

## **How does Hot Potatoes Work**

There are three stages in creating exercises with these programs:

### **1. Enter your data**

You type in the questions, answers, feedback etc. which forms the basis of the exercise. See Entering and saving data for more information on this.

### **2. Adjust the configuration**

The "configuration" is a set of information used to compile the Web pages. It includes instructions for the student, captions for navigation buttons, and other information which is not likely to change much between exercises. See Configuring the output for more details.

### **3. Create your Web pages**

This is simply a matter of pressing the "Export to Web" button on the toolbar, choosing a file name, and letting the program do the rest. See Creating Web pages for further information.

## **You Need To Register Hot Potatoes**

We have included a registration system because we want to have some idea of who is using Hot Potatoes. We would also like to be able to contact all users easily if a bug should appear, or when an update is released. If you do not wish to be contacted after registration, just check the relevant box when you fill in the registration form on the Website.

**Note that if the programs are not registered**, several features are **disabled** or **restricted**. We appreciate that this may seem a little annoying, but we do need to give you SOME reason to get in touch!

# Student Lessons

[http://www.marshalladulthoodeducation.org/student\\_lessons1.htm](http://www.marshalladulthoodeducation.org/student_lessons1.htm)

NAME OF LESSON	TYPE	DESCRIPTION
A Visit to the Doctor	JQuiz	Multiple Choice – pick the right answer This uses Reading Text
Call 911	JQuiz – Part 1 JCloze – Part 2	Multiple Choice – pick the right answer Fill (Type) in the blank
Citizenship	JQuiz	Multiple Choice – pick the right answer There is a Hint with each question
Clock	JMatch	Drag and drop
Clothing	JQuiz	Multiple Choice – pick the right answer
Coins	JCloze – The Intro JMatch – The Lesson	Intro is informational only The lesson is matching from a drop down menu.
Food	JCloze	Fill (Type) in the blank
Food Measurement	JQuiz	Multiple Choice – pick the right answer This uses Reading Text (a measurement chart)
Housing	JQuiz	Multiple Choice – pick the right answer
Job Application	JCloze	Fill in the blanks
Match The Letters	JMatch	Drag and drop small case letters to their matching upper case letter
Members of a Family	JQuiz	Multiple Choice – pick the right answer
Minnesota	JQuiz	Multiple Choice – pick the right answer There is a Hint with each question
Nouns – Singular and Plural	JQuiz	Fill in the blank There is a pop-up window Hint for each question
Numbers	JMatch	Match by selecting the correct answer from a drop down menu
Occupation Dishwasher	JCloze	Fill (Type) in the blank
Occupation Housekeeper	JCloze	Fill (Crossword Puzzle Type) in the blank
Ordinal Numbers	JMatch	Drag and Drop
Parts of the Body	JQuiz	Multiple Choice – pick the right answer
Personal Information	JMix	Drag and drop words in the correct order to form a sentence
Prepositions	JQuiz	Fill in the blank
Pronouns	JCloze	Fill in the blank
Shapes and Colors	JCloze	Fill in the blanks There is a Hints page
Signs	JMix	Click on words in the correct order to make a sentence (not drag and drop)
Talking on the Telephone	JCross	Crossword Puzzle
The Flag	JCloze	Crossword Puzzle There is a Hint with each question
The President and the Congress	JCloze	Multiple Choice – pick the right answer This uses Reading Text There is a Hint with most questions
The Verb – To Be	JQuiz	Fill in the blank
Vocabulary	JCloze	Type in the correct answer
Weather	JCloze - Weather JCloze - Seasons	Fill (Type) in the blank There is a Hints page
What's Wrong	JQuiz	Multiple Choice – pick the right answer
Workplace Vocabulary	JCross	Crossword Puzzle There is a Hint with each question

## **The Masher**

The Masher is a tool designed to help you manage larger sites containing many Hot Potatoes exercises. What the Masher does is to compile a whole unit of Hot Potatoes exercises in one go; as it compiles the exercises, it automatically sets the URLs of the Next Exercise navigation buttons, so that the student can easily work through the exercises sequentially. Also, you can set the colours and choose which navigation buttons to display.

The Masher has its own Help file -- to view the Help, start the Masher program by double-clicking on its icon in the Hot Potatoes folder, then press F1. It also has its own tutorial, accessible from the Tutorial link on the Help menu.

Martin Holmes, Half-Baked Software and the University of Victoria HCMC, 1998-2004.

## Key Board Shortcuts

It is possible to enter **HTML codes** directly into many of the Hot Potatoes text boxes. For example, if you enter this into the question field of JQuiz:

What is `<u>Hot Potatoes</u>`?

Then on the Web page, you'll see this:

What is Hot Potatoes?

