3rd Edition

App User Guide

Copyright Information

About Marshall Cavendish Education

Inspiring Learners with Holistic Educational Solutions

As the leading provider of K–12 educational solutions in Singapore, Marshall Cavendish Education integrates research-driven educational approaches with innovative technology to facilitate students' learning and teachers' professional development.

For 60 years, we have crafted quality, comprehensive educational solutions which have contributed to the Singapore students' outstanding performance in international assessments, such as TIMSS and PISA. To date, our solutions have been adapted into multiple languages and are used in over 70 countries.

Headquartered in Singapore, Marshall Cavendish Education has offices in Thailand, Hong Kong, China, Chile, the United Kingdom and the United States. Our brand is recognised worldwide for our work in ensuring excellent educational standards and we have proven to be a thought leader in Asian learning methods.

Our comprehensive print and digital solutions develop conceptual understanding and build 21st Century Competencies. They provide a blended learning experience that facilitates self-directed and collaborative learning. Through innovation, we continue to inspire students and educators to teach and learn more effectively, and thus raising the quality of learning and teaching around the world.

Table of Contents

Introduction

My Pals Are Here! (MPAH) Maths SG App is an innovative learning and teaching tool to empower both students and teachers. It allows students to study independently and collaborate effectively on any of the four platforms (Windows, Mac OS, Android and iOS). It also allows teachers to deliver multimedia-rich lessons in Windows and Mac platforms. MPAH Maths SG App is an intuitive learning and teaching tool which is essential for schools in the 21st century.

Developed by Singapore's leading educational publisher, Marshall Cavendish Education, MPAH Maths SG App aims to enhance the learning and teaching journey of students and teachers by offering them the best digital solutions.

MPAH Maths SG App is able to deliver the latest edition of textbooks in digital form, with interactive learning and teaching resources, so that students can learn any time, anywhere and teachers can have access to ready-made interactive lessons in class.

Supported Operating Systems

Microsoft Windows
o   Windows 7 & Above
Note: *Windows 8 (RT) is not supported.*

Mac OS
o   OS X 10.10 & Above

Android
o   Android 7.x & Above
Note: *Please be advised that technical support is only available for Android Tablets.*

iOS
o   iOS 9.x & Above
Note: *Please be advised that technical support is only available for iPad/iPad mini.*

Helpdesk
o   Email: helpdesk@mceducation.com
o   Or click here to submit a support ticket

For SG SSOE User
o   It is highly recommended for:
   o   School TA to raise a 'Service Request' to SSOE to push down the software installation remotely to skip the manual installation.
   o   School TA to test out manual installation prior to remote installation as group policy for each school may differ.

MCE welcomes school partnerships from any country to help create a smoother installation journey. Please advise the Head of Department or school leaders to contact their respective Sales Managers or Distributors.

MPAH Maths SG App Features

Overview

#	Description
(A)	eBook-shelf
(B)	Tap to download
(C)	Tap to update
(D)	Downloading eBook
(E)	Delete eBooks
(F)	Augmented Reality View
(G)	User Profile
(H)	Logout

(A) eBook-Shelf
o Icon view of available eBooks.

(B) Tap to download
o Tap to download the eBook and its resources. (Internet connection required.)

(C) Tap to update
o Tap to update the eBook and its resources. (Internet connection is required.)

(D) Downloading eBook
o Downloading the selected eBook.

(E) Delete eBook/s
o Tap to delete the selected eBook/s. This does not delete the eBook/s from the shelf, only the content and the eBook/s' resources will be removed.

(F) Augmented Reality View
o Launch the Augmented Reality viewer. This allows you to launch an Augmented Reality activity upon choosing an eBook.

(G) User Profile
o The User Profile page allows you to:

Change Password
o change your login password.

Back Up & Restoration
o back up the changes you have made to your eBook and restore the changes to the same or other devices.
o For more detailed instruction, please refer to Topic: *BACK UP AND RESTORATION*.

(H) Logout
o Please take note that once you log out of the MPAH Maths SG App, you will need an internet connection to log in the next time you want to access the App.

o Alternatively, you can choose to close the MPAH Maths SG App by clicking on the "Close" button located at the top corner of the app (Windows / Mac) or press the "Home" button of your mobile device (iOS / Android).

