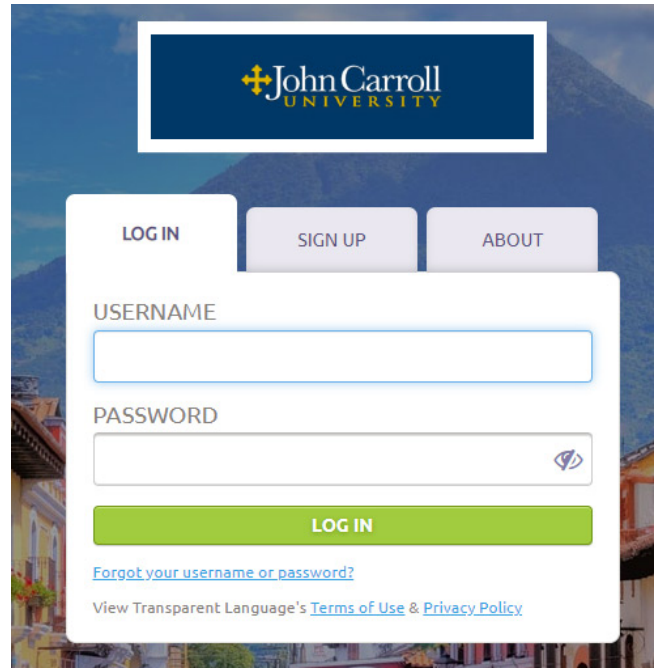


## Instructions for Transparent Language Online (SL 101 and 102)

1. Use a computer in the Language Learning Center, OC 101
2. In a folder labeled **Language Software** on the desktop, use the shortcut to Transparent Language Online. On LOG IN page, notice the logo for JCU, which insures you are using the correct software.



The screenshot shows the login interface for Transparent Language Online at John Carroll University. At the top, there is a dark blue banner with the JCU logo and the text "John Carroll UNIVERSITY". Below this, there are three buttons: "LOG IN", "SIGN UP", and "ABOUT". The "LOG IN" button is highlighted. Underneath, there are two input fields: "USERNAME" and "PASSWORD". The "PASSWORD" field has a small eye icon to its right. Below the input fields is a prominent green "LOG IN" button. At the bottom of the form, there are two links: "Forgot your username or password?" and "View Transparent Language's Terms of Use & Privacy Policy".

3. Your username is the same as username for JCU's network. Your password is your Banner ID number, including the uppercase B. Enter username and password then click the green LOG IN button.

**Please Note: system changes instituted for 2020 include new password requirements. For accounts created during 2020 and forward, the password will be as follows: jcuB then the number. For example, if your Banner ID number is B000232219, then your password would be jcuB000232219 This password change applies only to students added to system in 2020. Students added in the fall of 2019 will continue to use just their Banner ID number as password.**

(continued on next page)

4. For first use of software only, you must agree to **Terms of Use**. Click in check box at bottom of page to place check mark and click CONTINUE button.

programming resources

## UPDATED TERMS OF USE

### Transparent Language Online Terms of Use

Transparent Language, Inc. ("Transparent") maintains Transparent Language Online (the "Application") as a paid service for subscribing administrators. Your use of the Application is conditional upon your acceptance of the terms and conditions set forth below ("Terms of Use") as they may be amended from time to time, and by the term of the license you have legally obtained and activated.

to its conflicts of laws principles, the state or federal courts of which shall have exclusive jurisdiction of any disputes arising hereunder. The provisions of the United Nations Convention on the International Sale of Goods shall not apply to the Agreement.

[If you do not wish to agree to the above Terms of Use, you may choose to have your account forgotten. Please see here for more information.](#)

I confirm that I am 16 years of age or older and have read and agree to the Terms of Use, or that I am the parent or guardian of a user 15 years of age or younger and I have read and agree to the terms on their behalf.

**CONTINUE**

5. First use only, you must also accept **Privacy Policy**. Click check box then CONTINUE button.

## UPDATED PRIVACY POLICY

### Transparent Language, Inc. Privacy Policy

This Privacy Policy sets out how Transparent Language, Inc. ("Transparent") uses and protects any information that you give to Transparent when you use Transparent Language Online (the "Application").

