
KidsWatch™ Web Filtering Edition

User's Guide

V4

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What is KidsWatch Time Control?

KidsWatch Time Control™ is one of America's leading parental control software packages that allows you to limit and control the time your children spend on the computer, access the Internet, or play games. Time Control helps you block installation of unwanted software, prevents overuse, and allows you to balance your child's day.

With KidsWatch Time Control you can:

- Limit Internet surfing, chatting and game playing to a time and duration appropriate for each child
- Schedule the number of hours each child can use the computer, per day or by week
- Automatically log your child out of their computer when it's time for lights out
- Block younger siblings from gaining access to the Internet
- Protect your children from gaining access to inappropriate web site content
- Lock down the computer to prevent your child from pirating music or installing inappropriate software
- Easily share computer time among siblings

The combinations are endless! Mix and match the time, duration and program options for each child and create schedules that suit your family's needs. KidsWatch Time Control helps you have command over the time and activity your children spend on the computer and the Internet. Help your kids stay away from trouble and take the next step in parental supervision – computer supervision.

Overview of KidsWatch

Users & Categories

The KidsWatch Time Control program uses Categories to identify different types of users on a computer. There are six predefined Categories:

- Child
- Teenager
- Young Adult
- Custom
- Adult
- Administrator

For example, an adult user would typically have a Category of **Adult** or **Administrator**, allowing full access to everything on the computer. An eight-year-old child would typically have a Category of **Child**, restricting their hours of computer use. Categories are described in more detail in the Category Selections topic.

Restrictions

KidsWatch Time Control includes several restriction windows that allow you to control computer, Internet, and program usage. Restrictions are applied individually to each user account to allow customized control of each user.

The KidsWatch Time Control Restrictions are:

Restriction	Description
Computer Restriction	Sets restrictions for computer usage based on scheduled days and times. For example, you might limit your child to two hours of access per day between the hours of 9 am and 5 pm.
Internet Restriction	Sets restrictions for Internet usage based on scheduled days and times. For example, you might limit your child to two hours of access per day between the hours of 9 am and 5 pm. Affected applications include, but are not limited to, Internet Explorer, Netscape Navigator, AOL, all Instant Messenger applications, and all e-mail applications.
Program Restriction	Sets restrictions for accessing specific programs on the computer based on scheduled days and times. For example, you might choose to let your child access programs Word and Encarta, but not Pinball.
Web Site Filtering	Permits or restricts access to certain web sites. For example, you can allow your child to access only safe, child-friendly sites that you select.

You can configure these restrictions when you add or update an account.

Options

The KidsWatch Options window offers five options that help you further define what a user may do on the computer:

Option	Description
Allow	Allows the selected user to install and run any software that is not specifically restricted by Program Restrictions.
Lock Down	Prevents the selected user from installing or running any software that is not specifically permitted by Program Restrictions. This option requires a Time Control Administrator to install the new software and allow its use in Program Restrictions.
Restrict	Prevents the selected user from using control panel programs.
Prevent	The user cannot alter a program or program name in order to bypass restrictions set for that program. This also prevents automatic updating of all programs on the computer; deselect this if you want to avoid interference with legitimate program updating.
Disable	The user cannot use the Windows Explorer address bar to access the Internet in order to bypass restricted site settings.

You can set these options when you add or update an account.

Temporary Passwords

The Temporary Passwords window allows you to create multiple one-time use passwords that you can issue to your child to extend their computer, program or Internet time when necessary. You can create these passwords when you add or update an account.

Advanced Options

The Advanced Options window allows you to control certain Windows functions, such as removing the Run command from the Start menu or removing program icons from the desktop.

Installing and Activating KidsWatch Time Control

Installing KidsWatch Time Control

During installation, KidsWatch Time Control:

- Creates an administrative account with the name KidsAdmin and prompts you to set the password for this account.
- Changes the settings on your computer (if not already set) to require all users to login (provide a user name and password).

After installation, you can access KidsWatch Time Control from the **Start** button or from the **Time Control** icon on your desktop. The program requires you to identify all users of the computer, and specify an account (user name) and password for each user. Note that a password is not required for existing Windows user accounts that do not have a password. See the New User Accounts topic for more information.

Important! The **KidsAdmin** account and, on some Windows® platforms, the built-in **Administrator** account are the only accounts that offer unlimited access to the computer, including the ability to manage and configure KidsWatch Time Control. It is essential that you make a note of the passwords for these accounts. Setting a user's Category to Administrator allows you to have multiple administrator accounts.

Activating KidsWatch Time Control

You must activate your KidsWatch Time Control system. This registers you with KidsWatch, and enables live updates of the system and notifications of upcoming releases. Activation only requires the serial number provided with the product and basic contact information.

Activating with an Internet Connection

To activate KidsWatch Time Control while connected to the Internet:

1. Select the Windows **Start** button.
2. Select **Programs** or **All Programs** (depending on the version of Windows installed on your computer).
3. Select the **KidsWatch** program group.
4. Select **Time Control Activation**. The Time Control Registration window displays.

5. Enter the serial number included with your copy of the product, and your contact information. An entry is not required in the **Comment** field. If your contact information changes at any time, you may access this window to update the information.

NOTE: If you do not want to register at this time and would just like to activate the product, select the **I prefer to register at another time** checkbox.

6. Select the **Register** button. A message confirms the activation and registration of your copy of KidsWatch Time Control.

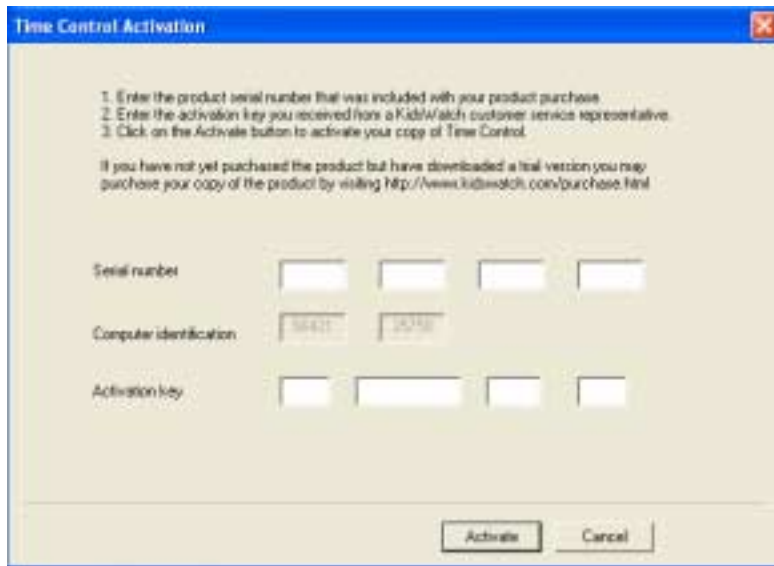
Activating without an Internet Connection

To activate your copy of KidsWatch Time Control while not connected to the Internet:

1. Select the Windows **Start** button.
2. Select **Programs** or **All Programs** (depending on the version of Windows installed on your computer).
3. Select the **KidsWatch** program group.
4. Select **Time Control Activation**. The following window displays.



5. Review the information on the window.
 - To try dialing up again, select the **Cancel** button to connect to the Internet and then re-initiate activation.
 - If you're unable to connect to the Internet now, note the instructions on the window. Write down the e-mail address for requesting an activation code, then select the **Next** button. The following window displays.



The Time Control Activation window displays your Computer Identification number. It must be included with the serial number assigned to your copy of KidsWatch Time Control in the e-mail specified on the previous window.

NOTE: Your computer ID can also be found on the splash screen that displays when you first start KidsWatch Time Control.

After you have sent the e-mail and received the Activation key, you can re-initiate activation without being connected to the Internet. To do this, repeat the previous steps until the Time Control Activation window displays. Enter the Serial Number and the Activation key in the corresponding fields and then select the **Activate** button.

Starting KidsWatch Time Control

To start the KidsWatch Time Control program, select the **Time Control** icon on your desktop, or select the Windows **Start** button, choose **Programs** or **All Programs** (depending on your Windows version), **KidsWatch**, and then **Time Control**.

The Users & Categories window displays. This is the main window in the KidsWatch Time Control program.



Each user and the Category they are assigned display on the Users & Categories window. Use this window to review existing users, make changes to an existing user's account, add a new account, remove an account, lock a user out of the computer, and bypass a user's restrictions.

To view a summary of restrictions for a user, such as time limits for computer use and how much time the user has remaining, right-click on the user name.

Important! During installation Time Control detects existing users and adds them to the Time Control user list. Any user that is already configured as an Administrator of the computer based on the Windows operating system is automatically assigned a Category of Administrator within KidsWatch Time Control. All other users are assigned a Category of Custom.

Using KidsWatch Time Control

Support

If you have a question or comment while using KidsWatch, click on the envelope icon on the Users & Categories window.

Contact KidsWatch Support

1. Enter the email address of the individual that should be receiving the support response.
2. Provide a subject that summarizes the issue.
3. Populate a complete and detailed description of the issue. Include as many details as possible along with the user that encountered the problem, error messages, the date and time of the incident.
4. Select "Enclose the KidsWatch database and log" check box if requested by support or if applicable to your issue.
5. Click the "Send Email" button and support will be in contact with you shortly.

From: test@optonline.net

Subject:

Enclose the KidsWatch database and Log

Send Email Cancel

The Contact KidsWatch Support window pulls your e-mail address from the information you entered when generating a report. See Child Activity Reporting on page 37.

Enter the subject of your e-mail in the **Subject** text box, then detail your question or comment in the message text box and select the **Send Email** button. KidsWatch support will send a response to this e-mail address shortly.

New User Accounts

When you add a new KidsWatch Time Control user account, a Wizard helps with the process. It determines which windows to display based on the Category you assign the user.

To add a new user account:

1. Log on to the computer using your KidsAdmin or another Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays. Refer to the Starting KidsWatch Time Control topic for more information about the window.
3. Select the **Add** button. The Add a New User Account window displays.

The screenshot shows a window titled "Add a New User Account" with a header "NEW USER ACCOUNTS". The main content area contains two numbered instructions: "1. Enter a User Name for the new user of the computer." and "2. Select a password and enter it into the Password and Confirm Password fields." Below these instructions are three input fields: "User Name", "Password", and "Confirm Password". At the bottom of the window, there is a "Time Control" label and four buttons: "Back", "Next", "Cancel", and "Help".

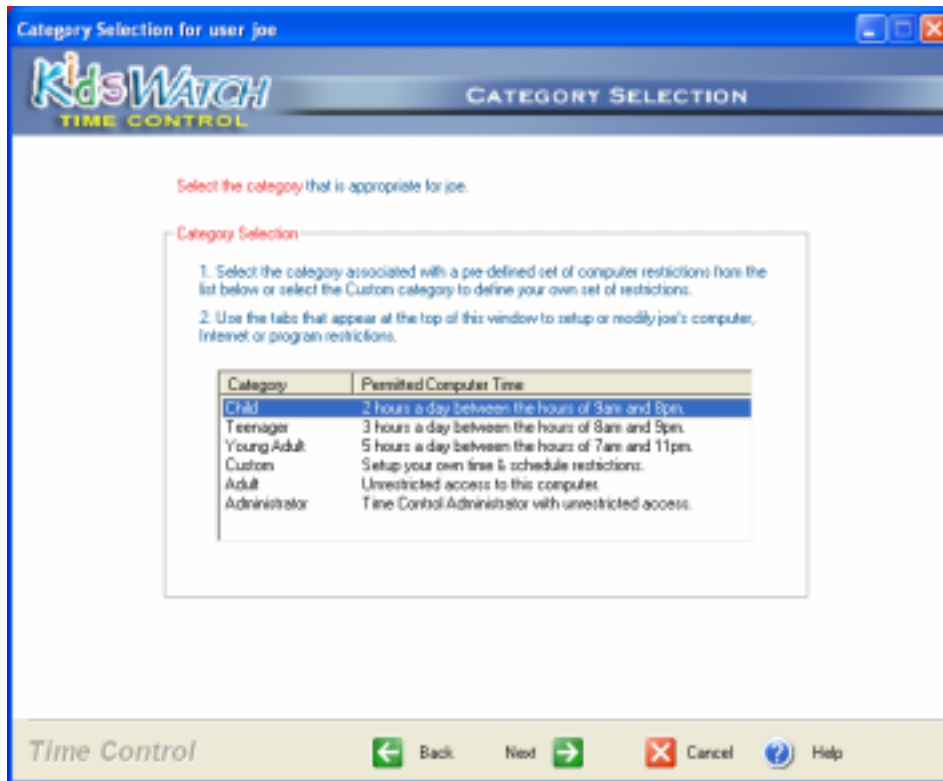
4. Enter the user's name and password. The password must be at least one character long, and may contain both letters and numbers. No two users should share the same account or the same password.

NOTE: You do not need to enter a password for existing Windows user accounts that do not have a password.

5. Select the **Next** button. The Category Selection window displays. Refer to the Category Selection topic for more information about Categories.

Category Selection

Use the Category Selection window to specify a Category for a user. When you assign a Category to a user, such as your child, the Time Control program uses it as a basis for how and when your child can use the computer. Set additional restrictions for your child to further restrict their time on the computer.



The KidsWatch Time Control program uses six predefined Categories to identify different types of users on a computer:

If you select...	then ...
Adult	the user has unrestricted access to this computer; they may access all programs and the Internet at any time.
Administrator	the user is identified by the KidsWatch Time Control program as the administrator of the program, and has unlimited access to the computer.
Child	<ul style="list-style-type: none"> a child can use the computer for only two hours a day between the hours of 9AM and 8PM. the administrator can set up custom Internet and program restrictions. the administrator can prevent the child from installing and running new programs.

Using KidsWatch Time Control

If you select...	then ...
Custom	<ul style="list-style-type: none">• the administrator can set up custom computer, Internet, and program restrictions.• the administrator can prevent the child from installing and running new programs.
Teenager	<ul style="list-style-type: none">• a teenager can use the computer for only three hours a day between the hours of 8AM and 9PM.• the administrator can set up custom Internet, and program restrictions.• the administrator can prevent the teenager from installing and running new programs.
Young Adult	<ul style="list-style-type: none">• a young adult can use the computer for only five hours a day between the hours of 7AM and 11PM.• the administrator can set up custom Internet and program restrictions.• the administrator can prevent the young adult from installing and running new programs.

