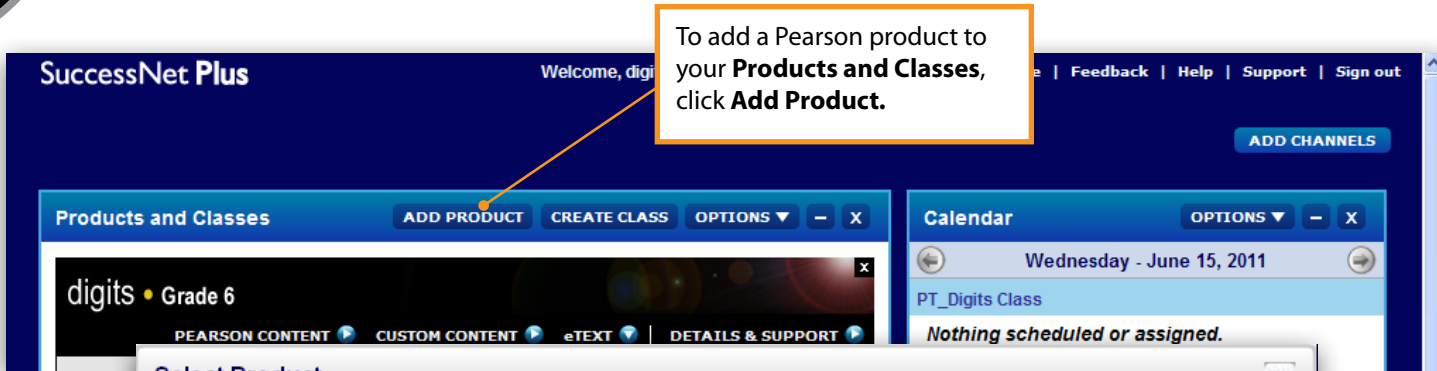


### Home page roadmap

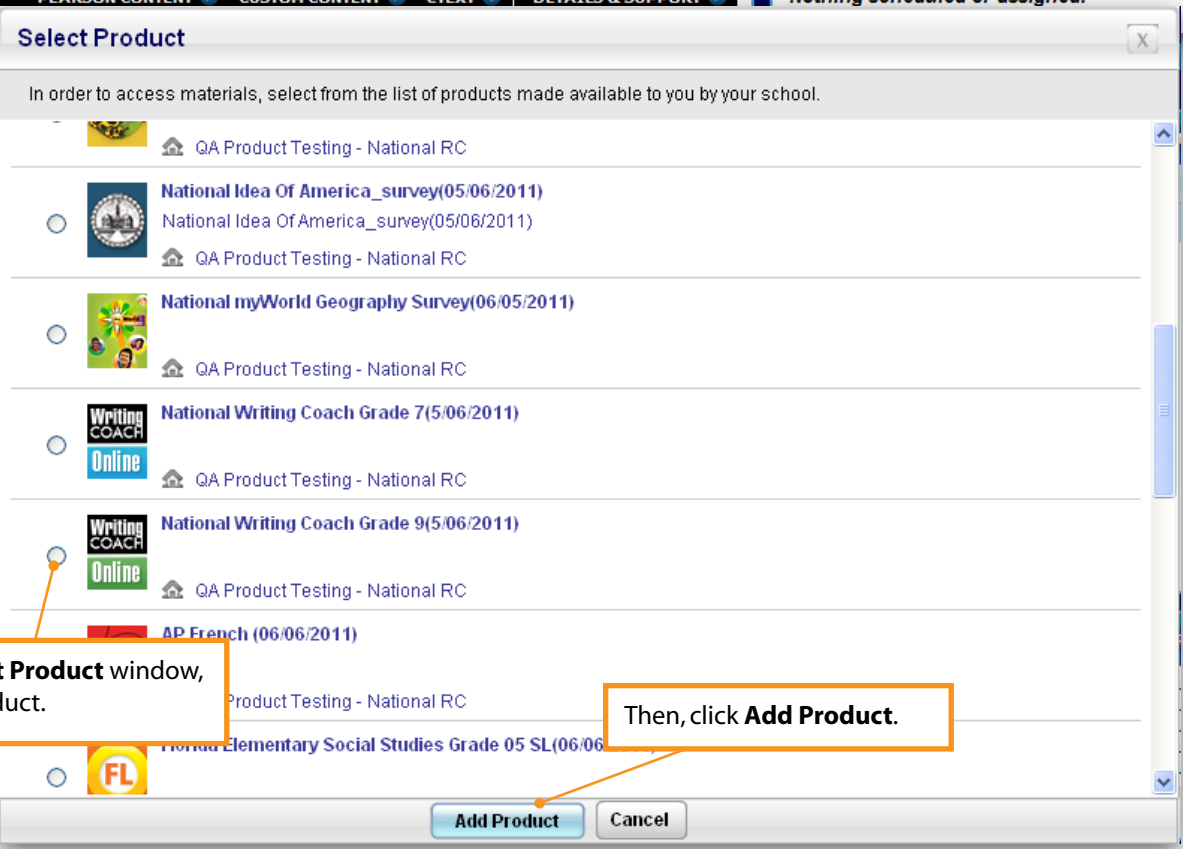
The screenshot shows the SuccessNet Plus interface. At the top, there is a navigation bar with the text 'Welcome, digitsteach2 digitsteach22' and links for 'Mail', 'My Profile', 'Feedback', 'Help', 'Support', and 'Sign out'. Below this is a 'Products and Classes' panel with buttons for 'ADD PRODUCT', 'CREATE CLASS', and 'OPTIONS'. The main content area is divided into two columns. The left column shows a 'digits • Grade 6' header with buttons for 'PEARSON CONTENT', 'CUSTOM CONTENT', 'eTEXT', and 'DETAILS & SUPPORT'. Below this is a list of classes, with 'PT\_Digits Class' selected. The right column is a 'Calendar' panel showing 'Wednesday - June 15, 2011' and 'Nothing scheduled or assigned.' At the bottom, there is an 'Announcements' panel. Seven numbered callouts (1-7) are placed over the interface to highlight specific features: 1 points to the 'ADD PRODUCT' button; 2 points to the 'PEARSON CONTENT' button; 3 points to the 'DETAILS & SUPPORT' button; 4 points to the 'PT\_Digits Class' entry; 5 points to the 'Coursework' icon; 6 points to the 'Student Performance' icon; and 7 points to the 'Enrollments' icon.