Transparent is committed to protecting your privacy. Should our Application ask you to provide any information by which you can be identified, you may be assured that that information will only be used in accordance with this Privacy Policy.

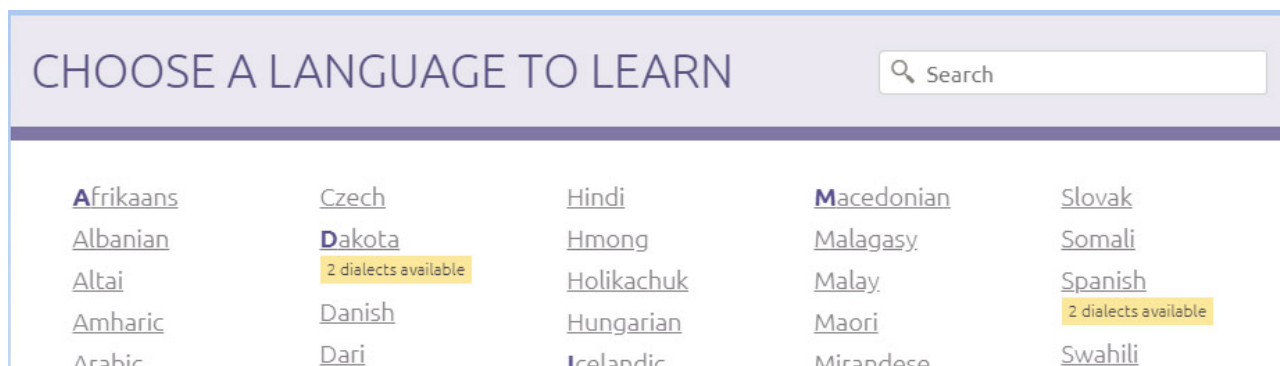
- **WebPurify**: We use WebPurify by WebPurify, LLC in the Application to ensure that usernames don't contain offensive language. WebPurify, LLC is a U.S. company based in Irvine, California.
- **WordPress**: We use WordPress to power our blogs, which may be accessible through the Application. WordPress may collect the name, email address, and IP address of users who voluntarily choose to comment on our blog articles. WordPress is a U.S. company.

[If you do not wish to agree to the above Privacy Policy, you may choose to have your account forgotten. Please click here for more information.](#)

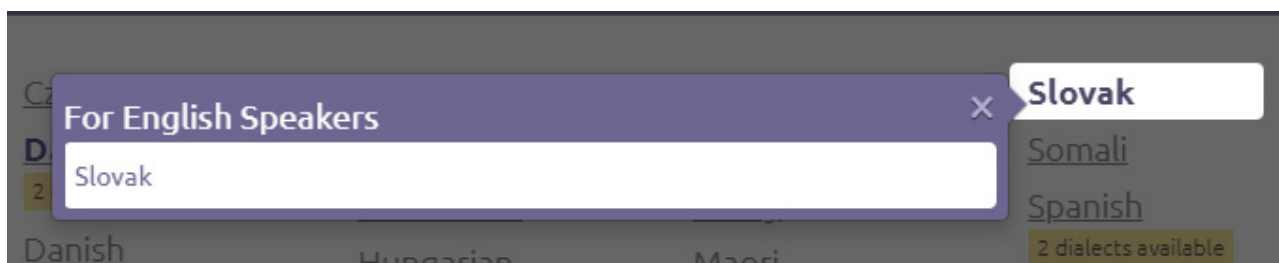
I confirm that I am 16 years of age or older and have read and agree to the Privacy Policy, or that I am the parent or guardian of a user 15 years of age or younger and I have read and agree to the policy on their behalf.