Note:
MPAH Maths SG App *allows you to access your eBook in Online or Offline mode. To access your eBook in the offline mode, please do not LOGOUT of the* MPAH Maths SG App*.*

![Marshall Cavendish Education logo]

eBook Features

Overview

#	Description
(A)	Search box
(B)	Answer Overlay
(C)	Hide/Show Resources
(D)	Single/Double Page View
(E)	Go-to Page Number
(F)	Editing Tools
(G)	eResources
(H)	Table of Contents View
(I)	Close eBook
(J)	Minimize this toolbar
(K)	Rotate Page Clockwise

(A) Search Box
o   Enables users to search for specific text within the eBook. *This does not include text within VM, publisher resources or images.*

(B) Answer Overlay
o   Enables the visibility of answers in the eBook. Answers are only available on Teacher's edition eBooks. Teacher may wish to conceal the answers when conducting frontal teaching with TE eBooks.

(C) Hide/Show Resources
o   The resources may obscure the eBook contents. User may wish to conceal the resources.

(D) Single/Double Page View
o   This switches the eBook to display a single page (best for portrait viewing) or double page (2 pages side-by-side, best for landscape viewing) on the device screen.

(E) Go-to Page Number
o   This allows the user to jump to any existing page within the eBook.

(F) Editing Tools
o   This allows the user to make annotations and/or highlights on the page.

(G) Resources Library
o   Enables users to access all the digital elements that are tagged in the eBook. Users also can "favourite" or "unfavourite" a resource. There are 2 different types of resources:

o   The eBook may contain digital elements *(PUBLISHER'S RESOURCES)*. You can also add your own resources to the eBook to enhance teaching and make learning or reading even more fun and exciting.

Publisher's Resources
o   Publisher's resources that cannot be edited, deleted or moved.

My Resources
o   User's resources that can be added, edited, deleted and moved.

Types of Resources
o   These are the types of resources that can be found in the eBooks.
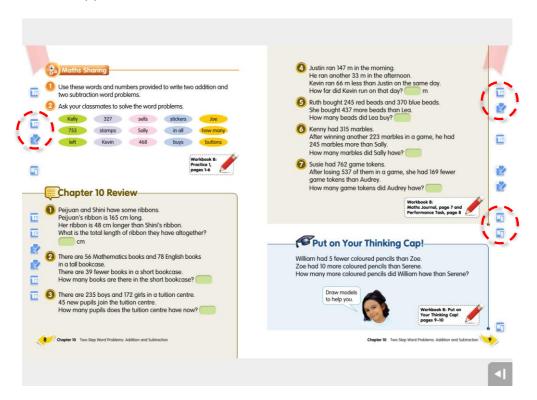
Note:
Please be advised that for security purpose, your (Windows or Mac OS) computer's Flash player might block the Publisher's resources. You can resolve this by adding the Publisher's resources as trusted contents.

Type of Resources	Publisher's resources	User's resources
Files		
Notes		
URL		
Video		
Image		
Audio (Podcast)		
Notes		
Interactive		NA
Learn		NA
Interactive Virtual Manipulatives		NA
Games		NA
Quiz / Test		NA
Go to Page		NA
Link to another EPUB eBook		NA
Teacher's Guide		NA
Teacher's Guide Resources		NA
Workbook		NA

o The resources will be displayed at the side of the page on MPAH Maths SG App.

(H) Table of Contents View
o Enables users to view all the pages in thumbnail and navigate to a specific page or chapter.
o The Bookmark tab allows users to view all bookmarked pages in one view. See *HOW TO ADD BOOKMARK*.

(I) Close eBook
o This closes the eBook and bring users back to ebook-shelf.

(J) Minimize this toolbar
o This collapses the toolbar to the bottom-right corner of the screen. Tap or click to reveal the toolbar.
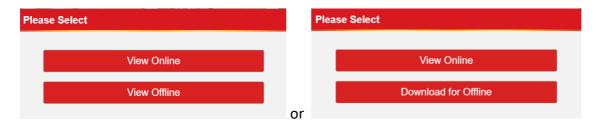
(K) Rotate Page Clockwise
o This rotates the page clockwise by 90 ° to display in landscape.

