<div align="center">

Step-by-Step Guide for the

All Digital version of the
Barton Reading & Spelling System

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First, go to View Your All Digital Levels webpage:
https://bartonreading.com/view-your-all-digital-levels/

Watch the video that is in the FAQ section at:
https://bartonreading.com/view-your-all-digital-levels/#asked

This is a summary of what was shown on that video.

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Step #1:
Download the Barton Tiles App

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From an **iPad**, go to:
https://itunes.apple.com/us/app/barton-tiles-for-barton-reading/id637391422?mt=8&ign-mpt=uo%3D2

From an **Android** tablet, go to:
https://play.google.com/store/apps/details?id=com.barton.bartontiles

When you open the Barton Tiles app, enter the username and password that were sent to you as a separate email.

You do NOT have to buy the levels. They are preloaded into the App.

So go ahead and set up your student and assign the student to a lesson.

To learn how to use the Barton Tiles app, go to:
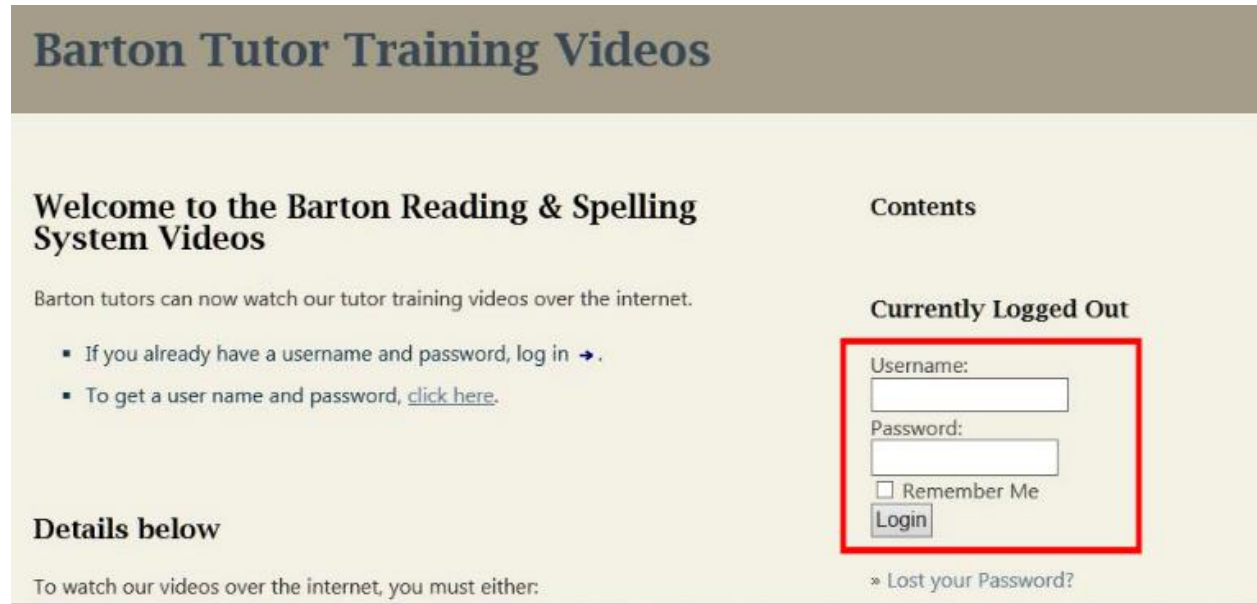www.BartonTiles.com

Step #2:
Watch the Tutor Training Video

Susan Barton recommends you watch the video on the iPad or Android device – so that you can have your tutor manual open at the same time you are watching the Tutor Training video.

To watch the Tutor Training Video, go to:
www.BartonReading.com/wordpress/

And log in with the username and password that were sent to you by email:

<p style="text-align:center">Step #3:
View the Tutor Manual on your screen</p>

To open a Tutor Manual:

Go to the top of this page:
https://bartonreading.com/view-your-all-digital-levels/

In the table, click on **link** for the Tutor Manual you want to view.

