

E-LEARNING

made simple



Educo International Inc.

2014 WINTER RELEASE NOTES



1. **Student last login/Logout detail information on Instructor roster page:** Instructor can view student's detailed login information records from the roster page by clicking on 'Details' link.

Home Roster Tools Lecture Notes Assessments Resources Communication User Management Reports Support Help Logout

Term 2014-15 (2/3/2014 - 1/1/2015) Beginning Algebra BA 01 T A Login Student View Student Login LCS Login

Student List

1. Click on **Student Name** to add attempts, extend end date, change test time and view score for an assessment for that student only.
 2. Click on **Details** link to view login details.
 3. Select the student whose login details you want to view.
 4. Click on **Details** link to view login details.

No	Login Time	Logout Time	Browser Details	IP Address
1	12/19/2014 2:10:02 AM	12/19/2014 2:10:13 AM	Firefox	115.119.241.210
2	12/19/2014 2:08:20 AM	12/19/2014 2:08:40 AM	Firefox	115.119.241.210

Close

	Guest End Date	Grade Report	
1. 03,	--		Detail
2. 1, pk	12/2/2014 11:24 PM		Detail
3. 2, pk	8/10/2014 9:25 PM		Detail
4. 2, user	9/2/2014 8:44 PM	9/16/2014	Detail
5. k, praveen	myaccount1@educu-int.com		Detail
6. Rao, Aditya	ecomtest@azure.in	12/19/2014 1:42 AM	Detail

Follow the steps shown below to explore the feature:

- Login to Instructor Account
- Go to Roster
- Click on the 'Detail' link.
- Details screen shows the information about last login, last logout, Browser used and the IP address.

2. **Class Code option in registration:** When sections are assigned to an instructor, instructor can able to generate course code per section by clicking on 'Generate course code button'. This id is unique for each section. It is alphanumeric. So when student registers, he/she just punch in the course code to get registered in right section. There is no need to select state, term, course, section selection. This will avoid extra work plus chances of registering in wrong class.

Class Code

Generate Class Code

Select a term and then select the course/section to which you want to generate the class code and click on "Generate Class Code" button.

Term Status: Active

Term: Term 2014-15

Items Per Page: View All

[Generate Class Code](#) [Export to Excel sheet](#)

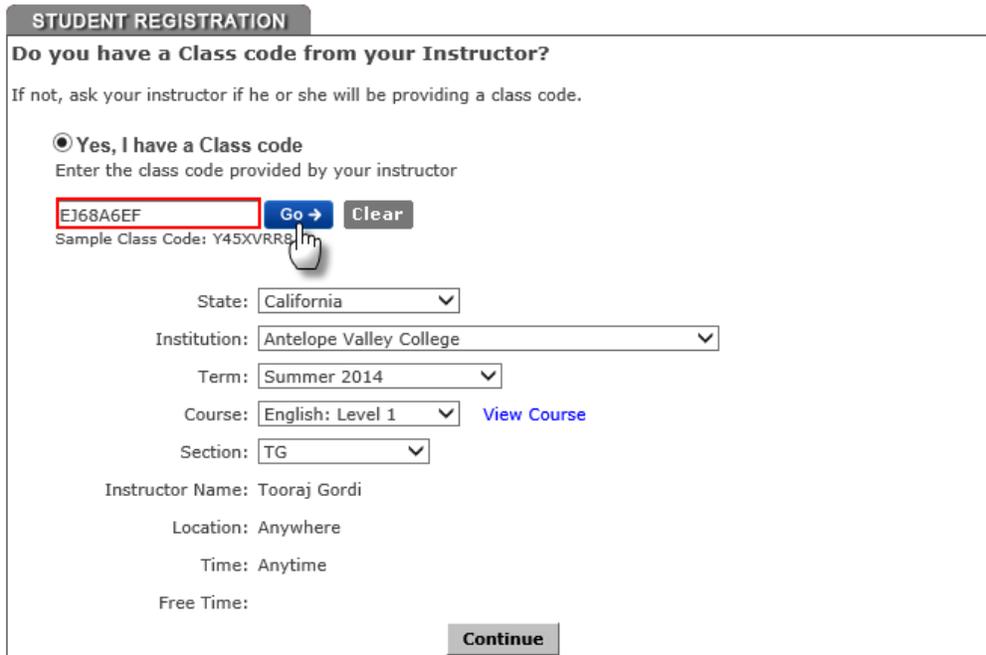
	Course Name	Section Name	Class Code
1.	Beginning Algebra	BA 01	Generate
2.	Beginning Algebra	BA 02	Generate
3.	Beginning Algebra	BA 03	Generate

FPQBEZ2U

Navigation to generate class code:

- Login to Instructor Account go to User management → Generate class code.
- Select the term from the dropdown list and click on the 'Generate' Link corresponding to Course/Section name to generate class code.
- Use the 'Export To excel sheet' option to save the code in excel

Student Registration using class code:



STUDENT REGISTRATION

Do you have a Class code from your Instructor?

If not, ask your instructor if he or she will be providing a class code.

Yes, I have a Class code
Enter the class code provided by your instructor

Sample Class Code: Y45XVRRS

State:

Institution:

Term:

Course: [View Course](#)

Section:

Instructor Name: Tooraj Gordi

Location: Anywhere

Time: Anytime

Free Time:

Navigation to register students using Class Code:

- From Educsoft Home page click on Register
- On the 'Register Now' screen, select radio button 'Yes, I have a class code' and enter the class code provided by your Instructor and then click on button.
- System automatically selects the correct Institution, Term and Course based on class code entered, eases student for smooth registration process.