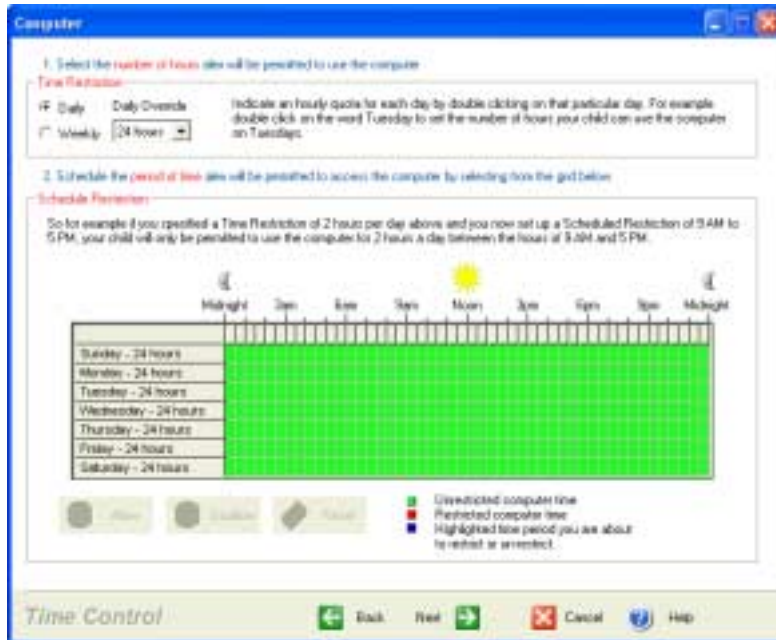
Setting a Category

To set a Category, select the Category you want to assign to highlight it.

- If you select an **Adult** or **Administrator** Category, select the **Finish** button next. The Users & Categories window displays and lists the new user's name.
- If you select a **Child**, **Teenager** or **Young Adult** Category, select the **Next** button. The Wizard then displays the Internet Restrictions, Program Restrictions, Options, Temporary Passwords, and Website Filtering windows, in that order. Enter the necessary information on each window; after accessing the final window select the **Finish** button. Refer to the corresponding topics for information about these windows and setting their restrictions.
- If you selected the **Custom** Category, select the **Next** button. The Wizard then displays the Computer Restrictions, Internet Restrictions, Program Restrictions, Options, Temporary Passwords, and Website Filtering windows, in that order. Enter the necessary information on each window; after accessing the final window select the **Finish** button. Refer to the corresponding topics for information about these windows and setting their restrictions.

Computer Restrictions

For users with a Custom category only, use the Computer window to set up a schedule for computer use. The window has two sections: **Time Restriction** and **Schedule Restriction**. Setting up a Time and Schedule restriction allows you to restrict when your child can use the computer and for how long. For example, select two hours a day between the hours of 9AM and 5PM.



Two messages display when you access the window, one identifying the current set of restrictions for the user, and a second that briefly describes how to update the timetable in the **Schedule Restriction** section.

The timetable in the **Schedule Restriction** section identifies the days of the week and allows you to indicate a schedule for computer usage, i.e., when your child can use the computer. Across the top of the timetable is the hour line, identifying the hours of a day in 30 minute increments. The colors green and red in the timetable identify allowed and disallowed computer usage hours, and blue identifies hours for which you are changing the status.

The cursor can activate any cell in the timetable, as well as an entire row (day) or column (30 minutes) or every hour of every day.

By double-clicking a day in the timeline and making a selection from the drop-down listbox, you can specify the total number of hours your child can use the computer for the selected day.

Using KidsWatch Time Control

Setting Up Computer Restrictions

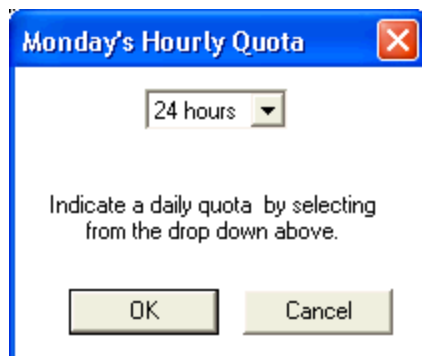
Setting Computer restrictions allows you to specify when your child can use the computer and for how long.

To set up computer restrictions:

1. In the **Time Restriction** section, set an hourly computer usage quota. This limits the amount of time your child may use the computer on any given day.

To determine the quota, decide the maximum amount of time your child can use the computer each day.

- To make the hourly quota the same number of hours for each day of the week, select the **Daily** radio button and then select the number of hours per day that your child may use the computer from the **Daily Override** listbox.
- To make the hourly quota different for some days of the week, select the **Daily** radio button. Next, double-click on a day in the timeline (e.g., Sunday, Monday). The Hourly Quota dialog box displays for the day you selected. Select an hourly quota for that day and then select the **OK** button. Repeat this for each day.



- To set a weekly quota, i.e., the maximum number of hours your child can use the computer for the week, select the **Weekly** radio button and then select the number of hours per week that your child may use the computer from the **Weekly Allowed** drop-down listbox.
2. Define when your child can use the computer, such as between the hours of 9AM and 5PM, or 10AM and 9PM. Begin by specifying when your child *can't* use the computer. Position the cursor on the hour line, in the cell of a starting time and day for which you want to disallow computer usage. Hold the left mouse button and drag to the end time, then release the mouse button. The selected time is now blue. If you make a mistake, select the **Reset** button to clear your selection.
 3. Select the **Disallow** button. If there is another time for which you don't want your child to use the computer, repeat steps 2 and 3 until all disallowed times are set. When you are done, the timeline shows the disallowed hours in red and the allowed hours in green.
 4. Select **Next** to proceed to the Internet window.

Using KidsWatch Time Control

NOTE: If KidsWatch detects a discrepancy between your selection in the **Time Restriction** section and your selection(s) in the **Schedule Restriction** section, a message warns you of the discrepancy. Select **Cancel** to close the message, and address the discrepancy or select **OK** and KidsWatch Time Control adheres to the stricter of the two restrictions.

Example for Setting a Computer Time and Schedule Restriction

Let's assume your child is twelve years old, you've assigned them the **Custom** Category, school is in session and your child goes to bed at 9:30PM on school nights. This means you must decide how often they may use the computer, and for how long.

Since school is in session, it's reasonable to allow less computer time on school nights and more time on the weekends. We'll allow your child three hours a day Monday through Thursday, and five hours a day Friday through Sunday.

To set daily hourly quotas for using the computer:

1. Select the **Daily** radio button.
2. Double-click **Sunday** in the timeline to display the Sunday's Hourly Quota dialog box.
3. Select **5 hours** from the drop-down listbox and select **OK** to close the dialog box.
4. Repeat this for Monday, Tuesday, Wednesday and Thursday, but select **3 hours** from the listbox. For Friday and Saturday, double-click the days and select **5 hours** from the listbox.

Now that the hourly quotas for each day are set, we're ready to schedule the times when your child may use the computer each day. Because school is in session, let's allow your child access to the computer during the following times:

Sunday - from 12PM to 9PM

Monday through Thursday - from 3PM to 9PM

Friday - from 3PM to 11PM

Saturday - from 12PM to 11PM

We'll start by disallowing the hours your child *can't* use the computer from Monday through Friday.

1. Select the first cell on the Monday line (12AM).
2. Press and hold down the left mouse button and drag the cursor up to the 3PM cell. Without releasing the mouse button, drag the cursor down to select the same hours for Tuesday, Wednesday, Thursday and Friday.
3. When all five lines are blue from 12AM up to 3PM, release the left mouse button and then select the **Disallow** button. The five lines that were blue are now red, indicating your child can't use the computer during those hours on those days.
4. Continue setting the disallowed hours in the timeline for:
 - The hours between 12AM (midnight) and 12PM (noon) on Sunday.
 - The hours between 9PM and 12PM (midnight) on Sunday through Thursday.
 - The hours between 12AM (midnight) and 12PM (noon) on Friday and Saturday.
 - The hours between 11PM and 12PM (midnight) on Friday and Saturday.

Using KidsWatch Time Control

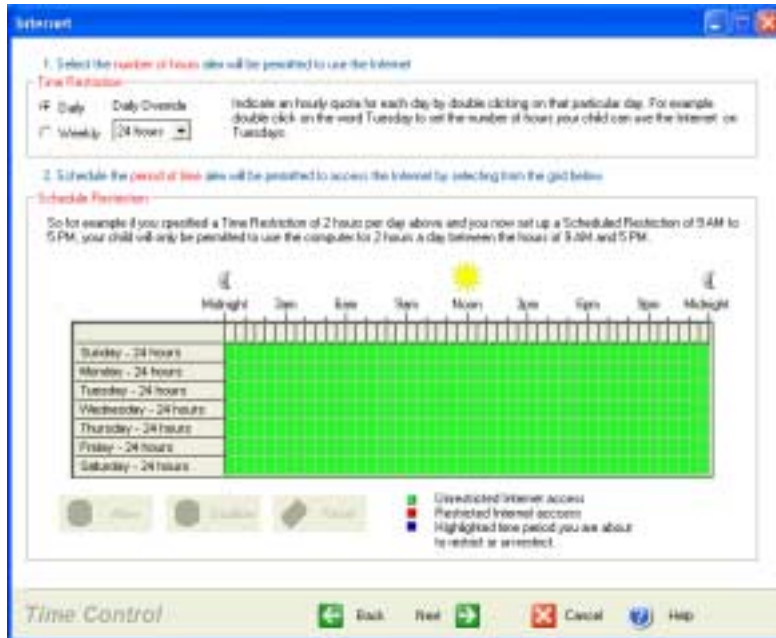
5. Review the current set of restrictions by reading the text that appears in the bubble on the upper-right-hand corner of the screen. Select the **OK** button to finish.

Tips

- Select the name of a day to highlight all 24 hours in that day.
- Select the unlabeled box above **Sunday** to highlight the entire schedule. This is useful when you want to reset the entire schedule, prevent computer use altogether, or permit computer use at all times.
- Select a cell in the hour line to highlight that ½ hour increment for every day in the week.
- Select a cell in the timeline to toggle a ½ hour increment to either restricted or unrestricted time.

Internet Restrictions

Use the Internet window to set up a schedule for Internet access. The window has two sections: **Time Restriction** and **Schedule Restriction**. Setting up a Time and Schedule restriction allows you to restrict when your child can access the Internet and for how long. For example select two hours a day between the hours of 9AM and 5PM.



Two messages display when you access the window, one identifying the current set of restrictions for the user, and a second that briefly describes how to update the timetable in the **Schedule Restriction** section.

The timetable in the **Schedule Restriction** section identifies the days of the week. Across the top of the timetable is the hour line, identifying the hours of a day in 30 minute increments. The colors green and red in the timetable identify allowed and disallowed Internet access hours, and blue identifies hours for which you are changing the status.

The cursor can activate any cell in the timetable, as well as an entire row (day) or column (30 minutes) or every hour of every day.

By double-clicking a day in the timeline and making a selection from the drop-down listbox, you can specify the total number of hours the user can access the Internet for the selected day.

Using KidsWatch Time Control

Setting Up Internet Restrictions

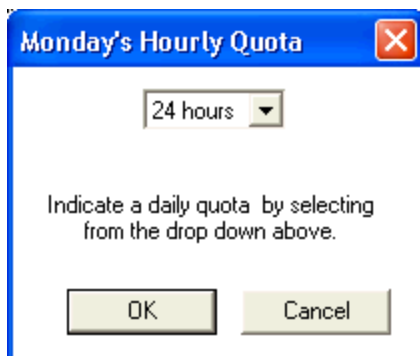
Setting Internet restrictions allows you to specify when your child can access the Internet and for how long.

To set up Internet restrictions:

1. In the **Time Restriction** section, set an hourly Internet access quota. This limits the amount of time your child may access the Internet on any given day.

To determine the quota, decide the maximum amount of time your child can access the Internet each day.

- To make the hourly quota the same number of hours for each day of the week, select the **Daily** radio button and then select the number of hours per day that your child may access the Internet from the **Daily Override** listbox.
- To make the hourly quota different for some days of the week, select the **Daily** radio button. Next, double-click on a day in the timeline (e.g., Sunday, Monday). The Hourly Quota dialog box displays for the day you selected. Select an hourly quota for that day and then select the **OK** button. Repeat this for each day.



- To set a weekly quota, i.e., the maximum number of hours your child can access the Internet for the week, select the **Weekly** radio button and then select the number of hours per week that your child may access the Internet from the **Weekly Allowed** drop-down listbox.
2. Define when your child can access the Internet, such as between the hours of 9AM and 5PM, or 10AM and 9PM. Begin by specifying when your child *can't* access the Internet. Position the cursor on the hour line, in the cell of a starting time and day for which you want to disallow Internet access. Hold the left mouse button and drag to the end time, then release the mouse button. The selected time is now blue. If you make a mistake, select the **Reset** button to clear your selection.
 3. Select the **Disallow** button. If there is another time for which you don't want your child to access the Internet, repeat steps 2 and 3 until all disallowed times are set. When you are done, the timeline shows the disallowed hours in red and the allowed hours in green.

NOTE: If KidsWatch detects a discrepancy between your selection in the **Time Restriction** section and your selection(s) in the **Schedule Restriction** section, a message warns you of the discrepancy. Select **Cancel** to close the message, and address the discrepancy, or select **OK** and KidsWatch Time Control adheres to the stricter of the two restrictions.

4. Select the **Next** button to proceed to the Program Restrictions window.

Example for Setting an Internet Time and Schedule Restriction

Let's assume your child is twelve years old, is in school and goes to bed at 9:30PM on school nights, has been assigned the **Custom** Category, and is allowed to use the computer during the following times:

Sunday - from 12PM to 9PM

Monday through Thursday - from 3PM to 9PM

Friday - from 3PM to 11PM

Saturday - from 12PM to 11PM

It's reasonable to allow less Internet time than computer time. So, we'll allow your child one hour a day Monday through Thursday, and two hours a day Friday through Sunday.

