

# NEW FEATURES AND ENHANCEMENTS ON REGULAR COURSE WORKFLOW FOR WINTER 2015



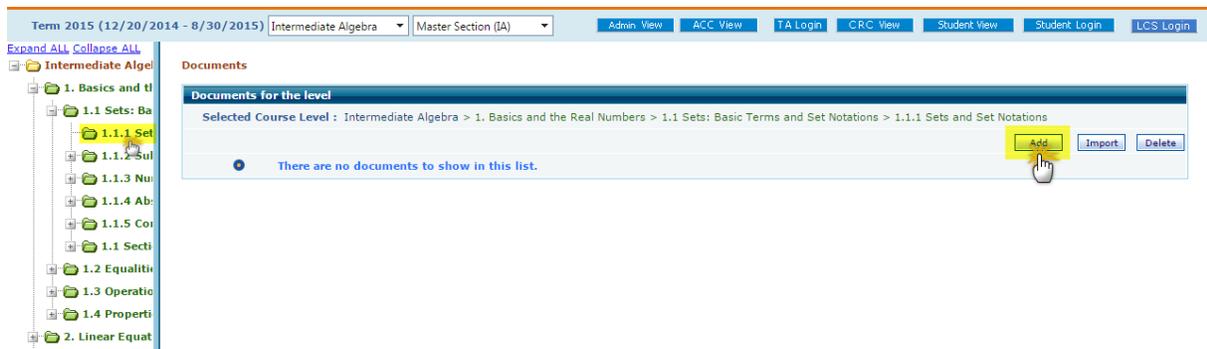
# 1. Instructor Resource Documents Feature Enhancements: Now an Instructor can share the documents uploaded under master section with other instructors:

Follow the below steps to share the documents across the across the section(s) of the same course:

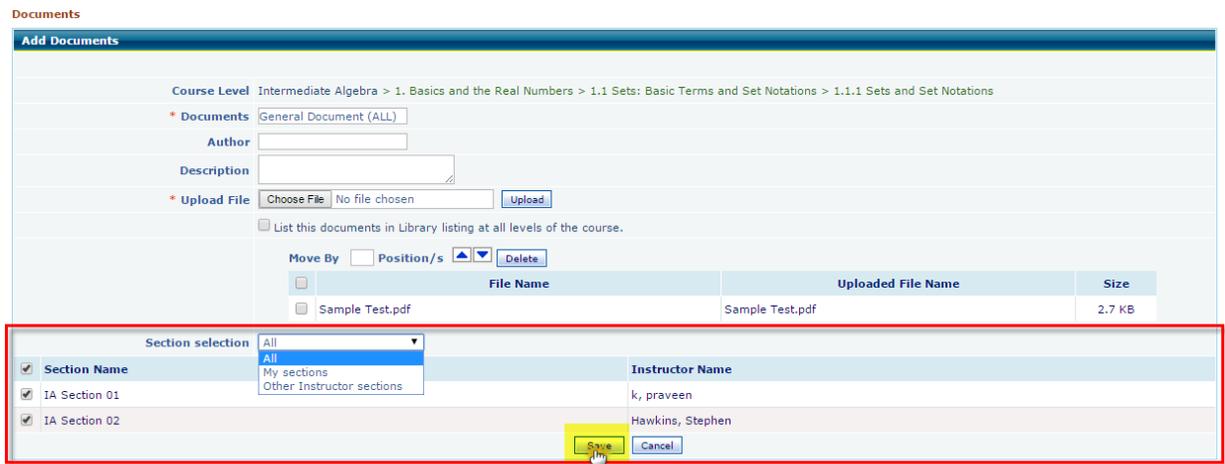
- Login to **Master Section** → Go to 'Resources' menu and click on 'Documents' sub menu.



- User will be taken to the following screen.



- Select the level from the left hand side course tree (where you want to tag the document) and click on Add button. User will be taken to the following screen.



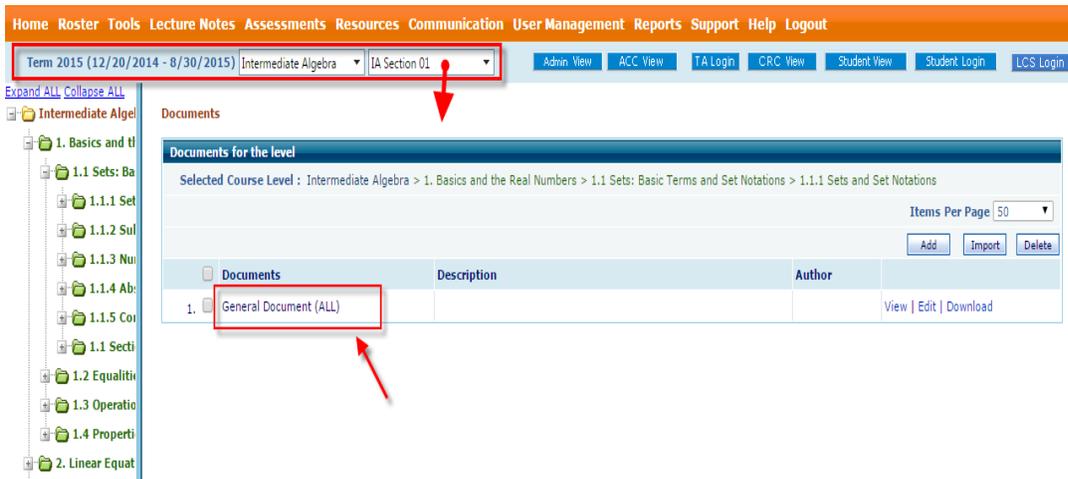
- You can share the documents (word, pdf, excel, png, jpeg, etc) files to the students.
- You will get to see the 'Section selection' option at the bottom where you can share the documents to child section(s) of the same course.
- You will get to see the respective section(s) instructor's name under 'Instructor Name' column.
- Select the section(s) you want to share the document and click on save button.

- You can also import the documents from the previous term/section of the same course.

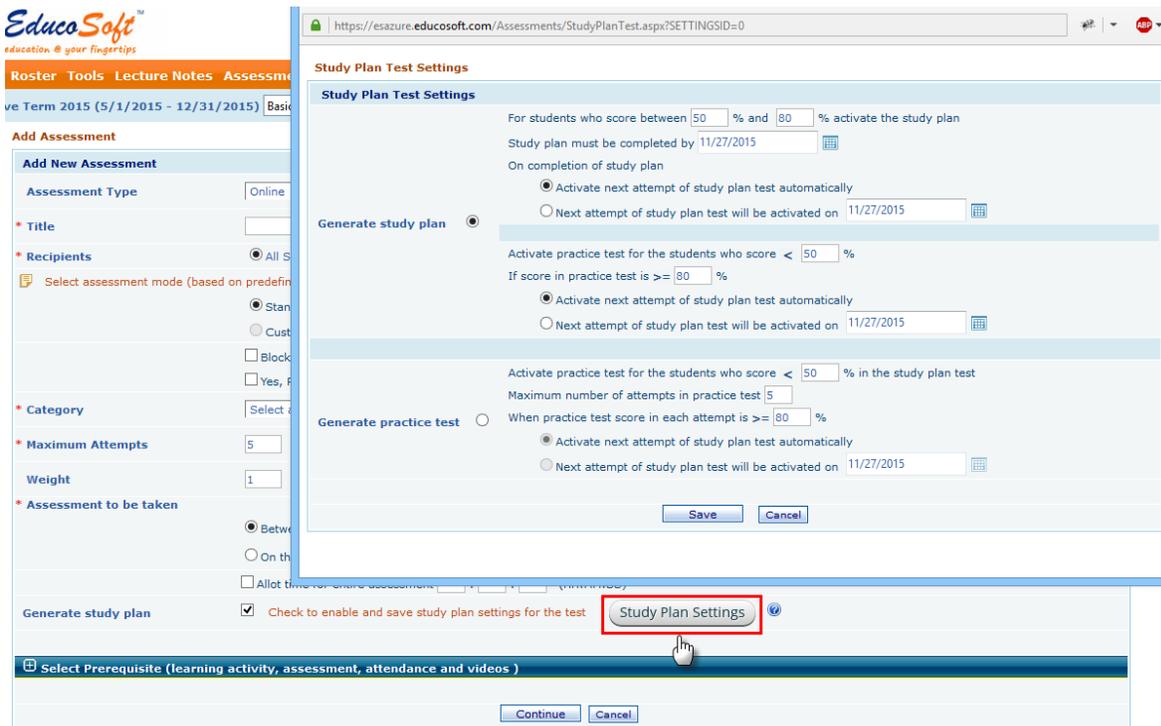
**Note:**

- Share Document across the section(s) option appears only for the **Master Section**.
- Any changes made to the document under master section will not be reflected in child section(s) automatically.

