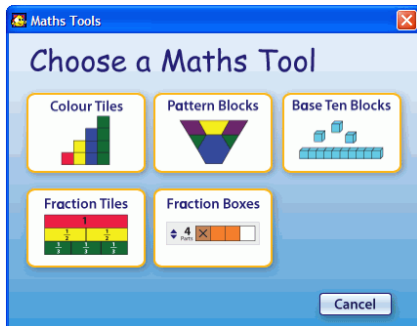
*Note:* If you forget your password, you can access the Teacher menu by using the password “Kidspiration3.”

## Solving the problems

1. First think about which tool would be best for each project.
2. When you are ready to choose a Maths Tool, click the **Maths Tools** button on the **Maths** toolbar.



3. Select the Maths Tool you want from the **Maths Tools** dialogue box, and you are on your way!



## Printing your project

To print a project, click **Print** on the **File** menu.

You can also choose from the following options before printing:

### Selecting page orientation

In Maths View, landscape orientation is the default. To switch to portrait orientation before printing a project:

1. On the **File** menu, click **Page Setup**.
2. Next to **Orientation**, click the **Portrait** or **Landscape** icon (Macintosh).

–or–

Under **Orientation**, select **Portrait** or **Landscape** (Windows).

### Selecting paper size

Letter is the default paper size in Kidspiration. To select a different paper size:

1. On the **File** menu, click **Page Setup**.
2. In the **Paper** list, select the paper size you want (Macintosh).

–or–

3. Under **Paper**, select the paper size you want in the **Size** list (Windows).

### Printing page numbers

If you choose to print page numbers, they will appear at the bottom of the page. To print page numbers:

1. Click the **Pupil Name** button.
2. Place a tick in the box where indicated.

## Closing your project and returning to the Kidspiration Starter

Congratulations! You have completed *Tutorial Three: Creating an open-ended problem in the Free Workspace*. To close your project and return to the **Kidspiration Starter**, click the **Go to Starter** button.



When you return to the Kidspiration Starter, you are prompted to save the open project. Click **Yes** if you want to save the project.