Level #	View only	View or Print	View or Print
1	Tutor Manual	Game Pages	Nothing Else
2	Tutor Manual	Student Pages	Posttest
3	Tutor Manual	Student Pages	Tutor Training Packet
4	Tutor Manual	Student Pages	Tutor Training Packet

When asked, type in your username and password, which were sent to you by email.

Log in

Username

Password

☑ Keep me logged in
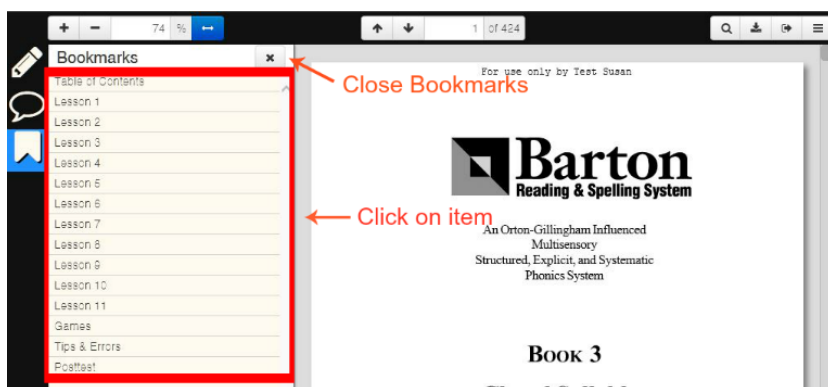
Log In

To change the size of the page:

To jump to a Lesson or the Table of Contents:

Click on the **Bookmark** tool.

Click on a Lesson or the Table of Contents, then close the Bookmarks palette.

To highlight text in the manual:
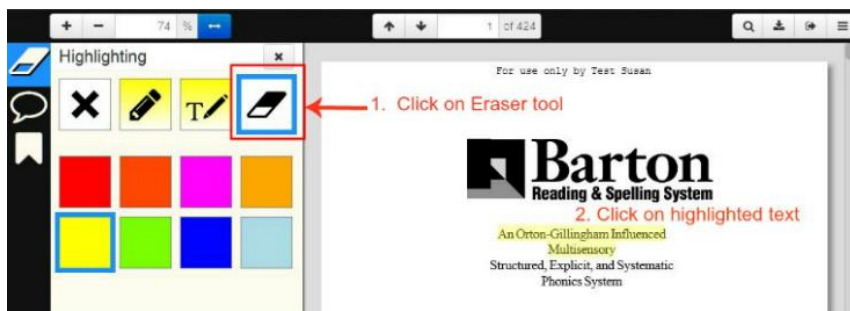
Click on the **Highlighter** tool.

Click on the **Text** tool, click on the **color**, then **drag across** text on the page.
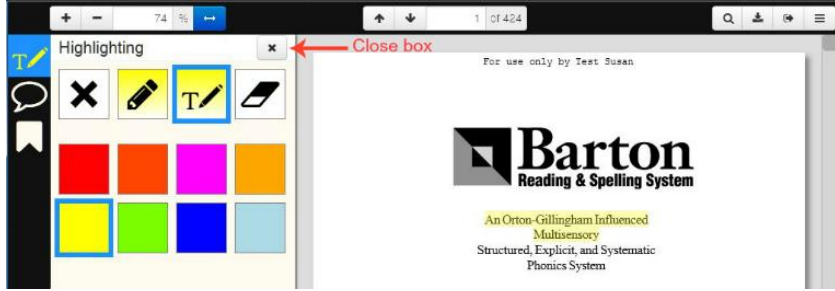

To get rid of highlighting:

Click on the **Eraser** tool, click on the **highlighting** on the page.

All Digital Version   Barton Reading & Spelling System

To close the highlighting palette:

Click on the **Close** box.