To set daily hourly quotas for accessing the Internet:

1. Select the **Daily** radio button
2. Double-click **Sunday** in the timeline to display the Sunday's Hourly Quota dialog box.
3. Select **2 hours** from the drop-down listbox and then close the dialog box by selecting **OK**.
4. Repeat this for Monday, Tuesday, Wednesday and Thursday but select **1 hour** from the listbox. For Friday and Saturday, double-click the days and select **2 hours** from the listbox.

Now that the hourly quotas for each day are set, we're ready to schedule the times when your child may access the Internet each day. Let's allow your child access to the Internet during the following times:

Sunday through Thursday - from 3PM to 7PM

Friday - from 3PM to 11PM

Saturday - from 12PM to 11PM

We'll start by disallowing the hours your child *can't* access the Internet from Sunday through Friday.

1. Select the first cell on the Sunday line (12AM).
2. Press and hold down the left mouse button and drag the cursor up to the 3PM cell. Without releasing the mouse button, drag the cursor down to select the same hours for Monday, Tuesday, Wednesday, Thursday and Friday.
3. When all six lines are blue from 12AM up to 3PM, release the left mouse button and then select the **Disallow** button. The five lines that were blue are now red, indicating your child can't access the Internet during those hours on those days.
4. Continue setting the disallowed hours in the timeline for:
 - The hours between 7PM and 12PM on Sunday through Thursday.
 - The hours between 12AM and 12PM on Saturday.
 - The hours between 11PM and 12PM on Friday and Saturday
5. Review the current set of restrictions by reading the text that appears in the bubble on the upper-right-hand corner of the screen. Select the **OK** button to finish.

Using KidsWatch Time Control

Tips

- As opposed to setting up an Internet Time Restriction to block Internet access for all programs, you gain more flexibility by setting up individual program restrictions for each program that accesses the Internet. Examples are AOL, AOL Instant Messenger, Internet Explorer, and Outlook Express. For instructions on how to set up program restrictions, refer to the topic about Program Restrictions.
- Select the name of a day to highlight all 24 hours in that day.
- Select the unlabeled cell above **Sunday** to highlight the entire schedule. This is useful when you want to reset the entire schedule, prevent Internet access completely, or permit Internet access at all times.
- Select a cell in the hour line to highlight that ½ hour increment for every day in the week.
- Select a single cell in the timeline to toggle a ½ hour period to either restricted or unrestricted time.

Program Restrictions

Use the Program window to restrict the user from accessing specific programs or program groups on the computer.



The listbox on the left identifies all the programs and program groups that KidsWatch Time Control found on the computer. A scrollbar allows you to view more programs.

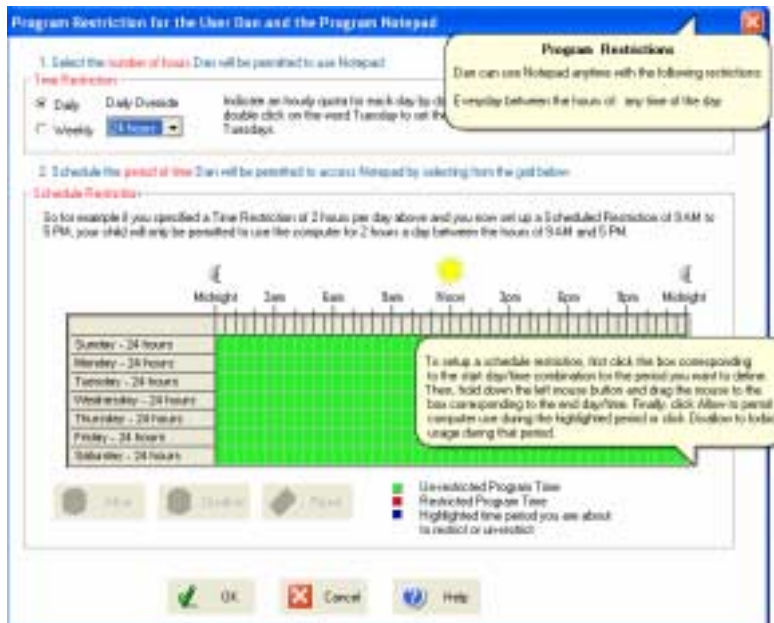
NOTE: Boxes containing a plus sign (+) indicate a program group. Select the plus sign to expand the group and view all the programs in the group.

Each program and program group has a box to its left. Initially, all boxes have a green checkmark indicating the corresponding program or program group is not restricted to the user. By selecting a box, you can restrict or unrestrict the user's access to the program or program group. The boxes can contain the following:

If the box contains a...	then...
Green Checkmark	the user has access to the corresponding program or program group.
Red X	the user does not have access to the corresponding program or program group.
Red Checkmark	the user has restricted access to the corresponding program or program group.
Grey Checkmark in a box shaded grey	the user does not have access to a program within the program group.

Using KidsWatch Time Control

You can also restrict program access to certain days and times. For example, you can prevent your child from playing computer games on school days yet allow it on weekends. To restrict access to a program or program group for a certain day and time, right mouse click on the program or program group. The Program Restriction window displays.



Use the Program Restriction window to specify date and time restrictions for the program or program group selected on the Program window. The title for this window identifies the user and program or program group for which you are setting further restrictions. It is similar to the Computer and Internet windows.

The window is divided into two sections: **Time Restriction** and **Schedule Restriction**. They allow you to specify the time(s) when the user can access and run the selected program. Two messages display when you access the window, one identifying the current set of restrictions for the user, and a second that briefly describes how to update the timetable in the **Schedule Restriction** section.

The timetable in the **Schedule Restriction** section identifies the days of the week. Across the top of the timetable is the hour line, identifying the hours of a day in 30 minute increments. The colors green and red in the timetable identify allowed and disallowed hours the user can use the program, and blue identifies hours for which you are changing the status.

The cursor can activate any cell in the timetable, as well as an entire line (day) or column (30 minutes) or every hour of every day.

By double-clicking a day in the timeline and making a selection from the drop-down listbox, you can specify the total number of hours the user can access the program for the selected day.

Using KidsWatch Time Control

Setting Up Program Restrictions

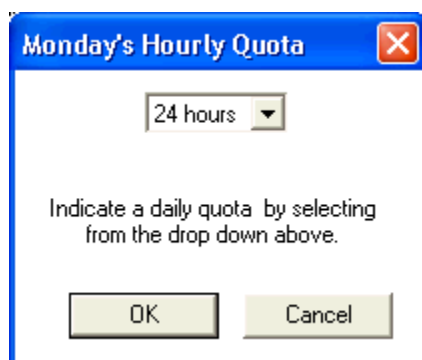
Setting a restriction for a program, program group or a program within a group allows you to restrict your child from using it, or specify when they can use it and for how long.

In the following procedure, the terms “program” and “program group” are interchangeable. To set up a program restriction:

1. Locate the program in the Program window listbox for which you want to restrict access or limit usage. Restricting a program means your child can not use the program, whereas limiting usage means they can use it on a limited basis.
 - If you decide to restrict access to the program completely, select the box to the left of the program. A red X replaces the green checkmark. Do this for each program you want to restrict access to. When you are done, select the **OK** button to close the Program window.
 - If you decide to only limit usage, skip to the next step.

NOTE: Boxes containing a plus sign (+) indicate a program group. By selecting the plus sign and expanding the group you can view all the programs in the group.

2. Position the mouse cursor on the program you want to limit and press the right mouse button to access the Program Restrictions window.
3. To set an hourly program usage quota, first decide the maximum amount of time your child can use the program each day.
 - To make the hourly quota the same number of hours for each day of the week, select the **Daily** radio button and then select the number of hours per day that your child may use the program from the **Daily Override** listbox.
 - To make the hourly quota different for some days of the week, select the **Daily** radio button. Next, double-click on a day in the timeline (e.g., Sunday, Monday). The Hourly Quota dialog box displays for the day you selected. Select an hourly quota for that day and then select the **OK** button. Repeat this for each day.



- To set a weekly quota, i.e., the maximum number of hours your child may use the program for the week, select the **Weekly** radio button and then select the number of hours per week that your child may use the program from the **Weekly Allowed** drop-down listbox.

Using KidsWatch Time Control

4. Define when your child can use the program, such as between the hours of 9AM and 5PM, or 10AM and 9PM. Begin by specifying when your child *can't* use the program. Position the cursor on the hour line, in the cell of a starting time and day for which you want to disallow program usage. Hold the left mouse button and drag to the end time, then release the mouse button. The selected time is now blue. If you make a mistake, select the **Reset** button to clear your selection.
5. Select the **Disallow** button. If there is another time for which you don't want your child to use the program, repeat steps 4 and 5 until all disallowed times are set. When you are done, the timeline shows the disallowed hours in red and the allowed hours in green.

NOTE: If KidsWatch detects a discrepancy between your selection in the **Time Restriction** section and your selection(s) in the **Schedule Restriction** section, a message warns you of the discrepancy. Select **Cancel** to close the message, and address the discrepancy, or select **OK** and KidsWatch Time Control adheres to the stricter of the two restrictions.

6. Select the **OK** button to apply the restrictions and redisplay the Program window.
7. Repeat these steps to set restrictions for another program.
8. Select the **Next** button to proceed to the Options window.

Example for Setting a Program Time and Schedule Restriction

This example is provided to help you understand how to limit program usage. Note that the terms "program" and "program group" are interchangeable.

Let's assume your child is twelve years old, is assigned the **Custom** Category, and is allowed to use the computer during the following times:

Sunday - from 12PM to 9PM

Monday through Thursday - from 3PM to 9PM

Friday - from 3PM to 11PM

Saturday - from 12PM to 11PM

It's reasonable to allow less time for playing computer games, such as pinball, during the week than on the weekend. So, we'll allow your child ½ hour a day Monday through Thursday to play pinball, and 1 ½ hours a day Friday through Sunday.

To set a daily hourly quota for the pinball program:

1. Select the **Daily** radio button.
2. Double-click **Sunday** in the timeline to display Sunday's Hourly Quota dialog box.
3. Select **1.5 hours** from the drop-down listbox and then close the dialog box by selecting **OK**.
4. Repeat this for Monday, Tuesday, Wednesday and Thursday but select **30 minutes** from the listbox. For Friday and Saturday, double-click the days and select **1.5 hours** from the listbox.

Using KidsWatch Time Control

Now that the hourly quotas for each day are set, we're ready to schedule the times when your child may use the program each day. Let's allow your child to use the pinball game during the following times:

Sunday through Thursday - from 3PM to 7PM

Friday - from 3PM to 11PM

Saturday - from 12PM to 11PM

We'll start by disallowing the hours your child *can't* use the pinball game from Sunday through Friday.

1. Select the first cell on the Sunday line (12AM).
2. Press and hold down the left mouse button and drag the cursor up to the 3PM cell. Without releasing the mouse button, drag the cursor down to select the same hours for Monday, Tuesday, Wednesday, Thursday and Friday.
3. When all six lines are blue from 12AM up to 3PM, release the left mouse button and then select the **Disallow** button. The five lines that were blue are now red, indicating your child can't play the pinball game during those hours on those days.
4. Continue setting the disallowed hours in the timeline for:
 - The hours between 7PM and 12PM on Sunday through Thursday.
 - The hours between 12AM and 12PM on Saturday.
 - The hours between 11PM and 12PM on Friday and Saturday
5. Review the current set of restrictions by reading the text that appears in the bubble on the upper-right-hand corner of the screen. If everything looks ok, select the **OK** button and you are done.

Tips

- Applying program restrictions for a program group applies the same restrictions to all of the programs in the group.
- The program tree in the listbox is comprised of the shortcuts that were found on your computer. If you encounter a program that you cannot find in the tree, simply add a shortcut for that program to your desktop, or copy the program itself to your desktop. The next time you view the Program window, you will find the program you were looking for.
- The program tree in the listbox includes a **Startup Group** that may include Antivirus and other programs that play an important role in the operation of your computer. Before choosing the **Restrict All** button, be sure to review this group for any programs that your computer needs in order to function properly. When in doubt, do not restrict any programs in the **Startup Group**.
- Screen Savers are a special category of programs that are sometimes the source of computer viruses. KidsWatch Time Control creates a separate program group with the name **Screen Savers** to provide the administrator with the option of restricting or allowing each screen saver.
- To remove all program restrictions for a user, select the **Reset All** button on the Program window.

Options

The Options window allows you to specify whether a user may install and run new programs, alter existing programs, or use control panel programs, and prevents a user from altering programs or using Windows Explorer to access web sites in order to bypass restrictions.



Using KidsWatch Time Control

If you select...	Then...
Allow	The user can install and run new software programs that are not specifically restricted on the Program Restrictions window.
Lock Down	<p>The user is prevented from installing or running any software that is not listed and permitted on the Program Restrictions window. By selecting this option, a Time Control Administrator is required to install any new software and allow its use on the Program Restrictions window.</p> <p>Note: Selected critical programs are not listed in the program tree and cannot be locked down. Those programs are associated with Antivirus, printer driver functions and the running of your computer.</p>
Restrict	The user cannot use control panel programs.
Prevent	The user cannot alter a program or program name in order to bypass restrictions set for that program. This also prevents automatic updating of all programs on the computer; deselect this if you want to avoid interference with legitimate program updating.
Disable	The user cannot use the Windows Explorer address bar to access the Internet in order to bypass restricted site settings.

Setting Options

From the Options window, select either **Allow** or **Lock Down**, and **Restrict**, **Prevent**, and/or **Disable** if desired, then select the **Next** button to proceed to the next window. Like the other KidsWatch Time Control restrictions, you can change this option when needed.

Temporary Passwords

The Temporary Passwords window allows you to create multiple one-time use passwords that you can provide your child when he or she needs to extend computer, Internet, or program time, or temporarily suspend web site filtering without your permission. For example, your child is in the middle of a report and quickly running out of computer time, and you are not home. Your child can use one of the temporary passwords you created to extend a restriction for that day. Note that the password can be used only once, and for just one restriction (e.g., to extend program usage time, but not computer and Internet usage time).



Setting Temporary Passwords

To set temporary passwords to allow your child to extend computer time, Internet time, and/or program time when needed:

1. Enter a password in the text box.
2. In the first drop-down listbox, select the activity to associate with this password. Options are Computer time, Internet time, Program time, or Bypass web filtering. Note that if you select Bypass web filtering, your child can use that password to shut down ALL filtering for the period of time you specify in the next step.