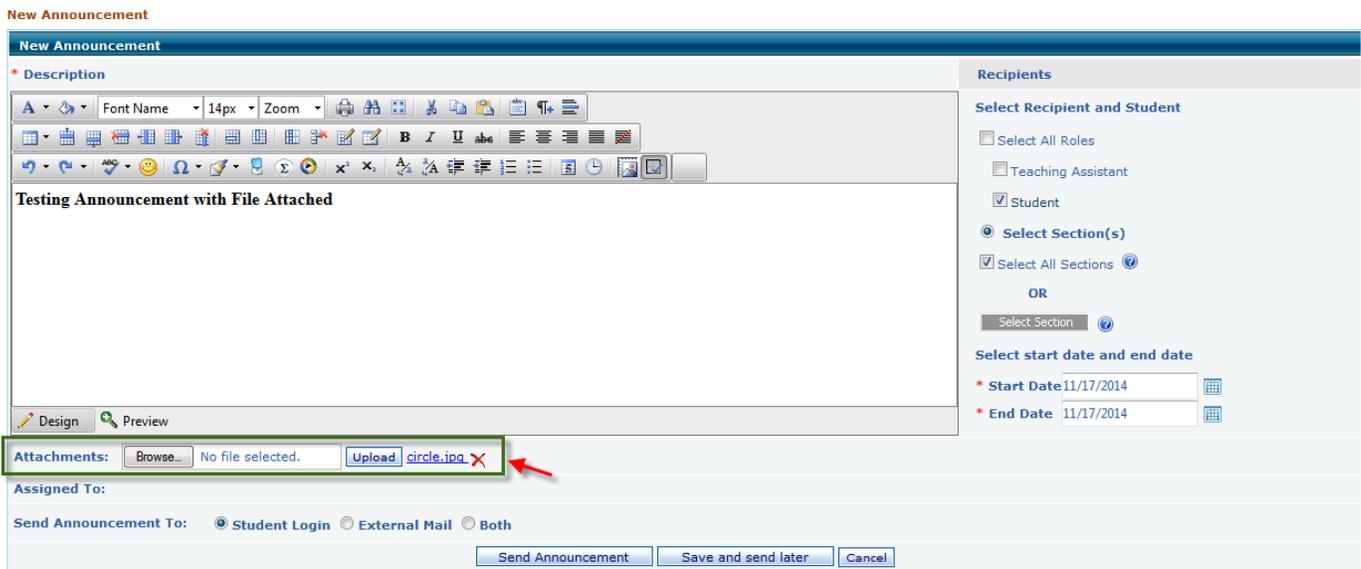
Note: Incase if student doesn't have class code, they can select Radio Button 'No, My course doesn't have code' and can manually select the Institution, Term and Course and continue the registration process.

- Announcement enhancement:** Added expired and active filters under announcement listing screen and provided an option attach file(s) while sending out announcement to students.



Navigation to access the filter:

- Login to Instructor /TA account and go to **Communication** → **Announcements**



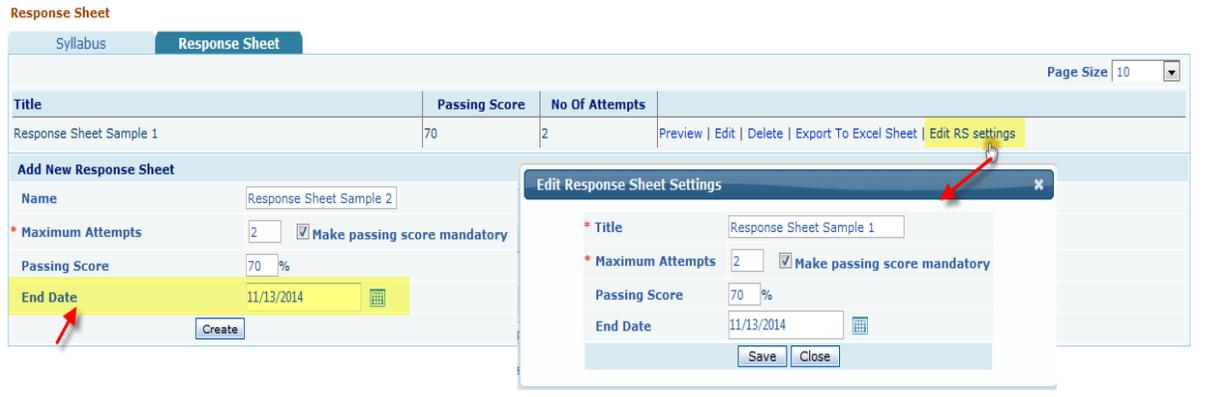
Navigation to attach file when sending announcement:

- Login to Instructor /TA account and go to **Communication** → **Announcements**
- Click on **Add/Edit** announcement
- Using Browse and upload option attach a file.

4. **Syllabus Feature enhancements:** We have made many improvements to Syllabus feature and their details are as follows:

Instructor View:

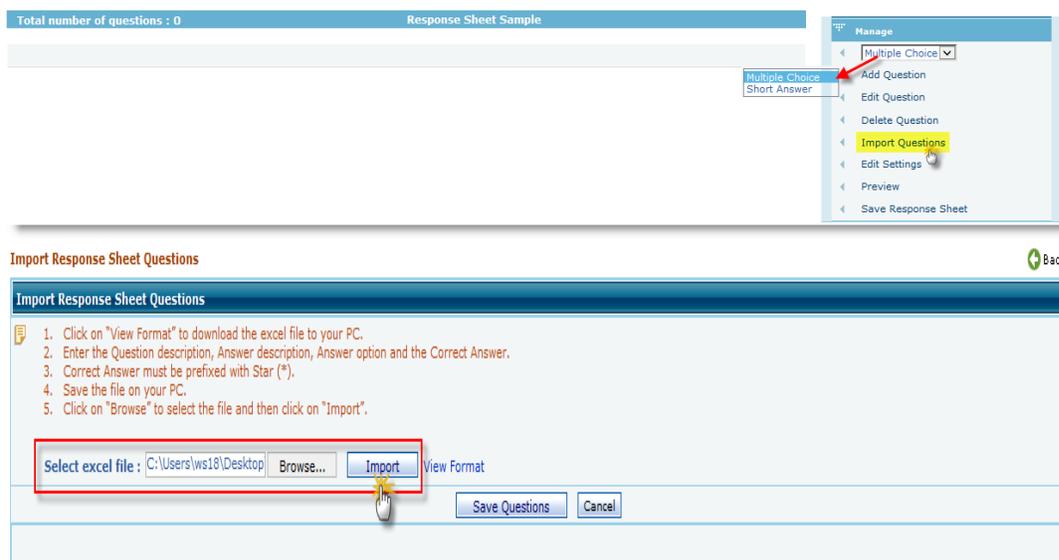
- a. **Edit Response Sheet Setting and expiry date option:** Along with the available settings now you can also specify end date to the Response sheet. In order to add/edit mandatory, proficiency score (PS), number of attempts a new edit RS setting link is provided on the response sheet listing screen.



