

Revealing® Ethics

User Guide

Thinking Strings® Interactive Explorations®
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Before you Begin...

Any computer program can only be as healthy as the computer on which it runs. Therefore, before getting started with *Revealing® Ethics*, take the time to learn about your computer and to understand its operating system. Are you starting with a healthy system? Do you have enough RAM to run the program? When was the last time you defragmented your hard drive? These factors can affect dramatically performance of all software, especially *Revealing® Ethics*, a multimedia program.

Do you backup your work in case of a disk failure? Are your backups safe and current? Do you have a plan to restore your drive in case of failure?

Your campus computer center can assist you with configuring your computer and planning a maintenance and backup strategy. A few minutes of time now can save hours or days of misery later.

Most importantly, always remember that, “To err is human, but to really screw things up takes a computer.” Backup often!

Installing Revealing® Ethics on Your Hard Drive

NOTE: If you are not installing *Revealing® Ethics* on the hard drive of your computer (for example, if you are working in a university computing facility), please skip ahead to the section of this User Guide titled “Running *Revealing® Ethics* from the DVD-ROM.”

To install your courseware on your hard drive, insert the DVD-ROM in the drive, and double-click the appropriate installer for your computer (Windows®: RE setup.exe; Macintosh® OSX: RE Installer Mac). Read the license agreement and the “Read Me” text. When the installer has finished placing the necessary software on your hard drive, quit the installer program.

This is the only time you will need to use the installer. The first time you run *Revealing® Ethics*, you must have the DVD-ROM in your drive during registration.

Running Revealing® Ethics After It Is Installed on Your Hard Drive

Once you have installed your courseware, to start *Revealing® Ethics*, all you have to do is:

Windows®: Double-click the Ethics shortcut that was created on your Desktop or go to Start Menu, then All Programs, then Revealing Ethics.

Macintosh® OSX: Double-click the Ethics application that was installed in the Revealing Ethics folder in your Applications folder on your hard drive. It is best to put a shortcut to Revealing Ethics on your Dock (the strip at the side or bottom of your screen that contains your various application icons). To do this, go to your Applications folder and then open the folder called Revealing Ethics. You will see the Ethics.app, which has an icon that is a circle with two wavy black lines. Drag this icon to your Dock, being absolutely sure not to release it until it is on the Dock. After you do this, you will see the icon BOTH on the Dock and in the folder from which you dragged it.

Running Revealing® Ethics from the DVD-ROM

NOTE: Follow these steps only if you are running *Revealing® Ethics* from the DVD-ROM. If you have installed *Revealing® Ethics* on your hard drive, please skip this section.

If you are using *Revealing® Ethics* on a shared computer, you must run the application directly from the DVD-ROM. To do this, you will need a USB flash/jump drive or other removable medium on which to store your user data files. The medium you will use will depend on the hardware available at the computer facility at which you are working. Please obtain the USB drive before proceeding.

The First Time You Run Revealing® Ethics from the DVD-ROM

Create User Data Files & Register

NOTE: This is the likely scenario if you are working on a university computer or another computer that is not your own. Please note that most universities will routinely delete anything that students place on the server or local hard drives so, you MUST have a USB flash/jump drive or another appropriate medium on which to store your data.

1. You will need the *Revealing® Ethics* DVD-ROM and a blank, formatted USB flash/jump drive as per the above.
2. Place both the DVD-ROM and your data storage device in the appropriate drives/slots.
3. Launch *Revealing® Ethics* from the DVD-ROM by doing the following:

- A. Double-click on (My) Computer (skip this step if you are using a Macintosh®).
- B. Double-click on the Revealing Ethics DVD-ROM.
- C. Double-click on the Revealing Ethics folder.
- D. Double-click on Revealing Ethics.exe. (Depending on the settings on the computer you are using, you might not see

the “.exe”.) If you are using a Macintosh, double-click on the Ethics application’s icon.

4. The FIRST time you run *Revealing® Ethics*, you will need to register your software. So, on the first screen you see, click the REGISTER button.

