



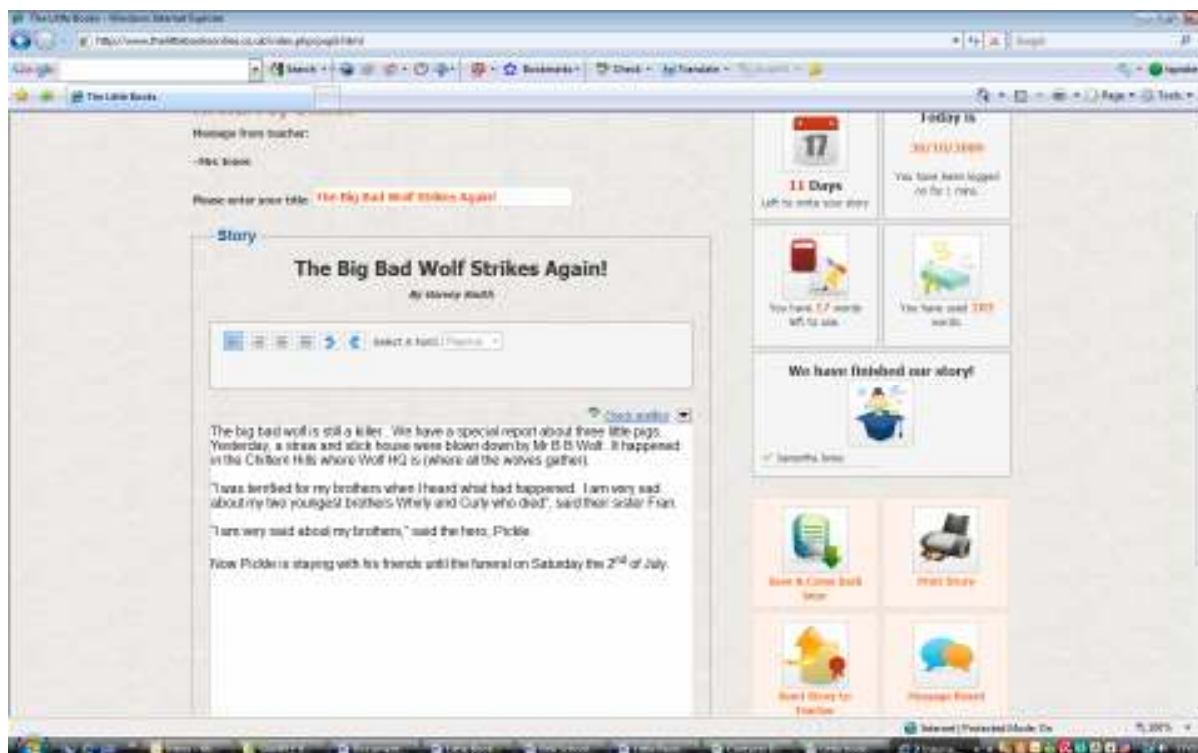
LITTLE BOOKS SECURE ONLINE MODULE INSTRUCTIONS FOR PUPILS



1. Login to your Little Books account by going to www.thelittlebooksonline.co.uk using the username and password provided by your teacher and selecting 'Pupil' and you will see this screen:



2. First you will need to enter the title of your story or poem in the title box.
3. Now you can type in your story or poem in the 'Story' box:



You will see 5 grey boxes at the top of your screen which your teacher has or has not chosen to set. The first one tells you how many days you have left to send your story to your teacher. The second shows you today's date and how many minutes you have been logged in. The third and fourth tell you how many words you have used and how many you have left and the fifth shows you a list of pupils who have finished their story.



4. When you have finished your writing, you have 4 options in the orange boxes. You can save your story and come back later, print your story or, if it is finished, send it to your teacher. Please note that you can't change your story after it has been sent so we would recommend that you use the Spell Check button first. You can also leave a message on the Message Board for everyone (including your teacher) to see.
5. When you have finished, use the 'Logout' button at the top of your screen to log out.