

HIX LearningKit



Health Insurance Exchange Kit

Support

Program Requirements:

- ✳ Adobe Acrobat Reader v7.0 or higher (current version recommended)
- ✳ Current compatible media player and speakers to view video presentations in Windows Media Video format (.wmv)
- ✳ Computer with USB and current operating system compatible with above applications.
- ✳ Approximately 1GB memory if you wish to copy all files onto your computer or storage device

Instructions for use:

- ✳ Due to the large file size an installation program is not provided, as most users will wish to run the Learning Kit directly from their USB Flash drive. To use the Learning Kit directly from your USB Flash drive, open the file menu.pdf with your adobe acrobat reader. Navigation to all items is provided via this menu.
- ✳ You can alternatively copy all files from the USB Flash drive onto your computer, for other storage device using Windows Explorer or other applicable file utilities. You will want to copy all files and file folders provided on the USB Flash drive, and in order to preserve the navigation, you will want to avoid combining files from the applicable file folders, or changing the relative hierarchy of the files and file folders.
- ✳ The Learning Kit sub-menus and content are provided in applicable folders. The Primer, Thought-Leaders, Map, Overview Video and Support modules are provided in the othercontent folder; the Documents menu and content is provided in the documents folder, the Presentations menu, presentation video content and printable presentation pdf files are provided in the presentations folder.
- ✳ Navigation to all sub-menus and most content will occur within the same window, unless you have modified your adobe acrobat settings to function otherwise. However, individual presentations will launch in a separate window though your designated media player. An adobe confirmation message will appear will when you click the presentation link from the Presentation menu, and you will need to confirm you wish for your media player to be launched.

- ❖ To navigate page-by-page within a file, use the Adobe page arrows provided in the toolbars below the Top Menu or in the bottom toolbar in Adobe. Printing is enabled for all adobe files should you wish to print an applicable file.
- ❖ If you are having difficulty in viewing the presentations, there might be several reasons why the presentation is not being successfully viewed. These could include that you do not have a media player, or you do not have a current, compatible media player, or that you do not have the minimum system requirements to run the media player. Remember, you will also need speakers or headphones connected to your system. Should you have difficulty hearing the video file, you should adjust your media player or system's volume control, and enable or increase the volume.
- ❖ You will need to have a media player that can play .wmv (Windows Media Video) such as the current Windows Media Player. If your Windows Media Player or other compatible media player does not have the current components necessary to run the file, the Media Player should automatically download them for you should you be connected to the Internet at the time. You can get information about the Windows Media Player at: <http://windowsmedia.com/mg/gettingstarted/home.asp> You can download the current Windows Media Player for free at: <http://www.microsoft.com/windows/windowsmedia/download/> Minimum system requirements for the Windows Media Player are indicated in the above Microsoft web site.
- ❖ You can not print from the presentation video files. However, should you wish to print a slide presentation, select "print slides" from the Presentation menu, which will launch a pdf version of the slide presentation in a separate Window. You can then print the presentation from that Window.

To contact MCOL with Support Questions:

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Health Insurance Exchange Learning Kit

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