Using Anki Flashcards on Your Computers

Section 1: Install Anki and Vocabulary Decks

I. Download Anki Software and Vocabulary Deck(s)

- 1. Go to the LLC site: <u>http://llc.ucdavis.edu</u> and click **Course** Materials.
- Click "Click here to go to the Download page" (in the top portion of the page), enter your UCD ID and password to the UCD CAS system, and press the Login button. You will see the Anki applications and vocabulary decks.

Note: Anki is also free for Android mobile devices but not for iPhone and iPad. For more information, please read the Anki Support page: http://ankisrs.net/docs/help.html.

3. Download Anki and a language deck. *Make sure the file extension is apkg, not zip or other file type.*

Chrome, Safari and Internet Explorer: Click a link to download it. Firefox: Right-click a link, select **Save Link As...** browse for a save destination (download folder like Desktop), and click **Save**.

If your browser settings are different, you may use right-click or CRTL_Click (Mac) a link to access "**Save Linked File to...**"

4. Install the free Anki application on your computer. It is quite straight forward as you do for other installations. When done, you should be able to see its shortcut on the computer desktop.

II. Import Vocabulary Deck(s) Into Anki

3.

- 1. Start up Anki, select **English** for the interface, and complete the process.
- 2. Click **Import File** in the lower right of the Anki application screen. (Tip: You can simply double-click the downloaded deck (apkg) to bring it into Anki.)
 - Browse for the downloaded vocabulary deck (*.apkg), then select the deck (*.apkg) and click **Open**.

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Mac Version

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4.	You should now see the vocabulary deck in Anki.	🖓 Anki - User 1
	·	File Edit Tools Help
		Decks Add Browse
		Deck Due New
		Chinese Multiple Fields and Cards 10 6
		Get Shared Create Deck Import File

Section 2: Using Anki

Study and Review the Vocabulary Words	
 Select a deck by moving your mouse over the deck (underlined) and click it. 	Anki - User 1 File Edit Tools Help Decks Add Browse Chinese Multiple Fields and Cards 10 6 Integrated Chinese, 3rd Edition (Level 1) 22 20 Get Shared Create Deck Import File
 Click Custom Study, not Study Now. Custom study allows you to select which chapter(s) to study or review. If you click Study Now immediately, you cannot make a choice/filter. 	Anki - User 1 File Edit Tools Help Decks Add Browse Integrated Chinese, 3rd Edition (Level 1) Please see the shared deck page for more info. New: 20 Learning: 5 Study Now To Review: 17 Options Custom Study
 3. A) Select Study by card state or tag first. If the lessons to be selected do not have 100 cards, the custom study will show whatever is in the lessons. B) Now select New cards only, Due cards only or All cards in random order in the box. If not, you will see the warning below at Step 4. Note: <i>The light gray highlight over New cards only is confusing.</i> C) Click Choose Tags. 	Custom Study Custom Study Custom Study Concerned to the deck New cards only Choose Tags Cancel Choose Tags Cancel
 Including Method: Check Require one or more of these tags select a lesson. You can include multiple lessons by clicking and de-clicking them. When done click OK. Excluding Method: Don't check Require one or more of these tags. In the second box, select whatever is to be excluded, and then click OK. 	Selective Study Require one or more of these tags: Duplicate/Front IC3 lesson 10 IC3 lesson 10 IC3 lesson 1
5. Click Study Now.	File Edit Tools Help File Decks Add Browse New: 55 Learning: 0 To Review: 0 Options Rebuild
6. Now look at the front/question card, recall/learn it, or enter the new vocabulary word or definition based on the instruction if there is a fill-in blank for the card. You can skip the fill-in blank by clicking Show Answer to see its answer.	Anki-User 1 File Edit Tools Help Decks Add Browse A Please enter pinyin with tone number(s): ren2 4+5+2 Edit Show Answer More +

7.	The back/answer card shows up. It may also repeat the
	front/question card. Now it is time for you to decide whether it is
	hard, good, or easy. Select one of them. The left means more
	difficult. Click it if you would like it to be repeated.

File Edit	Tools Help				
	1	Decks Ad	d Browse		tul 🕑
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	<10m	2d	3d	4d	
Edit	Again	Hard	Good	Easy	More •

0 + 1 + 0

Show Answer

- 8. When only the question is shown, Anki shows three numbers like 12 + 34 + 56. They represent the new cards, cards in learning, and cards to review. If you'd prefer not to see the numbers, you can turn them off in Anki's preferences (from Anki's Guide). The underlined number in the middle means repeated cards.
- 9. It's completed now.