- 1 To add additional Pearson products to your Products and Classes list or to create a new class, click the buttons across the top.
- 2 To quickly access your table of contents, click **Pearson Content**. For a list of your customized items, click **Custom Content**.
- 3 **Details & Support:** Visit *digits* Community Connections, your hub for *digits* support, community connections, and additional resources.
- 4 Each class is listed in Products and Classes.
- 5 Manage assignments for your class in **Coursework**.
- 6 Check and update students' grades in **Student Performance**.
- 7 Update your class roster in **Enrollments**.

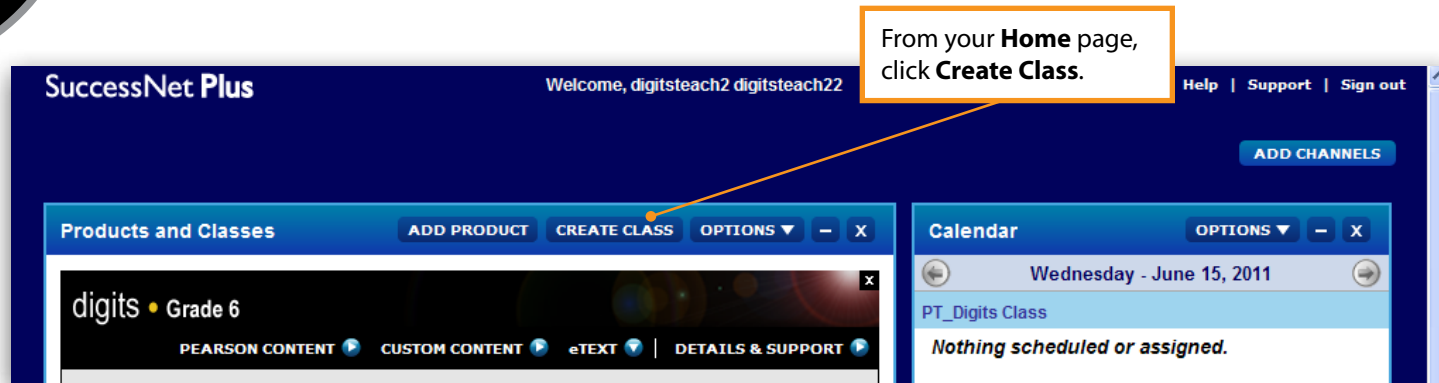
# Select A Product



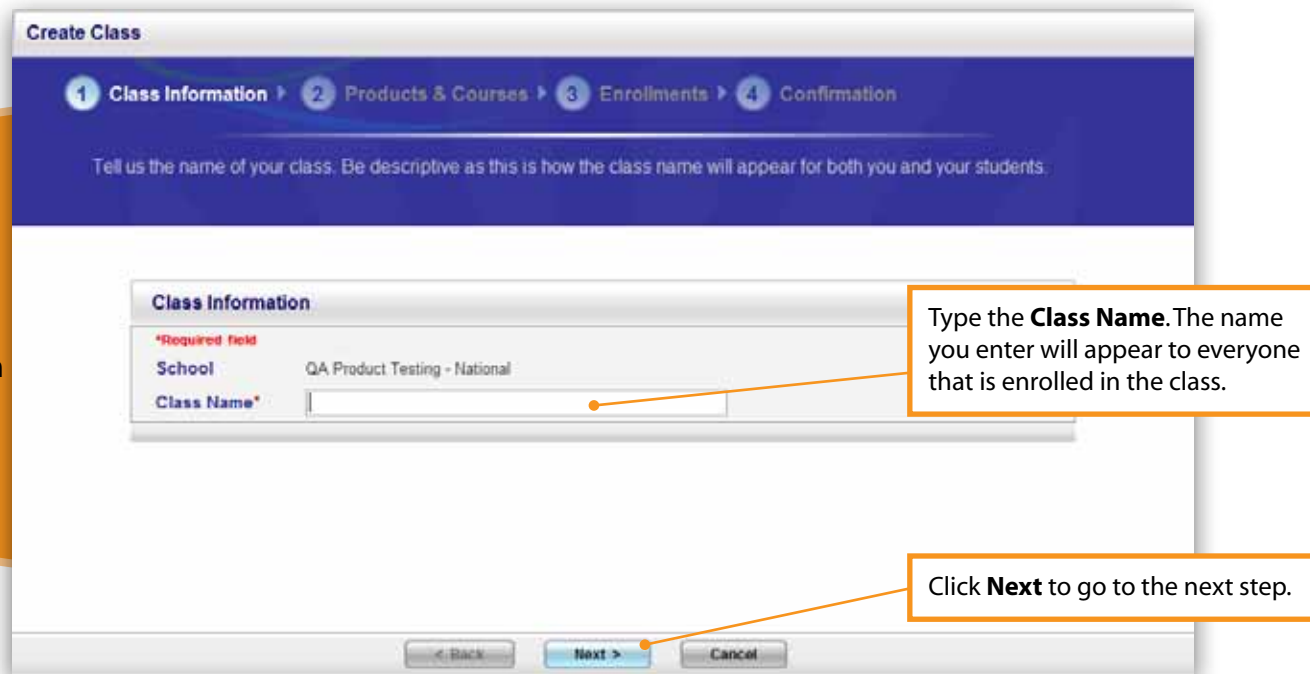
# Choose Your Product



# Create Your Class



## Step 1 Class Information



## Step 2 Products & Courses

First, select the type of **courses** you want to use for the class.

**Custom products or courses provided by your organization:** This is available if your organization has created custom courses.

**Pearson products or courses:** This is available if your school has licensed content from Pearson.

**Choose later:** You can add course content after you finish creating the class.

Click **Next** to go to the next step.

Choose the course you want to use for the class. Click **Next**.

### Step 3 Enrollments

**Create Class**

1 Class Information ▶ 2 Products & Courses ▶ 3 **Enrollments** ▶ 4 Confirmation

Select the students and any other users, such as a teacher's aide, to be enrolled in this class. You may also create a new user.

Name	Student ID	Role
Student, Student	456789	Student

View: All Users

Create New

- Student
- Aide
- Teacher
- Enroll from School
- Import Students

◀ Back Next ▶ Cancel

To add users to your class roster, click **Create New**.

To select student names from a list provided by your school, click **Enroll from School**.

To upload student data from an .xls or .scv file, click **Import Students**.\*

Click **Next** to go to the next step.

\*The template for using a roster of students is available from a link on the screen when you choose Import Students.

**Note:** Always check your school roster before adding students to avoid duplication.

## Step 4 Confirmation

**Create Class**

1 Class Information ▶ 2 Products & Courses ▶ 3 Enrollments ▶ 4 Confirmation

Check that your class name, product, and roster information is correct before closing.

When you click the Finish button below, it may take a moment to create the class.

Class Information	
School	QA Product Testing - National
Class Name	Kristen's C period Class
Products	PT_digits - grade 6
Class Roster	1 Users Enrolled

