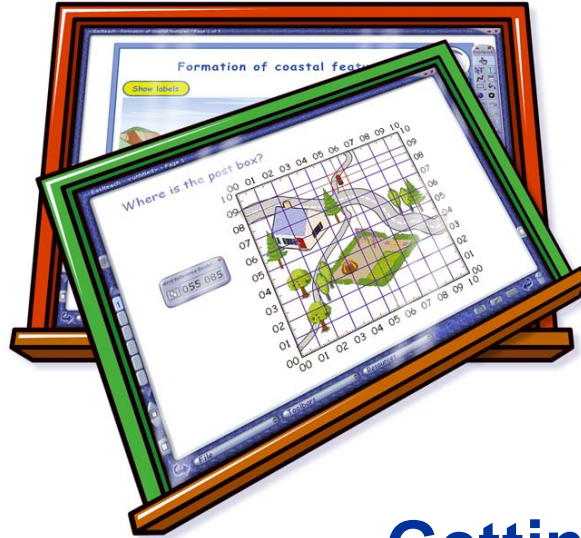


# IRM Easiteach

Geography



**Getting Started Guide**



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## **Introduction**

Welcome to RM Easiteach Geography, a set of software tools to support your teaching of Geography skills through interactive teaching.

RM Easiteach has been developed specifically for use on interactive technologies, including all brands of interactive whiteboards. It can transform the classroom teaching and learning experience, and help you deliver fast-paced, interactive and highly differentiated lessons.

## **Installing RM Easiteach Geography**

For information on how to install and license RM Easiteach Geography, please refer to the separate RM Easiteach Installation Instructions supplied in the pack.

## **Expand and Enhance your Use of RM Easiteach**

RM Easiteach Subject Tool packs are also available for English Language Arts, Science and Math. These tools are easy to use, flexible software equivalents of familiar teaching tools that you already use in the classroom: for example, writing frames for English Language Arts, stopwatch and timer tools for Science, and place-value cards for Math.

Lesson Content Packs are also available. Developed with teaching experts, they provide teachers with a wealth of prepared material, all referenced to learning outcomes and objectives. Each activity has comprehensive teaching notes, vocabulary, objectives, and suggestions for further work. They are highly visual and easy to modify and update to suit your needs.

For more details please contact your RM Easiteach distributor or visit [www.rmeducation.com](http://www.rmeducation.com)

## Reviewing your License Agreement

If you wish to review your License Agreement, which details how and where you are licensed to use RM Easiteach, do the following:

1. Click **Start > Programs > RM Easiteach > RM Easiteach**.
2. Click **File > About RM Easiteach**.
3. Click the **License Agreement** button.

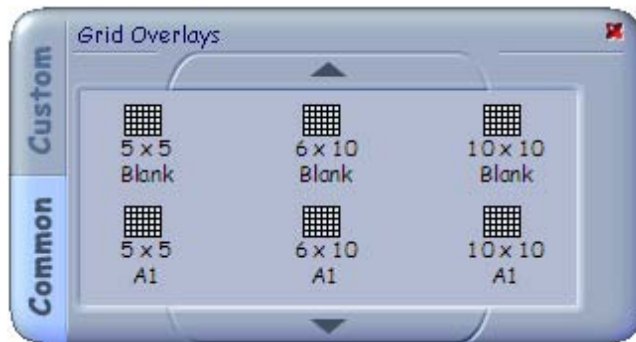
## Key Features

The Geography tools are located on the Geography toolbar. Select **Toolbars > Geography** to display it.

## Grid Overlay

Use this to place a common or custom Grid Overlay over a map or other image on an Easibook page.

Click the **Grid Overlays** button to display a palette with two tabs: **Common** and **Custom**.