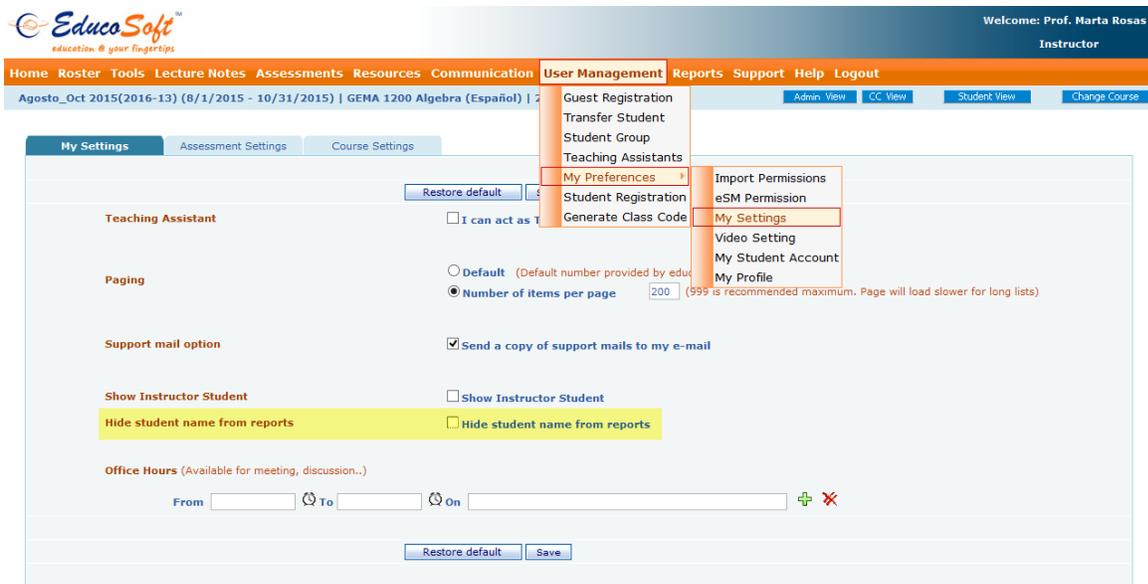
**Seeing shared document from underneath section(s).**



**2. Advanced study plan settings:**



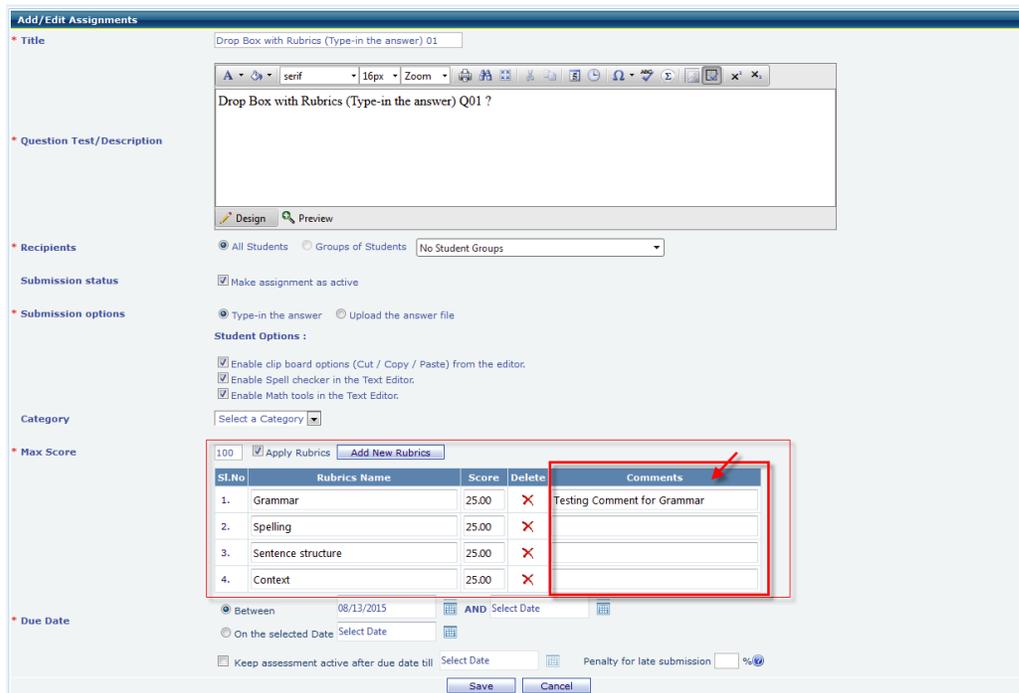
### 3. Under My preferences added one more setting to hide student name in reports.



### 4. Drop box/ essay grading Enhancements:

Following features are added on essay grading through Dropbox feature.

1. Added another column for comment corresponding to the rubrics category



2. Added new option 'Submissions History' to view student previous attempts for the same drop box. On click of link a new pop up page will open to view previous attempts. As shown above.

Scores Back

**Student's List**

- List of students who have submitted the assignment.
- Highlight error for suggestion by selecting the word from the student response and click on highlight button.
- After highlighting the words click on  icon and all highlighted items will be referred in comment dialogue box where you can enter your comments for the highlighted items.
- Enter the score and click on Save

Assignment Title : Drop Box with Rubrics (Type-in the answer) 01 Due Date : 8/30/2015  
 Question Description : Drop Box with Rubrics (Type-in the answer) Q01 ? Max Score : 100

u01, test Submitted Date : 8/13/2015 [Add Comments](#) [Send E-mail](#) [Resubmit](#) [Submissions History](#)

When instructor or CC added comments against rubrics category, student can see the same in student side as on mouse over of obtained score label in student drop box result page.

Name	Score	Max Score
Grammar	25	25
Spelling	25	25
Sentence structure	25	25
Context	25	25

[Save](#) [Cancel](#)

**Submission History**

**Attempted List**

List of attempts taken by the student for the assignment.

Student Name : u01, test  
 Assignment Title : Drop Box with Rubrics (Type-in the answer) 01  
 Question Description : Drop Box with Rubrics (Type-in the answer) Q01 ?  
 Select Attempt :  Submitted Date : 8/13/2015

When instructor or CC added comments against rubrics category, student can see the same in student side as on mouse over of obtained score label in student drop box result page.

[Close](#)

**Student viewing obtained score and rubrics comments:**

- Login as Student > Click on Course tools > Drop box > Click on evaluated Drop box assignment title link as shown below.

Dropbox Assignments

**Assignment List**

- List of assignments.
- Click on take button for assignment submission.
- Click on assignment name to view the result of the completed assignment.

No	Title	Due Date	Status
1.	Drop Box with Rubrics (Type-in the answer) 01	8/30/2015	Completed
2.	Drop Box with Rubrics (Type-in the answer) Q01 ?	8/30/2015	Take

Items Per Page: 50

**Student Reply**

Assignment title : Drop Box with Rubrics (Type-in the answer) 01 Score : 85.00 %  
 u01, test 8/13/2015

Question description:  
 Drop Box with Rubrics (Type-in the answer) Q01 ?

Answers

When instructor or CC added comments against rubrics category, student can see the same in student side as on mouse over of obtained score label in student drop box result page.

Name	Obtained Score	Max Score
Context	25	25
Grammar	25	25
Sentence structure	25	25
Spelling	10	25

[Testing Comment for Spell check](#)

[Close](#)

- Student can view obtained score, rubrics category comments  added by the instructor.
- Comment  icon appears only for those rubric categories which has comment.

- Transferring students from one section to the other:** This feature allows instructor to search Active and Dropped students and those students can be assigned to other section pertaining to same course assigned to instructor. Now, **Instructor can search for the active student(s) under 'ALL' users type and those student(s) can be assigned (transferred) to the required sections.**

Follow the Instruction to explore the feature:

- User Management → Transfer Student
- Select “All” from Transfer dropdown
- Enter any of the inputs i.e. Last Name/First Name/Email Id or Student Id to search student, once done Click on Search button as shown.

The screenshot shows the 'Transfer Student' interface. At the top, there's a 'Dropped Student List' section with a dropdown menu set to 'All'. Below this are search fields for 'Last name', 'First name', 'Email id', and 'StudentId'. A 'Search' button is highlighted. Below the search fields is a table with columns: No., Name, E-Mail Id, Term Name, Course Name, Section, and Guest Registration End date. The table lists six students. At the bottom of the table is an 'Assign' button.

No.	Name	E-Mail Id	Term Name	Course Name	Section	Guest Registration End date
1.	100, user	user100@gmail.com	Term March 2015	Beginning Algebra	A	2/18/2016
2.	101, user	user101@gmail.com	Term March 2015	Beginning Algebra	A	2/18/2016
3.	201, user	user201@gmail.com	Reg Term Sep2015	Basic Mathematics	Master Section	11/20/2015
4.	202, user	user202@gmail.com	Term March 2015	Basic Mathematics	A	11/30/2015
5.	301, user	user301@gmail.com	Term March 2015	Basic Mathematics	A	11/30/2015
6.	302, user	user302@gmail.com	Term March 2015	Basic Mathematics	A	11/30/2015

**Note:** Under search fields you can search the active student(s) of the select course within the same institution and assign to the required sections.

- To transfer student to a particular section. Click on “Select Section” dropdown corresponding to student; select the desired section, as shown.

This screenshot is similar to the previous one, but the 'Select Section' dropdown menu for the first student (100, user) is open, showing 'GCC1' as the selected option. The 'Assign' button at the bottom is also highlighted.

- Click on Assign button, Student will be assigned to selected section.

The screenshot shows the 'Student List' interface. At the top, there's a navigation bar with 'Admin View', 'CC View', 'T.A Login', 'Student View', and 'Student Login'. Below this is a 'Student List' section with a table of students. The second student, '100, user', is highlighted with a red box. The table has columns: NAME, E-Mail Id, Last Login, Guest End Date, Grade Report, and Drop Student.

NAME	E-Mail Id	Last Login	Guest End Date	Grade Report	Drop Student
1, test	test3@guest.ind		9/1/2015		
100, user	user100@gmail.com		11/24/2015		
Hawkins, Stephen	cc2@educu.com		--		
user03, test	testuser03@educu.com	8/12/2015 1:39 AM	--		

## 6. Option to Export Section Users information to MS Excel/pdf for printing :

Feature to Export User List to pdf and excel file for printing under admin, CC and Instructor Rooster screen.