5. On the next screen, choose to Store Your User Data On a USB Flash Drive (the big blue button on the right).

6. Click the BROWSE button.

7A. (Windows® Only) A dialog box will open. Use it to navigate to your data disk. Select the disk on which you will be storing your *Revealing® Ethics* data from the pull-down menu that is usually at the bottom of the window that opens.

7b. (Macintosh Only) In the Finder window that opens, navigate to your USB drive, select it, and then click the Choose button.

8. (Windows® Only) Once you have selected your data disk and you can see it in the top field of the window (you might also want to select a particular folder in which to store your user data), click OK.

9. A message will appear telling you where your REUserData folder is going to be stored. Verify that this is correct and then click the Okay button.

10. Please wait patiently as files are copied from the DVD-ROM to your disk.

11. Next, the registration screens will appear. You need an active Internet connection during the registration process. Please fill in all of the information accurately.

12. When you click the Continue button to complete the registration process, you will need to wait a few moments as your software is registered.

13. You will see your Achievement Profile, as well as a status message indicating that your registration message was successfully sent to the Interactive Grade Book®, when the registration process is complete.

Running *Revealing® Ethics* from the DVD-ROM with User Data on a USB Jump/Flash Drive If You Have Already Registered.

NOTE: Follow these steps only if you are running *Revealing® Ethics* from the DVD-ROM. They presume you have already registered your courseware according to the instructions above. If you have installed *Revealing® Ethics* on your hard drive, see below.

Please be sure you have the *Revealing® Ethics* DVD-ROM and your USB jump/flash drive with your REUserData folder available.

1. Insert the *Revealing® Ethics* DVD-ROM and your User Data disk/drive in the appropriate drives/slots.

2. Launch *Revealing® Ethics* from the DVD-ROM by doing the following:

A. Double-click on (My) Computer (if you are using a Macintosh®, skip this step).

B. Double-click on the *Revealing® Ethics* DVD-ROM.

C. Double-click on the Revealing Ethics folder.

D. Double-click on Ethics.exe. (Depending on the settings on the computer you are using, you might not see the “.exe”.) If you are using a Macintosh, double-click the Ethics application.

3. When the *Revealing® Ethics* display with the Browse and Register buttons appears, click the BROWSE button at the right.

4. A dialog box will open in which you must select the REUserData folder that is on your USB flash drive.

Windows®

A. At the bottom of the window, click the arrow to show the list of all the drives on the computer. Select the drive that contains your data disk.

B. A list of the contents of your data disk will appear.

C. Highlight the folder called REUserData at the top of the window.

D. Click the OK button. NOTE: With certain Windows® configurations, this will open a folder in the window. If it does, please highlight REUserData and click OK again.

Macintosh®

A. Double-click on the USB drive on which you stored your REUserData folder.

B. Double-click your REUserData folder.

C. Click the Choose button.

5. A screen that says *Revealing® Ethics* will be displayed and you will be asked to enter your password.

6. After you enter your password and click the “Check” button. You will see your Achievement Profile.

Registering Your Software

You must register your copy of *Revealing® Ethics* to run the application. You must have an active Internet connection to register *Revealing® Ethics*. Please configure your system to connect to the Internet if you want to register your software.

If you are a student using *Revealing® Ethics* for a course, your registration will be entered in the Interactive Grade Book® once you have registered your courseware. As you work with *Revealing® Ethics*, you will send your progress reports to your instructor over the Internet (see Send Your Progress Report below).

The first time you start up *Revealing® Ethics*, you will be asked to complete several forms identifying yourself, your copy of the software, and the course for which the software has been assigned

to you. If any of this information changes during the academic term, you can update it.

Before you begin the registration process, please be sure you know the Pass Key for your class. You get your Pass Key from your instructor.

NOTE: If you do not know the Pass Key for your class, you can register *Revealing® Ethics* as a non-student to begin using your software. Then, once you know your Pass Key, you can update your registration information by double-clicking on your name on your Achievement Profile (see below).