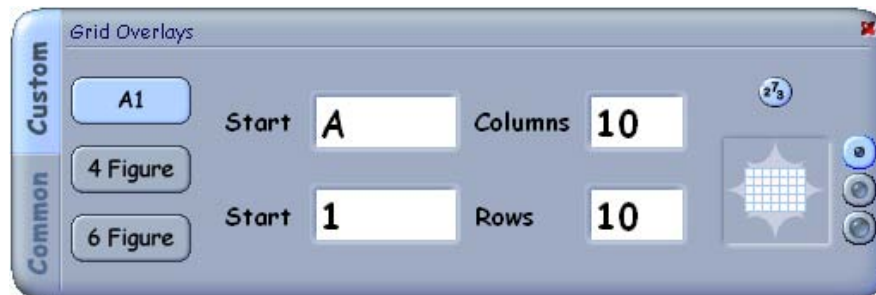


The Common palette provides a selection of square and rectangular grids of various sizes and scales. You can choose from grids with 25, 60, or 100 squares using an alphanumeric grid system, with 4- or 6- figure accuracy.

Choose a grid, and then click and drag it onto the page. Move the grid around the page by dragging its thumbtack.

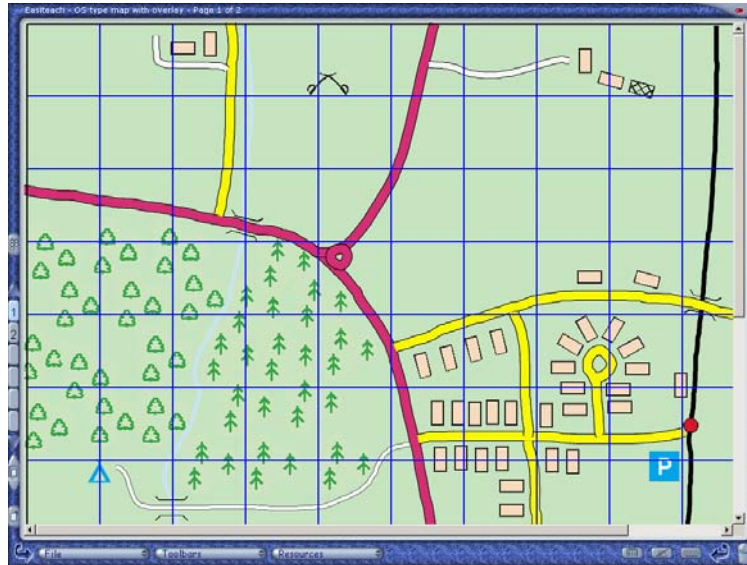
To resize a grid, ensure that you are in **Edit Mode**, click the grid's thumbtack to select it, and then drag from a corner handle to change its size.

To create a custom grid, click the **Custom** tab.



Use the buttons on the left side of the palette to select the type of grid system you require. In the data fields enter information to set the grid's range and number of cells. To hide the row and column headings, click the **Show Numbers** button.

Choose the size of the grid's cells using the three buttons on the right of the palette. Then drag your customized grid from the drag area onto your Easibook page.



You can now stretch or shrink the grid as required; select its thumbtack in Edit Mode and drag a corner handle in or out. A grid of 6 or 7 rows by 10 columns will stretch to fill the entire RM Easiteach screen.

The Grid Overlay will always appear above all other objects on your Easibook page.

## Grid Fill

Using the Grid Fill tool, your students can extract simple information from a complex map, as they can use it to fill the individual squares of a grid using transparent color. Grid fills in different colors can be used to show land use, or the distribution of people or animals and plants, or changes over time.

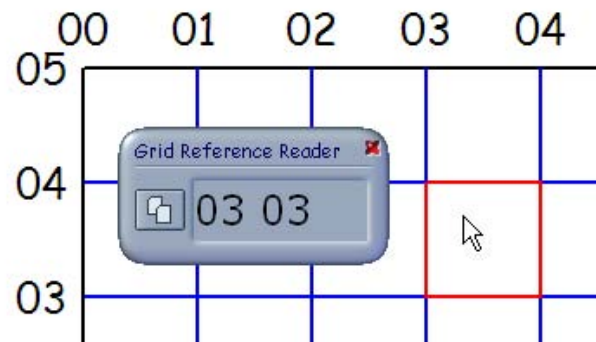
1. On the Geography toolbar select the **Grid Fill** button.
2. On the Easiteach toolbar click the **Fill Color** button to display the Fill Color palette.
3. Select the color for your fill by clicking it on the Fill Color palette.
4. Click in a grid cell to fill it.





