

Attainment's



Software User Guide

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Overview



Practice applying the money skills required of a store cashier with **Making Change** software. There are two segments in Making Change: Money Entry and Change Back. The Money Entry segment shows the bills and coins a customer has given to pay for a purchase. As the cashier, you must count and enter the amount into the cash register. In the Change Back segments you must select the change from the cash drawer to give back to the customer.

The adjustable settings in Making Change are designed to help a variety of individuals use the program successfully. Options include choice of US or Canadian currency, number problems in quizzes, coin and bill denominations, and program or student calculation of amount given back. See [Options-Settings](#).

Open and Start Making Change

Windows

Go to the Start menu at the bottom left of the screen.

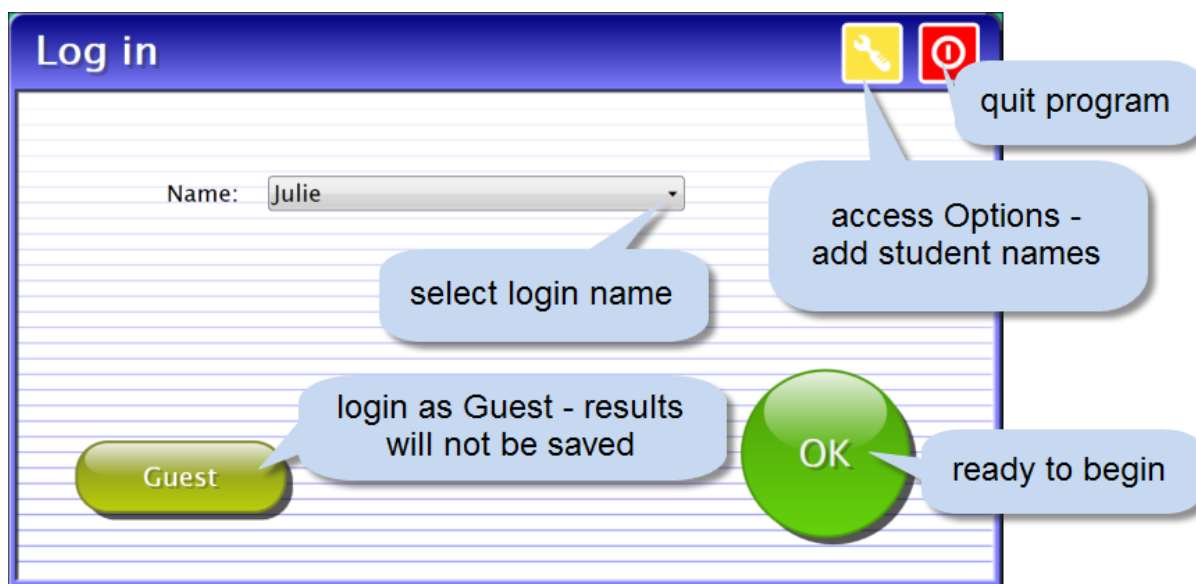
Start—>All Programs—>Attainment Company—>Making Change

Macs

Go to the menu bar at the top of the screen.

Go—>Applications—>Attainment—>Making Change

Making Change will automatically log in users as Guest until one or more user login accounts have been created. Quiz results are not saved when logged in as Guest. Once accounts are created, the program will open to the Log in window.



At the Log in window you can log in a student, log in as Guest, go to the program's Options, or quit the program. Select a student name from the pull-down list or click the Guest button. Click on the yellow button with the tool-wrench icon to open Options. [Options](#) is where you add student accounts, view student scores, and adjust preferences, including scan settings.

Quiz details will be saved when the student is logged into their account. Their detailed quiz results can be viewed in [Options—Results](#). Results are not stored for the log in Guest.

Print the User Guide

A PDF of the user guide is available for printing.

On Windows the PDF is available from the Start menu:

All Programs—>Attainment Company—>Documentation—>Making Change

On a Mac the PDF can be found inside the program folder:

Applications/Attainment/Making Change

A PDF of the user guide is also available for printing from Attainment's website: www.AttainmentCompany.com. Search for and open the Making Change software product page, scroll toward the bottom of the page, select the Support tab, and then open and print the user guide.

Making Change



Making Change teaches applied money skills by simulating a cash register to collect payment and make change.