To insert a note:

Notes are used when you have several students in the same level. Insert a note where students left off at the end of a session.
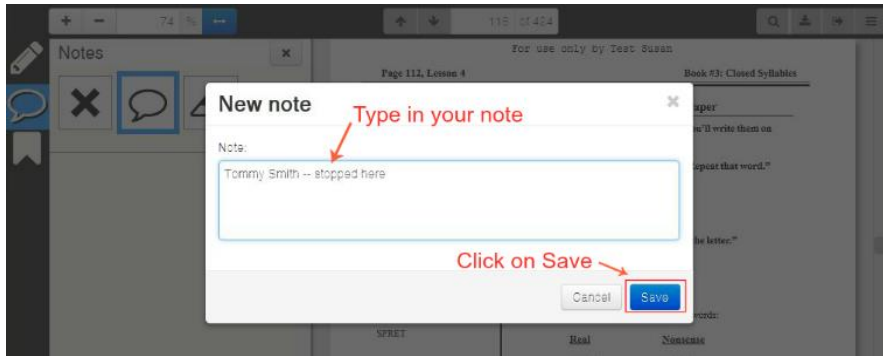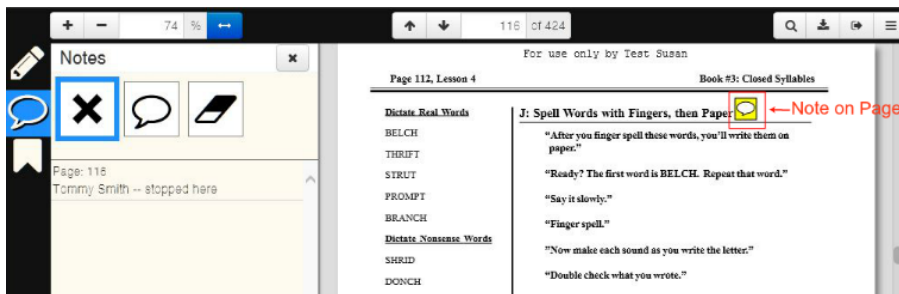
Click on the **Notes** tool.
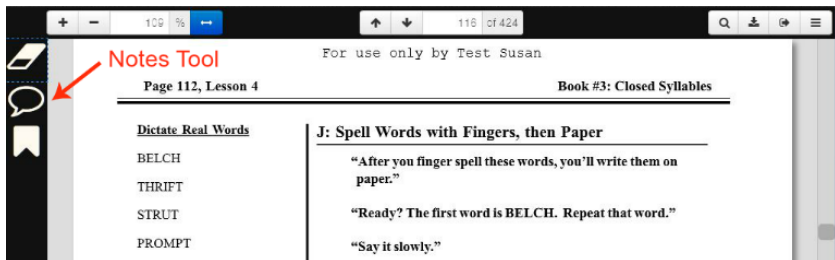
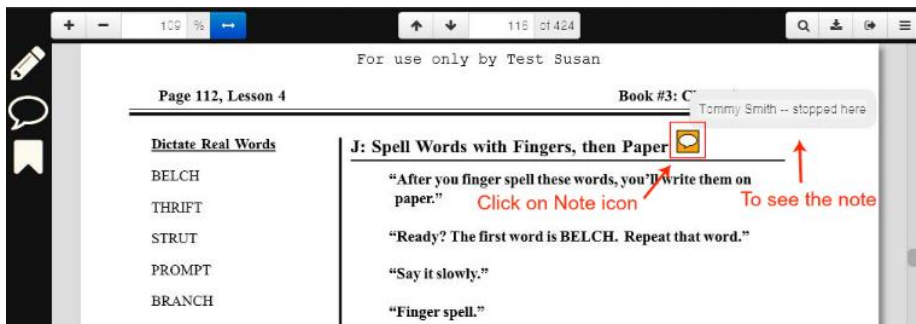

Click on the **Notes** tool in the Notes **palette**.