## Grid Reference Reader

Use this to display the co-ordinates of any position on a Grid Overlay. With alphanumeric or 4-figure grid systems, the reference reader displays the co-ordinates of the selected square; with the 6-figure grid system, it displays the 6-figure co-ordinates of a point within the square.

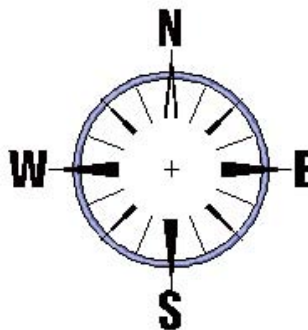
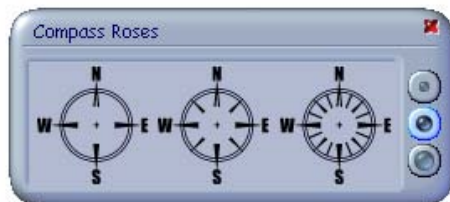


1. On the Geography toolbar select the **Grid Reference Reader** button. As you move over the grid, your co-ordinates are displayed in the grid reference reader.
2. Clicking a cell locks a reading in the reader. Click in another cell, or outside the grid to unlock it.
3. To copy a co-ordinate reading to the page, click the **Copy Reference to Reader** button. Then click the **Paste** button on the Easiteach toolbar, to paste it onto the page.



## Compass Rose

Use this to place a Compass Rose on your Easibook page.

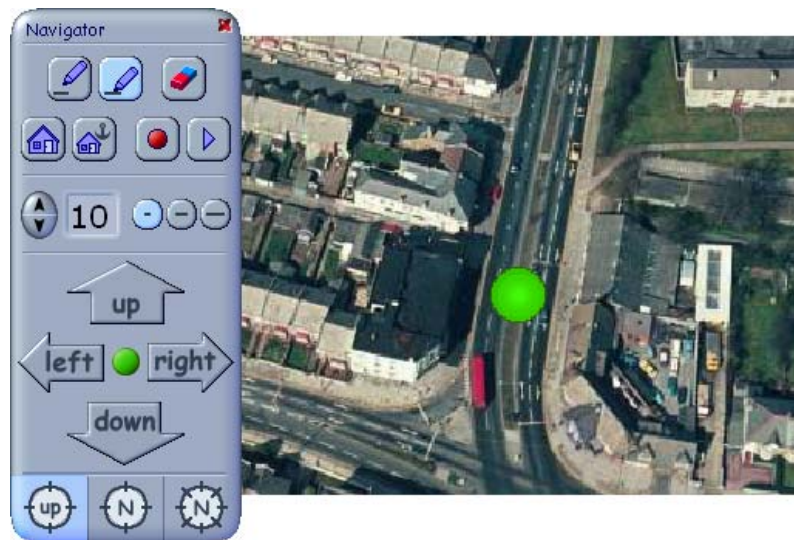


1. On the Geography toolbar, select the **Compass Roses** button.
2. In the displayed palette, use the buttons on the right side to set the size of the compass rose. You can choose from small, medium or large.
3. Click and drag the chosen compass rose onto the Easibook page.

## Navigator

The Navigator lets you move its 'locator' around the page, using directions from a keypad. It is an excellent tool for understanding maps and teaching directions.

On the Easiteach Geography toolbar, click the **Navigator** button to display the Navigator keypad and the locator:



Use the direction buttons on the keypad to navigate around the screen.

