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Berlitz® *Live!*

Berlitz *Live!*



SPANISH



SIERRA®

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¡Hola! and Welcome

¡Hola! and welcome to *Berlitz Live! Spanish*—a true multimedia environment that combines brilliant animations, sights and sounds with Berlitz's proven methods of language instruction.

Learning a language has never been this much fun! Beyond adding a valuable new skill to your repertoire, you'll also find the people you meet on your travels will be genuinely appreciative of your efforts to learn the language and customs of their country.

With the accompaniment of your personal Spanish tutor, Rosalinda, you will learn:

- Basic Spanish words and phrases for real-life situations (going through customs, checking into hotels, or eating out).
- Grammar and pronunciation skills.
- The differences between Castilian Spanish (spoken in Spain) and its Latin American counterpart.
- Cultural tips and taboos.
- Travel tips, interesting facts, and useful background information, such as entry requirements for Spanish-speaking countries.



Besides meeting Rosalinda, you'll join other English and Spanish-speaking characters. One is Harry, an American businessman, on his trip to Mexico. Tag along on his hilarious adventures as he travels the streets of Mexico City!

You can practice right along with thirteen native Spanish-speaking characters as they converse in different situations. You can even take the place of a character in the dialogs! (If your computer is equipped with a microphone, you can also record your own voice and play it back to compare your pronunciation with that of the original character.)

Before you begin using *Berlitz Live! Spanish*, we suggest you read the next section, *Starting Tips*.

Starting Tips

If you're just starting to explore *Berlitz Live! Spanish*, here are some tips to make your time more productive and enjoyable.

Tips for Using the Program

- We suggest you start with the first three sections in the program: *Language Essentials*, *Basic Expressions*, and *Spanish Grammar*. These will give you a good foundation.
- To help build your vocabulary, look at the 'hot screens' available in most sections.
- To explore the language more creatively, try the Mexico City Adventure Game. For more information on this section, see page 21.
- If you come across a quiz or practice exercise that you are not ready for, don't be discouraged. Just skip it and return to it later. (Quizzes and practices are designed at different levels of proficiency, so the program can grow with you as your knowledge grows.)
- Use the Help button, on the far right of the toolbar, whenever you want to know about a specific button or function (see page 18).
- Take advantage of the Bookmark, Index, and Dictionary features (see pages 11, 12, and 16) to save your place or find specific information.

- Some answers to quizzes require you to type words with Spanish accents. In this program, you can type these by holding down the following keys:

<i>To Make:</i>	<i>(In Windows) Type:</i>	<i>(On a Macintosh) Type:</i>
á, é, í, ó, ú	' (the Apostrophe key) then the vowel	option-e then the vowel
ñ	' (the Apostrophe key) then the letter 'n'	option-n then the letter 'n'
* To type a capital letter or vowel with an accent, type the first character (above), then hold down the Shift key as you type the second character.		

Tips for Learning the Language

- Practice regularly for short periods of time. Remember, "little and often" is the key to successful language learning.
- Go through the same section a minimum of two to three times. You can use the Bookmark feature (discussed on pages 12 and 16) to save your place in the program.
- Speak and repeat aloud, imitating the sounds as best you can. Don't be afraid to make mistakes. The more you practice, the more confident you will become. This will increase your fluency.
- For specific tips on using the dialogs, see page 19.

System Requirements and Installation

Berlitz Live! Spanish is available for Microsoft Windows-compatible computers and Apple Macintosh computers. You can run this program on any computer that meets these minimum requirements:

Minimum System Requirements for Windows-compatible Computers:

Computer:	386SX/20 Mhz IBM AT bus-compatible system
Monitor:	640 x 480 pixel monitor (or larger) with VGA graphics adaptor and Windows device driver that supports at least 256 colors.
System software:	MS-DOS 5.0/Microsoft Windows 3.1
RAM:	4 MB available for program*
Hard disk:	20 MB
Accessories:	CD-ROM disk drive (recommended 150k per second transfer rate and 300 millisecond access time, or better). Windows 3.1-compatible sound board with DAC, and audio speakers or headphones. Microphone recommended, but not required.

Minimum System Requirements for Apple Macintosh Computers:

Computer:	Macintosh II series computer
Monitor:	RGB 256-color monitor, 13" or larger
System software:	System 6.0.7
RAM:	4 MB available for program*
Hard disk:	20 MB
Accessories:	CD-ROM disk drive (recommended 150k per second transfer rate and 300 millisecond access time, or better). Microphone recommended, but not required.