**CONTINUE**

6. For first time use only, you must select the language. Select Slovak.

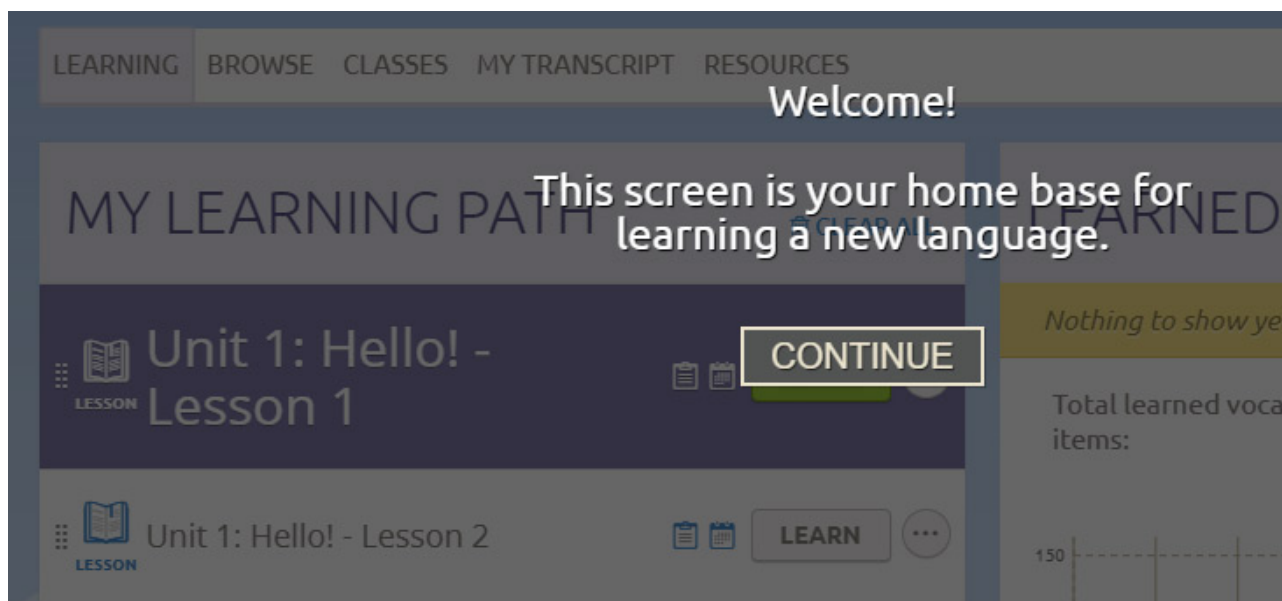


7. In dialog that opens, there is only one choice: "For English Speakers." Go ahead and select For English Speakers.



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8. For first time use only, there are a series of help screens that explain how to use the software. Read these messages and click CONTINUE until all help screens have been displayed.



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9. When the LEARNING tab is active, a list of learning resources will be displayed on the page. These will include items assigned by Fr. Sabo as well as other items. To see only what Fr. Sabo has assigned, click the CLASSES tab.



(continued on next page)

10. In the dialog that opens, click the VIEW button to see the items specifically assigned.

LEARNING BROWSE **CLASSES** MY TRANSCRIPT

## CLASSES

HAVE A CODE? **ENROLL IN A CLASS**

**SL101-51**  
Beginning Slovak  
Instructor: [jlafavre1](#)  
Learning language: **Slovak**

Assignments: 41  
Messages: 0

**VIEW**

(continued on next page)

11. Now you should have just a list of items assigned by Fr. Sabo. You will notice the first lesson is labeled **Sabo-SL1a** (for SL 101). Click on the LEARN button to start working with the program.

The screenshot shows a web interface with a navigation bar at the top containing the links: LEARNING, BROWSE, CLASSES, and MY TRANSCRIPT. Below this is a large header area with the word "ASSIGNMENTS" in a large, dark blue font. Underneath the header is a dark purple bar with a left-pointing arrow and the text "SL101-51". The main content area displays a list of four assignments, each in a white card with a light blue border. Each card contains a "VOCAB" icon (two overlapping document pages) on the left, the assignment name in the center, and a set of icons on the right: a clipboard, a calendar, a green "LEARN" button, and a grey circle with three dots. The assignments listed are Sabo-SL1a, Sabo-SL1b, Sabo-SL1c, and Sabo-SL1d.

Assignment Name	Icon	Action
Sabo-SL1a	VOCAB	LEARN
Sabo-SL1b	VOCAB	LEARN
Sabo-SL1c	VOCAB	LEARN
Sabo-SL1d	VOCAB	LEARN