Start - Cashier



Making Change is a two-step process of first entering the cash given and then selecting the change to return. A purchase price is randomly generated and shown on the Total cash register panel. The coins and bills paid are shown, and an audible prompt is given to “Count the money and enter it.” To hear each money value, click on individual coins or bills. Tally the amount of money shown and enter that amount on the keypad. Press UNDO to clear the last number entered. To hear the amount entered or the total purchase price, click on the corresponding display panel. The amount entered appears in the Amount Paid display panel on the cash register. Note: You must always enter the cents even if no coins are presented. However, you do not need to enter decimal points.



When ready to continue, press ENTER. If the amount entered is correct, the money drawer opens, and you are prompted to “Give the customer their change.” The dollar amount to return to the customer appears in the Change Back display panel. Click on the panel to hear this amount. Click on the coins or bills in the cash drawer to select them. The money selected will move to the right side of the screen while the cash register displays a running total. UNDO returns the last coin or bill to the cash drawer. To hear the current amount selected, click the Change Back display panel. Give the customer their change by clicking ENTER. If the amount of change selected is correct, another transaction begins.

Quiz



Quiz is the Change Back portion of Making Change. The details of each transaction are saved during Quiz, except when logged in as Guest. The details are viewable in [Options—Results](#).

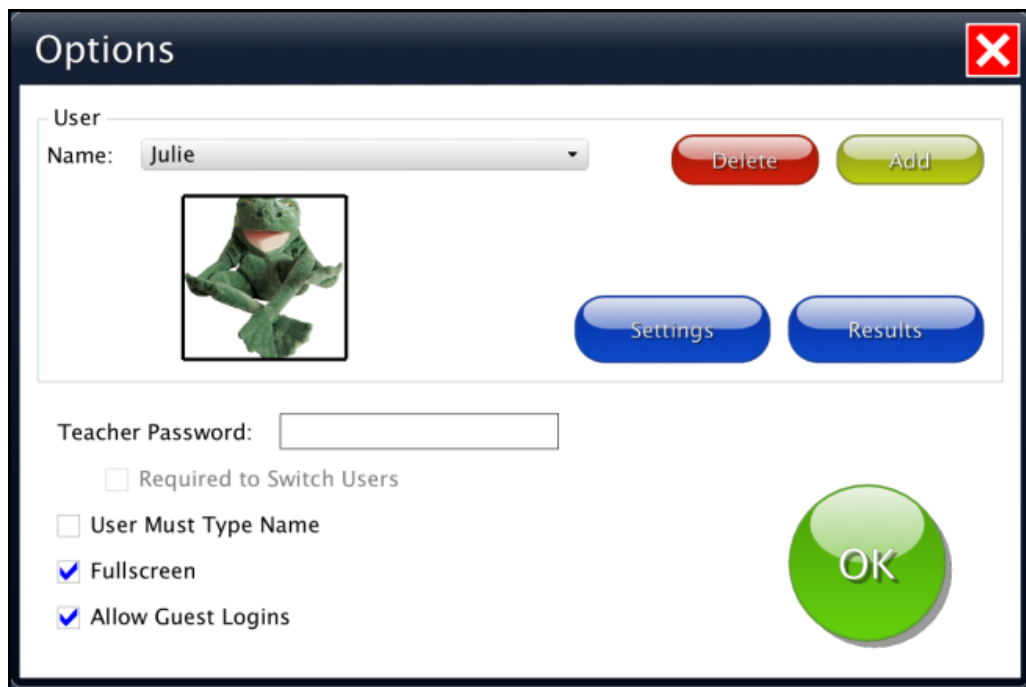
Options - Add Names



Choose Options to add users' names (so their results will be saved), personalize settings, set scanning details, and view or print user results. From the menu bar at the top of the screen, select File, and then Options. (Note: the menu bar is hidden on Windows computers until you roll the cursor to the top of the screen.) If you have added a password, you'll be prompted to type the password to enter Options. As a backup, **Attainment** will always work as a password. Options will open to the general options screen.

General Options

Helpful pop-up descriptions are given for each setting. To view pop-up help, move and pause the cursor over a setting.