### Instructor Roster Screen:

The screenshot shows the 'Student List' interface. At the top, there are navigation tabs: Home, Roster, Tools, Lecture Notes, Assessments, Resources, Communication, User Management, Reports, Support, Help, Logout. Below the tabs, there are filters for Term (2014-15), Section (Beginning Algebra), and BA 01. A table lists 7 students with columns for NAME, E-Mail Id, Last Login, Guest End Date, Grade Report, and actions (Detail, Print, Export to PDF, Export to Excel). A red box highlights the 'Print', 'Export to PDF', and 'Export to Excel' options. Below the table, two preview windows are shown: 'PDF File' and 'Excel File', both displaying the same student data in their respective formats.

S.No	Student Id	First Name	Last Name	Email	Password
1	PK03	pk	03	pk3@eduo-int.com	welcome
2	PK01111111	pk	1	pk1@eduo-int.com	welcome
3	U001	user	1	user1@eduo.com	welcome
4	PK02	pk	2	pk2@eduo-int.com	welcome
5	U002	user	2	user2@eduo.com	welcome
6	AD0101	Aditya	Rao	aditya.kudige@gmail.com	welcome
7	AD0101	ADITYA	RAO	azurecom@edu.in	welcome

- Added 'Print' option under roster screen. As shown in the above snapshot.
- Click on 'Export to PDF' link to import the users list to PDF file.
- Click on 'Export to Excel' link to import the users list to excel file.

### CC Login:

- Under CC login go to Manage > Export User List.

The screenshot shows the 'User Export' section of the Campus Coordinator interface. A dropdown menu is open under the 'Manage' tab, listing various options. The 'Export User List' option is highlighted with a red box. The background shows filters for Term Status, Terms, Course, Section, and Status.

- On click of 'Export User List' menu user will be taken to the following screen.

## User Export

**Export User List**

List of Section users

Term Status: Active  
Terms: Term 2014-15  
Course: Beginning Algebra  
Section: BA 01  
Status: All

Search

<input checked="" type="checkbox"/>	Section Name	First Name	Last Name	Email Id	User Type	
<input checked="" type="checkbox"/>	BA 01	pk	03	pk3@educu-int.com	Registered User	welcome
<input checked="" type="checkbox"/>	BA 01	pk	1	pk1@educu-int.com	Registered User	welcome
<input checked="" type="checkbox"/>	BA 01	user	1	user1@edu.com	Guest User	welcome
<input checked="" type="checkbox"/>	BA 01	pk	2	pk2@educu-int.com	Registered User	welcome
<input checked="" type="checkbox"/>	BA 01	user	2	user2@educu.com	Registered User	welcome
<input checked="" type="checkbox"/>	BA 01	Aditya	Rao	aditya.kudige@gmail.com	Registered User	welcome
<input checked="" type="checkbox"/>	BA 01	ADITYA	RAO	azurecom@edu.in	Registered User	welcome

**PDF File:**

Section Name	First Name	Last Name	Email Id	User Type	Password
BA 01	pk	03	pk3@educu-int.com	Registered User	welcome
BA 01	pk	1	pk1@educu-int.com	Registered User	welcome
BA 01	user	1	user1@edu.com	Guest User	welcome
BA 01	pk	2	pk2@educu-int.com	Registered User	welcome
BA 01	user	2	user2@educu.com	Registered User	welcome
BA 01	Aditya	Rao	aditya.kudige@gmail.com	Registered User	welcome
BA 01	ADITYA	RAO	azurecom@edu.in	Registered User	welcome

**Excel File:**

Section Name	First Name	Last Name	Email Id	User Type	Password
BA 01	pk	03	pk3@educu-int.com	Registered User	welcome
BA 01	pk	1	pk1@educu-int.com	Registered User	welcome
BA 01	user	1	user1@edu.com	Guest User	welcome
BA 01	pk	2	pk2@educu-int.com	Registered User	welcome
BA 01	user	2	user2@educu.com	Registered User	welcome
BA 01	Aditya	Rao	aditya.kudige@gmail.com	Registered User	welcome
BA 01	ADITYA	RAO	azurecom@edu.in	Registered User	welcome

- Select the appropriate Term, Course, Section and click on Search.
- Section users are listed and by default all the users are selected.
- Click on 'Export to PDF' link to import the users list to PDF file.
- Click on 'Export to Excel' link to import the users list to excel file.

## 7. Campus coordinator Term and Course List enhancements:

### Term List Changes:

- Term list page now shows 'Active/Inactive' terms by default.
- You can also view the expired terms by selecting the 'Expired Term' status from the drop down list.

Welcome: Prof. Stephen Hawkins  
Campus Coordinator

Terms Course Sections Instructors Coordinators Communication Manage Survey Reports My Profile Support Help Logout

ELC-GA Online Self Training Admin View Instructor View

Term

Term List

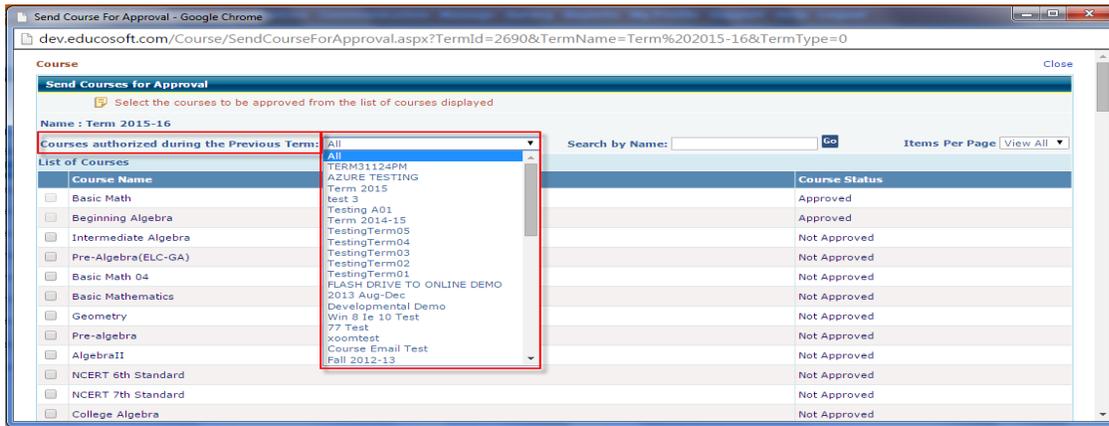
List of Terms displayed

Term Type: ALL

Term Status: Active/Inactive

Added Term Status Filter. By Default it will display all the 'Active/Inactive' Terms.

No.	Name	Start Date	End Date	Term Type	Status		Items Per Page	View All
1.	Regular Study	9/25/2015	12/31/2015	Standard	Active			Course Approval
2.	Term 2015-16	9/14/2015	3/31/2016	Standard	Active			Course Approval
3.	new training term dpk1	7/27/2015	9/30/2015	Training	Active			Course Approval
4.	Training Term 2015 (PK)	7/27/2015	9/30/2015	Training	Active			Course Approval
5.	Training Term-dpk	7/27/2015	9/30/2015	Training	Active			Course Approval
6.	Production Release Check-3/7/2015 Dpk STD	7/3/2015	10/7/2015	Standard	Active			Course Approval
7.	new term june 11	6/11/2015	9/30/2015	Developmental	Active			Course Approval
8.	Developmental Term 2015	12/22/2014	12/31/2015	Developmental	Active			Course Approval
9.	Inactive Term Check	5/1/2015	12/31/2015	Standard	Active			Course Approval



- Under Course Approval link added **'Courses authorized during the last (previous) term'** filter to view courses authorized/used during previous terms.

### Course List sorting changes:

- Added course list sorting option for 'Course title' and 'Created Date'. By default courses are listed by recent created date.

Course List

Status:  Select Course Type:  Search by Name:      Items Per Page:

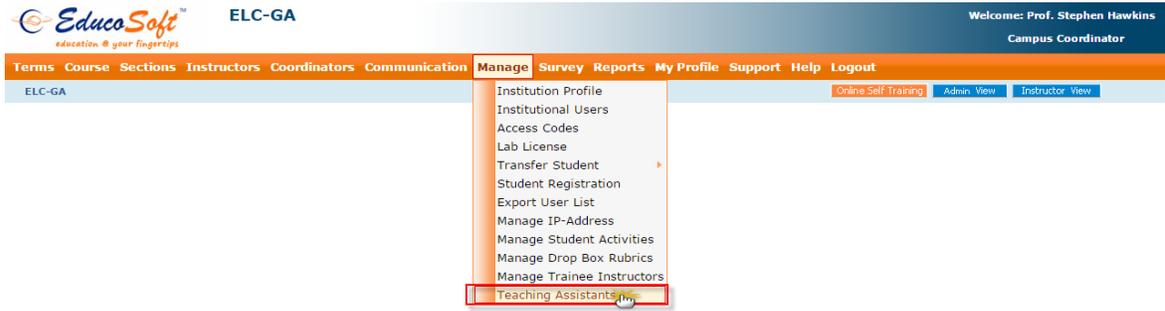
No.	Course Title	Institutional Code	Created Date	Standard Course	Status
1.	ENGLISH: COMPOSITE COURSE		5/4/2015 2:37 AM	ENGLISH: COMPOSITE COURSE	Approved
2.	US_Augusta Tech_RMA (Approach 1)		8/18/2014 4:13 AM	US_Augusta Tech_RMA	Approved
3.	College Algebra 2014 (Approach 2)		6/23/2014 2:03 AM	Claflin College Algebra and PreCal-2014	Approved
4.	College Algebra 2014 (Approach 1)		6/23/2014 2:01 AM	Claflin College Algebra and PreCal-2014	Approved
5.	RMA approach 1	RMA 01	6/17/2014 2:15 AM	US_Augusta Tech_RMA	Approved
6.	8th		4/7/2014 12:13 AM	IN-NCERT-8th Standard	Pending Approval
7.	math 1	asdda	3/5/2014 11:19 PM	Basic Mathematics	Unfinished
8.	Custom 1	INS01	3/5/2014 5:15 AM	--	Finished
9.	IN_English Grade 8-2013		2/21/2014 1:02 AM	IN_English Grade 8-2013	Approved
10.	IN_9th_Physics		2/21/2014 12:29 AM	IN_9th_Physics-2014	Approved
11.	CMAT 104		8/29/2013 10:40 PM	CMAT 104 - Algebra II	Approved