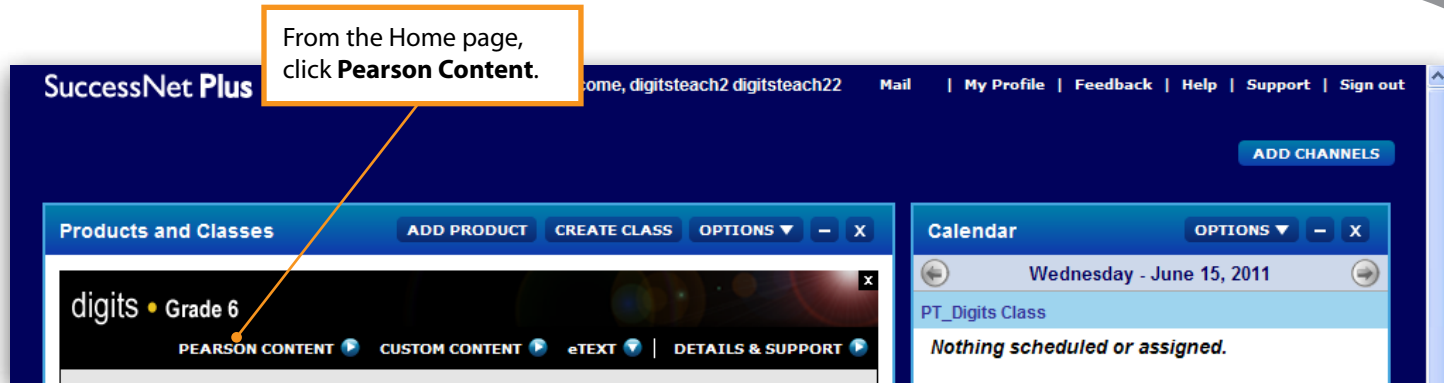
< Back   Finish   Cancel

Check your **School, Class Name, Product, and Class Roster.**

Select **Finish**, or go **Back** to make changes.

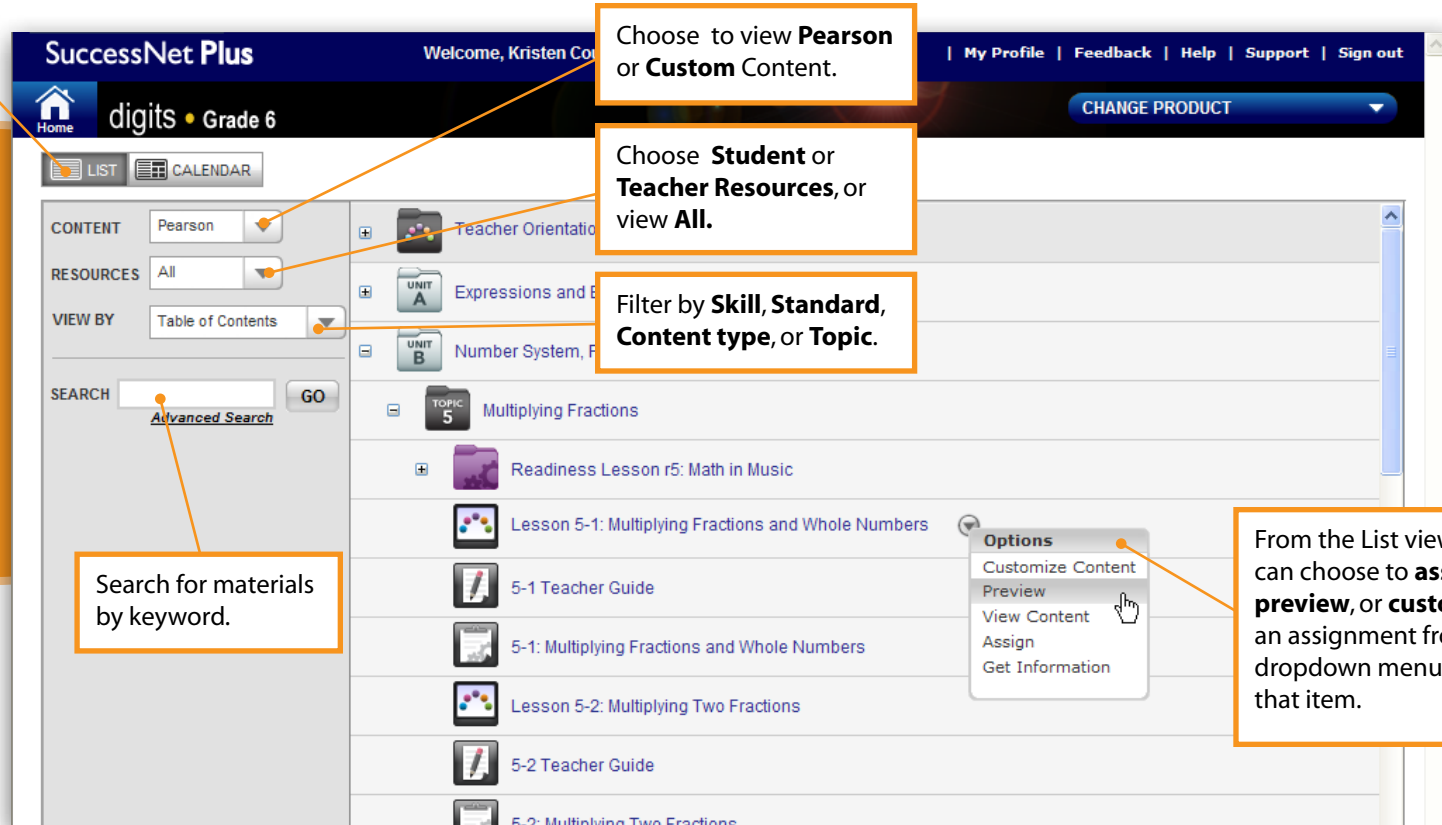
Your new class will now be visible on your home page.  
**Note:** This may take a few minutes to process.