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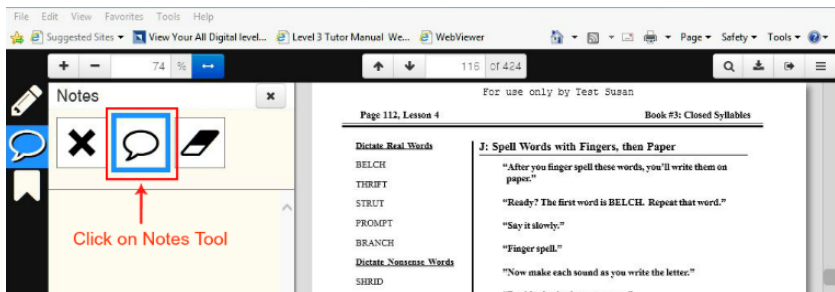
Click on the page on the **manual**, type in the note, click on Save .

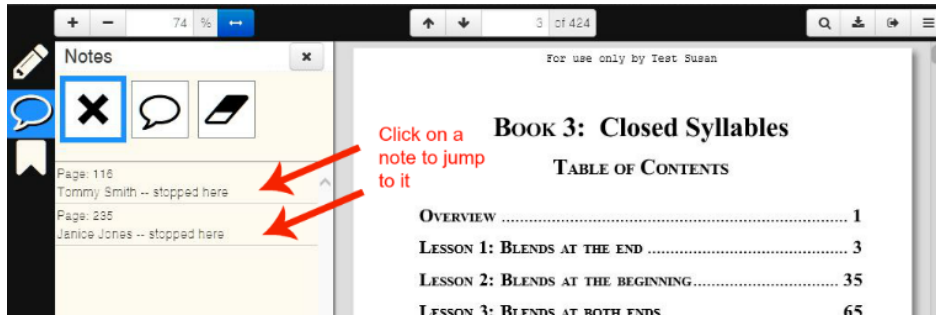On the page in the Tutor Manual, your note will look like this:

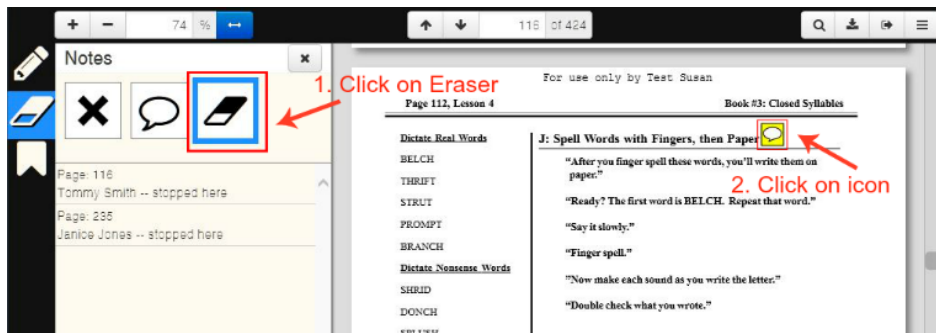Click on any yellow note icon to read its note.

All Digital Version   Barton Reading & Spelling System

To jump to a note:

Open the **Notes** palette, click on the **Note on the list** on the palette.

To erase a note:

Jump to a note, click on the **Eraser** tool, click on the **icon** on the page.
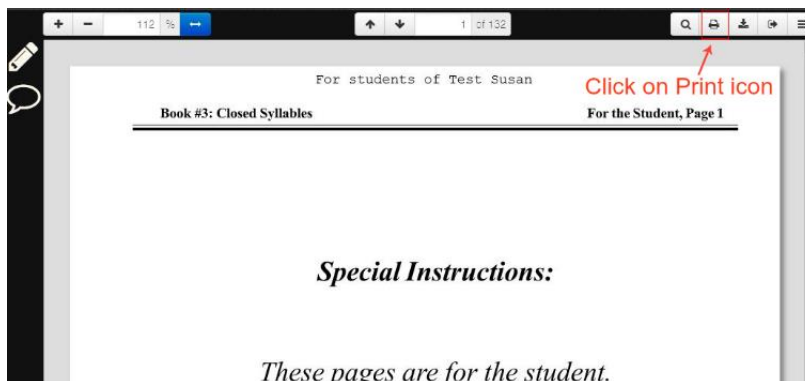