### 8. Managing Teaching Assistant from Campus Co-ordinator and Alt Campus Coordinator Role.

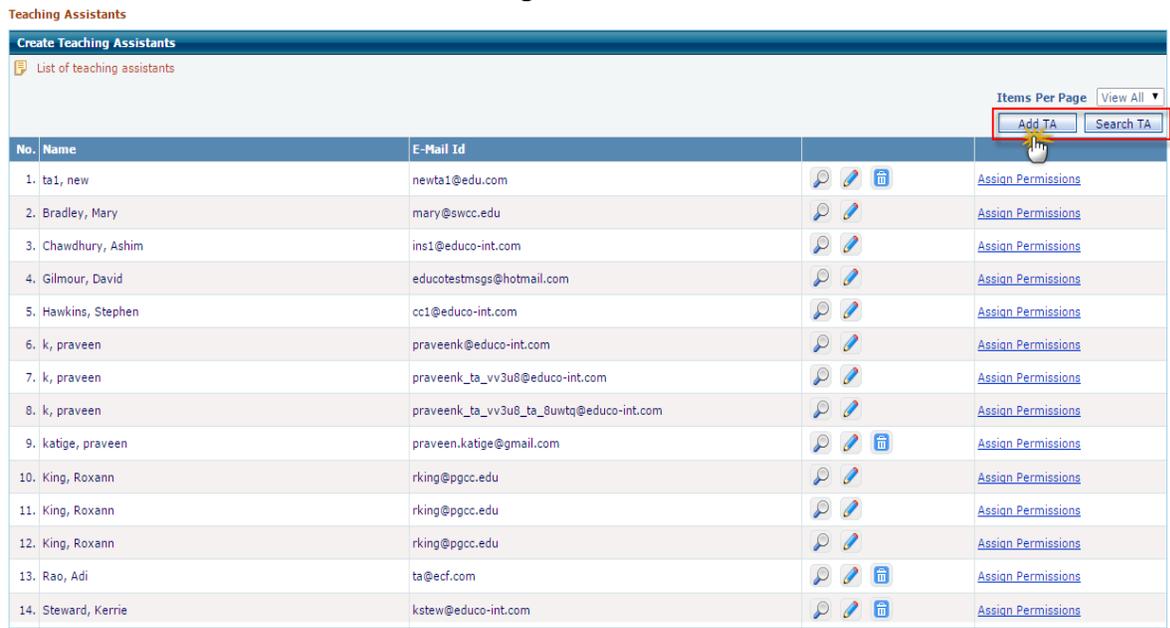
This Feature is provides option to create and assign Teaching Assistants to Institutional Instructors.

#### CC Login:

- Login as CC, go to Manage > Teaching Assistants.

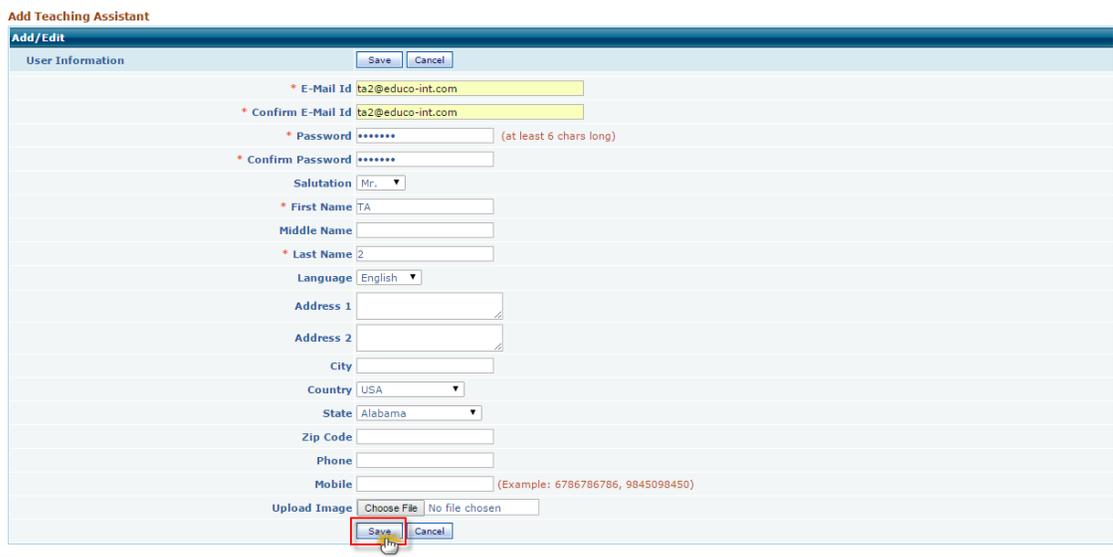


- User will be taken to the following screen.



### Adding TA:

- Click on Add TA button. User will be taken to the following screen.



- Enter necessary user information and click on save button. User will be taken to the following screen.

Select Sections Back

Instructor: k, praveen  
 Term Status: Active/Inactive  
 Term: All Terms

<input type="checkbox"/>	Section Name	Course Name	Term Name
<input checked="" type="checkbox"/>	BA 01	Beginning Algebra	TERM 2015 (STD)
<input type="checkbox"/>	Inactive BA Sec 01	Beginning Algebra	INACTIVE TERM 001
<input type="checkbox"/>	Master Section	US_Augusta Tech_RMA (Approach 1)	Developmental Term 2015
<input type="checkbox"/>	pk Section A01	Beginning Algebra	Term Check
<input type="checkbox"/>	new d Section	Beginning Algebra	Term Check
<input type="checkbox"/>	RBM01	Basic Mathematics	Regular Term 2015
<input type="checkbox"/>	Master Section	Beginning Algebra	Term Check
<input type="checkbox"/>	BA 04	Beginning Algebra	TERM 2015 (STD)
<input type="checkbox"/>	RMA Test Sec 01	US_Augusta Tech_RMA (Approach 1)	Developmental Term 2015
<input type="checkbox"/>	BA 03	Beginning Algebra	TERM 2015 (STD)
<input type="checkbox"/>	RBA01	Beginning Algebra	Regular Term 2015
<input type="checkbox"/>	Import from Master Check 1	US_Augusta Tech_RMA (Approach 1)	Developmental Term 2014
<input type="checkbox"/>	Master Section (BA)	Beginning Algebra	TERM 2015 (STD)

- Select the Instructor from Instructor dropdown under whom you want to assign the TA and then select the Section(s) and click on 'Save and Continue' button.

**Note:** It will list only those section(s) which are assigned to the selected Instructor.

- Section permission page will be displayed, as shown below.

Teaching Assistants Back

Assign Permissions

Section: BA 01 | TERM 2015 (STD) | Beginning Algebra

Select All Permission

- Upload Syllabus
- Upload articles and weblinks
- Exam Papers
- Grade book
  - Modify category
  - Modify grade scales
- Import Master Section
- Import Your Section
- My Notes
- Assessments
  - Create
  - Edit
  - Delete
  - Import
  - Printing
  - Question Bank
  - Drop Box
- Score
  - View
  - Edit
- Reports
- Respond to queries
- Mails
- Announcements
- Discussion Forum
- Chat
- Student View
- View Student List
- Survey
- Mark Cc to TA when student clicks on 'Contact Instructor' and sends a message
- Class Attendance
- Student Group
- Edit Activity Time

- Set the required permission for the selected section and click on 'Save' OR 'Save & Exist' button. User will be taken back to TA list screen.

Teaching Assistants

Create Teaching Assistants

List of teaching assistants

Items Per Page View All

Add TA Search TA

No.	Name	E-Mail Id		
1.	2, TA	ta2@educu-int.com		<a href="#">Assign Permissions</a>
2.	Bradley, Mary	mary@swcc.edu		<a href="#">Assign Permissions</a>
3.	Chawdhury, Ashim	ins1@educu-int.com		<a href="#">Assign Permissions</a>
4.	Gilmour, David	educotestmgs@hotmail.com		<a href="#">Assign Permissions</a>
5.	Hawkins, Stephen	cc1@educu-int.com		<a href="#">Assign Permissions</a>
6.	k, praveen	praveenk@educu-int.com		<a href="#">Assign Permissions</a>

- You can modify permissions by clicking on 'Assign Permissions' link corresponding to TA.
- You can also tag the existing TA's with the help of 'Search TA' button. User will be taken to following screen.

Advanced Search

Search and Assign

Search Teaching Assistant from your institution and assign them to section(s) you are teaching

Term Name: TERM 2015 (STD)

Email ID: praveenk@educu-int.com

First Name:

Last Name:

Search

Name	E-Mail Id		
<input checked="" type="checkbox"/>	k,praveen	praveenk@educu-int.com	<a href="#">View Profile</a> <a href="#">View Section Details</a>

Continue

- Select the term, optional: enter email Id and click on search button. It will all the TA's linked with that term.
- You can view TA Profile by clicking on View Profile link and Sections assigned, by clicking on View Section Details link.
- Click on 'Continue' button to assign the permissions.

**Note:** Similar to CC managing TA functionality is implemented under Alt Campus Coordinator Login.

### Instructor login:

- Login as Instructor, under which you have assigned above TA
- Go to User Management > Teaching Assistant, the above TA will be listed in TA list Page.