How to Access Online eBook

Step 1:   Tap on any eBook that is downloaded or not downloaded. The option to 'View Online' will be displayed.

Please Select		Please Select
View Online		**View Online**
View Offline	or	**Download for Offline**

Step 2:   Click 'View Online'. The online eBook will launch.

Note:
- *Please ensure that there is good stable network connection while viewing online.*
- *All user data such as bookmarks, annotation, notes, URL, favourite resources and last viewed page will be updated to MCEduHub website (https://www.mceduhub.com/).*

How to Update User Data to MCEduHub

Step 1:   Tap on any eBook that is downloaded or not downloaded. If there is network connectivity, the eBook will fetch the following data from MCEduHub website. Otherwise, local App user data will be used.

Note:
Information on Saving and Loading of User Data

eBook Type	Network	Operation	• **Bookmark** • **Last Viewed Page** • **Favourite Resource in Resource Library**	• **Annotation** • **URL** • **Notes**
Online eBook	Connected	Load	Load online data when launching eBook	Load online data when turning to a new page
Online eBook	Connected	Save	Save data online	Save data online upon completion of operation
Offline eBook	Connected	Load	Check and load the latest data when launching eBook. See Note 1.	Check and load the latest data when turning to a new page. See Note 2.
Offline eBook	Connected	Save	Save data to device and online	Save data to device and online upon completion of operation
Offline eBook	Not Connected	Load	Load local data when launching eBook	Load local data when turning to a new page
Offline eBook	Not Connected	Save	Save data into device. See Note 1.	Save data into device upon completion of operation. See Note 2.

Note 1: If the offline eBook data is newer than the online eBook data, the local data is updated online when there is a network connection.

Note 2: If the offline page data is newer than the online data, the local data is updated online when the offline page is accessed with a network connection.
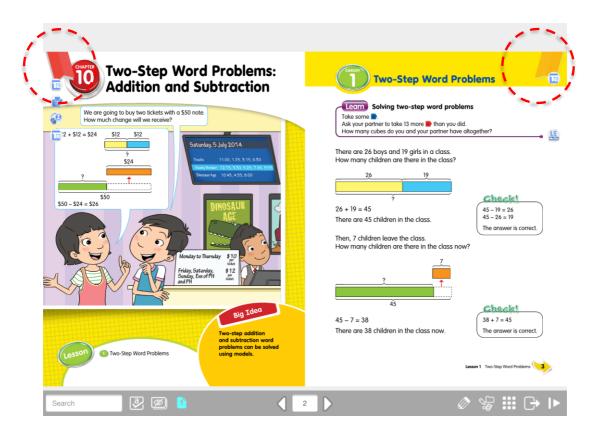
How To Add Bookmark

Step 1: There is a Bookmark on the top-left or top-right of each page in the eBook. Tap on it to bookmark the page.
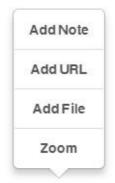
Note:

Bookmark Off: Translucent Bookmark (refer to the bookmark on the right)
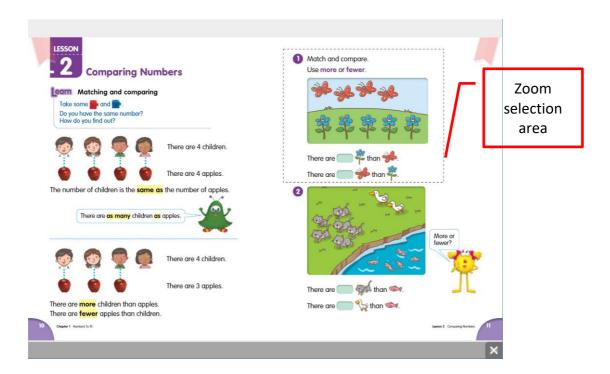**Bookmark On**: Opaque Bookmark (refer to the bookmark on the left)

How To Custom Zoom

This function enables users to zoom in on a specific area on the page in the eBook.
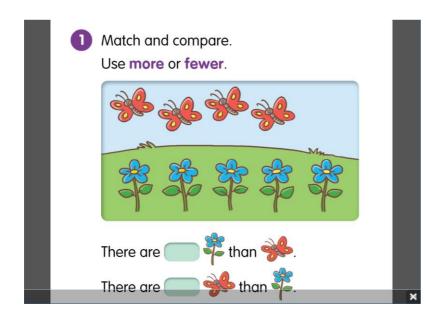
Step 1: Right click / Tap & hold and then select *ZOOM*.

