

**Technical note**

1. How to be identified?

In the top right-hand corner, enter your access keys then click on *Sign in*. Once connected, if you want, you will be able to change the password by clicking on *Change password*.



2. Technical requirements

A computer with a connection to the Internet, a printer, a USB key is needed. An internet browser such as Internet Explorer 7, Mozilla 3, Opera 9 is necessary for navigation.

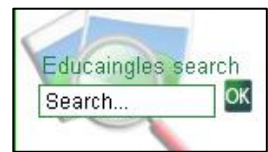
3. How to use the breaking news?

From Monday to Friday, new resources are inserted. They talk about news in a pleasant and playful way while addressing a variety of topics. On the Breaking News page, there is always a selection of 5 articles, 1 video, 1 still graphic and animated graphic as well as the monthly theme.

4. How to search resources?

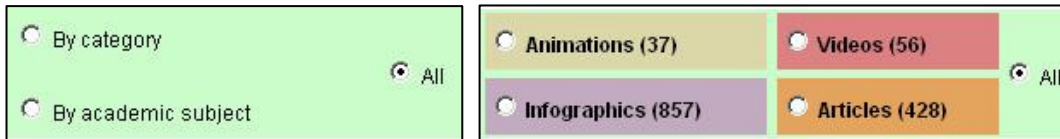
• Search by keyword(s):

Write the keyword(s) on the right in the *Search* zone then click on OK. The search zone by key word(s) is shown on every page.



• Advanced search:

Click on *Search* in the bar menu and choose one of the classification criteria: by categories, by academic subject, by resource type, by European level EFL or by date. The results are displayed in chronological order. You can specify additional search criteria using the radio buttons:



5. How to access themes?

In the Breaking News page, you can click on the theme of the month. You will also see the list of other available themes.

6. How to use the teacher's section and how to share your experiences?

The teacher's section allows you to consult other instructors' teaching experiences and encourages everyone to share his/her own experiences or to add comments.

7. How to search a short biography or a country brief?

From the Breaking News page, click on one of the left-hand buttons: The *country briefs* are classified alphabetically and the *biographies* by chronological order.



8. How to visualize or download resources?

The *Help* section gives the list of required software for navigating on Educaingles.

Once connected, you will just need to click on the Download or Amplify or See button to have access to the resources. If you use Internet Explorer 7, you will have to click on the yellow bar to enable downloading.

If you wish, we can always organize a more in-depth additional training session about the issues presented in the last paragraph: such as how to download; how to print; how to use the documents...