EducoSoft™ ELC-GA

Welcome: Prof. ins 4 Instructor

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

Guest Registration  
Transfer Student  
Student Group  
**Teaching Assistants**  
My Preferences

Teaching Assistants

Create Teaching Assistants

List of teaching assistants

Items Per Page View All

Add TA Search TA

No.	Name	E-Mail Id		
1.	1, ta	ta1@educu.int		<a href="#">Assign Permissions</a>

- Instructor can also assign/modify permissions to TA added by Campus Co-ordinator, by clicking on Assign Permission link corresponding to TA.

**Note:** Managing TA functionality will work as before for Instructor login.

### TA login View:

The screenshot shows the EducoSoft interface for a Teaching Assistant (TA). At the top, there is a navigation bar with links: Home, Roster, Tools, Lecture Notes, Assessments, Resources, Communication, User Management, Survey, Reports, My Profile, Support, Help, and Logout. Below this, there are dropdown menus for 'TERM 2015 (STD) (8/6/2015 - 12/29/2015)', 'Beginning Algebra', and 'BA 01'. A 'Welcome to EducoSoft' message is displayed, along with notification boxes for 'You have 0 unread messages' and 'You have no new announcements'. The 'My Courses' section shows a table with the following data:

Course Name	Section Name	Registered Students	Guest Students
Beginning Algebra	BA 01	0	0

To the right, there is a 'My Calendar' widget showing 'Today's Date : 10/5/2015' and a calendar for October 2015. The calendar shows the current date (5th) and a task scheduled for 10/5/2015.

### 9. Internal Mail enhancement:

Added search option in internal mail screen for classing received e-mails. E-Mail search includes, search by sender Name / email address OR search by subject OR search by Section name.

The screenshot shows the internal mail interface. On the left, there is a 'Mail' sidebar with folders like 'Favorite Folders', 'Inbox', 'Sent Items', 'Drafts', 'Deleted Items', 'Responed Extern', 'Personal folders', and 'Archived folders'. The main area displays a list of emails. A search overlay is open, allowing users to search by 'From', 'Subject', or 'Section Name'. The search overlay includes a search bar, a magnifying glass icon, and a 'RESET' button. The main email list shows the following data:

ID	Sender	Date	Subject	SectionName	CourseName	Actions
4	Administrator, Educo	9/25/2015 4:26:00 AM	Your course has been approved by Educo Admin	n/a	n/a	[Envelope] [X] [Link]
5	Administrator, Educo	9/25/2015 2:42:00 AM	Your course has been approved by Educo Admin	n/a	n/a	[Envelope] [X] [Link]
- Received on: Wednesday, September 23, 2015						
6	Administrator, Educo	9/23/2015 8:18:00 AM	Your course has been approved by Educo Admin	n/a	n/a	[Envelope] [X] [Link]
7	Administrator, Educo	9/23/2015 8:13:00 AM	Your course has been approved by Educo Admin	n/a	n/a	[Envelope] [X] [Link]
- Received on: Friday, August 28, 2015						
8	Administrator, Educo	8/28/2015 1:48:00 AM	Your course has been approved by Educo Admin	n/a	n/a	[Envelope] [X] [Link]
- Received on: Tuesday, August 25, 2015						

## 10. Student Guest Registration Message Changes:

- Before expiry: “You Guest status expires in three (two, one) days on (Date). Click here to Register Now” Display this message in Bold and Clear Fonts with larger bordered window.

The screenshot shows the EducoSoft interface for a student. The top navigation bar includes links for Home, My Profile, My Instructor, Support, User Guides, FAQ, and Logout. The course information is ELC-GA | Term March 2015 | Beginning Algebra | A. A contact instructor link for Hawkins Stephen is visible. The left sidebar lists Course Tools such as Syllabus, Tutorials, Study Plan, Assessments, Dropbox, My Grade, Activity Report, Attendance, Course FAQ, Bookmarks, Notepad, and Print Assessment. The main content area displays a 'Welcome to EducoSoft' message and several panels: Announcements (no announcements), Messages (0 unread), Tasks scheduled (0 tasks), and Progress (no data). A modal window is open in the center with the following text: "You are registered into this class as a Guest student. Your guest period will expire in 14 day(s) on 12/27/2015" and a "Register Now" button. The background panels show course details for Term March 2015, including a grade of A and a list of assignments with due dates.

- After expiry, display this message: “Your Guest Status has Expired, Click Here to Register Now. “ This message stays on, no option to close this message. No access to anything, except to register.

The screenshot shows the EducoSoft interface for a student. The top navigation bar includes links for Home, My Profile, My Instructor, Support, User Guides, FAQ, and Logout. The course information is ELC-GA | Developmental Term 2014 | College Algebra 2014 (Approach 1) | CA Section 01. A contact instructor link for Hawkins Stephen is visible. The left sidebar lists Course Tools such as Syllabus, Tutorials, Assessments, Dropbox, My Grade, Activity Report, Attendance, Course FAQ, Bookmarks, and Notepad. The main content area is mostly blank, with a large modal window in the center displaying the message: "Your Guest Status has Expired" and a "Register Now" button.

**11. Password option changes: Removed token password option.**

**12. Generating class code under CC and Alt CC to facilitate smooth student registration:** Class Code creation feature is added in CC/Alt CC view also. The CC should be able to create Class Codes for all instructors, and be able to create a excel file to save/print.

Follow the steps to generate class code:

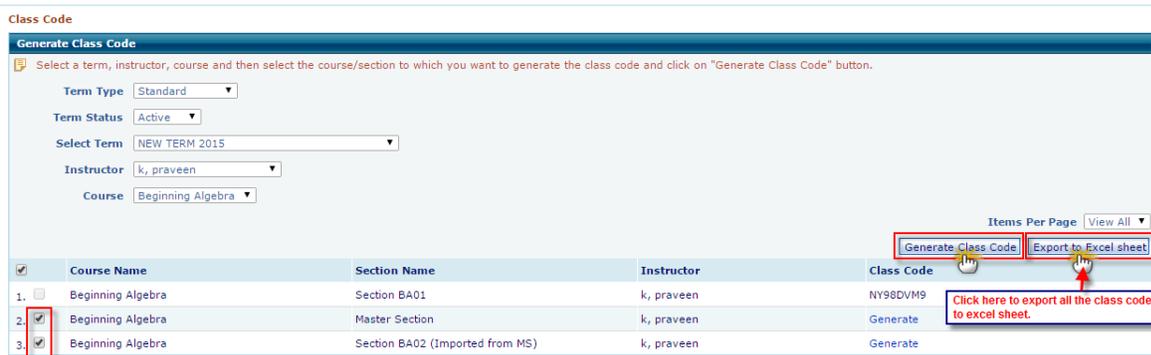
- Login as CC and go to Manage > Generate Class Code.



- User will be taken to the following screen.



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



- Alternatively CC can generate class codes of multiple course/section and can be saved in excel format by clicking on 'Export to Excel Sheet' button.

## Student Registration using class code:

- Educosoft Home page > Select Portal > Register for Higher Education OR School (K-12).

UNITED STATES | HOME | PRODUCT INFO | SUPPORT | F A Q | PROMOTERS | CONTACT | ABOUT US | LOGIN

**EducoSoft**  
education @ your fingertips

HIGHER EDUCATION | SCHOOL (K-12) | SELF LEARNING | PRODUCTS

Register by entering your access code or by paying online.

Home > Higher Education > Register Now | DOWNLOAD BROCHURE | TAKE A TOUR | REGISTER NOW

### REGISTER NOW

**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 (This code is different from access code purchased from bookstore).

NY98DVM9

Sample Class Code: Y45XVRR8

**No, I do not have a class code**

State: Georgia  
Institution: ELC-GA  
Term: NEW TERM 2015  
Course: Beginning Algebra [View Course](#)  
Section: Section BA01  
Instructor Name: praveen k  
Location: Not Specified  
Time: n/a

Free Time: 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 )

Great system, allows you to understand a lot of things that you can't understand during class, you have time to correct mistakes, and learn from them.  
*Bileoma, Yasmina*

- Select Radio Button 'Yes, I have a class code', enter the class code (Ex: NY98DVM9) provided by your CC or Alt CC and click on  button.
- Educosoft application automatically selects Institution, Term and Course based on class code entered, facilitates smooth registration process.

**Note:** In case 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. Similar to CC Generate Class Code functionality is implemented under Alt Campus Coordinator Login.

### 13. Allow instructor to enter the score of hand graded assessments even when the section is locked.

Section Back

**Lock/Unlock Section**

1. Click on the  icon to unlock/lock the section data.  
2.  icon denotes the section has imported master section data and the imported date information is shown on the mouseover.