# Finding Content



Your content page shows the **List** view by default.

## Viewing content



### digits lesson roadmap

1 Launch

2 Teaching Support

3 Overview

4 Notes

5

6 Print

7 Spanish

8 Key Concepts Vocabulary

9

When you complete practice materials, the submission and grade are not saved.

One hundred students vote for a drama, comedy, or action movie for a party. Drama gets one fifth of the votes. Action gets three times as many votes as comedy.

Write the vote totals. Tell which of these ratios correctly describe the results of the voting.

comedy votes to action votes: 1 to 3

all votes to comedy votes: 5 : 1

action votes to drama votes:  $\frac{3}{1}$

action votes to all votes: 0.6

Work It Out Companion Page Solution

Teaching Support

Overview Notes

Pacing: 10 min  
Objective: Compare and contrast multiple ratio representations that describe a real-world situation.

QUESTIONS FOR UNDERSTANDING Before

Q: Who would want to know the results of this vote?  
A: (Sample answer) The teacher choosing the movie for the school party should choose a movie that the majority of the students will enjoy. Also, other teachers can use these results to make predictions about future students' preferences.

During

Q: What information do you know?  
A: There are 100 students.  $\frac{1}{5}$  voted for drama. So  $\frac{4}{5}$  voted for either comedy or action, and three times as many voted for action as for comedy.

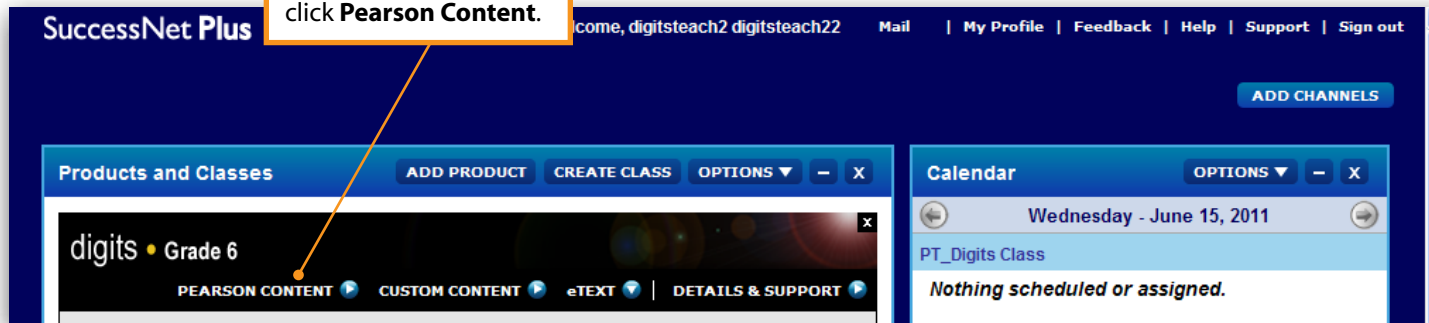
Links

Teacher Guide Lesson Notes  
Companion Launch  
Companion Launch

- 1 On-Level lessons are divided into 4 main sections: **Introduction, Launch, Examples, and Close and Check**, to be completed in order.
- 2 Interactive **Math Tools** can be accessed from the lesson page.
- 3 **Information:** Click for lesson-specific **correlations** to your standards.
- 4 Click to open **Teacher Support** for this lesson.
- 5 Click the toolbar switch to move the navigation buttons and page tools to the opposite side of the screen.
- 6 **Print** a copy of this lesson page.
- 7 View the content of this page in **Spanish**.
- 8 View the lesson's **Key Concepts** and **Vocabulary**.
- 9 Use the left and right arrows to navigate to pages within each part of the lesson.