Using KidsWatch Time Control

3. In the second drop-down listbox, select the period of time for which your child can extend the selected activity associated with the password.
4. Select **Add** to add it to the Temporary Passwords list. Repeat this to create additional passwords.

To remove a password, highlight it in the list and select **Remove**. Note that after the child uses a password, it is removed from the list.

5. To allow your child a few extra minutes to log back on to the computer after computer time has expired, select this length of time from the **Allow extended logins** drop-down listbox. Your child can then log back onto the computer and choose to extend computer, Internet, or program time.
6. Select the **Next** button to proceed to the Website Filtering window.

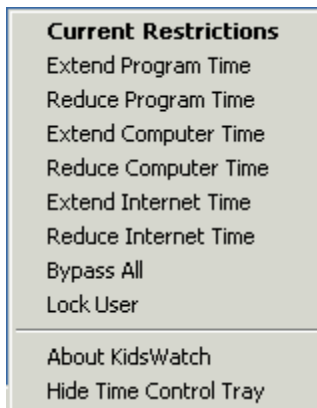
NOTE: If you return to the Temporary Passwords window after initial setup, the **Next** button is not available. In this case, select the **OK** button after modifying the Temporary Passwords list.

Using Temporary Passwords

Your child is busy gathering information from the Internet for his report, and knows he only has a few more minutes of Internet time. He phones you at work for help, and you provide him with one of the temporary passwords you created. He uses the Time Control icon in the system tray to extend his Internet time.

NOTE: The system tray is the area at the bottom of the screen, opposite the Windows Start button, which contains icons for programs that run in the background.

1. Your child positions the cursor on the Time Control system tray icon, and presses the right mouse button. A menu of options displays.



2. He selects Extend Internet Time.

Using KidsWatch Time Control



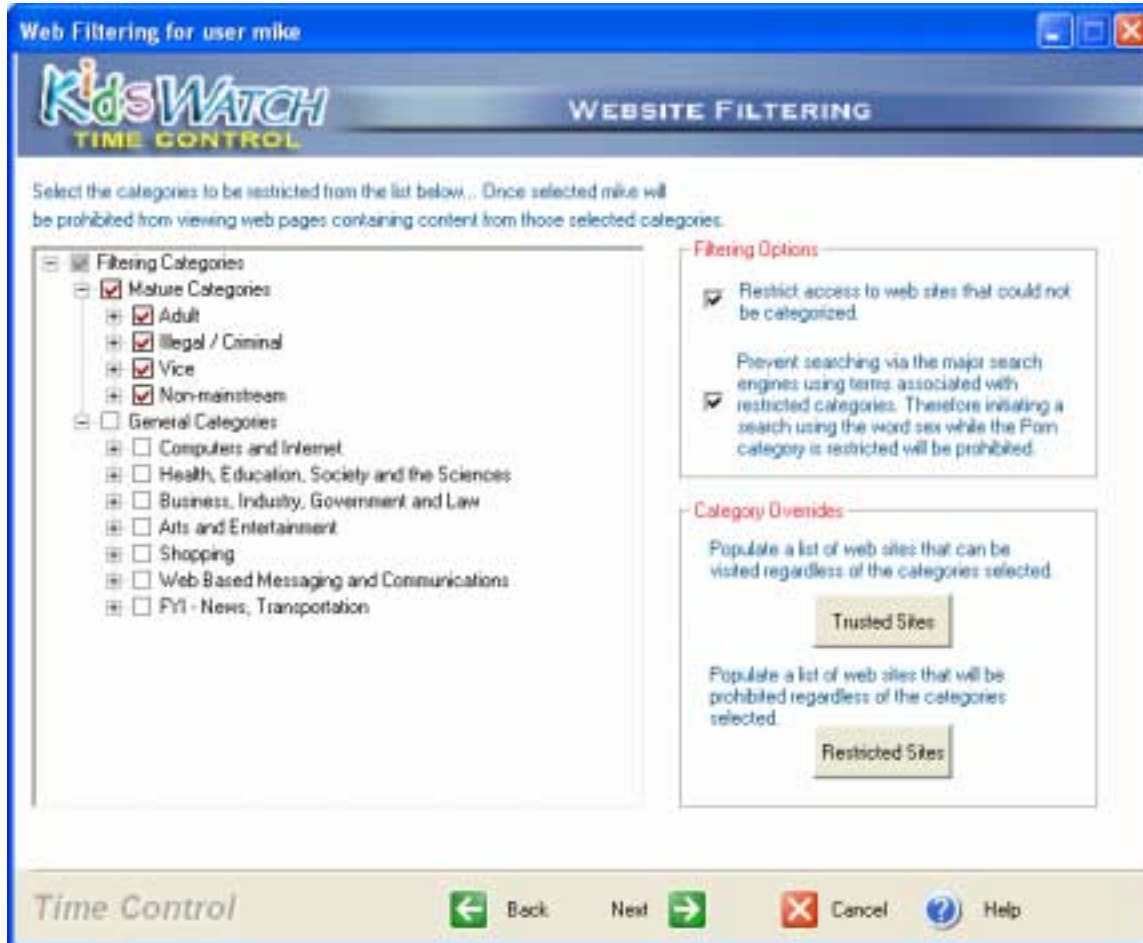
The image shows a screenshot of a Windows-style dialog box titled "KidsWatch Administrator User & Password". The dialog box has a light gray background and a blue title bar with a close button (X) in the top right corner. Inside the dialog, there are two input fields. The first is labeled "User Name" and contains the text "kevin". The second is labeled "Password" and contains a series of asterisks "*****" followed by a vertical cursor. Below the input fields are two buttons: "OK" and "Cancel".

3. Your child's user name (the name with which he is currently logged on) appears in the User Name field. The child enters the temporary password you provided him, and selects the **OK** button. He now has the additional time associated with the password to finish his research.

Website Filtering

The Website Filtering window allows you to selectively limit the type of web sites your child can visit.

- Filter by category to prevent your child from visiting sites with mature content.
- Prevent your child from using major search engines to search on words associated with restricted categories.
- Use the Trusted Sites feature to allow your child to access certain web sites that fall into a restricted category.
- Use the Restricted Sites feature to prevent access to certain web sites in an allowed category.
- Add an asterisk as a prefix or suffix to a specified web site address to allow or restrict all variations of that address or keyword.



Restricting Web Site Access

To use content filtering to restrict web site access:

1. Under **Filtering Categories**, ensure the **Mature Categories** check box is selected, as well as all its sub-categories.
2. Also under **Filtering Categories**, select additional check boxes for other types of sites to which you want to prevent access. Click the plus sign next to a category to see its sub-categories. For an explanation of a category, right-click that category.
3. Under **Filtering Options**, select the **Restrict access to...** check box to prevent your child from accessing sites that could not be dynamically assigned to a category, such as photo-based sites.
4. Select the **Prevent searching via the major search engines...** check box to prevent your child from using major search engines to search on words associated with restricted categories. For example, your child cannot run a search on the word “guns” because you selected the **Illegal / Criminal** check box.
5. To allow your child to access web sites that fall into a restricted category, select **Trusted Sites**.



6. In the text box, type in the web site address for the site to allow. To allow all variations of a web site address, add an asterisk as a prefix and/or suffix to the address. For example, enter:
disney
to allow any address that contains the word “disney.”
7. Select **Add** to add it to the **Trusted Sites List**.
8. Repeat steps 6 and 7 for each web site address to permit.
9. Select **Exit** when you finish adding trusted sites.
10. To prevent access to web sites in an allowed category, select **Restricted Sites**.

Using KidsWatch Time Control

11. In the text box, type in the web site address to restrict. To restrict all variations of a web site address, add an asterisk as a prefix and/or suffix to the address. For example, enter:
***.myspace.com**
to restrict mail.myspace.com, profile.myspace.com, etc.
12. Select **Add** to add this to the **Restricted Sites List**.
13. Repeat steps 11 and 12 for each web site address to restrict.
14. Select **Exit** when you finish adding restricted sites.
15. Select the **Next** button to move to the next screen, or select **OK** if you are updating existing user restrictions.

Example for Filtering Web Site Access

You don't want your 14-year-old son to spend too much time playing Internet games, but he's convinced you to let him use his favorite game site occasionally.

1. On the Website Filtering window, after ensuring that **Mature Categories** is selected, click on the plus sign next to **Arts and Entertainment** (below **General Categories**) to view its sub-categories.
2. Click on the **Games** check box to select it.
3. Select **Trusted Sites**.
4. Select the text box and type in **www.addictinggames.com**
5. Select **Add** to add it to the **Trusted Sites** list.
6. Select **Exit**.
7. Select the **OK** button.

Your son can now access this web site, but will be unable to visit other game sites.

Tips

How do I keep my children safe on the Internet?

- Prevent searching for inappropriate terms on major search engines, and restrict access to all sites that cannot be assigned to a category.
- For children between ages 7 and 12, select both Mature Categories and General Categories to block access to all sites that fall within a category. Then, create a trusted sites list containing sites you have reviewed and approved such as Disney.com, nickelodeon.com, and dictionary.com. Access to sites not on this trusted list is prohibited, so your children cannot visit these sites or view Internet content other than what you have approved.
- For children ages 13 or older, select Mature Categories to prevent access to ALL mature content, then create a trusted sites list containing sites you have reviewed and approved that may fall into one of these categories. Access to mature sites not on this trusted list is prohibited, so your children cannot visit these sites or view inappropriate Internet content other than what you have approved.
- View a visited web sites report for that child or receive this report via e-mail on a daily or weekly basis. If the report indicates that the child is abusing Internet privileges, create tighter controls by blocking trusted sites or all Internet activity.

Updating a User Account

To make changes to restrictions for an existing user account:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select the user for whom you want to make changes, then select the **Restrictions** button. The Category Selection window displays.

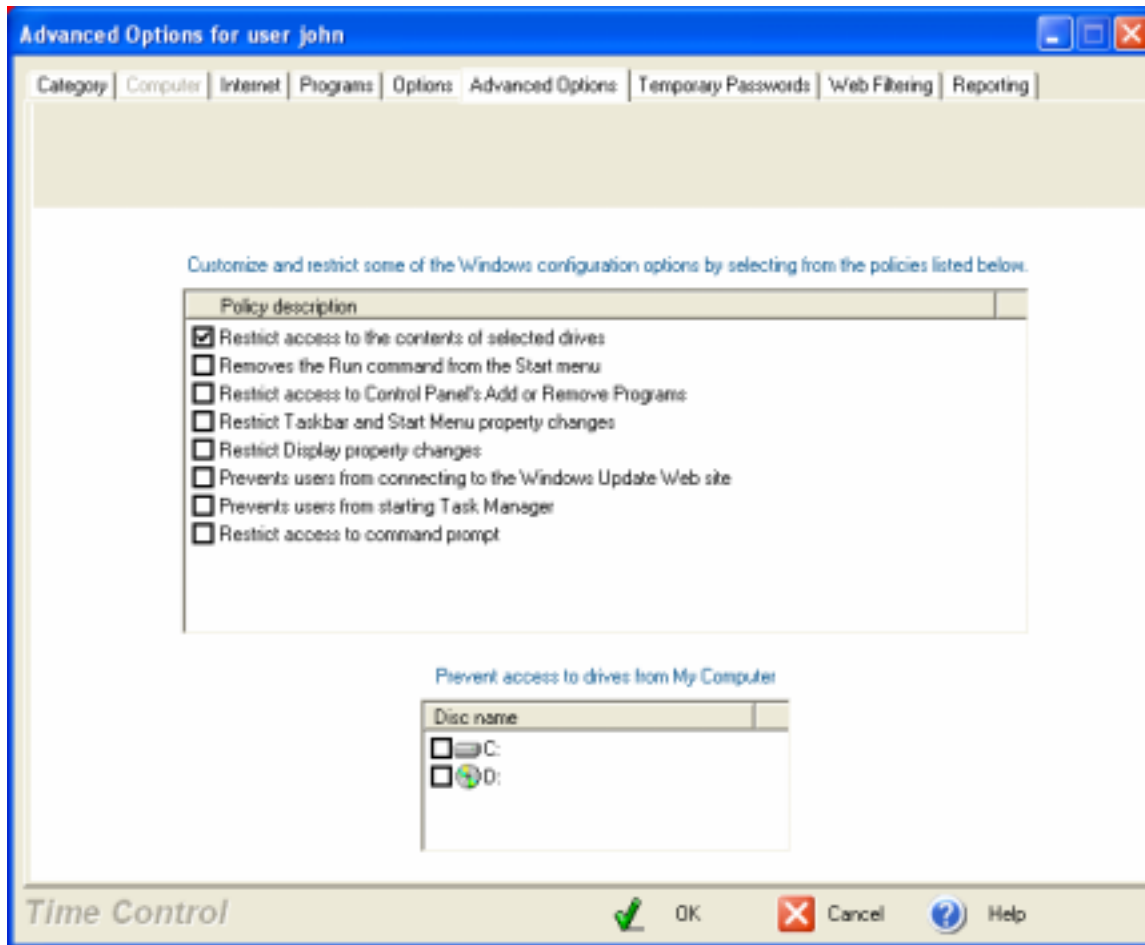


4. Select the tab at the top of the window for the options or restrictions you want to change. The windows that correspond to each tab are similar to those described in the previous topics for setting up a new user account, with the exception of the Advanced Options and Reporting windows; see these topics for instructions on using each window.
5. Make the changes and select another tab to continue making updates.
6. Select the **OK** button when you are finished to save the changes.

Sometimes you may be unable to select certain tabs. This occurs when you are reviewing restrictions for a user for which the restrictions can't be changed. For example, the Computer tab is disabled when you are reviewing restrictions for a user with a Child, Teenager or Young Adult Category because computer usage is predefined for these Categories.

Advanced Options

The Advanced Options window allows you to restrict access to certain Windows functions.