Term: Agosto\_Oct 2015(2016-13) Course: GEMA 1200 Algebra (Español)

No.	Section Name	Meeting Time	Location	No. of Students	Instructor	Settings for Instructor	Lock   Unlock for Student
1	22395	M W F 900 1015	CIT 1	27	Pico Bauermeister, Carmen	Section Lock Settings	
2	22396	M W F 1030 1145	CIT 1	30	Pico Bauermeister, Carmen	Section Lock Settings	
3	23111	M W 1200 1355	M 324	40	Rivera, Elba	Section Lock Settings	
4	23197	M W 1200 1355	CIT 5	27	Quiñones, Victor	Section Lock Settings	
5	23238	M W 1400 1555	M 324	27	Rosas, Marta	Section Lock Settings	
6	23239	M W 2000 2155	M 324	21	García, Manuel	Section Lock Settings	

Section List - Google Chrome

dev.educosoft.com/Course/SectionLockSettings.aspx?SecId=41880

**Section Lock Settings**

Section Name : 23238

Block Instructor From:  Select All

- Add/Edit Assessments and Grade book
- Change student(s) score
- Increase student(s) Max Attempt
- Extend student(s) due date
- Edit or Remove assessment password
- Student Allowed Time

Save Cancel

Can enter the score of hand graded assessments even when the section is locked

**Hand Graded Scores**

Assessment Title : Hand Max Score: 100

Adjust All Scores By   Due Date: 10/30/2015

<input type="checkbox"/>	Student	Raw Score	%Score	Attempted	Last Attempt	
1.	<input type="checkbox"/> COREANO RIVERA, GEORGE	78	78	1	10/8/2015 9:31 AM	Details
2.	<input type="checkbox"/> CORTES CASTRO, ISJAN	71	71	1	10/8/2015 9:38 AM	Details
3.	<input type="checkbox"/> CRUZ SANTAIGO, MILIANETTE	70	70.00	0		Details
4.	<input type="checkbox"/> DELGADO NAVARRO, MAIRIM			0		Details
5.	<input type="checkbox"/> FELICIANO BONANO, MARINETTE			0		Details
6.	<input type="checkbox"/> García, Ana	90	90.00	0		Details
7.	<input type="checkbox"/> GARCIA PEREZ, PABLO A			0		Details
8.	<input type="checkbox"/> GUZMAN YEJO, JORGE			0		Details
9.	<input type="checkbox"/> HATCHETT GUZMAN, JULIUS			0		Details
22.	<input type="checkbox"/> ROSARIO RIVERA, STEPHANIE			0		Details

Save Cancel

## 14. Institutional Group Admin Enhancements

### Internal Mail

Now Institutional Group Admin can able to communicate with CC/Instructor and Students via Internal Mail feature

- Login as Institution Group Admin, navigate to Communication> Internal Mail, as shown

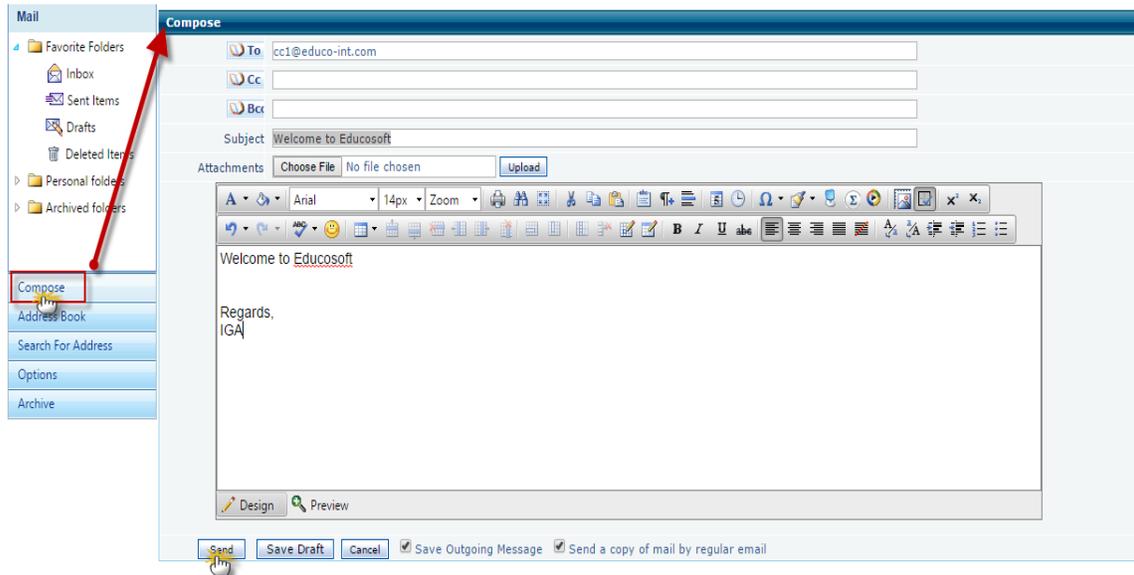
The screenshot shows the EducoSoft Institutional Group Admin interface. The top navigation bar includes 'Home', 'My Profile', 'Communication', 'Survey', and 'Logout'. The 'Communication' menu is expanded, showing 'Internal Mail' and 'Announcements'. Below the navigation, there is an 'Institution List' table with columns for Institution, Address, Campus Coordinator, Phone, Login, Current Term, Expires, Courses/Sections, Enrollment, and Report. The table lists three institutions: Allen University, GEORGIA PIEDMONT TECHNICAL COLLEGE, and ELC-GA. The 'Internal Mail' menu item is highlighted with a red box.

- User will be navigated to internal mail page, default view would be Inbox, All the incoming mails will be saved in Inbox as show below, User can click on email subject to view the mail

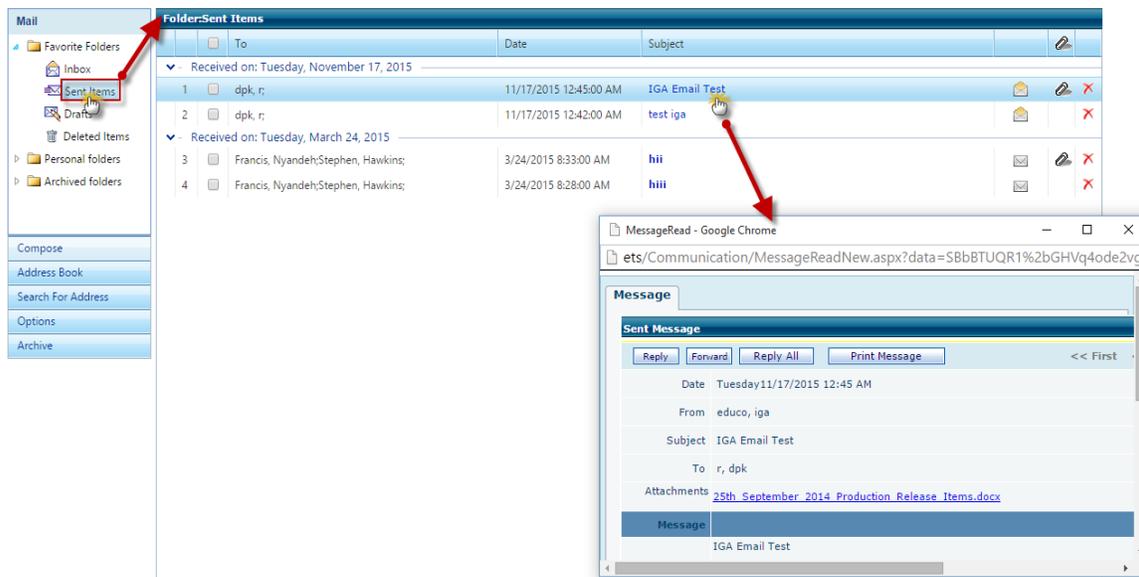
The screenshot shows the Internal Mail interface. The left sidebar contains a 'Mail' section with folders: Favorite Folders (Inbox, Sent Items, Drafts, Deleted Items), Personal folders, and Archived folders. The main area displays the 'Folder: Inbox' view. A table shows the following email:

	From	Date	Subject	SectionName	CourseName		
1	Hawkins, Stephen	11/18/2015 1:25:00 AM	welcome to educosoft	n/a	n/a		

- Click on Compose link to compose and send email.



- All the Saved but not sent emails will be saved in Drafts & All the outgoing message sent from Institutional Group Admin account will be saved in Sent Items



## **Announcement:**

Announcement is another important communication feature, IG Admin can send general announcements to CC/Instructor and Student assigned.

- Go to Communication> Announcement, default view would be Sent Announcements as shown.

The screenshot shows the EducoSoft web application interface. At the top, there is a navigation bar with the EducoSoft logo and a welcome message for 'Mr. iga educo'. The main navigation menu includes 'Home', 'My Profile', 'Communication', 'Survey', and 'Logout'. The 'Communication' menu is expanded, showing 'Internal Mail' and 'Announcements'. Below the navigation, there is a section titled 'Manage your announcements' with a link to 'List of announcements'. The main content area displays a table of 'General Announcement(s)' with columns for 'Posted Date', 'Announcements', 'Start Date', and 'End Date'. The table contains five rows of announcements.

	Posted Date	Announcements	Start Date	End Date	
1.	11/17/2015	test announcement please ignore	11/17/2015	11/25/2015	Edit
2.	11/17/2015	IM CC	11/17/2015	11/25/2015	Edit
3.	11/17/2015	IM	11/17/2015	11/25/2015	Edit
4.	11/17/2015	IG admin Ann both	11/17/2015	11/25/2015	Edit
5.	11/17/2015	IG Announcement check IM	11/17/2015	11/25/2015	Edit

- To Add Announcement,
  - Click on Add link
  - Enter Announcement Description
  - Select Start Date and End Date
  - Select appropriate channel i.e. Student Login/Internal Mail or Both

The screenshot shows the 'New Announcement' form. The form has a 'Description' field with a rich text editor containing the text 'Welcome to Educosoft' and 'IGA Announcement'. Below the description field, there are fields for 'Start Date' (11/18/2015) and 'End Date' (12/04/2015). At the bottom, there is a 'Send Announcement To:' section with radio buttons for 'Student Login', 'Internal Mail', and 'Both'. A link 'Click here to select recipients' is also visible.

- Once done Select Recipients by clicking on grid “Click here to select recipients”
- Select the Institution(s) and click on Add link, Added institution will be displayed in right plane
- Once done click on **Get User** link to display User Types, select recipient user types by clicking on check box corresponding to Institution. And User can also view user by clicking on View link, and **Customize** to select appropriate users

**Click here to select recipients**  
 select institution and click on Add. Customize the Roles and/or users in the below grid to assign announcement.