* The program requires 4 MB to run, preferably 4 MB of RAM. Alternatively, you may use 2 MB of RAM and 2 MB virtual memory.

Instructions for Starting and Quitting the Program

Windows Users: Start Microsoft Windows, and insert the **Berlitz Live! Spanish** compact disc into the CD-ROM drive.

To install the program the first time you use it, choose 'Run' from the File menu in the Windows Program Manager. Type D:\SETUP (substitute the letter of your CD-ROM drive for 'D'). Wait until setup is completed, then double-click on the '**Berlitz Live! Spanish**' program icon in the 'Sierra' program group. (Each subsequent time you start the program, just double-click on the '**Berlitz Live! Spanish**' icon.)

To exit the program, click on the 'Quit' button shown on the Main Topics Screen, press Alt-F4, or choose 'Exit' from the File menu.

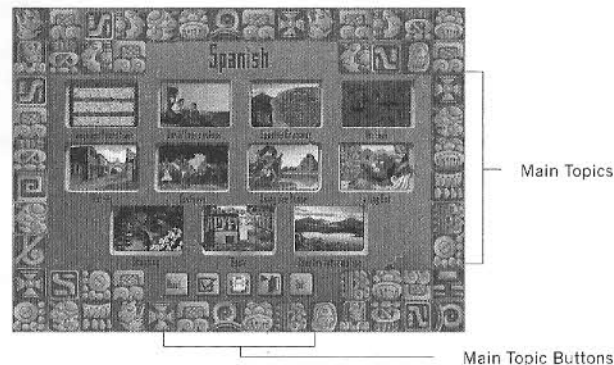
Macintosh Users: To start the program, insert the **Berlitz Live! Spanish** compact disc into your CD-ROM drive. Then, double-click on the '**Berlitz Live! Spanish**' program icon.

To exit the program, click on the 'Quit' button shown on the Main Topics Screen, press Command-Q, or choose 'Quit' from the File menu.

When the program is running, you can 'iconify' the window if you want more room to work in other programs. To do so, press Command-I or choose 'Iconify' from the File menu. When you're ready to return to **Berlitz Live! Spanish**, click on the 'iconified' window.

What's in the Program?

When you first start the program, you'll see Harry Mortensen in a brief, animated cartoon. Then Rosalinda will appear to introduce you to the program and take you to the Main Topics Screen.



The Main Topics Screen

Here, you can click on any of the topics, or 'sections'. Most sections contain animated dialogs depicting a typical travel situation, 'hot screens' for building vocabulary, and several lessons, practices, and exercises.

The sections include:

- **Language Essentials:** Explains basic pronunciation and introduces essential phrases (such as, "How are you?" and "Thank You").
- **Basic Expressions:** Includes survival expressions and examples of basic sentence construction. Also contains exercises for colors, the weather, telling time, counting, and asking directions.
- **Spanish Grammar:** Contains extensive lessons on grammar, and reference tables for verbs, pronouns, and articles.
- **Arrival:** Helps you go from the airport to your hotel (going through customs and immigration, retrieving luggage, exchanging money, renting a car, etc.).
- **Hotels:** Covers checking into or out of a hotel, and coping when difficulties arise.
- **Business:** Includes basic words and phrases for conducting business. Also discusses business customs and etiquette (such as dress, body language, and negotiating).
- **Phoning:** Teaches how to use the phone effectively.
- **Eating Out:** Guides you through eating out, from making reservations to paying the bill. Also includes requesting food for special diets.
- **Shopping:** Teaches how to ask questions while shopping, and provides tips on selecting and paying for items.

- **Mexico City Adventure Game:** A lively game that takes you on a bus ride through the streets of Mexico City. Help Harry reach the 'aeropuerto' by correctly answering the questions. For more information, see page 21.
- **Country Information:** Provides information on each Spanish-speaking country. Hear the country's special style of folk music, and learn about special points of interest and travel requirements.

Other Key Features

Other key features include a Spanish/English dictionary, a detailed index of topics, and features that display interesting facts and provide more topic-specific information.

- **To go to the dictionary,** switch to the Windows Program Manager and click on the 'Spanish Dictionary' icon found in the 'Sierra' program window. If you have a Macintosh, just double-click on the 'Spanish Dictionary' icon.
- **To go to the index,** click on the Index button (the card file) on the Main Topics Screen or within each section. Then, click on a specific index entry to go to the associated screen (see pages 12 and 16).
- **To get more information on a topic,** click on the image of the sun, where it appears.
- **Interesting cultural and historic facts** will automatically appear during each screen change. (To disable this feature, see page 13.)