Close the Notes palette.
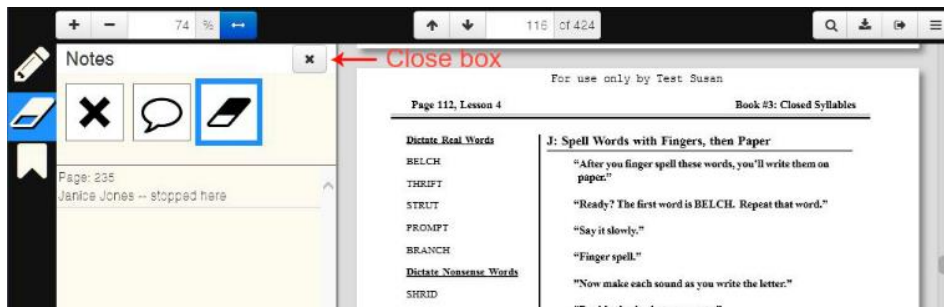
To Print Student Pages:

Click on the **Student Pages link** to open them.

Click on the **Print** icon.
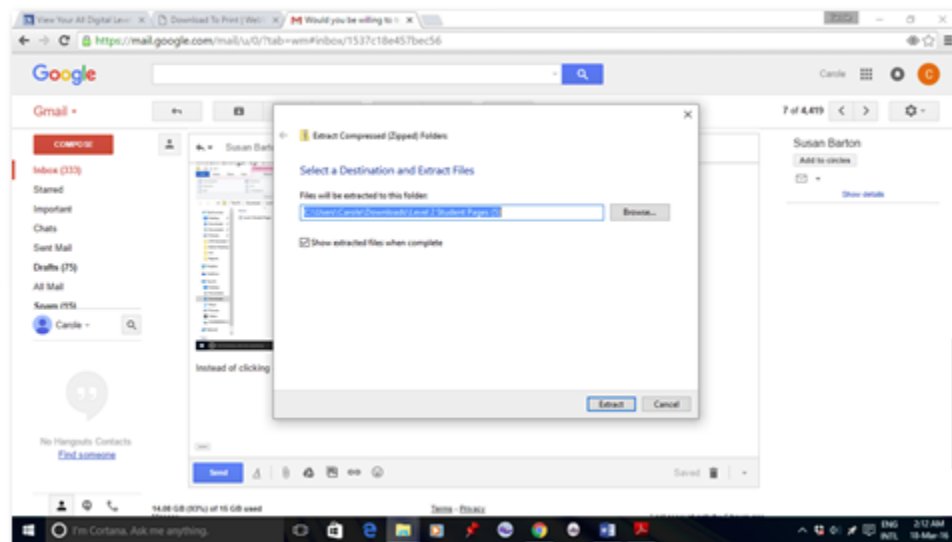

Click on the **Download to print** button.