 Click **Decks** under the Menu bar to go to the Decks/courses page. Click **Click** to see the statistics. If you want to keep the Custom Study deck, click the **Custom** on the right of the line to rename it in case that you create another Custom Study.



Section 3: Additional Uses and Tips

A. Flipping Cards 7. Flip Your Cards: Select a deck, click Study Now, and click Edit in the lower-left corner. For example, Spanish (prompt) → English (answer), English (prompt) → Spanish (answer) if your deck does not contain reversed cards or optional reversed cards. Note: If there isn't due card or new card left in the deck, you cannot click Study Now. Please see the following tip to learn/review the vocabulary words again.

File Edit	Tools	Help	
		Decks Add Browse	tul O
		dàjiě	
_		20 + 5 + 17	
Edit	1	Show Answer	More *

2. Click Cards... in the top-left area.

Fie	elds Cards	B I U A ² A3 U
Front		
大姐	[sound:dajie.mp3]	
Back		
dàii n: o	∮ Idest sister [sound:dajie_e.i	mp3]
Tags		

3. Click **Flip** in the bottom area, and click **Close**, and click another **Close**.

Note: (1) Some words may not reverse. (2) If a deck has multiple cards built, there is no need to reverse/flip, for example, a question has multiple fields or Chinese vocabulary cards: Chinese \rightarrow English, Chinese \rightarrow Pinyin, English \rightarrow Pinyin, English \rightarrow Chinese, Pinyin \rightarrow Chinese, Pinyin \rightarrow English, Sound \rightarrow Chinese, Image \rightarrow Chinese. They can have multiple combinations of text, audio, image, animation, video, etc.

Forward 🔀	
Front Template	Front Preview
{Back}} {type:Front}}	→ dàjiě
Styling	
card { font-family: arial; font-size: 20px; text-align: center;	n: oldest sister -
Back Template	E
{FrontSide}}	a dajiê
	 n: oldest sister -

B. Study or Rev	view Finished Decks Again	
Approach 1: Acc	cessing the Original Deck	🖥 Anki - User 1
1. Select the fin	hished deck which does not have any Due and New	File Edit Tools Help
cards.	5	Decks Add Browse
		Deck Due New
		Chinese Multiple Fields and Cards
		Get Shared Create Deck Import File
2. Click Custon	n Study.	🖓 Anki - User 1
	,	File Edit Tools Help
		Decks Add Browse
		Chinese Multiple Helds and Cards
		Options Custom Study
3. Follow Section	on II: Steps 3-5 to review the finished vocabulary words.	
Approach 2: Acc	cessing the Custom Study Deck	Anki - User 1
1. If the deck is	a Custom Study and you don't want to create another	File Edit Tools Help
one, click it to	o Custom Study Session.	Decks Add Browse
		Deck Due New
		Chinese Multiple Fields and Cards
		Custom Study Session
		Get Shared Create Deck Import File
2. Click Rebuild	d to clean the data to make it fresh; otherwise, you	Anki - User 1
cannot imme	diately access it. Certainly, you can simply make	File Edit Tools Help
another Cust	tom Study.	Decks Add Browse
		Custom Study Session
		This is a special deck for studying outside of the
		normal schedule. Cards will be automatically returned to their original decks after you review them.
		Deleting this deck from the deck list will return all remaining cards to their original deck.
		Congratulations! You have finished this deck for now.
		Options Rebuild Empty
3. Click Study I	NOW.	
C. Fine lune a	Lesson (Review Unly a Part of Vocabulary in a Lesson)	
I. CIICK THE Bro		Daska Add Proven
		Decks Add Browse
0 Colorto la	an in the left name, calent a upach dam upart in upart list	Browser (37 cards shown: 1 selected)
 Select a lesso 	on in the left pane, select a vocabulary word in word list	Edit Go Help
(upper-right a	irea), and add someining like fall 1. OF FT TOFIDE WORD.	re wax the parts the Mark to Support the Change Deax to Add Tags to Remove Tags ♣ Delete

- 2. Select a lesson in the left parte, select a vocabiliary word in word list (upper-right area), and add something like "Part 1" or "P1" for the word. You will need to add this same information for the words to be reviewed for that period of the lesson finished or to be covered.
- 3. You should do for the rest words based on how many parts you would like to split and select for review.
- 4. Exit or close this window to go back to the main deck window.

Note: Now you can select the vocabulary words by tag in Custom Study. Consult Section 2 if necessary.