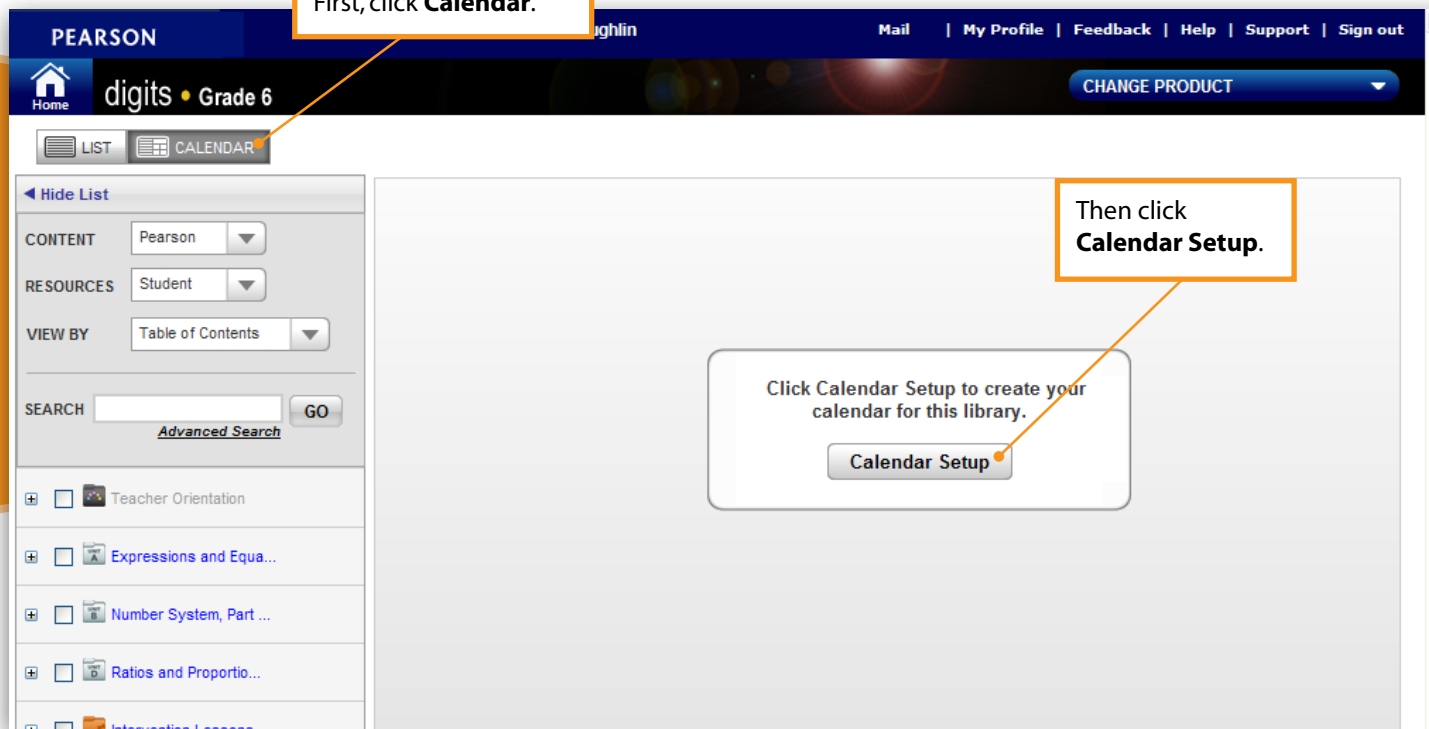
# Set Up Your Calendar

From the Home page, click **Pearson Content**.



Be sure to **Select Your Program** and **Set Up Your Class** before setting up your calendar.

First, click **Calendar**.



Then click **Calendar Setup**.

## Opening your Calendar

## Inside Calendar Setup

**Calendar Setup**

**Instructions:** These are the classes you can display for this course. To add a class, click Add Class. Use the class name options menu to edit or hide an existing class. To add to the list of non-teaching days, click Add Blockout Day. Use the blockout day description options menu to edit or hide an existing Blockout Day. Set a default calendar view, then click Finish.

**Schedule** + Add Class

Display Name	Class Association	Course Association	Order	Color	Days

**Blockout Days** + Add Blockout Day

Description	Display Name	From	To

**Favorite View**

**Finish** **Cancel**

In the **Schedule** section you add your classes to the calendar and schedule the class for the year.

Click **Add Class** to add each of your classes to the schedule.

You can also add **Blockout Days**, which are days where there are no classes (such as holidays).

Scroll down on the page to choose to view your calendar in daily, weekly, or monthly format.

Click **Finish**. Your calendar will now appear on your **Home** page.

# Assigning Content

## Step 1 Selecting an Item

Select **Calendar**.

First, from the **Content** dropdown menu:

- select **Pearson** to assign Pearson content
- select **Custom** to assign items you modified or created

Options

- Assign
- Get Information

You can also drag and drop items to your class to assign them.