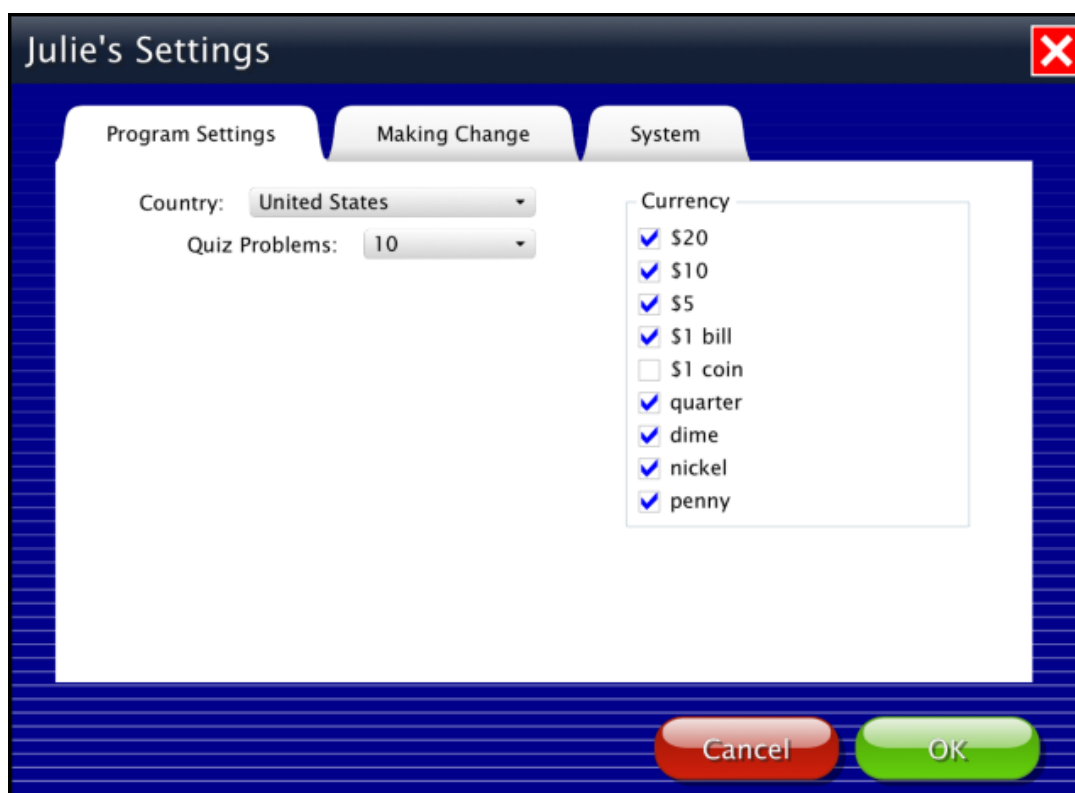


- At the top of the general options screen are buttons to Delete and Add user names. Delete a user account by selecting the user name from the drop-down list of names and pressing Delete.
- Create a user account by pressing Add, typing the user's name in the box, and pressing Next. Add an optional password this user will need to type to log in, or click Skip for no password. An optional picture of the user (or any image) can be added that will be displayed by the user's name on the login menu. Press Skip or press From File to assign a picture. When a web cam is detected, a Web Cam button is also available.
- Teacher Password allows you to create an optional password that needs to be typed to enter Options. As a backup, **Attainment** will always work as a password. Password is not case sensitive: upper or lower case does not matter.
- Check "Required to Switch Users" to extend the password requirement to include switching users from the File pull-down menu.
- Check "User Must Type Name," or uncheck to show users' names in a drop-down menu for them to select when they log in.
- Check Fullscreen to have the program fill your monitor screen, or uncheck to have the program run in a window. The window can be resized or minimized.

- Check “Allow Guest Logins” or uncheck to remove Guest as a login option. When a user is logged in as Guest, results are not saved. Guest can be removed as a login choice only after one or more login names have been added.