To set Advanced Options restrictions:

1. Start KidsWatch Time Control. The Users & Categories window displays.
2. Select the user for whom you want to make changes, then select the **Restrictions** button.
3. Select the **Advanced Options** tab.
4. Under **Policy description**, select the box(es) to prevent access to the corresponding functions. For example, you can:
 - Restrict access to the contents of selected drives. If you select this option, the **Disc name** list appears, in which you select the box next to the drive that you want to prevent access for the user.
 - Remove the Run command from the Start menu, which prevents the child from running undesired functions and programs.

Using KidsWatch Time Control

- Restrict access to Control Panel's Add or Remove Programs, which prevents a child from adding a program that may be inappropriate or have undesired effects on computer performance, or deleting a necessary program.
 - Restrict Taskbar and Start Menu property changes to limit the child's ability to customize these items.
 - Restrict Display property changes to limit the child's ability to customize these settings.
 - Prevent users from connecting to the Windows Update Web site so your child cannot control software updates.
 - Prevent users from starting Task Manager so they cannot access computer and program status and configuration.
 - Restrict access to the command prompt, so your child cannot tamper with the computer's configuration.
5. Select the **OK** button when you are finished making selections.

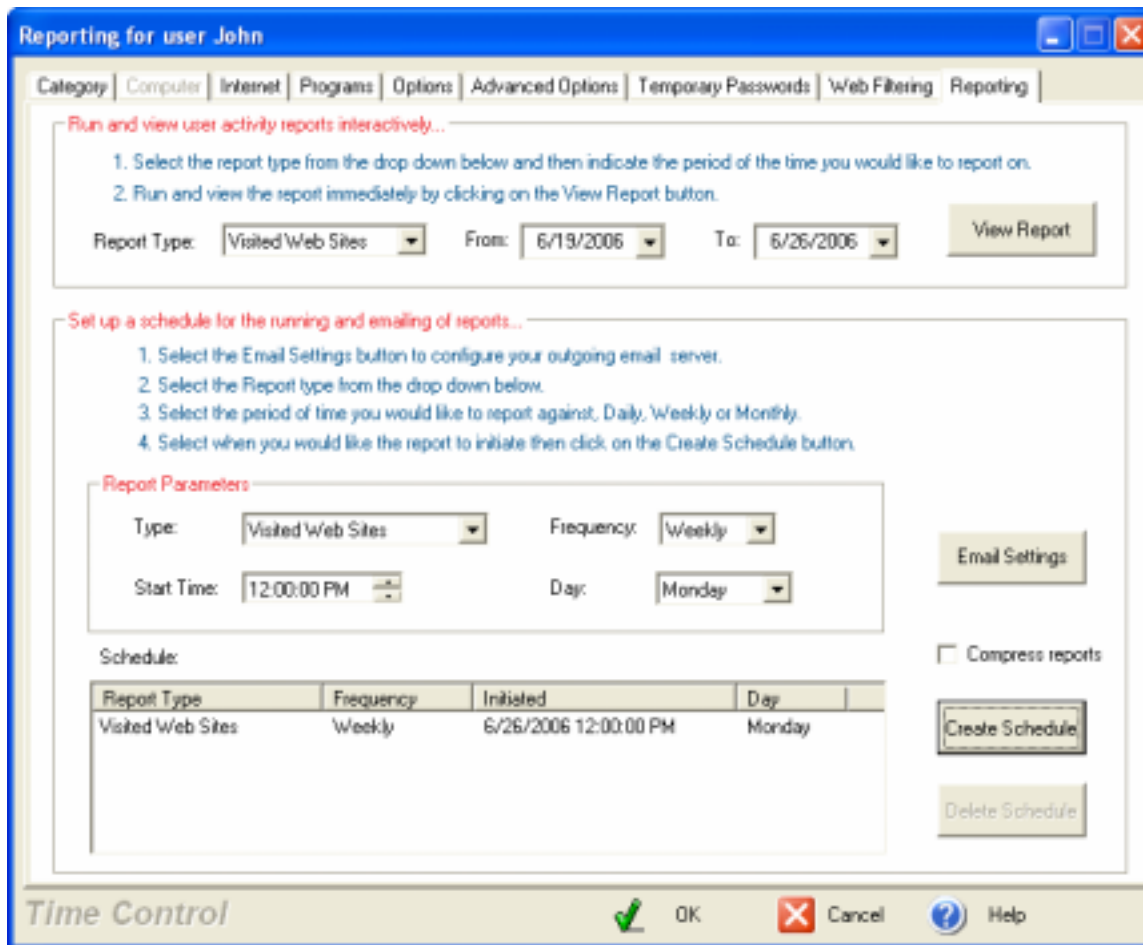
Child Activity Reporting

Use the Reporting feature to view the web sites your child visits, the programs they use, and when they were active on the computer. Also, schedule a report specifying your child's computer activity that you can receive on a daily, weekly, or monthly basis. Schedule multiple reports to accommodate different report types and/or each child.

Running a Report

To run a report:

1. Start KidsWatch Time Control. The Users & Categories window displays.
2. Select the user for whom to run a report, then select the **Restrictions** button.
3. Select the **Reporting** tab.



4. In the first section of the window, from the **Report Type** drop-down listbox, select Computer Usage, Visited Web Sites, or Program Usage to specify the activity on which to view the report.
5. Select the arrow next to the **From:** drop-down listbox to view a calendar. Select the start date in which to run the report from this calendar.

Using KidsWatch Time Control

6. Select the arrow next to the **To:** drop-down listbox to view a calendar. Select the end date in which to run the report from this calendar.
7. Select the **View Report** button. This generates a report that displays information depending on the report type selected:
 - If you selected Computer Usage, the report indicates the length of time that the child used the computer.
 - If you selected Visited Web Sites, the report displays the Web sites accessed and how long the user accessed them.
 - If you selected Program Usage, the report displays the programs accessed and how long the user accessed them.

Time Control Visited Web Sites Report for: kevin
Period: From 6/3/2005 To 6/7/2005

Visited Sites Summary

Web Sites Visited	Number of Visits
11img.com	2
800myway.com	2
www.cpl4me.com	1
ubntk.myway.com	1
ufn.myway.com	1
redsa.112.2a7.net	1
reck.com	1
ad.doubleclick.net	1
debsupport.debs.com	1
debsupport.debs.com	1
bandg.myway.com	1

kevin visited the following web sites during the dates and time indicated:

Web Sites Visited	Date & Time of Visit
bandg.myway.com	17:45:06
debsupport.debs.com	17:48:09
www.cpl4me.com	17:45:05
ad.doubleclick.net	17:10:29
bandg.myway.com	17:10:03
800myway.com	17:10:07
ufn.myway.com	17:10:03
debsupport.debs.com	17:20:51
11img.com	17:10:08
ad.doubleclick.net	17:10:28
reck.com	17:10:19
redsa.112.2a7.net	17:10:22
ufn.myway.com	17:10:07

Using KidsWatch Time Control

Setting Up a Scheduled Report

To set up a scheduled report:

1. Start KidsWatch Time Control. The Users & Categories window displays.
2. Select the user on whom to run a report, then select the **Restrictions** button.
3. Select the **Reporting** tab.

Reporting for user John

Category | Computer | Internet | Programs | Options | Advanced Options | Temporary Passwords | Web Filtering | Reporting

Run and view user activity reports interactively...

1. Select the report type from the drop down below and then indicate the period of the time you would like to report on.
2. Run and view the report immediately by clicking on the View Report button.

Report Type: From: To:

Set up a schedule for the running and emailing of reports...

1. Select the Email Settings button to configure your outgoing email server.
2. Select the Report type from the drop down below.
3. Select the period of time you would like to report against, Daily, Weekly or Monthly.
4. Select when you would like the report to initiate then click on the Create Schedule button.

Report Parameters

Type: Frequency:
Start Time: Day:

Compress reports

Report Type	Frequency	Initiated	Day
Visited Web Sites	Weekly	6/26/2006 12:00:00 PM	Monday

Time Control

4. Select the **Email Settings** button.

Outgoing Email Server Information

1. Enter the name of your outgoing SMTP email server. The SMTP server name can be obtained from your ISP - Internet service provider. Your ISP is the company that is providing your home with Internet access. The SMTP server is the vehicle that is used to send emails.

2. Enter the email address(es) of the individual(s) that you would like the reports emailed to. Multiple email addresses can be indicated as long as they are separated by a semicolon. name@host.com; name@host.com.

3. Enter the SMTP user name and password. The user name and password can be obtained from your ISP. Many ISP's do not require a user name and password to allow mail to be sent through their servers. In that instance leave those fields blank.

4. If your ISP does not use the default server port number of 25, enter the correct number in the Server Port Number text box.

5. Select the Test Settings button to validate that you have successfully configured your outgoing email server.

Outgoing mail server (SMTP):

E-mail Address:

SMTP authentication required...

User name:

Password:

Server Port Number:

5. Enter the name of your outgoing SMTP e-mail server, which you can obtain from your Internet Service Provider (ISP), in the **Outgoing mail server (SMTP)** text box. For information on ISPs and SMTP, see Acronyms on page 67.
6. Enter the e-mail addresses for the individuals to whom the report is to be sent in the **E-mail Address** text box. To enter multiple e-mail addresses, separate each with a semi-colon.
7. If the SMTP server requires a user name and password to obtain access, enter these in the **User Name** and **Password** text boxes. You can obtain these from your ISP. If they are not required, leave these fields blank.
8. If the ISP does not use the default server port number of 25, enter the correct number in the **Server Port Number** text box.
9. Select the **Test Settings** button to determine if you properly configured the outgoing e-mail server. If the test is unsuccessful, first ensure you entered the correct SMTP server, e-mail address, user name, and password. If these are correct, your firewall may be blocking access to the mail server. To resolve this, adjust the firewall settings to allow access to the server.

Using KidsWatch Time Control

10. Select the **Exit** button.
11. In the **Report Parameters** section of the Reporting window, from the **Type** drop-down listbox, select Computer Usage, Visited Web Sites, or Program Usage to specify the activity on which to run the report.
12. From the **Frequency** drop-down listbox, select the frequency with which to run the report. Options are Daily, Weekly, and Monthly.
13. To select the time of day to run the report, select each unit of time in the **Start Time** listbox, then use the up and down arrows to change this time. For example, to run the report at 9:00 PM, highlight the hour field, then tap the up or down arrow until "9" appears in this field. Repeat this with the minute and second fields, selecting "00" in each. If necessary, highlight the AM/PM field and use the up or down arrow to select PM.
14. If you selected a Weekly report period, select the day of the week to run the report from the **Day** drop-down listbox.

If you selected a Monthly report period, select the day of the month to run the report from the **Day** drop-down listbox.

15. Select the **Compress reports** check box to reduce report size and avoid spam filters when sending the report.
16. Select the **Create Schedule** button. This displays a description of the report in the **Schedule** field, and sends the report to the specified e-mail address at the day and time selected. This report displays information depending on the report type selected:
 - If you selected Computer Usage, the report indicates the length of time that the child used the computer.
 - If you selected Visited Web Sites, the report displays the Web sites accessed and how long the user accessed them.
 - If you selected Program Usage, the report displays the programs accessed and how long the user accessed them.

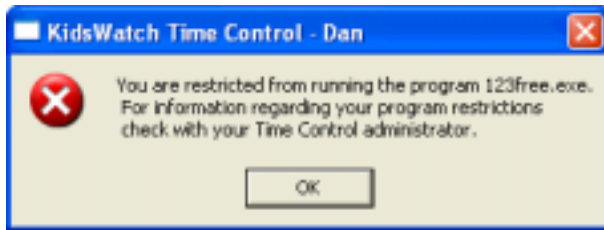
Repeat steps 11 - 16 to create as many additional reports as you need.

Deleting a Scheduled Report

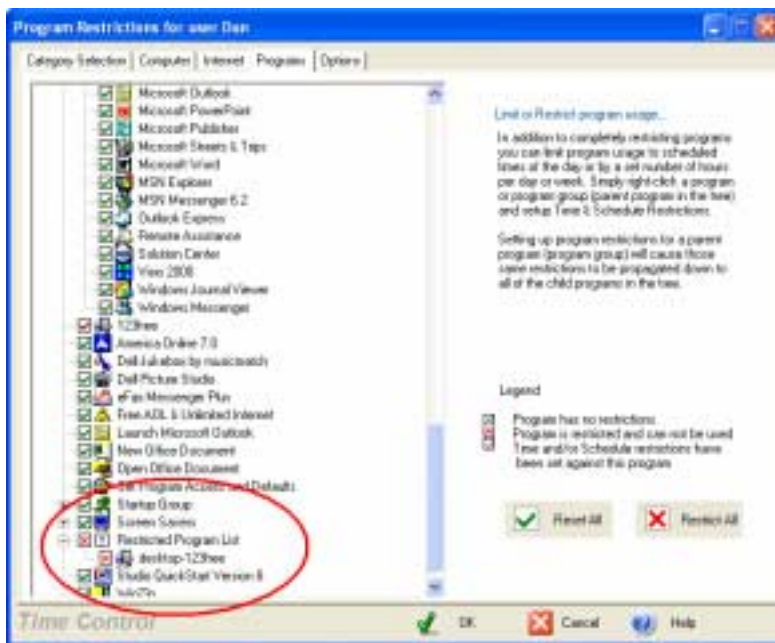
To remove a scheduled report, click on the report in the **Schedule** field, then click on the **Delete Schedule** button.

Unrestricting a Program for a User in Lock Down

If **Lock Down** is selected on the Options window for a user, the user is not allowed to install or run any programs that are not specifically permitted on the Program Restrictions window. If the user attempts to run one of these programs, KidsWatch Time Control displays a message such as the following and prevents them from doing so.



KidsWatch Time Control also identifies any new programs a user attempts to run in the program tree. The program is listed in the **Restricted Program List** program group. Refer to the following example.



To allow the user access to any programs they attempted to run while in Lock Down mode:

1. Start KidsWatch Time Control. The Users & Categories window displays.
2. Select the user for whom you want to make changes, then select the **Restrictions** button.
3. Select the Programs tab.
4. Locate the **Restricted Program List** program group in the program tree and expand the group.

Using KidsWatch Time Control

NOTE: To expand a program group, select the plus sign (+) to the left of the program group.

5. Locate the new program and select the checkbox to its left, changing the red X to a green checkmark.
6. Select the **OK** button and exit KidsWatch Time Control.
7. Have the user log on to the computer to ensure they can access the new program. Note that the program remains in the **Restricted Program List** program group.