Buttons on the Main Topics Screen

You will notice five buttons at the bottom of the Main Topics Screen. The function of each button is discussed below.



Buttons on the Main Topics Screen

Click on: To:



See the screen credits and the talent responsible for bringing you ***Berlitz Live! Spanish.***



Set program preferences. See page 13 for more information.



Go to the index and search for topics, words, and key phrases.



Jump to the screen where you last placed a bookmark to reserve your place.



Exit the program.

Setting Program Preferences

Click on the Preferences button (the check mark) in the Main Topics Screen to go to the Preferences Screen. Then, select any button with the mouse to change program settings (click anywhere on the screen to exit):

-
- | | |
|------------------------------|--|
| Music: | Select "On" or "Off" to turn the music on or off between lessons. |
| Cartoon: | Select "Show" to watch the cartoon each time you start the program. Select "Don't Show" to skip the cartoon and go straight to the Main Topics Screen. |
| Auto/Manual Dialog Function: | Select "Auto" if you want the program to determine the rate at which the characters converse during the dialogs.

Select "Manual" if you want to control the pace of the dialog yourself using the small right and left arrows shown on the toolbar.

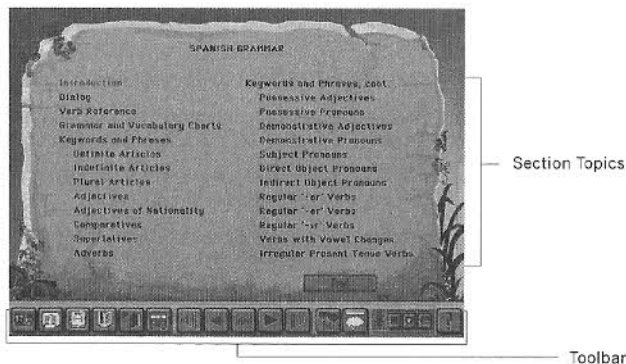
Note: You can also switch between Auto and Manual modes using the Auto/Manual button on the toolbar. For more information, see pages 18 and 19. |
| Interesting Facts: | Select "Automatic removal after ten seconds" to automatically display the facts for ten seconds during each screen change. (Facts can be removed with a mouse-click before ten seconds have elapsed.)

Select "Don't show" to remove the facts.

Select "Remove only after mouse click" to display the facts until you click on the 'OK' button. |
-

Getting Around in the Sections

Once you click on a topic in the Main Topics Screen, it takes you to an introductory screen, followed by a Section Topics Screen as shown:



Section Topics Screen

You can proceed through the topics in the order shown or click on a subject to go directly to it.

Once you get beyond the Section Topics Screen, you can click on the Large Left or Right Arrow buttons to move through the screens in the current section.

The toolbar, shown at the bottom of the screen, contains three main areas.



The Toolbar

- **Global navigation buttons** let you move throughout the program and access main features, like the index and bookmark.
- **Section navigation buttons** let you move from screen to screen within a section. They also let you control the pace of actions and written dialog you see on a screen.
- **Special function buttons** activate special program features (often used during the dialogs). The Help button is also located here.

Global Navigation Buttons

The first six buttons on the toolbar (shown on page 15) allow you to move from one part of the program to another. Click on each button to perform the following functions.

Click on: To:



Return to the Main Topics Screen to select another main topic.



List all the subjects available for the current section.



Go to the index and search for key phrases or topics.



Place a bookmark on the current screen and reserve your place.



Jump to the screen where you last placed the bookmark.



Play the Mexico City Adventure Game or return to the game after investigating.

Section Navigation Buttons

The middle five buttons on the toolbar (shown on page 15) allow you to move around within the same section or topic. Click on each button to perform the following functions.

Click on: To:



Go back to the previous screen.



Hear the previous phrase, word, or practice questions (or see the previous action) on the current screen.



Repeat the most recent action/phrase on the current screen.



Hear the next phrase or see the next action on the current screen. It's also used to advance to the next question in practices and quizzes.



Advance to the next screen.

Special Function Buttons

The last set of buttons on the toolbar (see page 15) perform the following special functions:

Click on: To:



Switch between Auto and Manual modes in the dialogs.



In Auto mode, the program advances automatically through each part in the dialog.