The buttons at the foot of the keypad let you control the way directions are expressed. There are three available formats:



**Up/Down/Left/Right**



**North/East/South/West**



**North/North-East/East/South-East/South/South-West/West/North-West**

Further option buttons allow you to modify other actions of the Navigator:



Select the **Pen Up** button to stop a navigation path from being drawn as you move around the screen. Click the **Pen Down** button again to continue drawing a path. To erase a path select the **Erase** button.



The locator can be dragged manually around the page. If you wish to select a fixed starting point for the Navigator, drag it to your chosen position, then click the **Set Home** button. You can then return to this position from anywhere on your Easibook page by clicking the **Home** button.



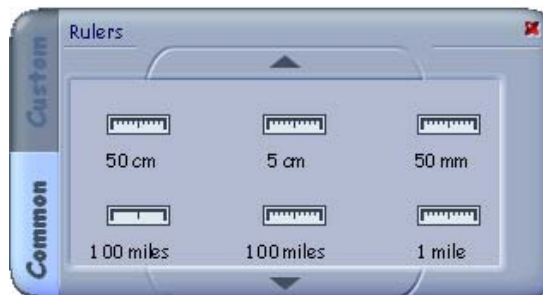
The Navigator automatically stores information about the movements of the locator as it moves around the Easibook page. To replay a navigation path you have just drawn, click the **Replay** button. To start a new recording session, select the **Record** button.

## Scale Ruler

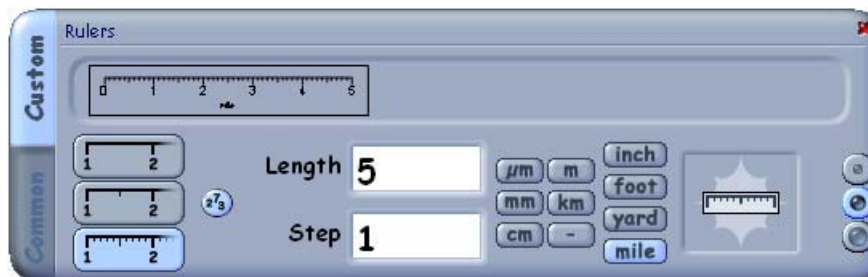
Use this to place common and custom rulers on your Easibook page.

Click the **Ruler** button to display its palette:

You can place common rulers very quickly. Simply drag the ruler you want onto your Easibook page.



To create a custom ruler, select the **Custom** tab on the Ruler palette:



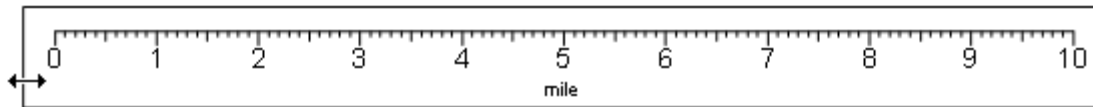
The palette displays how the ruler will appear. You have a choice of three division modes and nine units of measurement.

The Length and Step edit boxes control how the numbers are displayed on the scale. Length is the overall length of the ruler. Step is how the ruler is graduated. Acceptable Step values are 0.1 (for length values 0 - 2), 1 (for length values 1 - 22) and 10 (for length values 10 - 224).

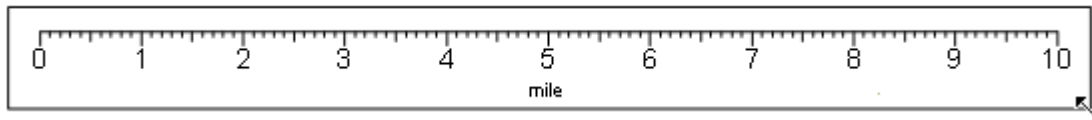
To turn off the number display, click the **Display Numbers** button. When the ruler is ready, drag it onto your Easibook page.

Once the common or custom ruler is on your page, you can move it into position by dragging and rotating. Note that the centre of rotation is at the zero point on the scale, not the middle of the ruler.