Open that file in **Adobe Acrobat**.   If asked, allow it to check the network. You have 30 minutes to print it.
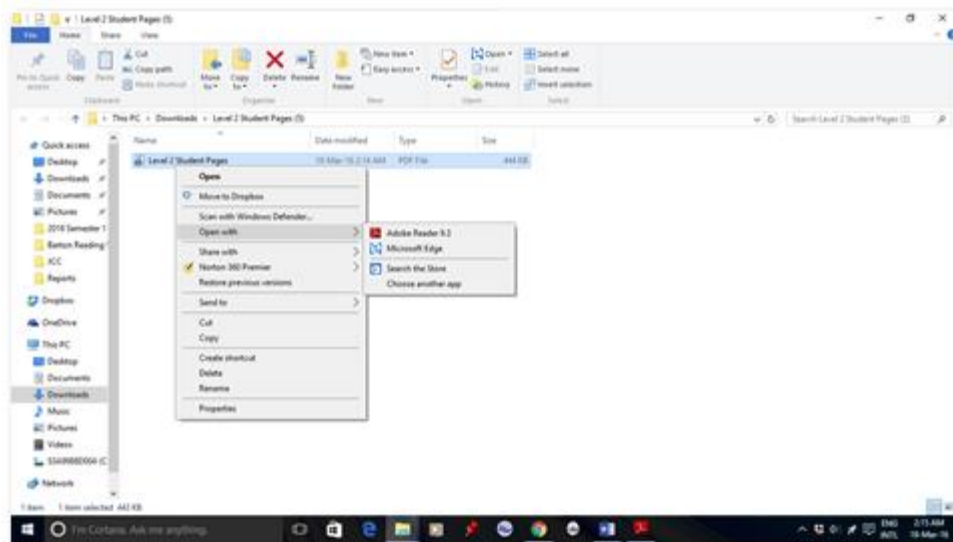
If your computer tries to open it in a Browser, it will bring up this screen:
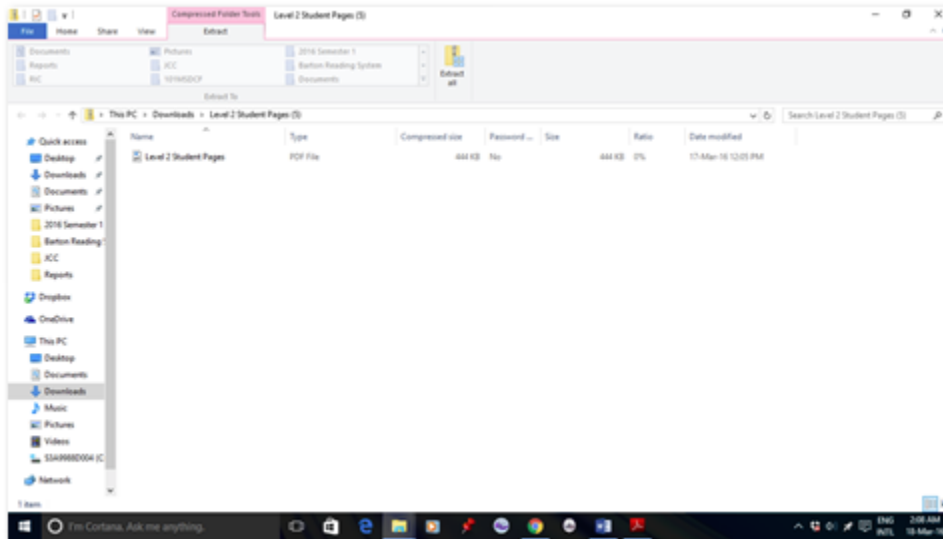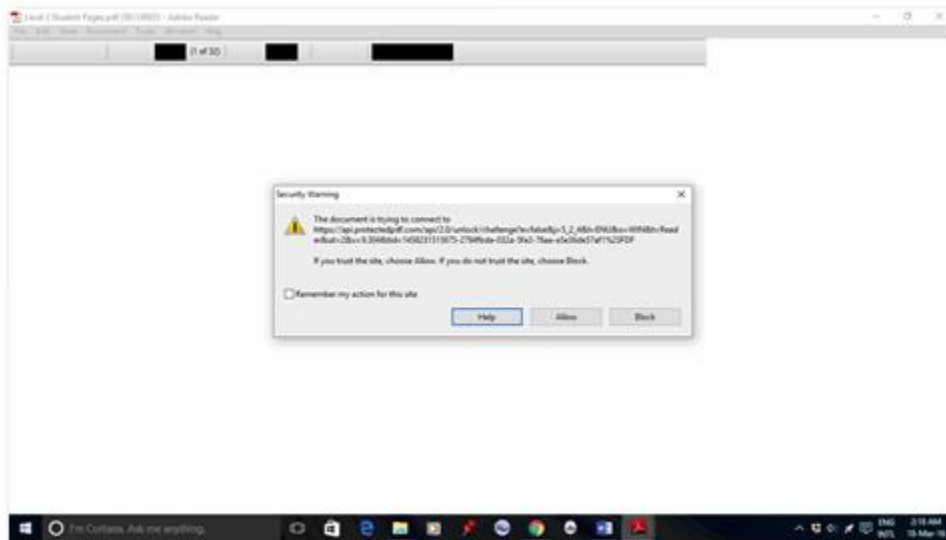