All: ELC-GA GEORGIA PIEDMONT TECHNICAL COLLEGE(formerly : Dekalb Technical College)  
 ELC-GA GEORGIA PIEDMONT TECHNICAL COLLEGE(formerly : Dekalb Technical College)

Add >> << Remove

Get User

Institution Name	CC	Instructor	Student
ELC-GA	<input checked="" type="checkbox"/> View	<input type="checkbox"/> Customize	<input type="checkbox"/> View
GEORGIA PIEDMONT TECHNICAL COLLEGE(formerly : Dekalb Technical College)	<input checked="" type="checkbox"/> View	<input checked="" type="checkbox"/> Customize	<input type="checkbox"/> View

Send Announcement Cancel

- Click on Send Announcement link to send the announcement, Sent announcement will be displayed in default view as shown

**Manage your announcements**  
 List of announcements

General Announcement(s)  
 Manage your announcements

Posted Date	Announcements	Start Date	End Date	
11/18/2015	Welcome to Educosoft IGA Announcement	11/18/2015	12/4/2015	Edit
11/17/2015	test announcement please ignore	11/17/2015	11/25/2015	Edit
11/17/2015	IM CC	11/17/2015	11/25/2015	Edit
11/17/2015	IM	11/17/2015	11/25/2015	Edit

## IG Admin Home Enhancements

Now Course/Section Column displays number of **course assigned/section present** in the active term. Click on Course/Section link to view details.

**EducaSoft**  
 education @ your fingertips

Welcome: Mr. iga educ  
 Institutional Group ad

Home My Profile Communication Survey Log

Institution

Institution List  
 List of Institutions displayed.

Institution	Address	Campus Coordinator	Phone	Login	Current Term	Expires	Combined Activity Report	Enrollment	E-Mail
Allen University	1530 Harden Street	Boatwright, Lillie	803-309-5508		--	--	--	--	--
GEORGIA PIEDMONT TECHNICAL COLLEGE(formerly : Dekalb Technical College)	495 North Indian Creek Drive	Nyandeh, Francis	404-297-9522 X1296		DTest term	1/27/2016	2/6	6	shh
					Term Check	12/31/2015	1/3	0	shh
					Term March 2015	11/25/2015	2/14	71	shh
					term june(Std)	1/27/2016	1/4	2	shh
					Developmental Term 2015	1/20/2016	1/3	1	shh
					TERM 2015 (STD)	12/29/2015	2/4	9	shh
ELC-GA							2/4	47	shh
	1 Basic Mathematics	BM 01	ins1_loadtest				1/1	0	shh
	2 Master Section (BA)		k.praveen				1/2	2	shh
	3 BA 01		k.praveen						shh
	4 BA 02		4.ins						shh
	5 BA 03		k.praveen						shh
	6 BA 04		k.praveen						shh
	7 BA 05		Hawkins,Stephen						shh
	8 GCC1		Hawkins,Stephen						shh

## 15. Training term changes:

- On the Trainer master section student roster page Trainees Dummy email id's (Instructor Student account email) are replaced with actual instructor Email
- Added button 'Trainee Instructors' button on student roster screen which takes trainer to 'Manage Trainee Instructor' screen.

The screenshot shows the LMS interface with the following elements:

- Navigation Bar:** Home, Roster, Tools, Lecture Notes, Assessments, Resources, Communication, User Management, Reports, Support, Help, Logout.
- Filters:** Training Term 2015 (7/28/2015 - 9/16/2015), Beginning Algebra, Master Section.
- Student List:** A table with columns: NAME, E-Mail Id, Last Login, Guest, Date, Grade Report. A callout box points to the email address 'katige.praveen@gmail.com' with the text: "Displaying instructor email id, instead of my student account id."
- Buttons:** Trainee Instructors, Class Attendance, E-Mail, Drop Student.
- Trainee Instructors List:** A table with columns: NAME, Last Login, Syllabus, Gradebook, Assessment, Score, Student Password, Announcement, LO Marking, Average Score. A callout box points to the 'Trainee Instructors' button with the text: "Added 'Trainee Instructors' button."

- 16. Instructor Guest Registration Enhancement:** This feature allows user to verify existing student data during Student Guest Registration process, while registering new student, if Student id or Student Email id already exist , the application will ask to verify with existing Student data.

## Instructor Login:

- Login as Instructor and go to User Management → Guest Registration
- Select appropriate Term, Course and Section and click on Add link.

The screenshot shows the LMS interface with the following elements:

- Navigation Bar:** Home, Roster, Tools, Lecture Notes, Assessments, Resources, Communication, User Management, Reports, Support, Help, Logout.
- Header:** Welcome: Prof. Stephen Hawkins, Instructor.
- Guest Users:** View/Manage Guest Users. A callout box points to the 'Add' button with the text: "Add".
- Filters:** Term Status: Active, Term: March 2015, Course: Beginning Algebra, Section: D.
- Buttons:** Add, Import.

- User will be redirected to below page, enter required student data, if entered Student id or Student email id already exist or associated with another user it will show an alert window.

**Add Guest User**

**Add/Edit**

User Information Save Cancel

Section automatedev2015 | College Algebra 2014 (Approach 1) | Master Section

\* Student ID

\* E-Mail Id

\* Confirm E-Mail Id

\* Password  (at least 6 chars long)

\* Confirm Password

Salutation

\* First Name

\* Last Name

**Existing User info**

This email OR StudentId is associated with another user. Verify the user information from the below list and confirm.

StudentId	FirstName	LastName	EmailId	
GU1	gu	1	gu1@edu.com	<input type="radio"/>

Confirm Cancel

Phone

Mobile  (Example: 6786786786, 9845098450)

Module

Save Cancel

- In this above scenario, the student id entered was already associated with other student; if Instructor wants to register the student associated with the Student Id, click on radio button  corresponding to existing student as shown below.

**Existing User info**

This email OR StudentId is associated with another user. Verify the user information from the below list and confirm.

StudentId	FirstName	LastName	EmailId	
GU1	gu	1	gu1@edu.com	<input checked="" type="radio"/>

Confirm Cancel

- Once done click on Confirm link, the existing student info will be displayed in respective fields.

**Add Guest User**

Add/Edit

User Information

Section automatedev2015 | College Algebra 2014 (Approach 1) | Master Section

\* Student ID

\* E-Mail Id

\* Confirm E-Mail Id

\* Password  (at least 6 chars long)

\* Confirm Password

Salutation

\* First Name

\* Last Name

Language

Address 1

Address 2

City

Country

State

Zip Code

Phone

Mobile  (Example: 6786786786, 9845098450)

Module

- Click on save link to complete the registration process.
- If you want to add new user, click on cancel link present on alert window, change the existing Student id/Student Email id and complete the registration.

### Guest User Registration via Import Option:

- Navigate to User Management → Guest Registration
- Select appropriate Term, Course and section and Click on Import link.

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

Admin View ACC View **Guest Registration** CRC View Student View Student Login LCS Login Change Course

**Guest Users**

View/Manage Guest Users

Select a section first and then click on 'Add' to register individual student(s) or 'Import' to register a group of students.

Term Status

Term

Course

Section

Items Per Page

No.	Name	E-Mail Id
1.	0034, id0034	id0039@gmail.com
2.	0034, id0034	id0039@gmail.com

- User will be navigated to below page, click on Browse link to upload Excel file containing student data, once done click on Import link.

- If uploaded student id is associated with other student, the user will get below alert message as shown.

**Import Users** Back

1. Click on "View Format" to download the excel file to your PC.  
 2. Enter student information and save the file on your PC.  
 3. Click on "Browse" to select the file and then click on "Import"  
 4. Please confirm that the student information is correct and you are registering the student(s) in the correct section.  
 5. Click on check box to select student(s) and click on "Register" to register the students for guest period of 14 days.

Select excel file :  No file selected.  [View Format](#)

Regular Term 2015 | Beginning Algebra | RBA01

<input type="checkbox"/>	*Salutation	* Student ID	* First Name	* Last Name	* Email-Address	* Password	Status
1. <input type="checkbox"/>	Mr.	123666604	user	495	user4955151@gmail.com	Welcome	Stu_Id in use <a href="#">Verify</a>
2. <input type="checkbox"/>	Mr.	5268411651	user	999	user999@gmail.com	welcome	

- Click on Verify link to view student associated with that Student Id, if you want to register that student, click on Radio Button corresponding to student and click on Confirm link

**Existing User info** X

**This email OR StudentId is associated with another user. Verify the user information from the below list and confirm.**

StudentId	FirstName	LastName	EmailId	
123666604	user	9945	user9945@gmail.com	<input checked="" type="radio"/>

That student data will be added in respective fields.

- If you want to add new user, change the student id and student Email id and click on Register link to register the student.
- Similarly if uploaded mail id is associated with another user, the user will get below alert as shown

**Import Users** Back

1. Click on "View Format" to download the excel file to your PC.  
 2. Enter student information and save the file on your PC.  
 3. Click on "Browse" to select the file and then click on "Import"  
 4. Please confirm that the student information is correct and you are registering the student(s) in the correct section.  
 5. Click on check box to select student(s) and click on "Register" to register the students for guest period of 14 days.

Select excel file :  No file selected.  [View Format](#)

Regular Term 2015 | Beginning Algebra | RBA01

<input type="checkbox"/>	*Salutation	* Student ID	* First Name	* Last Name	* Email-Address	* Password	Status
1. <input type="checkbox"/>	Mr.	945411646546515	deepak	r	deepakr@emc.com	Welcome	Mailed in use <a href="#">Verify</a>
2. <input type="checkbox"/>	Mr.	5268411651	user	999	user999@gmail.com	welcome	

- Click on Verify link to verify student, if u want to register that student, select radio button corresponding to student and click on Confirm link

**Import Users** Back

1. Click on "View Format" to download the excel file to your PC.  
 2. Enter student information and save the file on your PC.  
 3. Click on "Browse" to select the file and then click on "Import"  
 4. Please confirm that the student information is correct and you are registering the student(s) in the correct section.  
 5. Click on check box to select student(s) and click on "Register" to register the students for guest period of 14 days.