To increase or decrease the number of measurement units, ensure that you are in **Use Mode**, then drag either end of the ruler:



To resize the entire ruler, drag from its corner. This makes the ruler elastic and allows you to use it for calibration if you have a map with a scale, or an image with a known dimension:

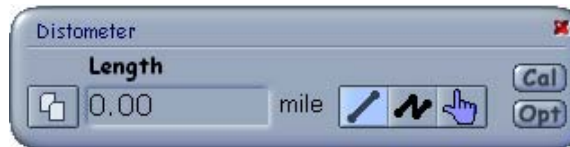


## Distometer

The Easiteach 'Distometer' measures distances accurately on a map. It can also be used with photographs and other images provided they include an object of known size for calibration.

To use the Distometer:

1. Click the **Distometer** button on the Geography toolbar. The Distometer toolbar is displayed. (All other toolbars are now hidden.)



2. The Distometer tool is automatically set by default to kilometres. If you need to change this setting, click on the **Options (Opt)** button to display the Distometer Options toolbar. Select the option you want, and then close the Distometer Options toolbar.

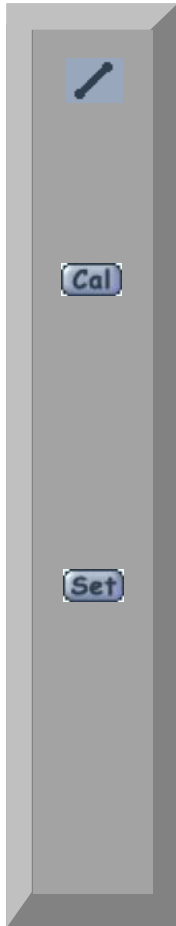


3. Select the **Single Line** button on the Distometer toolbar.
4. On the map's scale bar, click at the start and end of a suitable interval, to get a reference distance for calibration.
5. Now click the **Calibration (Cal)** button to display the Distometer Calibration toolbar.



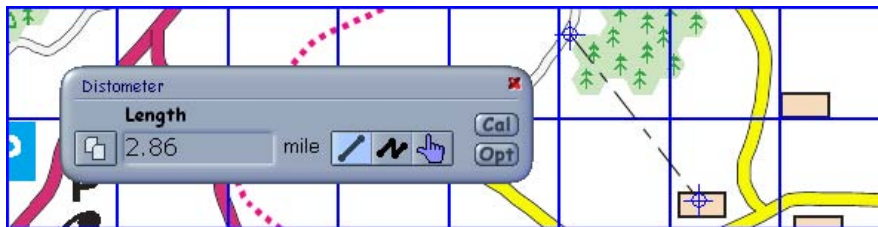
6. Ensure that the appropriate measurement unit is selected, enter the known length into the Type Length box, and click the **Set** button.

The Distometer is now calibrated to measure other distances on the map.





7. Select the **Single Line** button on the Distometer toolbar and draw a measurement line between two points on your map. The calibrated measurement is displayed in the Length box.



8. Close the Distometer toolbar. The measurement is shown on the Easibook page, where it can be dragged to an appropriate position.

To measure more complex shapes, such as a river or curved road, select the **Poly Line** button. Click on the start point and at appropriate intervals along the length. Double-click to finish. You can also bend the line segments.

## Map Builder

Use this to build your own picture maps or topographic maps, using the range of drawing tools and clipart.

The Map Builder palette provides two tabs. The Pictures tab allows you to build maps using pictures, and is designed for use by younger students. The Symbols tab allows you to build maps using various map symbols.

On both tabs, 'Brushes' buttons allow you to quickly draw landmark features such as roads, rivers and railway lines, while other features can be added to the map by dragging them from the palette onto the page.

1. On the Geography toolbar, click the **Map Builder** button to display its palette.
2. Choose either the **Symbols** or **Pictures** tab.



3. To add roads, rivers and railways to your map, select the **Brush** you want and the **Brush Size** (small, medium or large), and draw in the feature on the map.
4. To add objects to the map, select the **Object Size** you want, and drag the picture or symbol into place on the page.