Navigation to change response sheet settings:

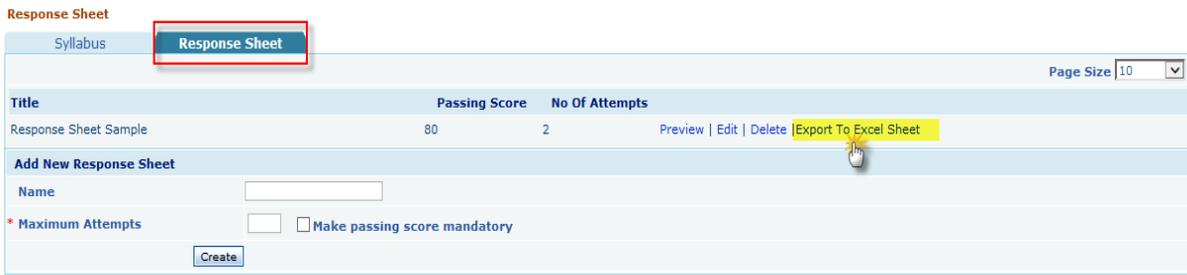
- Tools → Syllabus → Response sheet.
- Specify the response sheet end date on add/edit the response sheet.
- Use 'Edit RS Setting' link to edit the response sheet settings like, RS title, Maximum Attempts, Passing score, mandatory option, Proficiency score and RS End date.

- b. **Response sheet Questions Import and Export feature:** Added a feature to import/export questions to response sheet.



Navigation to explore Importing Questions to Syllabus:

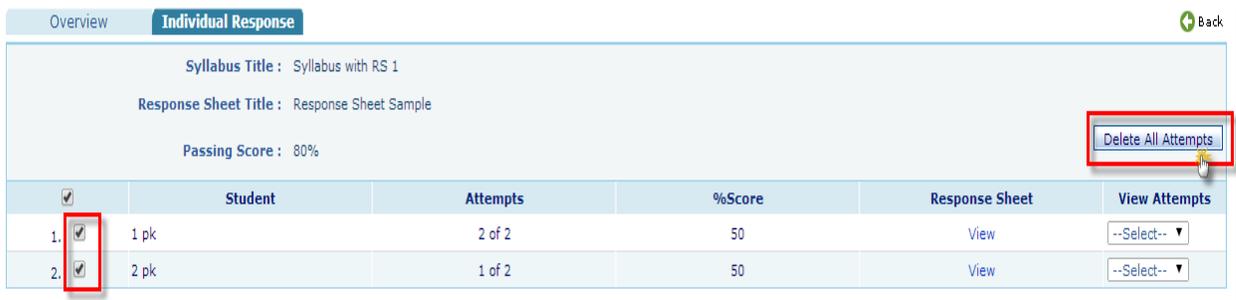
- Under Tools menu click on sub menu Syllabus and then click on 'Response Sheet' tab.
- Add a title to your response sheet and enter other mandatory information and click on continue.
- Select the question type as 'Multiple Choice' and click on Import Questions link.
- Download the 'Response sheet' sample format by clicking on 'View Format' link and add questions according to your need in the specified format.
- In order to specify correct answer for MCQ's, Put Asterisk (*) mark followed by the option.
- Now, Select excel file and click on Import button then, select the question you want to add and click on 'Save Questions'
- Select the Question whom you want to include in Response sheet and click on 'Save Response sheet'



Navigation to explore Export Questions feature:

- Under response sheet list screen click on 'Export to Excel Sheet' link
- Browsers save alert message pop up to save the file.

C. Provided delete submitted attempt option for instructor(s) and enhance the feature to view result of submitted attempt for student(s).



Navigation to delete all response sheet attempts taken by students:

- Under Instructor account > Tools > Syllabus > View Response Sheet > Individual Response
- Select the student(s) and click on 'Delete All Attempts' to delete all response sheet attempts of selected student(s).

Student View:

- When syllabus reading is made mandatory on student login syllabus and its associated Response sheets is listed in the open page.

Welcome to my class for **Beginning Algebra | BA 01**.

Before you start any activity in this course, you must read the class syllabus and respond to related questions. Proceed as follows:

1. Open or download the syllabus, read it very carefully from the below given list(s).
2. After reading and understanding the syllabus. Click on 'Take/Retake' button and answer all questions and submit the response sheet.

No.	Title	Description	Author	Passing Score	Attempts	End Date	RS End Date	Result
1.	RS Syllabus 01			70	0 of 2	11/13/2014		NA

Only after completing the syllabus reading and understanding process, you can start using any of the activities listed in the left column.

k praveen

- Students can now see the answers after submitting the response sheet.

Syllabus List Screen:

No.	Title	Description	Author	Passing Score	Maximum Attempts	Result
1.	General Syllabus 01					NA
2.	Syllabus with RS 02			70	5	View
3.	Syllabus with RS 03			70	2	View

Syllabus RS Result Screen:

Results

Attempt: Attempt 2 (Selected) | Title: Response Sheet Sample 2(Mixed) | Student name: u03 test

Result Summary

Total number of questions	5	Passing Percent Score	70
Number of questions counted for percent score	4	Your Percent Score	25
Number of counted questions answered correctly	1		
Taken on	10/30/2014		

Result Details

No.	Question Description	Evaluation Status	Score	View Solutions
1.	MC Q 1 ?	Correct	1	Solution
2.	MC Q 2 ?	Incorrect	0	Solution
3.	Description1_Ins	Incorrect	0	Solution
4.	Description2_Ins	Incorrect	0	Solution
5.	Description3_Ins	Incorrect	0	Solution

5. Students should be able to see his Instructor Profile Picture:

The screenshot shows the 'My Instructor Profile' page in the EducoSoft interface. The navigation bar at the top includes 'Home', 'My Profile', 'My Instructor' (highlighted), 'Support', 'User Guides', 'FAQ', and 'Logout'. The page title is 'My Instructor Profile' and 'View Instructor Profile'. The profile information for Stephen Hawkins is as follows:

E-Mail Id	cc1@educo-int.com
Salutation	PROF
First Name	Stephen
Middle Name	
Last Name	Hawkins
Language	English
Time Zone	(UTC-05:00) Eastern Time (US & Canada)
Address 1	106-B Rock Quarry Rd.
Address 2	
City	Stockbridge1
State	Georgia
Zip Code	30281
Country	USA
Phone	800-963-3826
Mobile	1678 908 250

A red arrow points to the profile picture of Stephen Hawkins.