Registration Entry Screen 1: User Information

Move from field to field on the registration screens using your tab or arrow keys or by clicking in each field. Complete the following fields on the first registration screen:

- First Name (required)
- Last Name (required)
- Street Address 1 (required)
- Street Address 2 (optional)
- City (required)
- State/Province (required)
- Zip/Postal Code (required)
- Country (required)
- e-mail address (required)
- Telephone (optional)
- Fax (optional)

After having completed all required fields, click the CONTINUE button or press the RETURN key to move to the next registration screen.

Registration Entry Screen 2: Are You a Student?

The second registration screen asks one question: “Was this software assigned by your instructor for use with a course?”

If *Revealing® Ethics* was assigned to you by your instructor for use with a course and you know your Pass Key, click the YES button. This will register you in your instructor’s Interactive Grade Book® and will allow you to send your results and progress reports to the Interactive Grade Book®, where they can be viewed by both you and your instructor.

If you are using *Revealing® Ethics* on your own or if you do not yet know your Pass Key, click the NO button to bypass the course information registration screen.

Registration Entry Screen 3: Course Information

You will see this screen only if this software was assigned by your instructor for use with a course. If you are using *Revealing® Ethics* as part of a course, you must complete the following registration information:

Pass Key (required): Your instructor will give you a Pass Key for the particular class, section, and academic term for which you have been assigned *Revealing® Ethics*. This Pass Key assures that your progress reports are sent correctly to your instructor’s Interactive Grade Book®.

After entering your pass key, click the CONTINUE button or press RETURN to move to the next registration screen.

Registration Entry Screen 4: Serial Number & Password

On the final registration screen, you must enter your serial number and create a password.

Serial Number: Type the serial number that is on a sticker inside your DVD-ROM package. The serial number is case-sensitive. You must type the hyphens.

Password: Type a password you will remember. You will need your password to use *Revealing® Ethics*. It is case-sensitive (so check to see if you turned on Caps Lock while entering your Serial Number).

Password Reminder: Type a short phrase that will help you remember your password.

After having completed the three required fields, click the CONTINUE button or press RETURN to complete the registration process.

If you have an active Internet connection, your software registration information will be sent to Thinking Strings and your course information will be sent to the Interactive Grade Book®.

Updating Registration Information, Student Information, or Password

You can update your registration information with Thinking Strings and your instructor when necessary (for example, if your e-mail address changes, your password has been compromised, or if you registered as a non-student and now know the Pass Key for your instructor’s Interactive Grade Book®).

You must have an active Internet connection to update your registration information.

Go to your Achievement Profile (this will appear when you startup the courseware; or click the Star button at the lower left from anywhere within *Revealing® Ethics*).

Double-click your name at the top of the screen. Your current information for all editable fields will be displayed. Update any fields as necessary and then click the CONTINUE button.

Your updated information will be sent to Thinking Strings and the Interactive Grade Book®.

Organization of Revealing® Ethics

Modules

Revealing® Ethics contains seven modules that you can use in any order:

- What is Ethics
- Abortion
- Homosexuality
- Capital Punishment
- Environment
- Euthanasia
- Future Ethics

Sections

Each module is broken into a number of sections. In turn, each section is divided into four basic parts. Each section begins with a single page outlining the learning goals. The presentation continues with narrated text and/or animation pages that explain more fully the concepts that comprise the section. A single summary page that reviews the main points of the section follows these concept pages. Finally, every section concludes with activities grouped together under “Try It” at the bottom of the third column on your Achievement Profile.

Control Bar

The control bar at the bottom of your window holds buttons (and one slider knob) for navigation, audio control, background music control, the Assistance Palette, the Achievement Profile, printing and copying pages, and quitting *Revealing® Ethics*.

Navigating with the Control Bar

Use the Previous Page (left arrow) and Next Page (right arrow) buttons to move backward and forward through the pages one page at a time.