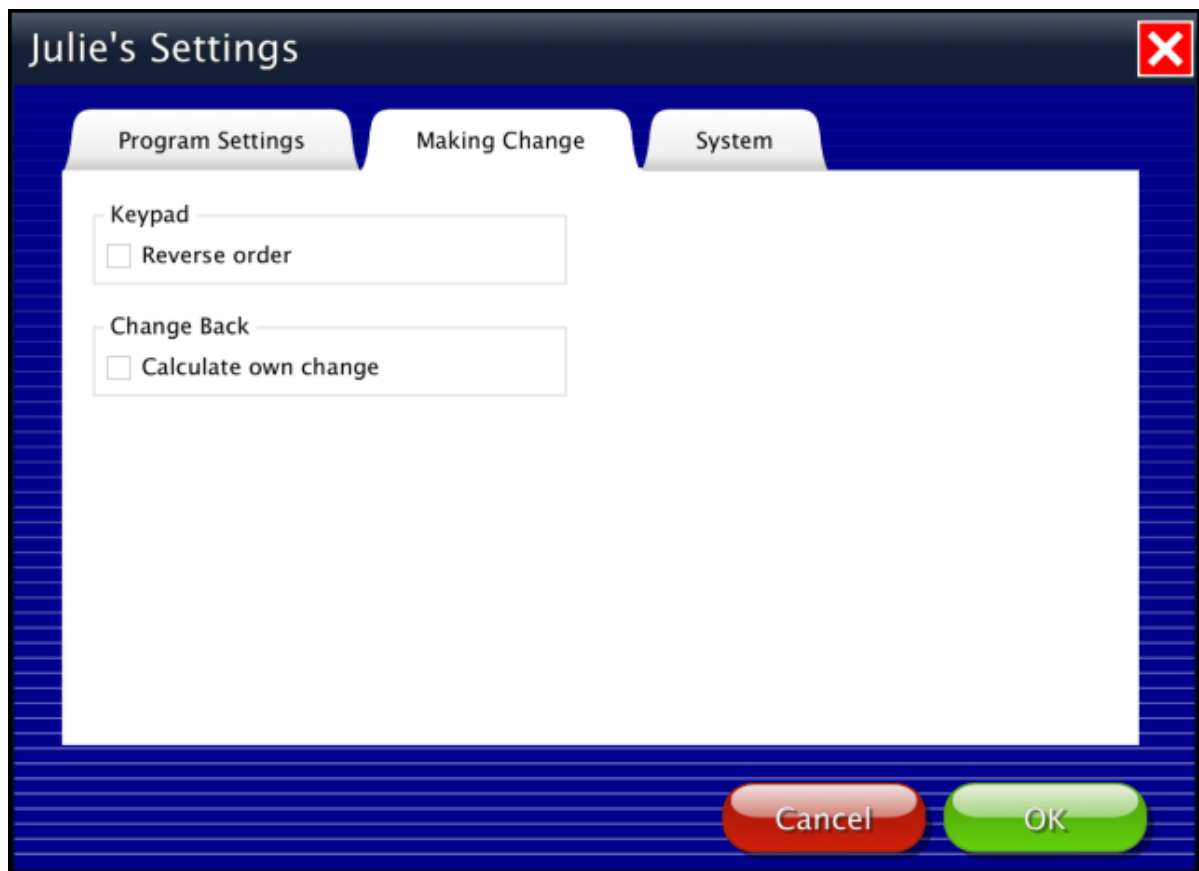
Settings

Access settings by pressing the Settings button on the main Options screen. There are three tabs with adjustable settings.



Program Settings tab

- Country: Choose United States or Canadian currency.
- Quiz Problems: Select the number of problems given in Quiz.
- Currency: Determine which bills and coins will be used in Making Change.

**Making Change tab**

- Keypad—Reverse order: Checked the keypad numbers will be arranged in ascending order (like a telephone.)
- Change Back—Calculate own change: Check to increase the difficulty by not showing the amount to be returned. The amount of the purchase and the amount paid will be shown; the student must do the math to calculate the amount of change.