In Manual mode, you control the pace of the dialogs using the small left and right arrows (shown on the previous page).



Select a translation style for viewing the dialogs. Continue clicking this button to switch between four modes:



Show English translations (in thought balloons) and Spanish subtitles (in a bar at the top the screen).



Show English translations only.



Show Spanish subtitles only.



Hide translations and subtitles.



Record and play back your voice using a computer microphone. In the dialogs, these buttons are only active in Manual mode. For more information on using the microphone, see page 20.



Access on-line help.

Using Dialogs and the Microphone

To use the dialogs most effectively, follow these steps:

1. Listen and observe the entire dialog in Auto mode (click on the Auto/Manual button to change modes). Do this with the English translation thought balloons and the Spanish subtitles turned off (see page 18 for information on using the Translation button).

Don't worry if you can't understand every word at this stage. Just concentrate on understanding the main points of the dialog. You can observe the animated action to help you work out what you don't know. Listen to the dialog this way as often as you choose.

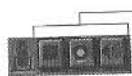
2. Switch to Manual mode (click on the Auto/Manual button) and go through the dialog again. As you advance or review each part of the dialog (using the small Left and Right Arrow buttons), use the Spanish subtitles and the English translation thought balloons (see page 18) to gain more detailed understanding.
3. Review each scene again in Manual mode. This time repeat the words you hear out loud. You can use the Spanish subtitles for support, or switch this function off, if you prefer. Use the 'Repeat' button to practice key phrases as often as you like. If you have a microphone, record your own voice at the end of a phrase then click on the 'Repeat' button to hear the character again. Replay your own recorded phrase immediately to compare pronunciation. (The microphone feature only lets you save one recording at a time. For more information on recording, see page 20).

4. Now it's time to take a more interactive role, by taking the place of one of the characters in the dialog. If you're feeling confident, why not try switching off the Spanish subtitles, and just use the English translation thought balloon as a prompt?
5. When you feel very comfortable with the dialog, go through it again, taking the part of one of the characters (without any English or Spanish translations and subtitles). In time, you will be able to do this in Auto mode.

Tips for Using the Microphone

If your computer is equipped with a microphone, you can use the microphone feature (shown as it appears on the toolbar) to record yourself saying a word or phrase. For dialogs, make sure the program is set to Manual mode (click on the Auto/Manual button, if necessary).

Note: The microphone saves your recording until you make a new recording or until you go to another section.



These buttons, from left to right, allow you to Stop, Record, and Play back your voice.

The Microphone Feature

The Mexico City Adventure Game

The goal of the Mexico City Adventure Game is to help Harry, whom you met in the opening cartoon, get to the airport and catch his plane home.

By successfully completing all of the questions or puzzles given at each bus stop, you can help Harry stay on the bus as it moves through the actual streets of Mexico City.



The Game Board

Your goal is to help him retrieve the nine tokens scattered along the bus route and to make sure the bus stays on course and gets to the airport. Each token represents a different site or attraction in Mexico City.

To Start and Quit the Game

There are two ways to start the Mexico City Adventure Game. If you're in the Main Topics Screen, click on the Mexico City Adventure Game topic. If you're in a section, click on the Bus button, found on the toolbar.

To quit, click on the 'Exit' button located at the top-right of the game board. This returns you to the screen that you were using before you entered the game.

Playing Rules

- **Responding to questions and puzzles.** At each bus stop, you will be presented with questions or a puzzle. If you answer correctly, you will move the bus to the next stop. If you answer incorrectly, Harry will be kicked off the bus. Your next correct answer will let him back on, although the bus may now be headed in a different direction.
- **Collecting tokens.** At a bus stop containing one of the nine tokens, you must answer a question or puzzle correctly in order to retrieve the token. Once all nine tokens have been collected, Harry can make his way to the airport and leave the city. (Each token represents an actual landmark in Mexico City.)
- **Moving the bus through junctions and intersections.** At junctions marked by a red square with turquoise trim, you will be challenged by a word search, crossword puzzle, or a question. If you answer correctly, a magnified

version of the junction appears. By clicking on the appropriate arrow, you can then choose the direction the bus should take to get to the next token. If you answer incorrectly, Harry will be kicked off the bus. When he gets back on, the bus may be headed in a different direction.

At unmarked intersections, the bus normally passes straight through them. Where it can't continue straight ahead, the bus will make a right-hand turn.