Next, select the item you wish to assign from the filtered list by clicking on the dropdown button next to the item name. Then select **Assign** from the item or folder options menu.

## Step 2 Assignment Options

Select the classes that will receive the assignment and select the due date. Use the Advanced Assign options if the classes will have different due dates, if you want to specify the students who should receive the assignment, or if you want to control when the assignment is available to students.

You are assigning: **Multiplying Fractions**

### Select Classes

- |                                     |                 |
|-------------------------------------|-----------------|
| <input type="checkbox"/>            | Classes         |
| <input checked="" type="checkbox"/> | Kristen's Class |

In the **Select Classes** section, select the classes that should receive the assignment.

Click **Assign** to assign the item to all students in the classes you selected above.

**Assign**  No Due Date

Apply the due date below to all selected classes

May 2011						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

05/13/2011 at 08 : 00 AM (Time Zone)

Assign a due date and time for the item, or select **No Due Date**.

Click **Advanced Assign** to assign items with:

- different due dates for each class you selected
- select students in each selected class

**Advanced Assign**

**Save and Assign** **Cancel**

Click **Save and Assign**. The assignment will now appear in your students' To Do list, and on your calendar.

# Schedule Lesson Plans

## Step 1 Selecting a Lesson Plan

You can schedule lesson plans for any class period. More than one lesson plan can be scheduled for a single period. You can schedule lesson plans individually or multiple plans at once.

\*Remember that this icon indicates Lesson Plans.

Select **Calendar**.

Click **Pearson** for Pearson lesson plans or **Custom** to schedule lesson plans you modified or created.

From the Lesson Plan\* or Lesson Plan folder\*\*, click on the drop down options menu, then select **Schedule**.

You can also drag and drop lesson plans to the **Scheduled Resources** box.

\*\*If you schedule a folder, you will schedule all lesson plans in the folder, including lesson plans in any subfolders.

## Step 2 Setting preferences


**Instructions:** Select the classes to which you want to add teacher resources. Decide whether these resources should be scheduled for one class over many days, or many classes on one day. If you choose one day, then all resources will be added to that day. If you choose to schedule over many days, only Lesson Plans will be scheduled. Then choose or enter the date on which to schedule the plans, and click Schedule.

Select the classes in which you want to use the lesson plan.

Select Classes  All  A Period Class

Select either:  
• **One Plan Each Day:** A separate lesson plan is scheduled for each class period. Any blockout days that occur in the sequence are skipped.  
• **All to One Day:** The same lesson plans are scheduled for every class period.

Add teacher resources to  One Lesson Plan each day  All resources on one day

Add teacher resources starting on  

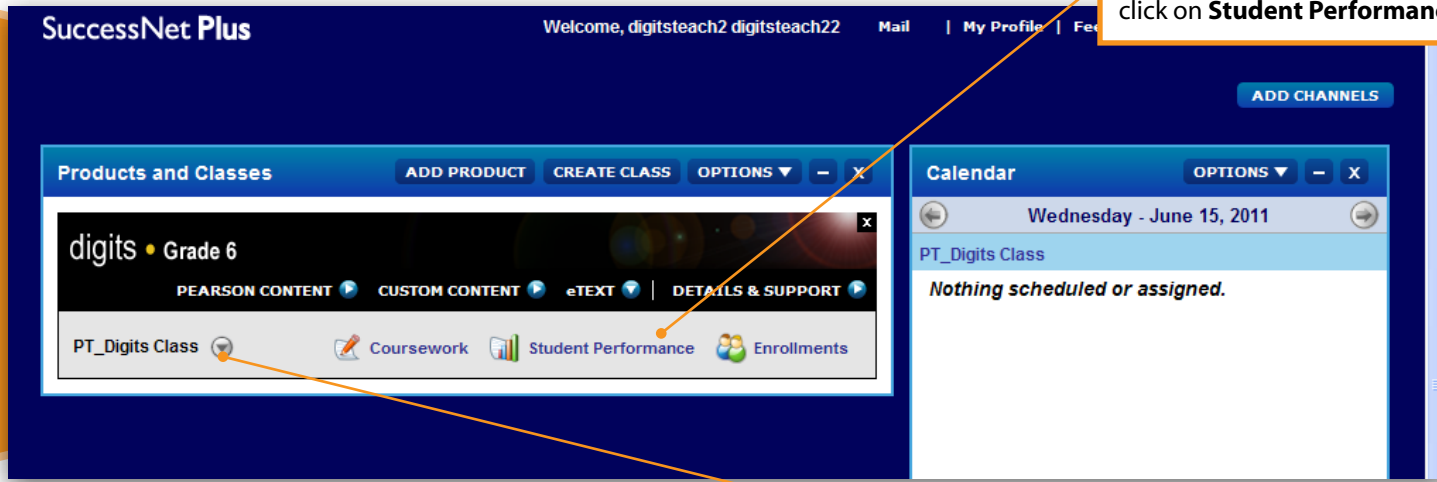
Select the date on which the lesson plan will be scheduled.