Use the Page Slider Knob to quickly move to a particular page within the section where you are working. Click on the Slider Track (the horizontal line itself) to jump to a different page in the section in which you are currently working.

Use the Replay Page button (curved arrow) to restart the narrator and/or animation of the current page.

Use the Menu button (up arrow) to move between modules and sections.

Toggle Audio Elements On/Off

You decide which audio elements you would like to hear while using your courseware. To toggle the various kinds of sounds on and off, click the Sound On/Off button (speaker) at the right of the control bar. A menu of audio elements will be displayed. Those kinds of sounds that are marked with a “check” are turned on. To turn off a particular kind of sound, click it in the menu. The check will be removed. To turn on an audio element, click it in the menu again to show the check.

Open the Assistance Palette

To open the Assistance Palette, click the Assistance Palette button (question mark) at the right of the control bar.

Print Page

To print the title and text of any screen, click the Print Page button (sheets of paper) at the right of the control bar.

Copy Page

To copy the title and text of any screen to your computer’s clipboard, shift-click the Print/Copy Page button (sheets of paper) at the left of the control bar. Open the file into which you want to paste the text that has been copied to the clipboard. Then paste the text where you wish using the appropriate commands from the application in which you opened your file or your computer’s operating system (usually Ctrl/Command V).

Navigate between Modules & Sections

Click the Menu button (up arrow) at the left of the control bar to move between modules and sections by selecting from pop-up menus.

Go to Your Achievement Profile

To go to your Achievement Profile, click the Achievement Profile button (star) at the left of the control bar.

Quit Revealing® Ethics

To quit (exit) *Revealing® Ethics*, click the Quit button (the “Q” character) at the right of the control bar.

Please Read the Following Section!

Backup Your User Data Files!

You should routinely backup your *Revealing® Ethics* user data files. This is an automated process that will only take a few moments. You should store your backup on a removable disk, such as a USB jump/flash drive, CD, or external hard drive, and you should keep that backup disk in a safe place. Do not store your backup on the same drive that contains your original files. With a current, external backup, your *Revealing® Ethics* user data files will be safe if a hard drive failure or other computing mishap should occur. If you can afford to lose only a week's work, then backup once a week. If you can afford to lose only a day's work, then backup once a day. Best of all, backup each time you quit the program.

To backup your user data files if you installed *Revealing® Ethics* on your hard drive, click the Backup button at the bottom of your Achievement Profile. You will be asked, "Where do you want to store the backup of your user data?" Click the Browse button. In the dialog box that will open, select the drive and (if necessary) the folder/directory on which you want to store your backup. Once your data have been backed up, you will see a message stating that "Your data have been backed up successfully to (your selected location)." Click the Check button to finish. Remove the disk on which you created the backup and store it in a secure location.

If you are running *Revealing® Ethics* from the DVD-ROM, be sure to regularly make a copy of your REUserData folder and all of its contents to a second CD, USB jump/flash drive, or hard drive.

Navigation

There are many ways to navigate through *Revealing® Ethics*. You can jump to sections or concepts of your choice from the Achievement Profile, the Search Palette, and the Recent Pages Palette. To move around within a section, use the previous and next page buttons and the page slider control on the control bar at the bottom of your display. To move between sections or modules from any page, click the Menu button (up arrow) at the bottom left of the screen and make your selections through the pop-up menus.

Achievement Profile

Your Achievement Profile serves two major functions:

1. The Achievement Profile is an interactive Table of Contents from which you can navigate to any location in *Revealing® Ethics*.
2. You track your own progress through *Revealing® Ethics* on the Achievement Profile.

Navigating from the Achievement Profile

The Achievement Profile is displayed in three columns. The left column is a list of the modules that make up *Revealing® Ethics*. The center column is a list of the sections covered in the currently

selected module. The right column is a list of the concepts covered in the currently selected section.

Roll over any item on the Achievement Profile to view a description of its contents.

Click on a module title to display the list of sections in the middle column.