To allow the user to install and run new programs:

1. Start KidsWatch Time Control. The Users & Categories window displays.
2. Select the user for whom you want to allow installing new programs, and select the **Restrictions** button. The Category Selection window displays.
3. Select the **Options** tab.
4. Select the **Allow** radio button.
5. Select the **OK** button and exit KidsWatch Time Control. The user can now install and run new programs.

Adding or Changing a User's Password

To add a password for a user or change an existing password:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select the user for whom you want to add or change a password and then select the **Password** button. The Password Change dialog box displays.



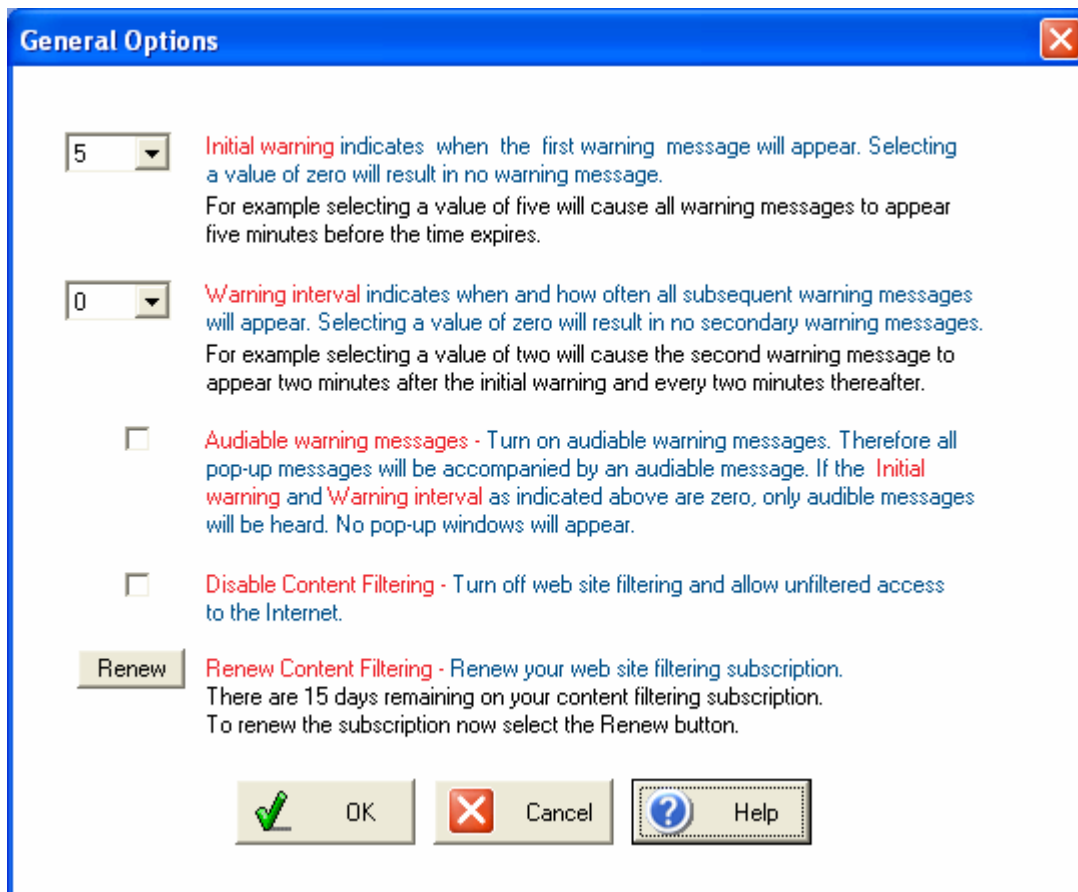
The screenshot shows a dialog box titled "Password Change for Dan". The dialog box has a blue header bar with the title. Below the header, there is a text instruction: "Change Dan's password by entering the new password in the Password and Confirm Password fields and then clicking on the OK button." Below this instruction, there are two text input fields. The first is labeled "New Password:" and the second is labeled "Confirm Password:". At the bottom of the dialog box, there are two buttons: "OK" and "Cancel".

4. Enter the user's password in the **New Password** and **Confirm Password** fields.
5. Select the **OK** button. The user's password is changed, and the dialog box closes. The Users & Categories window redisplay.

General Options

To set intervals for time expiration warnings and/or renew your KidsWatch subscription:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select the **General Options** button. The General Options window displays. Note that this window differs from the Options tab, which allows you to specify whether a user may install and run new programs or use control panel programs, and the Advanced Options tab, which restricts access to Windows functions. These options are not specific to individual users but are General Options that apply to all restricted users.



4. From the **Initial warning** drop-down listbox, select the amount of time in minutes before the first warning message appears, informing you that your computer, Internet, or Program time is about to expire. Options are 0 through 5, 10, 15, 20, 30, 60, 90, or 120 minutes. Select 0 to display no warning message.
5. From the **Warning interval** drop-down listbox, select the interval in minutes after which subsequent warnings display. Options available depend on the selected value in the **Initial warning** drop-down listbox.

Using KidsWatch Time Control

6. Select the **Audible warning messages** check box if you want an audible message to accompany pop-up warning messages. If you set the **Initial warning** and **Warning interval** fields to 0, an audible message still sounds, but no pop-up messages appear.
7. If your KidsWatch subscription is expiring soon, select the **Renew** button to extend the subscription and continue to take advantage of its web site filtering features.

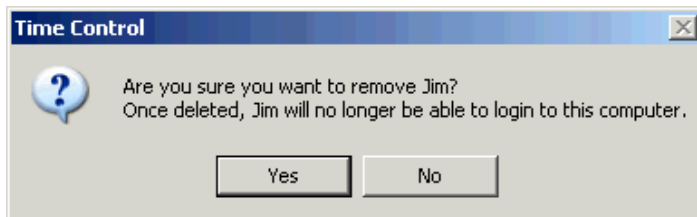
If you decide not to renew, KidsWatch disables all Internet access when the subscription expires in order to protect your child. To allow unfiltered access to the Internet when this occurs, select the **Disable Content Filtering** check box.

8. Select the **OK** button.

Removing a User

You can remove a user from the Kids Watch Time Control program. This permanently deletes a user's account in KidsWatch Time Control and in Windows. To remove a user:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select the user that you want to remove and then select the **Remove** button. A message displays asking if you are sure that you want to remove the user.



4. Select the **Yes** button if you want to remove the user. The message closes and the Users & Categories window redisplays.

Preventing a User from Using the Computer

The Users & Categories window allows you to temporarily prohibit a user from using the computer, similar to putting a lock on the computer. To lock the computer for a user:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select the user that you want to lock and then select the **Lock** button. The User Lockout Control dialog box displays.



4. Select a future date when the user's login privileges are restored.
You can select a date on the calendar; use the left and right arrow buttons to display another month. When selecting a date, the drop-down listbox displays the number of days until the user may use the computer. If you are not sure when to restore access to the user, choose **Forever** from the listbox.
5. Select the **OK** button when you are satisfied with your selection.

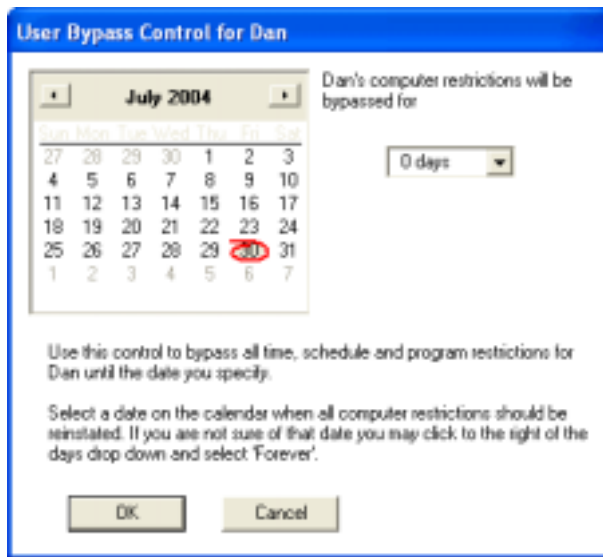
The dialog box closes and the Users & Categories window redisplay. The user is now restricted from using the computer, as indicated by the red circle with an X next to their name. The user is restricted from using the computer from the current date until the end date you specified, or if you select the user again and then select the **Unlock** button.

NOTE: The **Unlock** button replaces the **Lock** button on the Users & Categories window when you select a user that is locked.

Bypassing Restrictions

You can temporarily remove all of the restrictions you set in place for a user. To bypass Restrictions for a user:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select the user for whom you want to bypass Restrictions and then select the **Bypass All** button. The User Bypass Control dialog box displays.



4. Select a future date when the user's Restrictions are restored.
You can select a date on the calendar; use the left and right arrow buttons to display another month. When selecting a date, the drop-down listbox displays the number of days until the user's Restrictions are reinstated. If you are not sure when to restore the Restrictions, choose **Forever** from the listbox.
5. Select the **OK** button when you are satisfied with your selection.
The dialog box closes and the Users & Categories window redisplay. The user's restrictions are now lifted, as indicated by the yellow clock next to the user's name. The user may use the computer without any restrictions from the current date until the end date you specified, or if you select the user again and then select the **Reinstate** button.

NOTE: The **Reinstate** button replaces the **Bypass All** button on the Users & Categories window when you select a user for whom all Restrictions are bypassed.

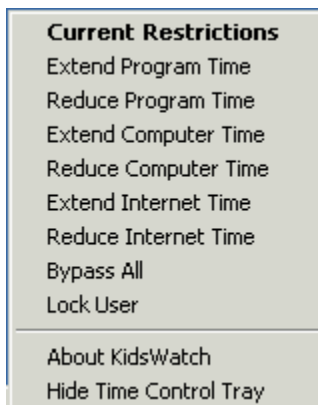
Using the KidsWatch Time Control System Tray Icon

Time Control runs continuously in the background for all restricted users (i.e., users with a Category of Child, Teenager, Young Adult and Custom). By default, a KidsWatch Time Control icon displays in the System Tray for each restricted user. The System Tray is the area that displays the clock and is opposite the Windows **Start** button.

The System Tray is generally used to keep “utility” type programs running and out of the way. Most of the icons you see in the tray are programs that are currently running. Usually, if you double-click or right-click one of these icons, they'll open or bring up a menu.

To open the KidsWatch Time Control System Tray icon and display its menu:

1. Log on to the computer using a Restricted user's account.
2. Position your cursor on the Time Control System Tray icon.
3. Press the right mouse button. A menu of options displays.



4. Select **Current Restrictions** on the menu to view an information message detailing the remaining computer, program and/or Internet time for the user. Refer to the following example.



Keep in mind that the remaining Computer, Internet and Program times displayed are the most restrictive of the Time and Schedule restrictions that are in place.

Using KidsWatch Time Control

As an example, if you allowed access to the computer for eight hours a day between the hours of 9AM and 10PM and ...

- Your child was only on the computer for 2 hours so far during that day
- It is now currently 9PM

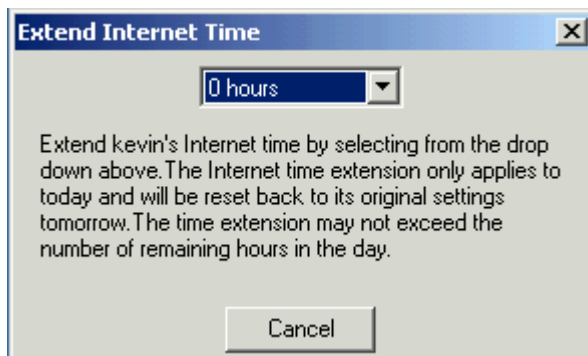
The computer time display indicates you only have one hour of computer time left since the schedule that you set up is the more restrictive of the two settings.

Click on the message to close it.

5. To extend or reduce program, computer, or Internet time using a temporary password, select the corresponding option on the system tray icon menu. This is useful if your child is in the middle of a report and quickly running out of computer time, and you are not home. The temporary restriction bypass feature allows your children to extend any of their restrictions for that day with a one-time use password.



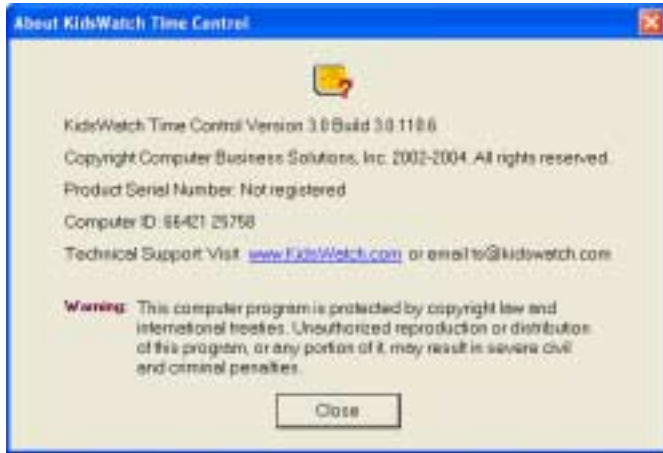
6. Enter the user name and temporary password in the dialog that appears. The Extend or Reduce Time dialog displays for the selected option. Refer to the example below.



7. Use the drop-down listbox to select the number of hours by which to extend or reduce the time.
8. Select **Bypass All** on the system tray icon menu to remove all restrictions for the day. Enter the user name and temporary password, then select the **OK** button in the dialog box that appears.
9. Select **Lock User** on the system tray icon menu to prevent the user from using the computer for the day. Enter the user name and temporary password, then select the **OK** button in the dialog box that appears.

Using KidsWatch Time Control

10. Select **About KidsWatch** on the system tray icon menu to view the About KidsWatch Time Control window.



This window displays the version of KidsWatch Time Control that you are using, your product serial number, computer ID and contact information for technical support.

Select the **Close** button to close the window.

11. If you select **Hide Time Control Tray** on the system tray icon menu, the Time Control System Tray icon disappears for the user. This does not disable the program.

If you have hidden the Time Control System Tray icon for a user, to redisplay it:

1. Log on to the computer as the user.
2. Select the Windows **Start** button.
3. Select **Programs** or **All Programs** (depending on the version of Windows installed on your computer).
4. Select the **KidsWatch** program group.
5. Select **Time Control System Tray**. The icon displays in the system tray.