Navigation to View 'My instructor' profile:

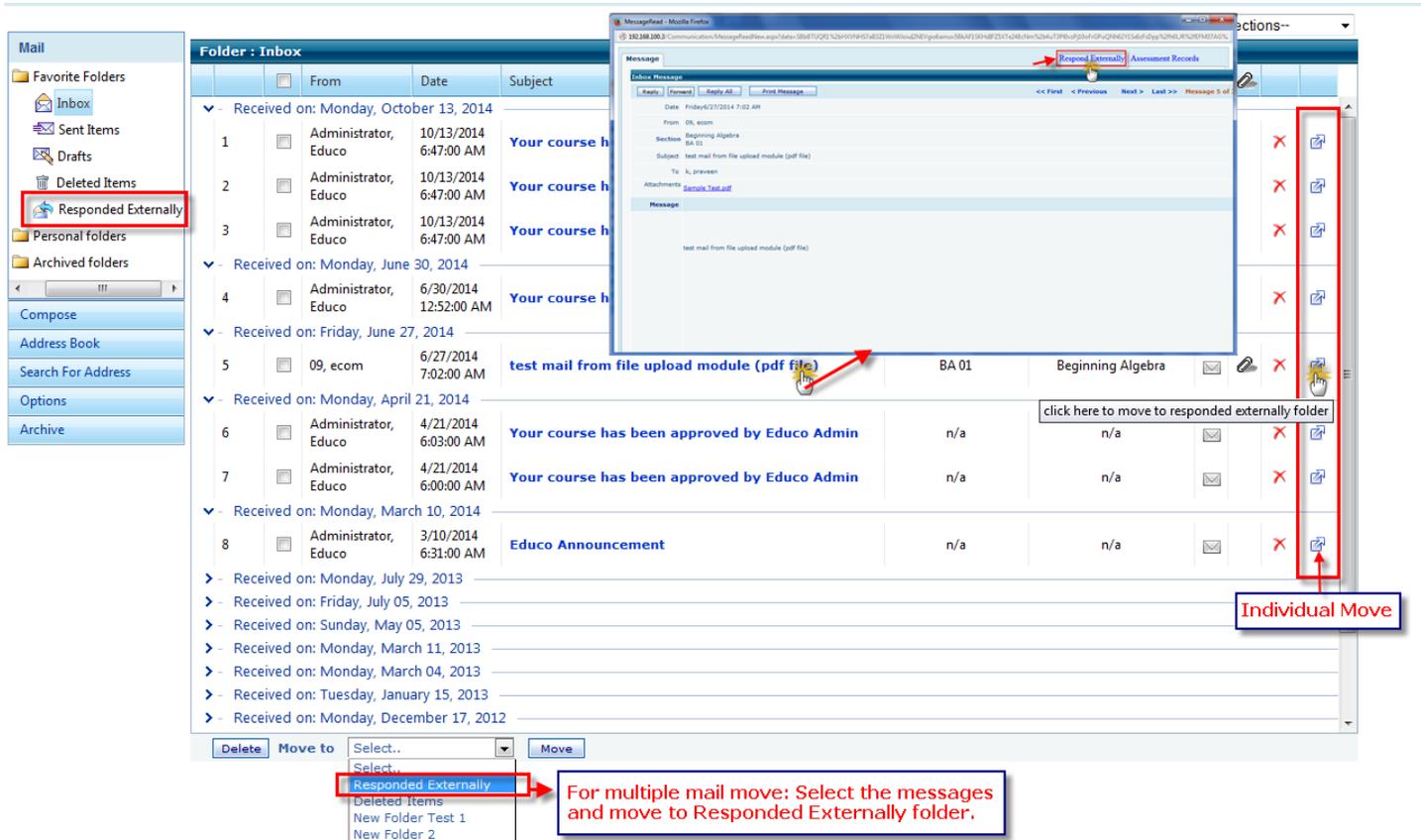
- Login to Student account and click on 'My Instructor' menu on the top.

6. Changes to Password Protected Assessment: Now, Password protected test will prompt for password when student resumes it.

The screenshot shows the 'Assessment' page in the EducoSoft interface. A 'Password' dialog box is open, prompting the user to enter a password. The dialog box has a 'Submit' button. The background shows a table of assessments with columns for 'No.', 'Title', 'Date', 'End Date', '%Score', and 'Status'. The 'Resume' button for the first assessment is highlighted with a red box and a red arrow.

No.	Title	Date	End Date	%Score	Status
8.	Penalty Assessment 01	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Resume
9.	1.2 Quiz MC 01	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Expired
10.	2.1 HW: Simplifying Expressions	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Expired
11.	1.2 Quiz MC: Review of Fractions	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Expired
12.	1.2 Quiz MC: Review of Fractions_PK	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Expired
13.	1.4 Quiz MC: Review of Percents_PK	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Expired
14.	1.3 Quiz MC: Review of Decimal Numbers and Square Roots	11/4/2014 AM 4:15 AM	11/4/2014 AM 4:15 AM	NA	Expired

- Internal mail enhancements:** Added a feature in internal e-mail that if an instructor responds to student's e-mail directly, not from the Educo, then instructor can add under "Responded Externally" folder. By selecting from left selection RE link all such e-mails will be listed under Responded Externally e-mails folder and the number in un-responded e-mails that appears on instructor login should be reduced accordingly.