Click on a section in the middle column to display the list of concepts in the right column.

Double click on any item in the center or right columns to jump to the first page of that item in *Revealing® Ethics*.

Tracking Your Achievements

As you work with *Revealing® Ethics*, your progress is tracked automatically. The star at the lower left of every page is white before you begin; once you have completed all of the work on any page you earn a gold star. When you have completed all of the work concerning a particular concept, section, or module, you earn a gold star on your Achievement Profile. Roll over any gold star on your Achievement Profile to view the date on which you completed that item.

Send Your Progress Report to the Interactive Grade Book®

IMPORTANT NOTE: Your work is not automatically sent to your instructor. You decide when to post your work to the Interactive Grade Book®.

To send your progress report to the Interactive Grade Book®, click the Send Progress Report button (envelope) at the lower right of your Achievement Profile. You must have an active Internet connection to send your progress reports. After you send your reports, you and your instructor can view your progress in the Interactive Grade Book®. The progress report contains information about all of the work that you have done in *Revealing® Ethics* EXCEPT for your responses on the Review (see below). You can view your progress posted to the Interactive Grade Book®. Open a browser and log on at this URL:

<https://interactivegradebook.com/session/new>

Print Your Status Information

To print your current status information, click the Print Progress Report button (stack of papers) at the right of the control bar on your Achievement Profile.

The Assistance Palette

The Assistance Palette contains six tabs: Bibliography, Glossary, Help, Recent Pages, Review, and Search.

Open, Close, and Position the Assistance Palette

By default, the Assistance Palette will open automatically each time you start-up *Revealing® Ethics*. To deactivate the auto-open feature, click the small black and white target at the upper right of the Assistance Palette.

Position the Assistance Palette wherever you want to by dragging it. Close the Palette by clicking the little button at the upper left of the palette.

To open and close the Assistance Palette, click the Assistance Palette button (question mark) at the right of the control bar.

Navigate through the various functions by clicking the six tabs across the top of the palette.

Click the top title bar of the *Revealing® Ethics* main window to bring it in front of the Assistance Palette. If you are using Windows, you can leave the Assistance Palette open while you are using any module of *Revealing® Ethics*. If you are using Mac OSX, you must close the Assistance Palette for all of the features of the main screen to function.

Bibliography

The Bibliography tab of the Assistance Palette offers you a searchable bibliography of pertinent references.

To find the references you want, type a word, author's name, year of publication, or any combination of these in the text entry box at the top of the palette and then click the Search button or press [return/enter]. To narrow your search, enter multiple words or authors.

All of the references that match your search criteria are displayed in alphabetical order by author's last name.

Browse through your found list with the scrollbar and the up and down arrow buttons on the right of the palette.

Print your found list of references with the Print button.

Copy references (into a word processor, for example) by selecting them and using the copy command [command/ctrl-C].

Glossary

Definitions of terms are provided in the Glossary tab.

To look up a specific term, type it in the search field at the top of the palette. You can also view groups of words by typing the first letter(s) of the terms. To scroll through all of the glossary terms, leave the search field blank and press RETURN or click the SEARCH button.

Glossary terms are displayed in the left column. Click on the left panel to be able to scroll through the terms. To view a definition, click on the term in the left column.

Help

The Help tab of the Assistance Palette contains a searchable user's guide.

When you open the Help Palette, a scrollable list of major help categories is shown on the left. Click on any Help category to display a list of topics on the right. Click on a topic to learn more about it and to see a list of related topics. Click on a related topic to go to it. Click on the up arrow button to move back to the Help Contents page from a help topic display.

Click the left and right arrow buttons at the top of the palette to scroll through the help displays in the sequence in which you viewed them.

Click the Home button to move back to the beginning of the Help palette.

To find Help on a particular topic, type any word(s) in the search text entry field at the top of the palette and then press [return/enter] or click the Search button. A list of relevant help topics will be displayed on the right of the palette. Click on a topic to view it.