Step 2: Click / Tap & Drag the area you would like to zoom in.

Zoom selection area

Step 3: Click / Tap on the "**X**" icon on the bottom-right to return to the normal view of the page.
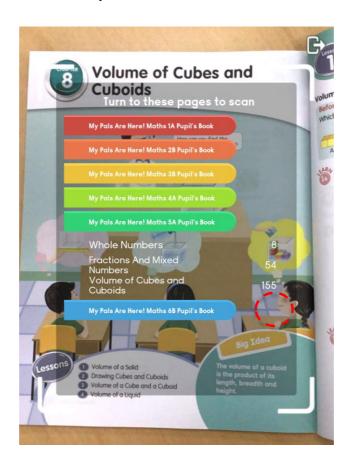
How to launch an Augmented Reality (AR) activity

Note:
  (1) This only applies to mobile devices (Android tablets and iPad) with built-in camera.
  (2) eBook must be downloaded prior to launching the AR activity.

Step 1: Upon choosing an eBook, you are given the option to do AR activity or to read the eBook. Choose the AR option.
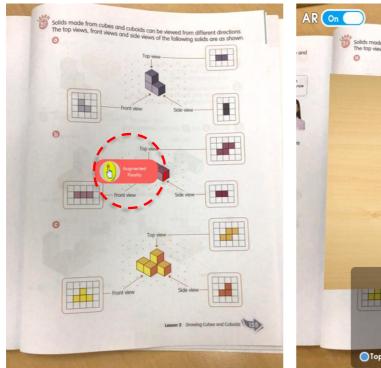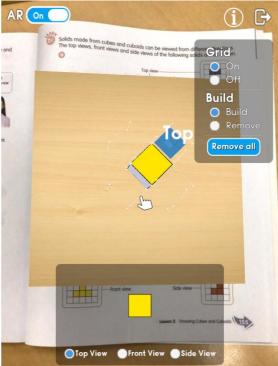

Step 2: Point the mobile device's camera to a page in the My Pals Are Here textbook. In the event that a page does not have any AR activity, the TOC (Table of Content) will appear to direct you to flip to a page where there is an AR activity.

Step 3: Augmented Reality activity button will be displayed on the page. Click on the button to launch the AR activity.

How to improve the camera page detection
- Always scan a textbook page under good lighting condition.
- Slowly adjust the position of your device if there is no response from the camera.
- If you have MPAH Maths App launched on your desktop, you may also point your mobile device at the page on a digital eBook instead.

My Pals are Here! Maths Augmented Reality Activity List

Book	Page	Chapter	Lesson
Pupil Book 1A	3	1 – Numbers to 10	1 Counting to 10
Pupil Book 2B	55	2 – Two-Dimensional and Three-Dimensional Figures	2 Solids and Three-Dimensional Figures
Pupil Book 3B	29	10 – Length, Mass and Volume	3 Kilograms and Grams
Pupil Book 4A	113	7 - Symmetry	1 Symmetric Figures and Lines of Symmetry
Pupil Book 5A	155	8 - Volume Cubes and Cuboids	2 Drawing Cubes and Cuboids
Pupil Book 6B	77, 78, 79	10 – Solid Figures and Nets	2 Nets of Solids

How to use AR without pointing at the textbook

o After the AR activity is launched, you can choose to turn off the AR mode so that you can interact with the activity without pointing your device to the page.

o **AR "On"**: Camera must point to the selected page throughout the whole activity. You can interact with the activity against the real-time background.

o **AR "Off"**: Mobile device can point to anywhere other than the selected page. You will interact with the activity against a static background.

Example of AR "On" View

Example of AR "Off" View