Navigation to explore the feature:

- Login to instructor account
- Go to Communication → Internal mail menu
- Click on received email, on the message read popup click on 'Responded Externally' link.

8. **Instructor My Preference settings Changes:** Replace the word 'Free Time' with 'Office Hours' under My Preferences page and added indication under student login to view the office hours details.

Instructor Login > My Settings

Welcome: Mr. praveen k
Instructor

Home Roster Tools Lecture Notes Assessments Resources Communication **User Management** Reports Support Help Logout

My Settings Assessment Settings Course Settings

Restore default

Teaching Assistant I can act as TA

Paging Default (Default number provided by edu...
 Number of items per page (999 is recommended maximum. Page will load slower for long lists)

Support mail option Send a copy of support mails to my e-mail

Show Instructor Student Show Instructor Student

Office Hours (Available for meeting, discussion..)

From 8:00 AM To 9:00 AM On Monday + X
From 10:00 AM To 11:00 AM On Tuesday,Wednesday X
From 8:00 AM To 12:00 PM On Wednesday,Thursday,Friday,Saturday X

Restore default Save

Student Login

Welcome: Mr. pk 1
Student

Home My Profile Support User Guides FAQ Logout

ELC-GA | Term 2014-15 | Beginning Algebra | BA 01 Contact Instructor : k praveen Admin View Change Course

Course Tools

- Syllabus
- Tutorials
- Assessments
- Dropbox
- My Grade
- Activity Report
- Attendance
- Course FAQ

Course Tools

Syllabus

Syllabus for the course

No.	Title	Description	Author	Passing Score	Maximum Attempts	View Attempts
1.	General Syllabus 1					NA
2.	Syllabus with RS 1			80	2	Completed Details

Office Hours:
8:00 AM To 9:00 AM (Mon)
10:00 AM To 11:00 AM (Tue,Wed)
8:00 AM To 12:00 PM (Wed,Thu,Fri,Sat)

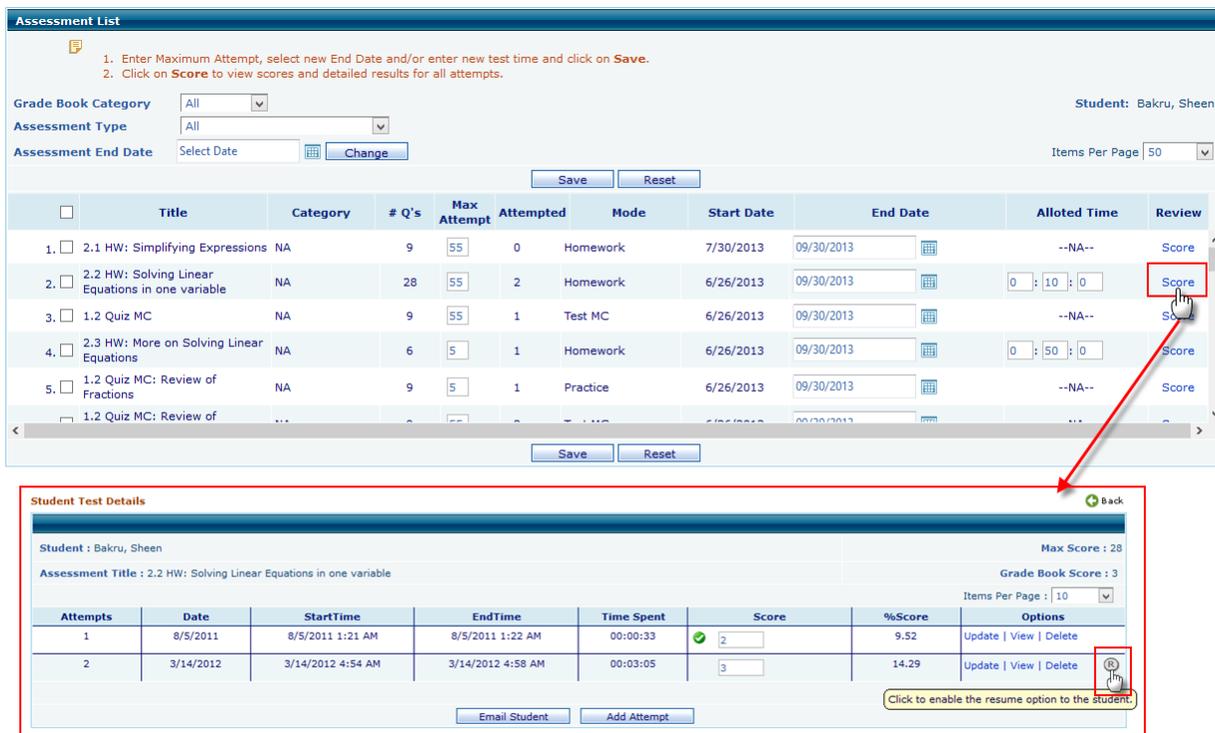
9. **Option to Print Submitted assessments for students:** Enabled an option to print submitted Assessment under student login.



Navigation to explore the feature:

- Login to Student account
- Go to courses Tools → Print Assessments

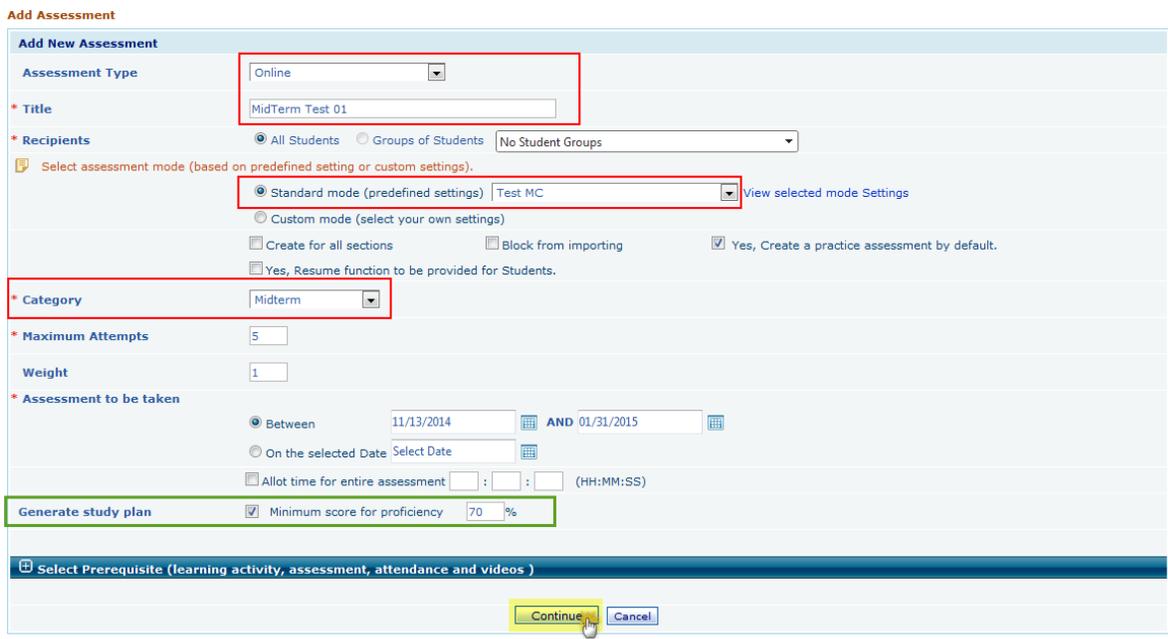
10. **Option for instructor to resume the students' submitted/ completed assessment:** If a student can't finish a test within stipulated time, instructor has an option to let the student resume (not retake) that test. In resume mode, student can work on question not attempted in previous session.



Navigation to use to the individual resume feature:

- Go to Score page from Assessment/Scores menu or by clicking on the student name on the roster page
- Click on View link to view score of any assessment
- Click the Details link for any corresponding student to view the attempts
- Click the  button to let the student resume the assessment

11. Assessment Based Study Plan: Test mode that assesses student's proficiency in every topic defined in the modules. Generates study plan based on student's performance in Chapter/module/mid-term test. Student can determine concepts where they need improvement.



Add Assessment

Add New Assessment

Assessment Type: Online

* Title: MidTerm Test 01

* Recipients: All Students | Groups of Students | No Student Groups

Select assessment mode (based on predefined setting or custom settings):

Standard mode (predefined settings) | Test MC | View selected mode Settings

Custom mode (select your own settings)

Create for all sections | Block from importing | Yes, Create a practice assessment by default.

Yes, Resume function to be provided for Students.

* Category: Midterm

* Maximum Attempts: 5

Weight: 1

* Assessment to be taken

Between: 11/13/2014 AND 01/31/2015

On the selected Date: Select Date

Allot time for entire assessment: : : (HH:MM:SS)

Generate study plan: Minimum score for proficiency: 70 %

Select Prerequisite (learning activity, assessment, attendance and videos)

Continue Cancel

Navigation to create study plan assessment:

- Login to instructor account and go Assessments → View/Create assessments and click on **create**
- Select the assessment Type as 'Online'.
- Enter test title and select the assessment mode from the drop down menu
- Select the category and define assessment start and end date/time.
- Select 'Generate study plan' check box to include study plan for the test and then enter the minimum score for proficiency %.
- Click on continue and select the questions and save the assessment.

Student View

The Study Plan enabled test assesses student proficiency in every topic defined in the module and generates study plan based on his/her performance and determines concepts where they need improvement.

Navigation to take Study plan enabled Test from student login:

- From the student login, go to Course Tools and click on 'Assessments' link.
- Click on take button and complete the test

The screenshot shows the 'Assessment' page in the student interface. The left sidebar has 'Assessments' highlighted with a red box and an arrow. The main content area displays a table of assessments with columns: No., Title, Grade Book Category, #Q's, Attempts, Time Limit, Start Date, End Date, %Score, and Status. The second row, 'MidTerm Test 01', is highlighted with a red box, and its 'Take' button is also highlighted. The table contains the following data:

No.	Title	Grade Book Category	#Q's	Attempts	Time Limit	Start Date	End Date	%Score	Status
1.	MidTerm Test 01	NA	5	0 of 5	NA	11/13/2014 12:00 AM	1/31/2015 11:59 PM	NA	Take
2.	MidTerm Test 01	Midterm	5	0 of 5	NA	11/13/2014 12:00 AM	1/31/2015 11:59 PM	NA	Take
3.	1.1 Section Test MC 1	NA	5	0 of 5	NA	11/13/2014 12:00 AM	1/31/2015 11:59 PM	NA	Take
4.	1.1 Section Test MC 1	Quiz	5	0 of 1	NA	11/13/2014 12:00 AM	1/31/2015 11:59 PM	NA	Take
5.	2.1 Section Test MC 2	NA	3	0 of 5	NA	11/13/2014 12:00 AM	1/31/2015 11:59 PM	NA	Take
6.	2.1 Section Test MC 2	Quiz	3	0 of 1	NA	11/13/2014 12:00 AM	1/31/2015 11:59 PM	NA	Take

- If you student fail to achieve minimum proficiency, then system automatically generates study plan based on student performance and determines concepts where improvements needed.
- Student will see the Study Plan icon next to the test title in assessment list screen and on click user will be redirected to Study plan screen.

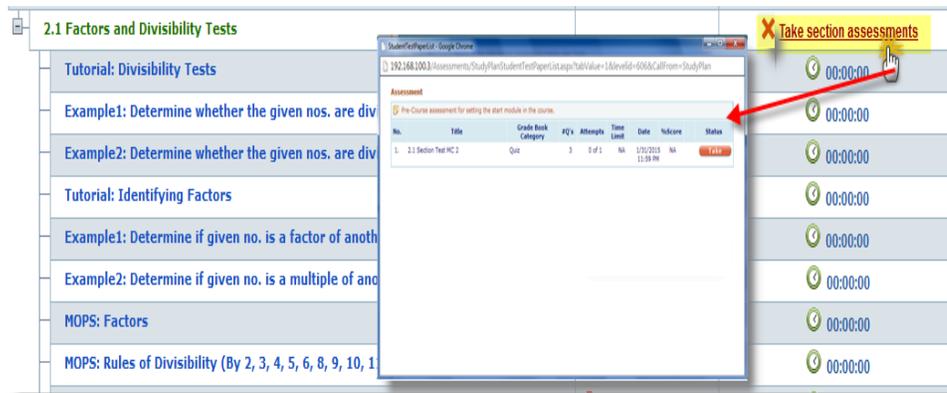
The screenshot shows the 'Study Plan' screen. The left sidebar has 'Study Plan' highlighted with a red box and an arrow. The main content area displays instructions for the study plan and a detailed list of learning activities. The instructions are:

1. Take an **assessment** (Study Plan Test) and then return to this page to view your study plan.
2. Take Section Assessment (X ✓)
3. Study the tutorials in the section/objective marked with (⊖ ✓)

Buttons for 'Show all Study Plan' and 'Show what I need to review' are visible. The learning activities table is as follows:

Section	Activity	Status	Time
Basic Mathematics	MidTerm Test 01	Retake	
2. Factors and Multiples	2.1 Factors and Divisibility Tests	Take section assessments	
	Tutorial: Divisibility Tests	✓	00:02:05
	Example1: Determine whether the given nos. are divisible by 2	⊖ More study required!	00:00:00
	Example2: Determine whether the given nos. are divisible by 3	⊖ More study required!	00:00:00
	Tutorial: Identifying Factors	⊖ More study required!	00:00:00
	Example1: Determine if given no. is a factor of another	⊖ More study required!	00:00:00
	Example2: Determine if given no. is a multiple of another	⊖ More study required!	00:00:00
	MOPS: Factors	⊖ More study required!	00:00:00
	MOPS: Rules of Divisibility (By 2, 3, 4, 5, 6, 8, 9, 10, 11)	⊖ More study required!	00:00:00
	Example3: Determine whether the given nos. are divisible by 5	⊖ More study required!	00:00:00
	Example4: Determine whether the given nos. are divisible by 10	⊖ More study required!	00:00:00
	Application 1: Based on factors	⊖ More study required!	00:00:00

- Study plan will include all the learning actives (examples and tutorials) where students require improvements and automatically attaches them as prerequisite to main test.
- Click on the title to view the objectives
- Click on the ‘Take section assessments’ to take section assessment.



- Study plan enabled test can only be re-taken if user completes all the prerequisites and section assessments.

Note:

- **Generate study plan** option will be appeared only for the courses which has **enabled the Study Plan option**.
- The default maximum attempt for the study plan test(s) is set to **5**.

12. Student Assessment list Screen changes: For practice test, word “P” take button is replaced with “Practice”

Assessment

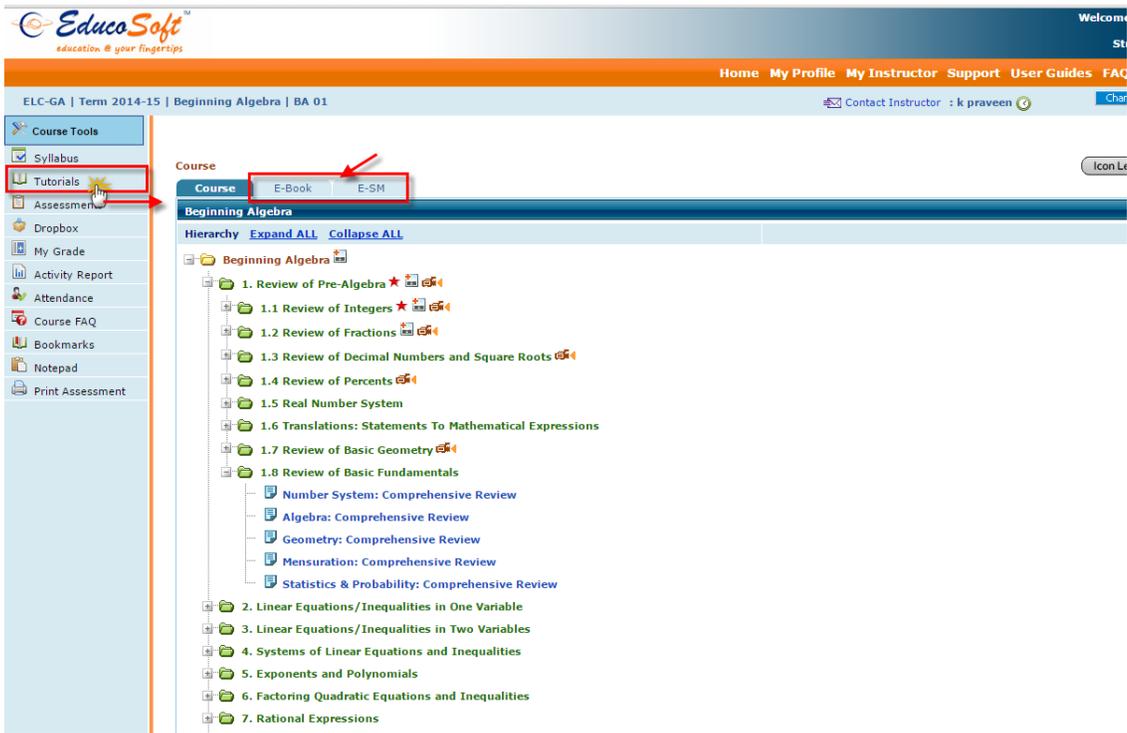
All Homework Quiz/Test Practice Custom

List of Assessments (Homework, Quiz & Test)

Status : All Items Per Page : 75

No.	Title	Grade Book Category	#Q's	Attempts	Time Limit	Start Date	End Date	%Score	Status
5.	test assmt10 (Practice)	NA	3	0 of 5	NA	10/1/2014 12:00 AM	11/6/2014 11:59 PM	NA	Expired
6.	test assmt10	Test	3	0 of 1	NA	10/1/2014 12:00 AM	11/20/2014 11:59 PM	NA	Expired
7.	test 05/08 (Practice)	NA	3	0 of 5	NA	10/1/2014 12:00 AM	10/31/2014 11:59 PM	NA	Expired
8.	test 05/08	Test	3	1 of 2	NA	10/1/2014 12:00 AM	10/31/2014 11:59 PM	0	Expired
9.	Assessment 07 10 09 (Practice)	NA	26	0 of 55	NA	11/17/2014 12:00 AM	1/1/2015 11:59 PM	NA	Practice
10.	Assessment 07 10 09	NA	26	0 of 55	NA	11/17/2014 12:00 AM	1/1/2015 11:59 PM	NA	Take
11.	Create For All Section	NA	13	0 of 55	NA	11/17/2014 12:00 AM	1/1/2015 11:59 PM	NA	Take