Recent Pages

The Recent Pages tab of the Assistance Palette provides you with a list of all the pages you have visited during your current session with *Revealing® Ethics*. The pages are listed in the order in which you visited them, with the most recent page at the top of the list.

Each page is indicated with the name of the module in which it is contained and the title of the page. You use the scrollbar at the right of the palette or the up arrow and down arrow keys on your keyboard to scroll through the list, or click on a page title to select it.

To jump to a page in the Recent Pages list, double-click it.

Review

The Review tab offers you a series of multiple choice questions that you can answer at any time to test your knowledge. Go to the Review tab to answer questions concerning the section in which you are currently working. When you change sections, the Review questions change.

NOTE: Your performance on the Review is NOT sent to your instructor's Interactive Grade Book®. Use the Review to test your own knowledge of the material in a given module.

At the bottom right of the Review tab, an indicator shows your number of correct responses / the number of questions you answered in your current review session.

To answer a question, click on your response from the choices at the bottom of the palette. If your first response is correct, your tally of correct responses will increase. If your response is incorrect, you can

click on the other choices to learn the correct response (of course, your tally of correct responses will not increase!).

If your response is incorrect, you might want to go to the Search tab and find a page on which you can learn more about the topic.

To reset your responses and begin to test your knowledge again, click the Reset button.

Use the left and right arrow buttons to move backward and forward through review questions. NOTE: If you pass over a question without choosing a response, your tally will not change.

Search

Use the Search tab to search for words or phrases throughout *Revealing® Ethics*.

Type a word or phrase into the search text entry field at the top of the Search tab and press [enter] or [return] or click the Search button. A list of all the pages that contain the word or phrase for which you searched is displayed. The name of the module in which it is contained and the title of the page are shown.

Use the scrollbar at the right of the palette or the up arrow and down arrow keys on your keyboard to scroll through the list, or click on a page title to select it.

To jump to a page in the Search list, double-click it.

Special Features

Image Captions

To display the caption of a background image, place the cursor over the image, hold the option (Macintosh®) or alt (Windows®) key and click. The main text will be cleared from the screen and the image's caption will be displayed. Click anywhere to clear the caption and continue working.

References and Web Sites

Roll your cursor over the page title to see bibliographic references, web sites, and other useful information. To clear the display, just move your cursor off the page title.

Context-Sensitive Glossary

Roll over the text on any screen. When the cursor changes to a pointer, that means the term you have rolled over is defined in the glossary. Click the term to read its definition.

Read Buttons

On selected pages you will see Read Buttons. Click the button to display a text passage. Click it again to hide the text display.

Journal

Some pages of *Revealing Ethics* contain a Journal entry box. In this space, type your responses to the questions posed on that page. The information that you type in your Journal is not reported to the Interactive Grade Book.

Save Journal

You can save your Journal as a .txt file for printing or to give to your instructor. Your instructor will let you know what is required for your class. Go to your Achievement Profile. Click the Save Journal button at the lower right (hand holding a pen). Then select whether to save the Journal for a specific module or for All Modules. A Save dialog box will open. Name your .txt file and navigate to select the location at which you want the file to be saved.

File/Folder Structure

The program and data files for *Revealing® Ethics* must be kept in their correct locations to assure the proper functioning of your courseware.

If you have installed Revealing® Ethics on your hard drive

When you install *Revealing® Ethics*, the program files are contained in a folder called RE, which is contained inside a folder called *Revealing® Ethics*. If you are using Windows, the *Revealing® Ethics* folder is inside your Program Files folder. If you are using a Macintosh, the *Revealing® Ethics* folder is inside your Applications folder. When you register *Revealing® Ethics*, a folder called REUserData is created inside the folder called RE. Your data files are contained in this REUserData folder. Once you have registered your courseware, your REUserData will contain these three files: RE.adb, REDontDeleteMe, and UserData.cst. If you delete or move any of these files, or change the name of the REUserData folder or any of the files, your courseware will not work.