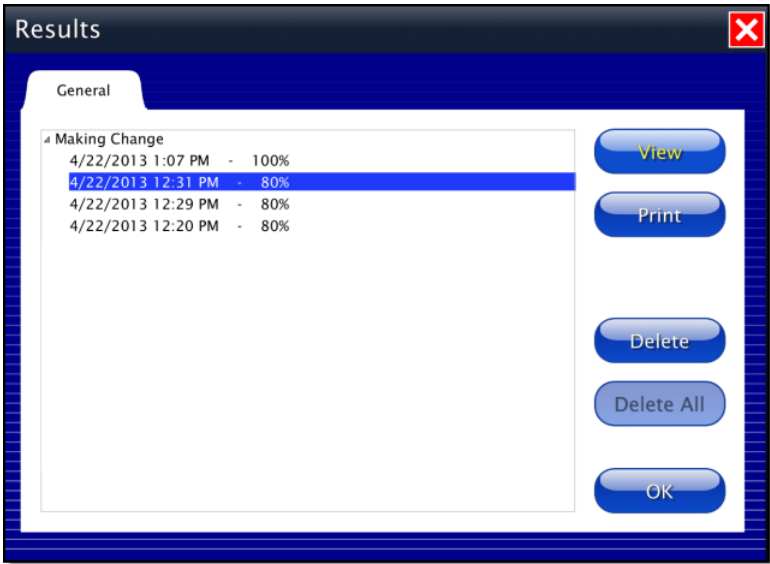


System tab

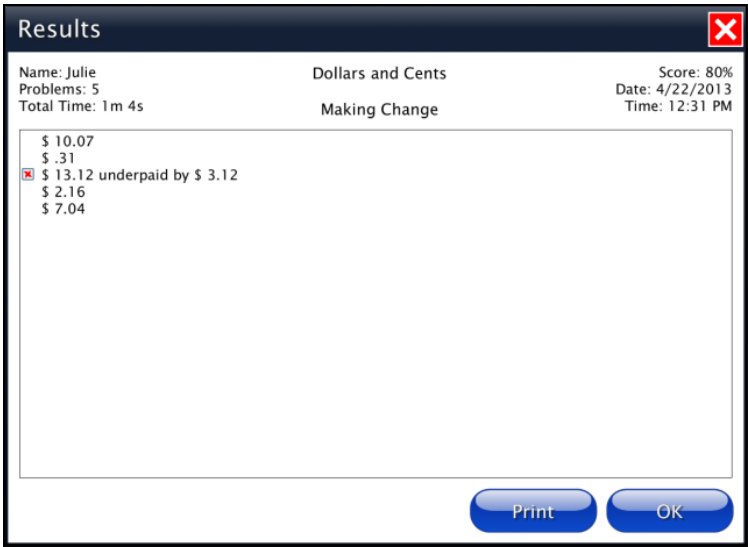
- **Alternative Access:** Built-in scanning provides program access with switches. To use scanning, select one or two switches; by default, scanning is disabled. Selecting one or two switches enables multiple scan settings such as Highlight color and Auditory Scanning.
- **Auditory Rollover:** Check to hear auditory confirmation when you pause the cursor over items.
- **Sound:** Choose which sound components will be heard.
- **Icon:** Click on Set to select a photo or image this student will see by their name on the Log in window.

Results

Quiz results in Making Change are saved when students are logged into their account. Results are not saved while logged in as Guest. To view saved Results, open Options and then select the Results button.



To view details, highlight an entry and press View.



Alternative Access

Making Change is accessible with a mouse, touch screen, interactive whiteboard, and switches. Switch access is built in through the use of scanning. Adjust settings for scanning and switches in [Settings—System](#).

System Requirements

Windows

Windows XP SP3 (minimum 512MB), Windows 7, Windows 8

Minimum of 512MB RAM

Microsoft .Net 3.5 SP1

NOTE: During installation from the Autoplay menu, if .Net v3.5 is not detected, you will be prompted to install it. .Net 3.5 SP1 is included on the CD.

Mac

Intel processor

OS 10.6, 10.7, 10.8

Minimum of 512MB RAM

License Agreement

Attainment offers many options for licensing software. Licenses purchased for multiple computer installation will include a certificate verifying the agreement.

Single-User License

Attainment Company, Inc. grants the original purchaser a Single-User License. Under this license, the purchaser may use this software on a single computer. The purchaser may make a copy of this software for backup purposes only. A Single-User License may be modified into a multiple computer license. Call Attainment Company for pricing information.

Ownership

Attainment Company retains the title to the software program. The purchaser only gains title to the enclosed CD.

Copyright

This program is protected by United States copyright laws and International copyright treaties.

Upgrades

If within 30 days of this software purchase, Attainment Company releases a new version of the software, you may send the enclosed disk to Attainment for a CD containing the new software at no charge. After 30 days, you must pay an upgrade fee.

Warranty

Attainment Company warrants that the enclosed CD is free of defects in materials and workmanship for up to one year after purchase. If you discover a defect, return the enclosed CD to Attainment Company for a free replacement. There is a replacement charge of \$15.00, plus shipping and handling, for products replaced after such warranty expires.

Limitation of Liability

Attainment Company shall not be liable for damages, including incidental or consequential, arising from the use of the program or this documentation. Some states, however, do not allow the limitation or exclusion of liability for incidental or consequential damages. In these cases, this limitation may not apply.

Contact Us

For information about all the educational materials produced by Attainment Company:

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Technical Support

If you have a problem running Making Change, please call Attainment Technical Support at the number below. If possible, have the program running with your computer nearby while we discuss solutions. You can speed the process if you collect some basic information ahead of time:

- Running on Windows or Mac?
- What was the error and type of error message, if any?
- What triggered the problem?
- Can you duplicate the problem?
- What operating system are you running?

Tech Support is available weekdays from 9 am - 5 pm (CST)

Phone: 800-327-4269 or 608-845-7880

Email: techsupport@AttainmentCompany.com

Website: www.AttainmentCompany.com