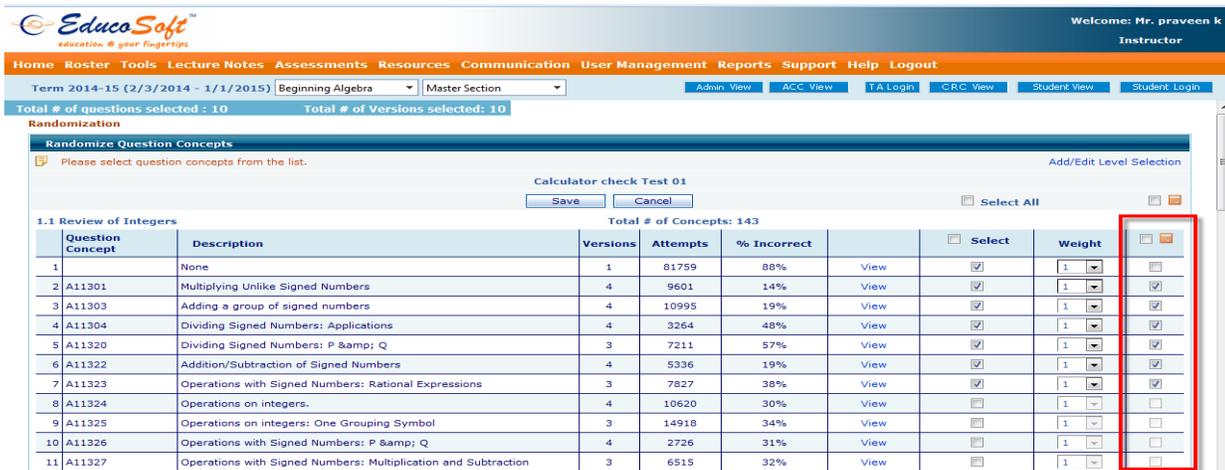
13. **Student Tutorial enhancements:** Our e-book is powerful study tool, they are uploaded section wise. We have provided e-book tab on our content hierarchy as another learning tool.



Navigation to explore the feature:

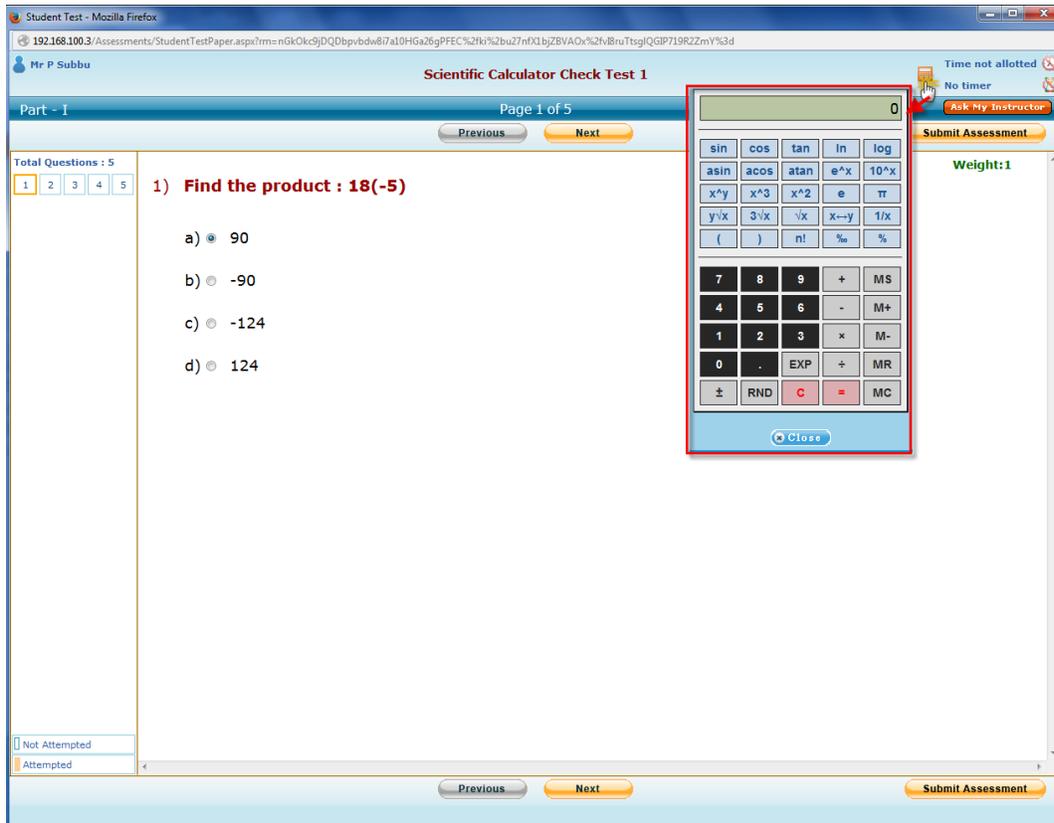
- Login to Student account
- Go to Course Tools → Tutorial

14. **Calculator Feature for Student while taking the test:** Question selection interface will have a column to include calculator in the question page. If selected a link to calculator will be provided on the selected question page while student taking the test.



Navigation to enable the calculator setting:

- Under Instructor login Assessment Creation - 'Randomize Question Concepts' screen. You will find the calculator option at the last column for each question concept.
- Select the calculator checkbox corresponding to the question and save the test.
- While taking assessment, click on  icon on the top right corner to view the calculator.



15. **Master Section Changes:** Changes made in master section (Assessment, DropBox, Grade book) will reflect in all sections which are imported from the same master section.

Note: Master section changes will reflect in all imported section only if sections are in locked mode.