## Opening Existing Easibooks

To open an Easibook, go to **File > Open > Browse...** and navigate to the Easibook you want to open. Click **OK**.

RM Easiteach Geography can also open Easibooks created in other RM Easiteach products: RM Easiteach Starter, RM Easiteach English Language Arts, RM Easiteach Science and RM Easiteach Math. Note that you may not have access to modify all the features in an existing Easibook, since some are controlled by licensing. For example, RM Easiteach Math tools are only available to licensed RM Easiteach Math users.

## Saving an Easibook File

To save a new Easibook file, select **File > Save**. Check that you are saving to the correct directory and folder, and enter a file name.

Some Easibooks are templates. They are opened as *<untitled>* to stop you saving over them. To save amendments, go to **File > Save As...** and rename the file to a new version.

When you close an Easibook, a warning is displayed if changes have been made and not saved. You will be prompted by the message **Save - Discard - Cancel**. To save the changes to your Easibook select **Save**. To discard the changes, choose **Discard**.

## Tips for Using RM Easiteach Geography Tools

### Resources for Making Maps

When creating a map you can add to its features using a wide variety of resources. The Easiteach Multimedia Bank is a great source for graphics. You can also add your own resources such as drawings of local features and landmarks, or photos taken with a digital camera. To bring a digital photo into an Easibook page, open the **Multimedia Bank** from the **Resources** menu, and then navigate to the photo file and open it.

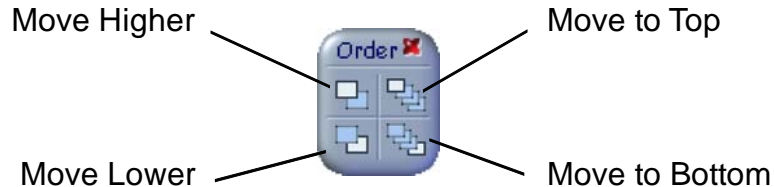
A good initial project is to create a photomap of your school. Photos of local buildings and landmarks can be used to great effect in demonstrating how a map represents actual places. You can show this by taking some photos of your local buildings and arranging these around a map on an Easibook page.

## Moving Objects Forward and Backward

As you build up the features on a map, objects may overlap each other. You may need to use the Order button on the Easiteach toolbar to rearrange them.

To move an object forward or backward:

1. In **Edit Mode**, click an object you want to move so that it is selected.
2. On the Easiteach toolbar, select the **Order** tool. The Order palette is displayed:



3. Use the **Move Higher**, **Move Lower**, **Move to Top** and **Move to Bottom** buttons until the object is where you want it.

## Learning About Scale

You could compare two maps of the same area with different scales, using the calibrated **Distometer** to show that the distances represented are the same.

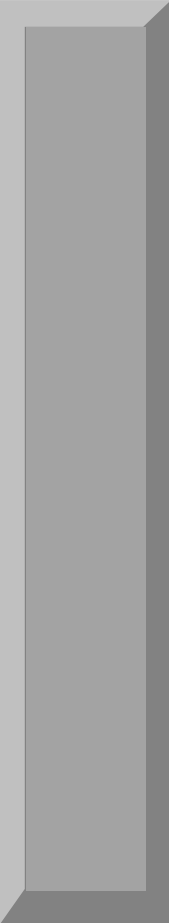
## Developing Direction Awareness

Arrange a number of familiar objects around an Easibook page. Ask your students to describe the direction of these objects in relation to a central position on the page. Use the **Compass Rose** tool to test their answers, by dragging a compass into the centre of the page, resizing it, and reading off the direction of the objects. Once your students have become familiar with this technique, you could develop it further by using the Compass Rose tool to describe features of a simple map.

Ask students to describe the things they pass and see as they move around a map, using the **Navigator**. Begin by using a plan of the classroom, a local map or an aerial photograph.

Another useful exercise is to move an object around a map with a **Grid Overlay**, and use the **Grid Reference Reader** to record its changing co-ordinates.





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