Remote Administration

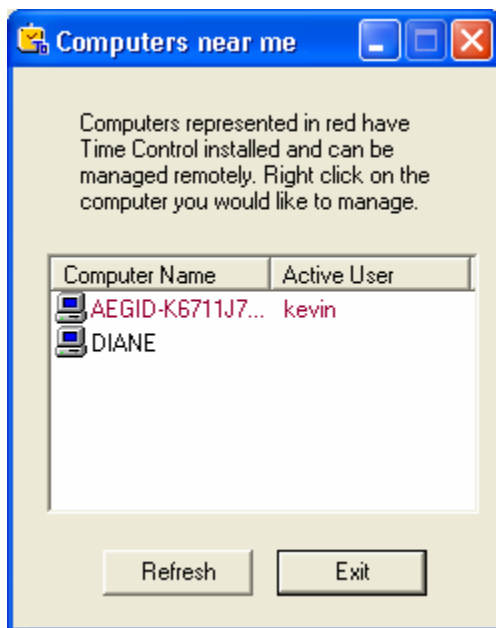
The TCRemote application allows you to extend, reduce, lock, bypass, and reinstate a user's restrictions remotely from another networked PC. This provides you control over a PC that your child might be using without interrupting them or avoiding a potential argument over limitations.

Accessing Restrictions from a Remote PC

To reduce or extend restrictions on a PC running KidsWatch Time Control from a remote PC:

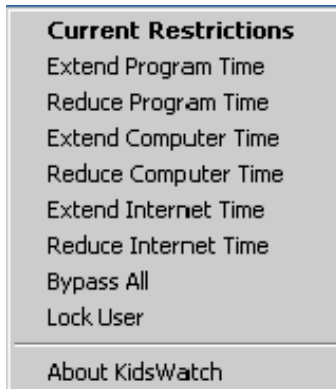
1. On the remote PC, navigate to and select the TCRemote application. The Computers near me dialog box displays.

NOTE: TCRemote communicates over TCP/IP port number 4566. If your firewall prevents communication over this port, adjust your firewall settings to allow this in order for TCRemote to function. See the Microsoft Firewall Troubleshooting topic on page 64 for instructions on adjusting the Microsoft firewall.



2. Right-click on the computer to manage. A menu displays with a list of options for extending and reducing restrictions.

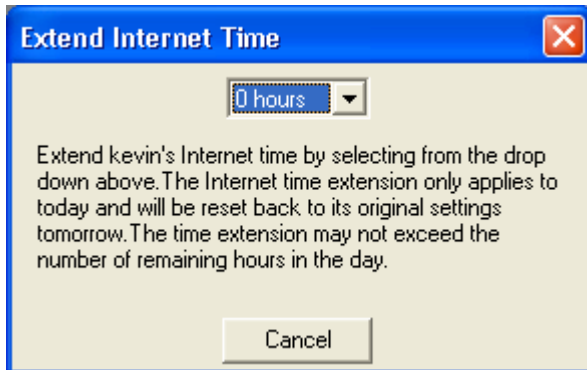
Using KidsWatch Time Control



3. Select an option to extend or reduce program time, computer time, or Internet time. The User & Password dialog box displays.



4. Enter the administrator's user name and password, then select the **OK** button. A dialog box appears for the selected option. Refer to the example below.



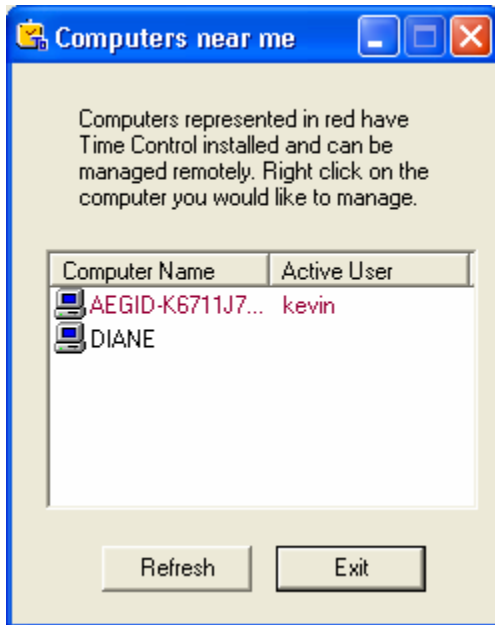
5. Use the drop-down listbox to select the number of hours by which to extend or reduce the time. Note that the selections in the drop-down listbox vary depending on the time of day; if there are six hours left in the day, the list only offers options from 0 to six hours.

Using KidsWatch Time Control

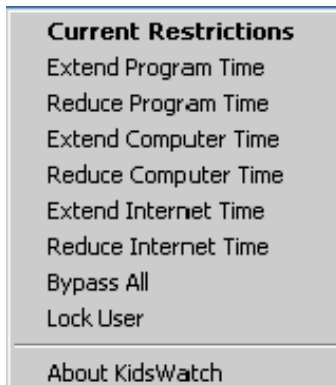
Bypassing Restrictions from a Remote PC

To bypass all restrictions on a PC running KidsWatch Time Control from a remote PC:

1. On the remote PC, navigate to and select the TCRemote application. The Computers near me dialog box displays.



2. Right-click on the computer to manage. A menu displays with a list of options for restrictions.



3. Select **Bypass All** to remove all restrictions for the day.

Using KidsWatch Time Control

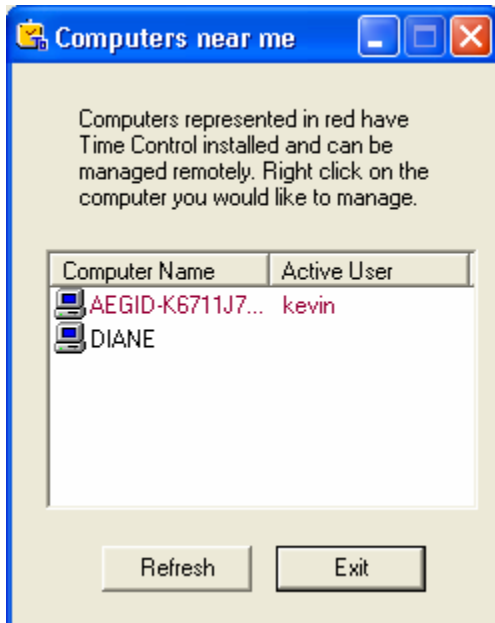


4. Enter the administrator's user name and password, then select the **OK** button.

Blocking Computer Use from a Remote PC

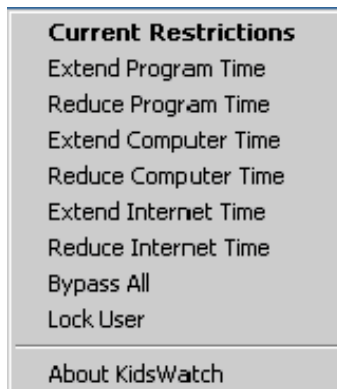
To completely prevent a user from using a PC running KidsWatch Time Control from a remote PC:

1. On the remote PC, navigate to and select the TCRremote application. The Computers near me dialog box displays.



2. Right-click on the computer to manage. A menu displays with a list of options for restrictions.

Using KidsWatch Time Control



3. Select **Lock User** to prevent the user from using the computer for the day.



4. Enter the administrator's user name and password, then select the **OK** button.

Counting Internet Usage Time

When a user with restricted Internet usage logs on to the computer, the clock is triggered to start counting Internet usage time. KidsWatch Time Control then monitors the PC for any Internet activity, i.e., the flow of information packets to and/or from your PC to the Internet. If after five minutes it does not detect any such activity, it stops the clock. These five minutes are applied to the user's Internet usage time.

However, some Internet browsers such as Netscape Navigator, Antivirus programs and personal Firewall software packages have what is sometimes referred to as "keep alive timers" that send information packets to the Internet every minute or sometimes more often. The same holds true for spyware software that may have been maliciously installed on your computer. Unfortunately, these "keep alive timers" eat away at the user's allotted Internet time quota even though it appears to the user that they have not used the Internet at all.

To remedy the situation you have a few options:

- Many of these packages have options where the "keep alive timers" can be turned off. Contact the vendor associated with the software package that you think is causing the problem and let them tell you how to turn off their "keep alive timer."
- Set individual limits on programs that use the Internet as opposed to limiting Internet time altogether. For example, limit Internet Explorer to two hours and AOL Instant Messenger to one hour a day, etc..
- Set up a schedule for Internet use as opposed to a time limitation.

Viewing the Summary of Restrictions

A Summary of Restrictions is available for all KidsWatch Time Control users.

To view the Summary of Restrictions for a user, select a user on the Users & Categories window and press the right mouse button. The Summary of Restrictions message displays, providing a summary of computer and Internet restrictions that have been set against that user.

Checking for Updates

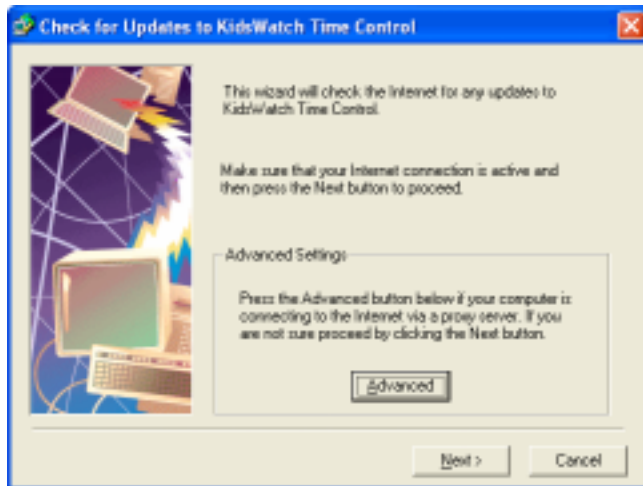
After activating and registering your copy of KidsWatch Time Control, you may connect with us via the Internet for program updates.

To check for live updates to KidsWatch Time Control:

NOTE: Users with telephone modems must connect to the Internet before beginning this process.

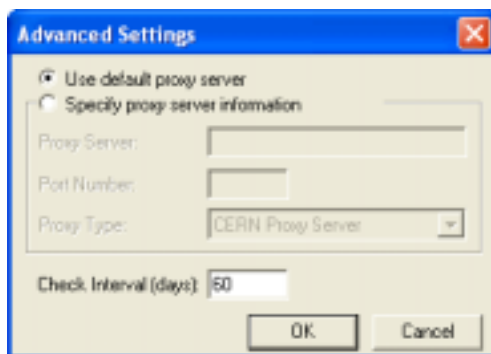
1. Access the KidsWatch Time Control program group.
2. Select **Time Control Live Update**.

The Check for Updates to KidsWatch Time Control window displays. Refer to the following example:



This window tells you that KidsWatch is going to check for updates after you select the **Next** button.

3. Do one of the following:
 - Review the information on the window, and then select the **Next** button. Go to step 4.
 - If you are an experienced computer user, you can select the **Advanced** button to access the Advanced Settings dialog box. Refer to the following example:

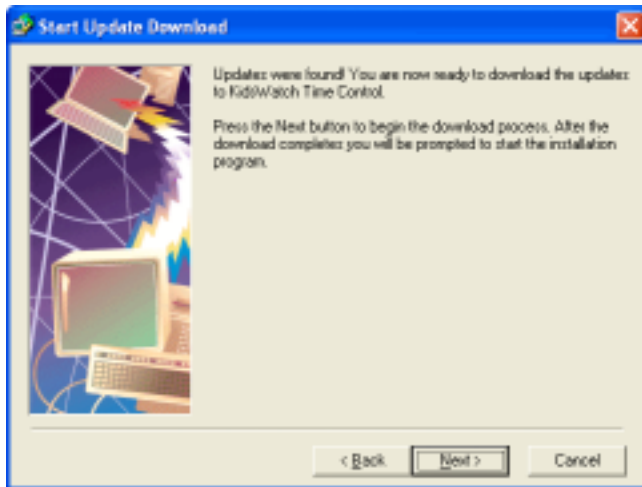


Using KidsWatch Time Control

The settings on this dialog box allow you to specify a proxy server if you don't want to use the default. If you make any entries on this dialog box, you must select the **OK** button to accept your entries.

If you feel uncertain about making any entries on this dialog box, select the **Cancel** button. The dialog box closes and the Check for Updates to KidsWatch Time Control window redisplay. Select the **Next** button on the window and proceed to step 4.

4. When the Start Update Download window displays, review the information on the window. Refer to the following example.



The type of Internet connection you have impacts the speed at which the files are downloaded.

NOTE: If updates are not found, a message displays and the update process ends. This indicates that you have the most current version of KidsWatch Time Control.

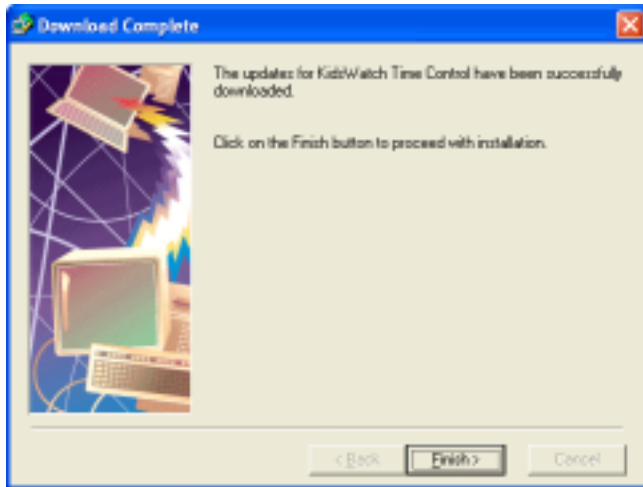
5. Select the **Next** button to proceed with the update.