- **Investigating.** If you do not know an answer, click on the 'Investigate' button to go to the screen where the information is presented. When you want to return to your place in the game, click on the Bus button found on the toolbar.
- **Starting over.** To start the game over, click on the 'Restart' button shown on the game board.
- **Responding to type-in puzzles or questions.** Some of the puzzles ask you to type Spanish words from the keyboard. Just type the answer, backspace if you need to correct it, then click 'OK'. To type letters with Spanish accents, refer to the table on page 6.
- **Completing crossword puzzles.** Type in each word to complete the puzzle. A word will be highlighted in the column to the left. You can begin typing the translation at the yellow tile in the puzzle.

To fill in the crossword puzzle, either select a word from the list, or select the first tile of a line in the puzzle. You will know you have correctly typed a word when the listed word changes to a light color and 'locks' in place. Press the Tab key to go to the next word on the list. When you are done with the puzzle, the 'Cancel' button changes to 'OK'.

- **Completing word searches.** To select a translation, place your cursor on the first letter of a word, or words. Then hold down the mouse button and drag the cursor over the letters until you reach the last letter. Remember to include the articles, such as 'el' or 'la', for Spanish words. If the word is correct, it will change to a lighter color and the word you've found will appear on the list next to its translation. When you have found all the words, the 'Cancel' button changes to 'OK'.

Getting Help

We take pride in offering the best in customer service and technical support. If you have any questions about this product, please contact the appropriate department for assistance:

Service and Support in the Continental United States and Canada

Customer Service: Sierra On-Line Customer Service
P.O. Box 85007
Bellevue, WA 98015-8507
(800) SIERRA-5 [or (800) 743-7725]
(206) 562-4223 FAX

Our Customer Service team can help you with issues pertaining to returned merchandise, back orders, defective merchandise, company policy, and general product and game information.

Technical Support: Sierra On-Line Technical Support
P.O. Box 85006
Bellevue, WA 98015-8506
(206) 644-4343
(206) 746-8100 Automated 24-Hr. Support
(206) 644-7967 (FAX)

Technical Support is also available on-line through:

- **The Sierra Bulletin Board** at (206) 644-0112. Get answers to our most frequently asked questions. At the main menu, select Option **8** for *Technical Help*, then **T** for *Top 10 Technical Issues*. Set your communications program to 8 data bits, 1 stop bit, and no parity (8-1-N).
- **CompuServe**. Type GO SIERRA at any command ("!") prompt to access Sierra's BBS directly. Join with other Sierra game enthusiasts on-line in the Game Publisher's A Forum (GO GAMAPUB), or leave us an E-Mail message at CompuServe ID #76004,2143.
- **Prodigy**. Leave us an E-Mail message at Prodigy ID #WBWW55A.
- **America On-Line**. Type the keyword SIERRA to leave us a message.

Check with our Technical Support department for specific questions on hardware or software compatibility. If you choose to write or fax us your request, please provide detailed information on both your computer system and the nature of your problem. Please also include your address and telephone number.

Orders:

Sierra On-Line Sales Department
P.O. Box 53250
Bellevue, WA 98015-3250
(800) 757-7707
(206) 562-4223 (FAX)

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Technical Support:

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The Old Brewery
Theale Reading, Berkshire
RG7 5AJ United Kingdom

(44) 734 303171
(44) 734 303201 (FAX)

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Simply return the complete package to us with your dated, original store receipt, and an explanation for the return, within 30 days of purchase. Please tell us whether you want a replacement title (specify which one), or a refund. You can direct your mail to this address:

Sierra On-Line
Customer Service
P.O. Box 85007
Bellevue, WA 98015-8507

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Our warranty gives you the following rights: If you receive a faulty or damaged compact disc, or your software fails within 90 days of purchase, return the original disc directly to us and we will replace it free. Please

include a note stating your computer type and a copy of your dated sales receipt with your request. (This warranty may also give you other legal rights, which vary from state to state.)

If you encounter any of the above problems after ninety (90) days of purchase, please send \$10.00 (£6.00) with your compact disc and a note stating your computer type. This policy applies to the original purchaser only.

Please direct your mail regarding faulty or damaged material to the following address:

In the Continental United States

Sierra On-Line
Fulfillment
P.O. Box 85007
Bellevue, WA 98015-8507
ATTN: RETURNS

In the United Kingdom

Sierra On-Line Limited
ATTN: RETURNS
4 Brewery Court
The Old Brewery
Theale Reading, Berkshire
RG7 5AJ United Kingdom

* Please see the information on the following page for warranty limitations.

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