Click **Schedule**. The lesson plan icon will be displayed in the associated periods.

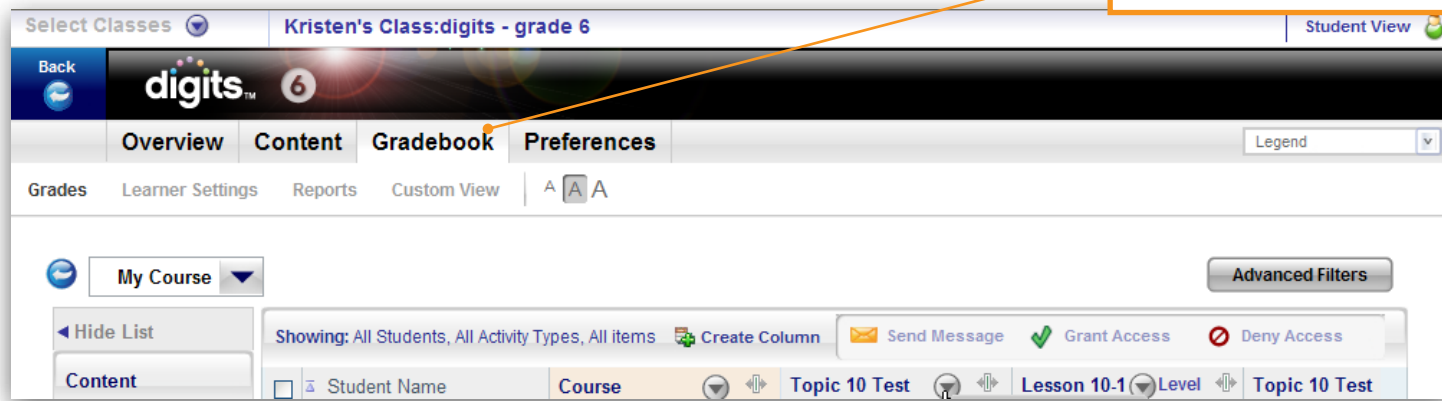
# Use Your Gradebook

## Opening Gradebook

From your teacher Home page: click on **Student Performance**.



**OR** Click the class name, then the **Gradebook** tab.



## Gradebook roadmap

The screenshot shows the Gradebook interface for 'Kristen's Class: PT\_digits - grade 6'. The interface includes a navigation bar with 'Overview', 'Content', 'Gradebook', and 'Preferences'. Below this is a search and filter section with 'Search students...', 'All Students', and 'Show status of all items' checkboxes. The main area displays a table of student grades with columns for 'Student Name', 'Course', and multiple assignment columns. A 'Content' sidebar on the left lists activities like '10-2 Homework' and 'Lesson 10-1: Ratios'. A 'Level Options' menu is open over the table, showing options like 'Edit Grades', 'Send Message', 'View Statistics', 'View All Submissions', 'View in Content', 'Move Column', 'Revoke Column', 'Save to Custom View', 'Hide submissions from students', and 'Export'. Numbered callouts (1-7) point to specific features: 1 points to the 'View' button in the filter section; 2 points to a student row; 3 points to a lesson in the content sidebar; 4 points to the 'Move Column' option in the menu; 5 points to a dashed line in the table; 6 points to the 'Close Advanced Filters' button; and 7 points to the 'Revoke Column' option in the menu.

Student Name (Show ID)	Course (last updated at 6:00:00 PM)	10-1 Hom-ework Due: 5/6/2011	Level	10-1 Hom-ework Due: 5/6/2011	10-2 Hom-ework
<input type="checkbox"/> Coughlin, Kristen	--	87	--	100	--
<input type="checkbox"/> Coughlin1, Kristen	--	75	--	--	--
<input type="checkbox"/> Coughlin2, Kristen	--	--	--	--	--
<input type="checkbox"/> Last, First	--	85	Level G	--	--
<input type="checkbox"/> Patrick, Ryan	--	95	--	100	--

- 1 **Assignments** appear in columns.
- 2 **Students** are listed in rows.
- 3 **Study Plans and Lessons** that include multiple activities are listed under content.
- 4 **Move Columns** Click to reorder columns.
- 5 **Dashed lines** mean the activity has not been started or submitted.
- 6 **Advanced Filters** View grades for specific students or types of assignments.
- 7 To prevent students from viewing their grades, select **Revoke Column**.