KidsWatch Time Control begins downloading the new files. Refer to the following example:

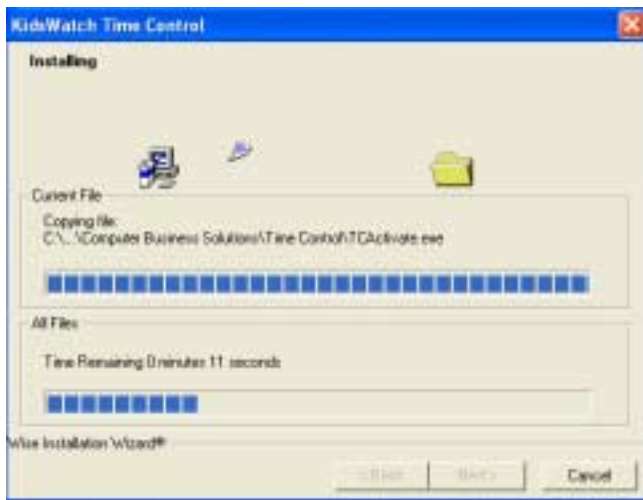


Using KidsWatch Time Control

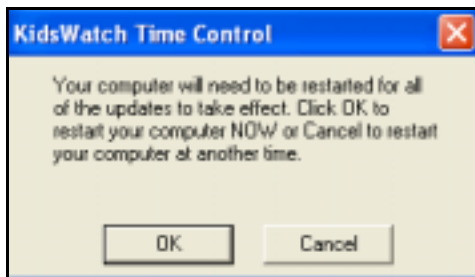
When the download completes, the following window displays:



6. Select the **Finish** button. The Download Complete window closes and the installation of the new files begins. Refer to the following example:



7. Select the **Next** button to proceed with the installation. The following message displays when the installation is complete:



8. Select the **OK** button to restart your computer, or the **Cancel** button to restart the computer later.

Resetting the Computer's Clock

If your computer's clock needs resetting, only an administrative user should perform this while other users are logged off the computer. To reset your computer's clock, select **Date and Time** in the Windows Control Panel, or select the date in the System Tray. Once you reset the clock, reset the date and time stamp associated with Computer, Internet and Program restrictions for each user:

1. Log on to the computer using your KidsAdmin or any other Time Control Administrator account.
2. Start KidsWatch Time Control. The Users & Categories window displays.
3. Select a user and then the **Restrictions** button.
4. Select the **Programs** tab. The Program window displays and refreshes.
5. Select the **OK** button.
6. Repeat these steps for each user.

Although Time Control restricts all non-administrators from changing the computer clock, if a restricted user happens to reset the computer's clock backwards, they are locked out of the computer. There are two options to remedy this situation:

- Go to Windows Control Panel and correct the time by selecting **Date and Time**.
- Reset Computer, Internet and Program restrictions for each user in KidsWatch Time Control using the previous procedure.

Uninstalling KidsWatch Time Control

If necessary, uninstall KidsWatch Time Control in one of two ways:

- Select **Uninstall Time Control** in the KidsWatch Time Control program group. A wizard guides you through the uninstall process.
- Use **Add/Remove Programs** on the Windows Control Panel. A wizard guides you through the uninstall process.

Updating or Replacing Existing Programs

In order to properly monitor the system to prevent your child from bypassing any program restrictions you have set in place, Time Control monitors for all program updates and prevents your child from updating or replacing any existing programs on the computer.

All program updates must be implemented by the Time Control Administrator.

If your child attempts to update or replace an existing program, the following message appears:

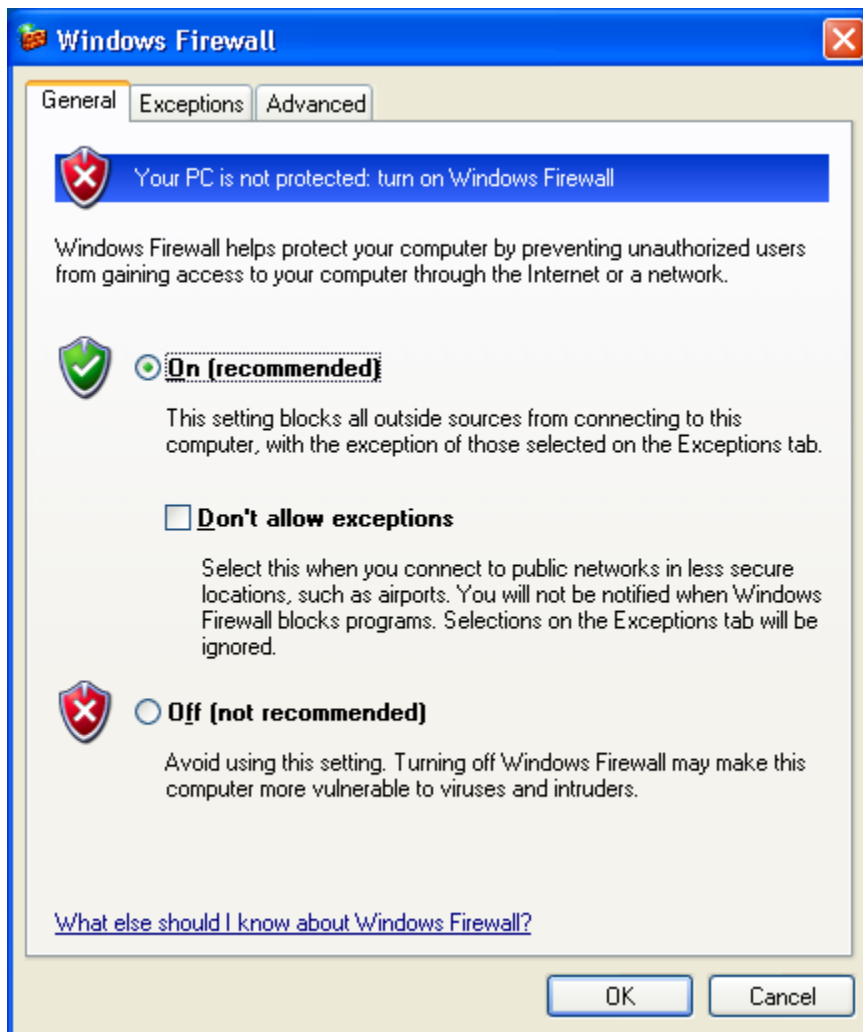
```
"The program xxx has changed. All program changes must be approved by your Time Control Administrator."
```

To alleviate this problem and allow your child to use the updated program:

1. Start Time Control.
2. Select the account experiencing the problem.
3. Select the **Restrictions** button.
4. Select the Program tab and allow all programs to refresh.
5. Select the **OK** button.

Microsoft Firewall Troubleshooting

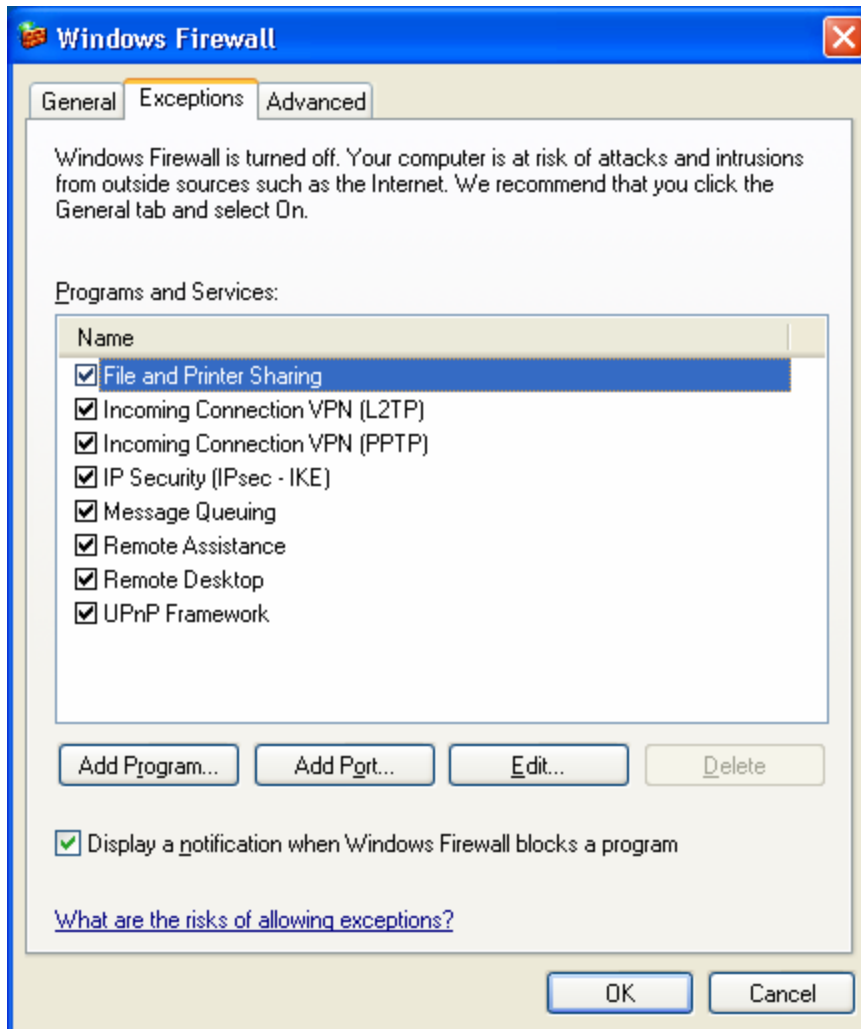
If using the Microsoft Firewall included with Windows XP SP2, the Time Control remote management may not function. This firewall blocks the remote computer, which is an RPC server using port 4566. To allow communication through port 4566 and in turn allow TCRemote to communicate to the target PC follow the instructions listed below.



To manage the child's computer remotely, set the firewall to allow port 4566. To do this:

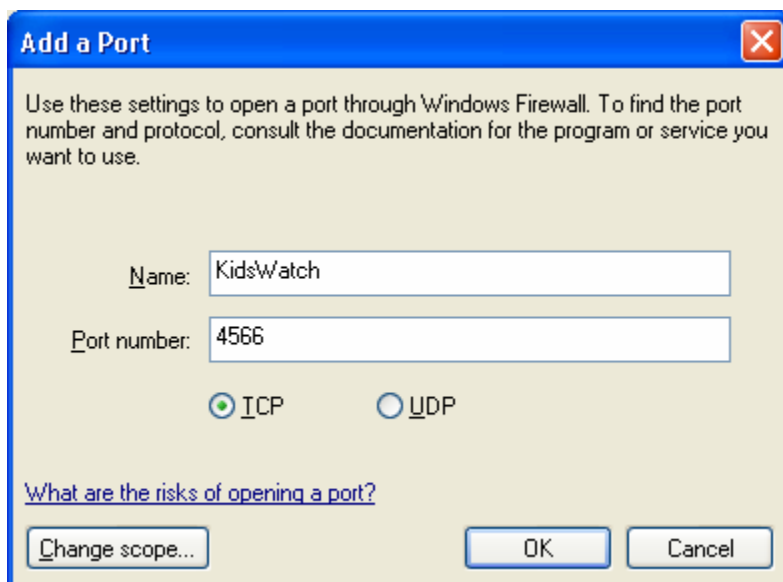
1. On each remote computer open the firewall by selecting **Programs** or **All Programs** (depending on the version of Windows installed on your computer).
2. Select **Accessories**, then **System Tools**, then **Security Center**.
3. Select **Windows Firewall** from the Security Center window.
4. Select the **Exceptions** tab.

Using KidsWatch Time Control

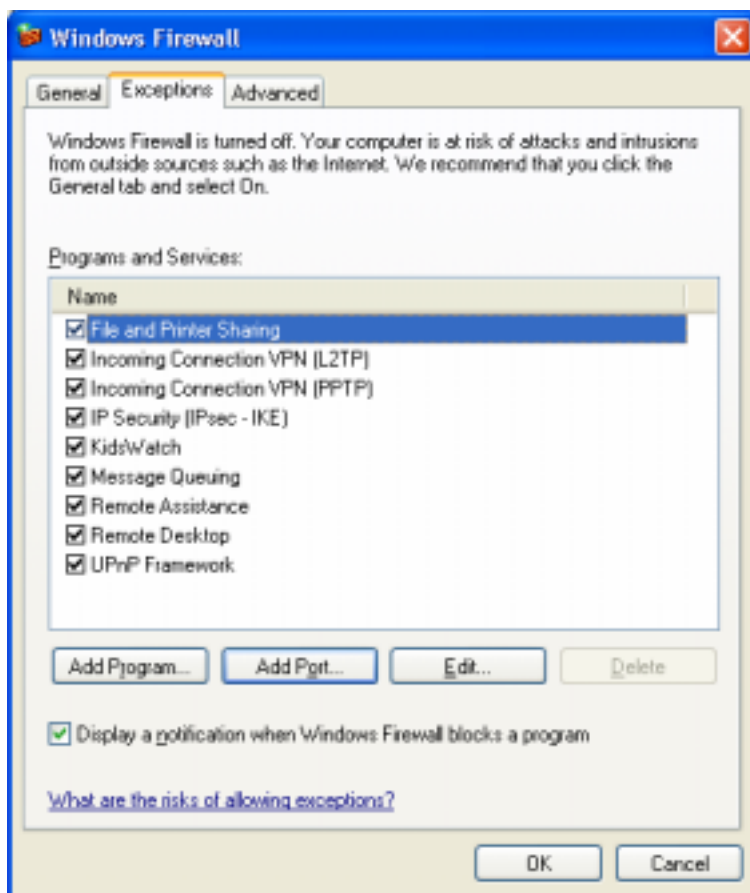


5. Select the **Add Port** button.

Using KidsWatch Time Control



6. Enter KidsWatch (or a different name if desired) in the **Name:** field, and 4566 in the **Port number:** field.
7. Select the **OK** button. The firewall adds an entry for KidsWatch in the Exceptions window, allowing remote access to this computer.



Acronyms

ISP: *Internet Service Provider*, a company that provides access to the Internet. For a monthly fee, the service provider gives you a software package, username, password and access phone number. Equipped with a modem, you can then log on to the Internet and browse the World Wide Web and USENET, and send and receive e-mail.

SMTP: *Simple Mail Transfer Protocol*, a protocol for sending e-mail messages between servers. Most e-mail systems that send mail over the Internet use SMTP to send messages from one server to another; the messages can then be retrieved with an e-mail client using either POP or IMAP. SMTP is also used to send messages from a mail client to a mail server. This is why you need to specify both the POP or IMAP server and the SMTP server when you configure your e-mail application.