Select excel file :  No file selected.

Regular Term 2015 | Beginning Algebra | RBA01

<input type="checkbox"/>	Salutation	* Student ID	* First Name	* Last Name	* Email-Address	* Password	Status
1. <input type="checkbox"/>	Mr.	945411646546515	deepak	r	deepakr@emc.com	Welcome	Mailed in use <input type="button" value="Verify"/>
2. <input type="checkbox"/>	Mr.	5268411651	user	999	user999@gmail.com	welcome	

Existing User Info

This email OR StudentId is associated with another user. Verify the user information from the below list and confirm.

StudentId	FirstName	LastName	EmailId
945411646546	deepak	r	deepakr@emc.com

Student data will be added to respective fields.

- Once done, select the student and click on Register.
- If you want to add new user, click on Cancel link, change the student id and student Email id and click on Register link to register the student.

**17. Guest registration for students using class code:** This feature allows students to register themselves as a Guest to a particular course with the help of Class Code. Class code is a alphanumeric, which is unique for each and every section. Class codes can be generated by Campus Co-ordinator/ Instructor as shown below

#### CC Login:

- Navigate to Manage → Generate Class Code
- Select Term, and click on **Generate** link corresponding to Section Name, System will generate class code, that class code can be used for student registration.
- Class code can also be generated in Instructor side also, User can navigate to User Management → Generate Class Code to generate the class codes.

Welcome: Prof. Stephen Hawkins  
Campus Coordinator

Terms Course Sections Instructors Coordinators Communication **Manage** Survey Reports My Profile Support Help Logout

ELC-GA

Class Code

**Generate Class Code**

Select a term, instructor, course and then select the course/section to which you

Term Type: Standard  
Term Status: Active  
Select Term: Inactive Term Check  
Instructor: All  
Course: All

click on "Generate Class Code" button.

Items Per Page: View All

Generate Class Code Export to Excel sheet

Course Name	Section Name	Instructor	Class Code
1. Beginning Algebra	Section 4	Hawkins, Stephen	Generate

BUOK7UUN

### Guest User Registration Using Class Code:

Please follow the below steps to Guest register

- In Educsoft login page, Select the Portal and click on Higher Education link. User will be redirected to Student Registration Page as shown below.

UNITED STATES

HOME | PRODUCT INFO | SUPPORT | F A Q | PROMOTERS | CONTACT | ABOUT US

EducoSoft  
education @ your fingertips

HIGHER EDUCATION | SCHOOL (K-12) | SELF LEARNING | PRODUCTS

REGISTER FOR

HIGHER EDUCATION  
SCHOOL (K-12)  
SELF LEARNING

Comprehensive online learning management system  
for college and developmental courses

LEARN MORE

REGISTER NOW

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 (This code is different from access code purchased from bookstore).  
Sample Class Code: Y45XVRR8  
Go → Clear

No, I do not have a class code

- Select the radio button “Yes, I have a Class Code”, Enter the Class Code, once done click on **Go→** link.
- Corresponding Term and Section details will be populated, click on **Register As Guest** link to register yourself as a guest for the above course.

## REGISTER NOW

**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 (This code is different from access code purchased from bookstore).

**Go→** **Clear**

Sample Class Code: Y45XVRR8

State: Georgia ▾

Institution: ELC-GA ▾

Term: Inactive Term Check ▾

Course: Beginning Algebra ▾ [View Course](#)

Section: Section 4 ▾

Instructor Name: Stephen Hawkins

Location: Not Specified

Time: n/a

Free Time: 10:00 AM To 6:00 PM ( Mon,Tue,Wed,Thu,Fri )  
 1:00 AM To 9:00 AM ( Mon )  
 12:00 AM To 4:00 AM ( Sat )

Register
Register As Guest
?

- User will be taken to “**Register Now**” page, If you are new to Educsoft, haven’t registered in past, then click on “**Sign up and Continue**” link. Fill necessary information, once done click on “**Create Account and Continue**” link.

## REGISTER NOW

[Back](#)

I am new to Educosoft	I am a returning student
<p>If you are a new user and you have not registered your email-id with Educosoft in the past, then click on Signup and Continue.</p>	<p>If you are registered with Educosoft already, then enter your email and password and click on login and Continue</p> <p>Note: Your email is registered with Educosoft because</p> <ol style="list-style-type: none"><li>1. You have taken a course in Educosoft before.</li><li>OR</li><li>2. You were guest registered by your instructor.</li></ol>
<p><input type="button" value="Signup &amp; Continue"/></p>	<p>Email: <input type="text"/></p> <p>Password: <input type="text"/></p> <p><input type="button" value="Login &amp; Continue"/></p>

[Back](#)

### Account & Contact info

Student Information is used to login to the site. Please save your password in a safe place.

Student Id	<input type="text" value="1234ABCD"/>
*Student First Name:	<input type="text" value="User"/>
*Student Last Name:	<input type="text" value="Test123"/>
*Student E-Mail:	<input type="text" value="usertest123@educo.edu"/>
*Re-Enter Your Email:	<input type="text" value="usertest123@educo.edu"/>
*Create a Personal Password:	<input type="password" value="*****"/> (at least 6 chars long)
*Re-Enter Your Password:	<input type="password" value="*****"/>
*Phone:	<input type="text" value="8454226621"/>

- The above user will be registered as a Guest for a period of 14 Days (default).

### Register Successfully

Thank you for Guest Registration.

An e-mail confirmation will be sent to: [usertest123@educo.edu](mailto:usertest123@educo.edu)

Your login information has been sent to the email address you have entered

[click here](#) to login (Use the email and password you have provided during online registration)

- If you are a returning user, already registered in Educosoft, You can enter your login details and click on “**Login and Continue**” link.

## REGISTER NOW

[Back](#)

I am new to EducoSoft	I am a returning student
If you are a new user and you have not registered your email-id with EducoSoft in the past, then click on Signup and Continue.	If you are registered with EducoSoft already, then enter your email and password and click on login and Continue
	Note: Your email is registered with EducoSoft because
	1. You have taken a course in EducoSoft before. OR
	2. You were guest registered by your instructor.
	Email: <input type="text" value="rmas1@educo-int.com"/>
	Password: <input type="password" value="....."/>
<input type="button" value="Signup &amp; Continue"/>	<input type="button" value="Login &amp; Continue"/>



## REGISTER NOW

### Register Successfully

Thank you for Guest Registration.

An e-mail confirmation will be sent to: [rmas1@educo-int.com](mailto:rmas1@educo-int.com)

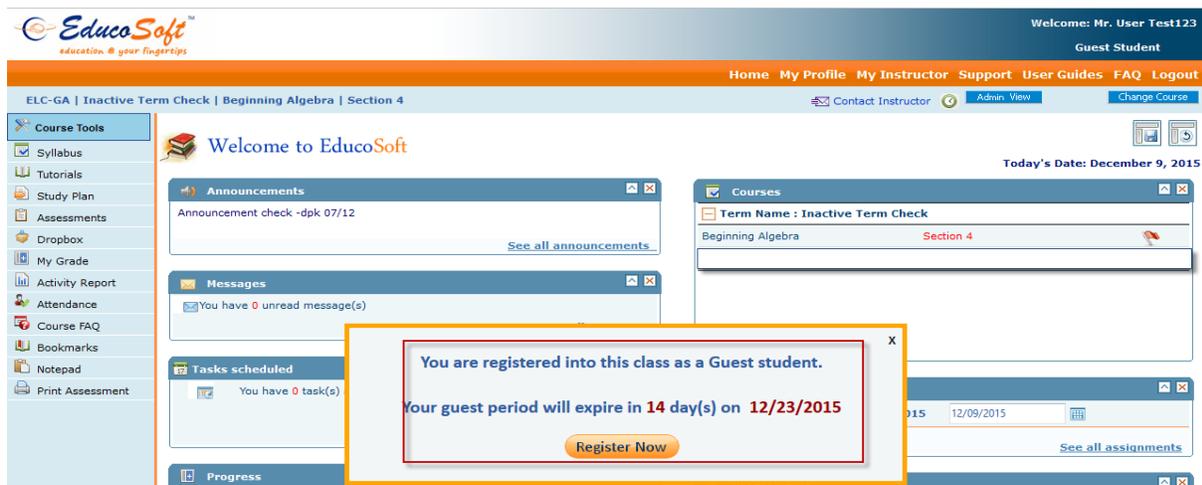
Your login information has been sent to the email address you have entered

[click here](#) to login (Use the email and password you have provided during online registration)

- User will be Guest-registered to above course for a period of 14 days.

### Student Login:

- Login as Student, you will get the alert popup as shown below.



The screenshot shows the EducoSoft user interface. At the top, there is a navigation bar with the EducoSoft logo and user information: "Welcome: Mr. User Test123 Guest Student". Below this is a secondary navigation bar with links: "Home", "My Profile", "My Instructor", "Support", "User Guides", "FAQ", "Logout". The main content area displays course information for "ELC-GA | Inactive Term Check | Beginning Algebra | Section 4". A sidebar on the left contains "Course Tools" such as Syllabus, Tutorials, Study Plan, Assessments, Dropbox, My Grade, Activity Report, Attendance, Course FAQ, Bookmarks, Notepad, and Print Assessment. A central area shows "Announcements", "Messages", and "Tasks scheduled". A "Courses" panel on the right shows "Term Name: Inactive Term Check" and "Beginning Algebra Section 4". A popup message is displayed in the center, stating: "You are registered into this class as a Guest student. Your guest period will expire in 14 day(s) on 12/23/2015". A prominent orange "Register Now" button is located at the bottom of this popup.

- You can click on **Register Now** link to register yourself for the course, on or before Guest Period (i.e. 14 days).