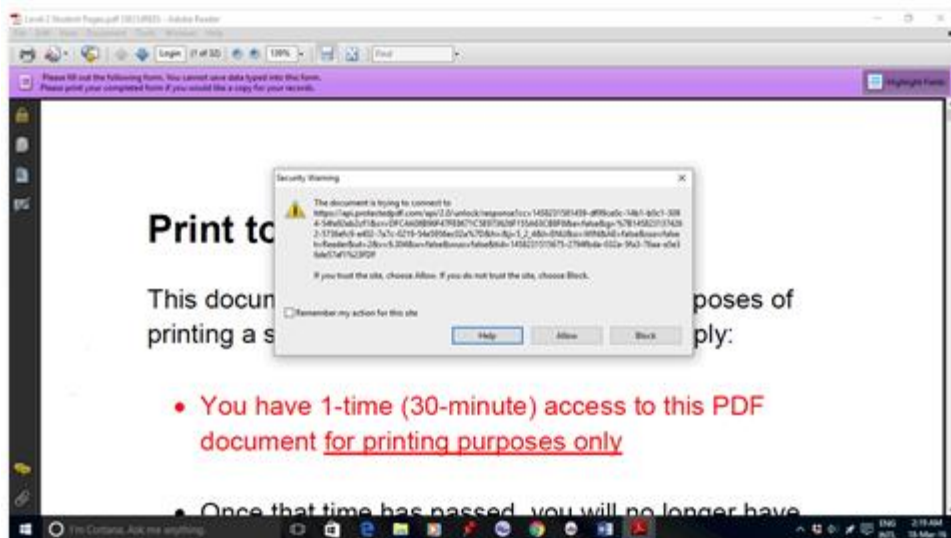Click on Extract All.   Then click on Extract. Your screen will then show this:

When it is done, you will see the following screen. Right-click on Open With, then choose Adobe Acrobat.
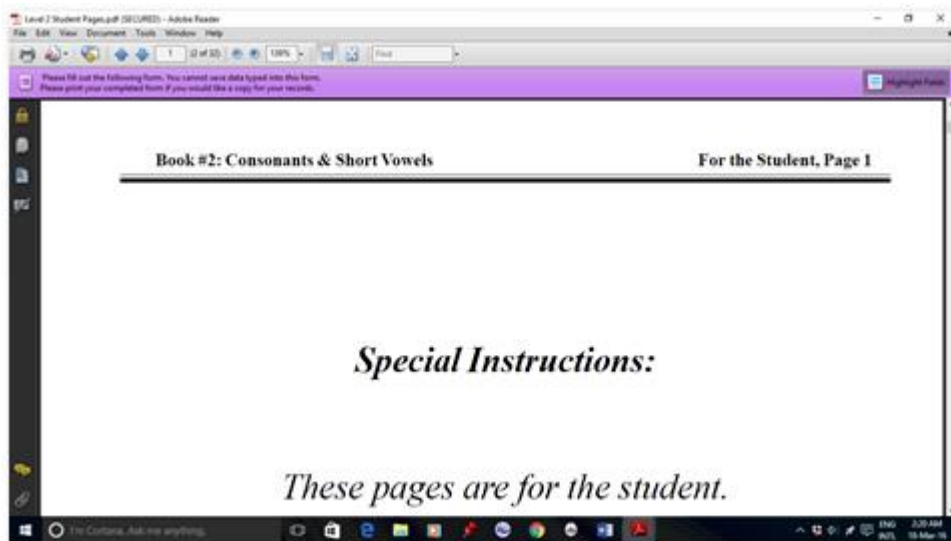
When the following screen appears, click on Allow.

And when the following screen appears, click on Allow.

Adobe Acrobat should now be open with the first page of our student pages showing, like this:

You can now choose File . . . Print.

If you would rather **NOT** print it, but instead, you want to view the Student Pages electronically on an iPad or Android, send an email to Susan@BartonReading.com and request the student pages as a regular PDF file.

Open Susan Barton's response on your iPad or Android, and open the attached PDF file into GoodNotes (on an iPad) or some other PDF reading program that allows you to mark up the pages.