If you are Running Revealing® Ethics from the DVD-ROM

The program files are contained on the DVD-ROM, the file structure of which you cannot change. You store your data files on a USB jump/flash drive. Your data files are contained in a folder called REUserData. Once you have registered your courseware, your REUserData folder will contain these three files: RE.adb, REDontDeleteMe, and UserData.cst. If you delete or move any of these files, or change the name of the REUserData folder or any of the files, your courseware will not work.

Customer Support

Frequently Asked Questions

You will find the answers to Frequently Asked Questions (FAQ) on the Thinking Strings web site, along with helpful "hints" sheets that you can print out and keep by your computer while you are learning the program. Find them at:

<http://thinkingstrings.com/Support/support.html>

Contacting Thinking Strings Support

If you experience difficulty using *Revealing® Ethics* or have questions, comments or suggestions concerning the software, we want to hear from you. Please contact Thinking Strings Support with the support form on the Thinking Strings website:

<http://www.thinkingstrings.com/contact.php>

Alternatively, you may e-mail Thinking Strings Support at:

support@thinkingstrings.com

When you contact Support please provide your full name, academic institution, the title of the courseware you are using, and your serial number.

For virtually all situations, we will respond to your e-mail request within 24 hours on business days.

If we feel that a telephone conversation will accelerate resolution of the issue you describe in your e-mail, we will ask you to notify us of a telephone number and at least two alternate times we can reach you while you are at the computer. If you like, include this information with your initial e-mail request so that we can call you if necessary. Be sure to indicate your time zone along with the times you indicate.

Uninstall Revealing® Ethics

Before removing Revealing® Ethics from your hard drive, it would be a good idea to be sure you have a current BACKUP of your data.

To backup your data before you uninstall your courseware, you can launch *Revealing® Ethics* and then click the BACKUP button on your Achievement Profile. Or, you can move your REUserData folder and all of its contents from its current location in the RE folder inside the *Revealing® Ethics* folder that is in your Program Files folder (Windows®) or Applications folder (Macintosh®). Be sure to put the REUserData folder and its contents in a safe location outside of your Applications or Program Files folder, either on your hard drive or on another disk or drive.

To Uninstall Revealing® Ethics (Macintosh®)

Please delete the folder called Revealing Ethics (and all of its contents) that you will find inside the Applications folder on your hard drive.

To Uninstall Revealing® Ethics (Windows®)

After you have made a backup of your *Revealing® Ethics* user data, delete or move the folder called REUserData (and all of its contents) from its location within the Revealing Ethics Program File folder.

To Uninstall Revealing Ethics (Windows):

1. Delete the folder called REUserData (and all of its contents) from your hard drive. You can use the Windows “Search” function to locate this folder or double-click along the following path to get to it: My Computer, C: (hard drive), Program Files, Revealing Ethics, RE. NOTE: If you do not see your REUserData folder, follow the instructions in the NOTE below.
2. Remove the Revealing Ethics application by going to your Start Menu, then Programs, then Revealing Ethics, then “Remove Revealing Ethics.”

NOTE: If you are using Windows Vista or Windows 7, REUserData will likely be “hidden” or “invisible.” Please follow this procedure to make REUserData “visible.”

1. Go to your Start Menu and Select “Control Panel.”
2. In the Control Panel, select “Appearance and Personalization: Folder Options.”
3. In the Folder Options window, select the “View” tab.
4. In the View tab of the Folder Options, look to the bottom portion where it indicates “Advanced Settings.” Here, you have the ability to turn on/off options. Scroll down to “Hidden files and folders” and select the radio button for “Show hidden files and folders.” Then, click the OK button and close the window.
5. Go to your Start menu and then Computer and then go to the REUserData by double-clicking along this path:

```
Start
Computer
Local Disk (C:)
Users
(Your Name)
AppData
Local
VirtualStore
Program Files
Revealing Ethics
RE
```

Thinking Strings Web Site

<http://www.thinkingstrings.com/index.php>