There are also keystroke shortcuts to help enter common HTML codes quickly and easily into the programs, so these have been added. Here is a list of the shortcuts:

For container tags, first select some text if you want to place the text inside the container tag. Hold down **Control and Shift**, then press:

**I** for **Italic** (you will get `<em>my text</em>`)

**B** for **Bold**

**U** for **Underline**

**C** for a `<div style="text-align: center;">` tag (for **centering text**)

**<** (or comma) to **decrease font size**

**>** (or period) to **increase font size**

**A** to enclose something in **single quotes**

**Q** to enclose something in **double quotes**

**R** or **RETURN** to **insert** a `<br />` tag

**F** to insert a full span tag for **font size, family and colour**

**H** to insert a `<hr />` tag

**L** to insert a **link**

**K** to insert a block of code which will hide and show a div in the page

**W** to insert a link which opens a page in a new window

**P** or **G** to insert an `img` tag

**[Up arrow]** (or **+** on the NumPad) for Superscript

**[Down arrow]** (or **-** on the NumPad) for Subscript

**[Right arrow]** for a blockquote tag

**O** to format a series of lines as an **ordered list**

**8** (number 8, or asterisk on US keyboards) to format a series of lines as an **unordered list**

**D** to create a **JavaScript Alert** (a popup message -- you could use this for glossing a word)

Note that in some situations, inserting HTML tags is **NOT** a good idea; you may cause exercises to fail if you put the **wrong tag** in the **wrong place**. If you do insert tags, make sure you **test your pages** thoroughly to make sure the tags have not interfered with the ordinary functioning of the pages.

## Basic HTML Color Codes

Color	Color Code	Color	Color Code
<b>Red</b>	<b>#FF0000</b>	<b>White</b>	<b>#FFFFFF</b>
<b>Turquoise</b>	<b>#00FFFF</b>	<b>Light Grey</b>	<b>#C0C0C0</b>
<b>Light Blue</b>	<b>#0000FF</b>	<b>Dark Grey</b>	<b>#808080</b>
<b>Dark Blue</b>	<b>#0000A0</b>	<b>Black</b>	<b>#000000</b>
<b>Light Purple</b>	<b>#FF0080</b>	<b>Orange</b>	<b>#FF8040</b>
<b>Dark Purple</b>	<b>#800080</b>	<b>Brown</b>	<b>#804000</b>
<b>Yellow</b>	<b>#FFFF00</b>	<b>Burgundy</b>	<b>#800000</b>
<b>Pastel Green</b>	<b>#00FF00</b>	<b>Forest Green</b>	<b>#808000</b>
<b>Pink</b>	<b>#FF00FF</b>	<b>Grass Green</b>	<b>#408080</b>

## **Graphics - UVic's Language Teaching Clipart Library**

This library consists of about 3000 images which we hope will be useful in the teaching of basic vocabulary in a variety of languages. The characters and objects depicted are as culturally neutral as we could make them.

This is not a huge resource of graphics; its purpose is to provide a set of those graphics most basic and useful for low-level language-teaching, and at the same time, to make them as easily searchable as possible.

The 3000 images consist of 1500 pairs. One member of each pair has a transparent background just big enough to fit the image, the other has a white background 110 by 110 pixels.

<http://web.uvic.ca/hcmc/clipart/>

## **Other Graphics Sites**

Animations – search for the one your want

<http://www.animationlibrary.com/a-l/?n=search.php3&search=flying&id=&start=16&end=8>

Animations – browse by category

<http://www.gifanimations.com/>

Clipart of computer keys

<http://www.techonthenet.com/clipart/keyboard/>

Educational clipart

<http://school.discovery.com/clipart/>

Buttons, lines and clipart

<http://www.fg-a.com/gifs.html>

Nice clipart – browse by category or search

<http://www.fg-a.com/gifs.html>

Clipart and animated gifs – browse by category

<http://www.fg-a.com/gifs.html>

Microsoft clipart site – this clip inserts into Office apps

<http://office.microsoft.com/clipart/default.aspx?lc=en-us>

Barry's Clipart

<http://www.barrysclipart.com/>

## **Other Great Resources – ALL FREE**

Here are some programs – **ALL FREE** - that I use when making Hot Potatoes exercises

**Grabber2K** - a great screen capture program, very versatile and customizable

<http://sharewareoutlet.com/free.htm>

*(While you're here, grab the PrimoPDF program – is a great freeware program to create Acrobat Reader files – which have nothing to do with Hot Potatoes, but it's a great program)*

**PixResizer** – resize the size of graphics (virtually any format) to a size that you choose. Also, convert graphics from one format to another (Ex: Tif to JPG). This program also will convert an entire folder of graphics at the same time (called batch conversion).

<http://bluefive.pair.com/pixresizer.htm>

**Audacity** - add sound to your exercises. This program allows you to record from a microphone and save as an mp3 or wav file. You can edit your sounds – clean them up, crop them etc. You can also capture sound live from the internet or a CD. (Open source software)

<http://audacity.sourceforge.net/>

**Deepburner** - make a bootable CD (like the Student Exercises CD) with the Freeware version on Deepburner (there is also a commercial version). Quick and easy to use.

<http://www.deepburner.com/>

**AudioGrabber** - record (sometimes called “rip”) CD tracks from a CD to your hard drive. They are recorded to your hard drive in mp3 format.

<http://www.audiograbber.com-us.net/>