

SmartBook User Guide

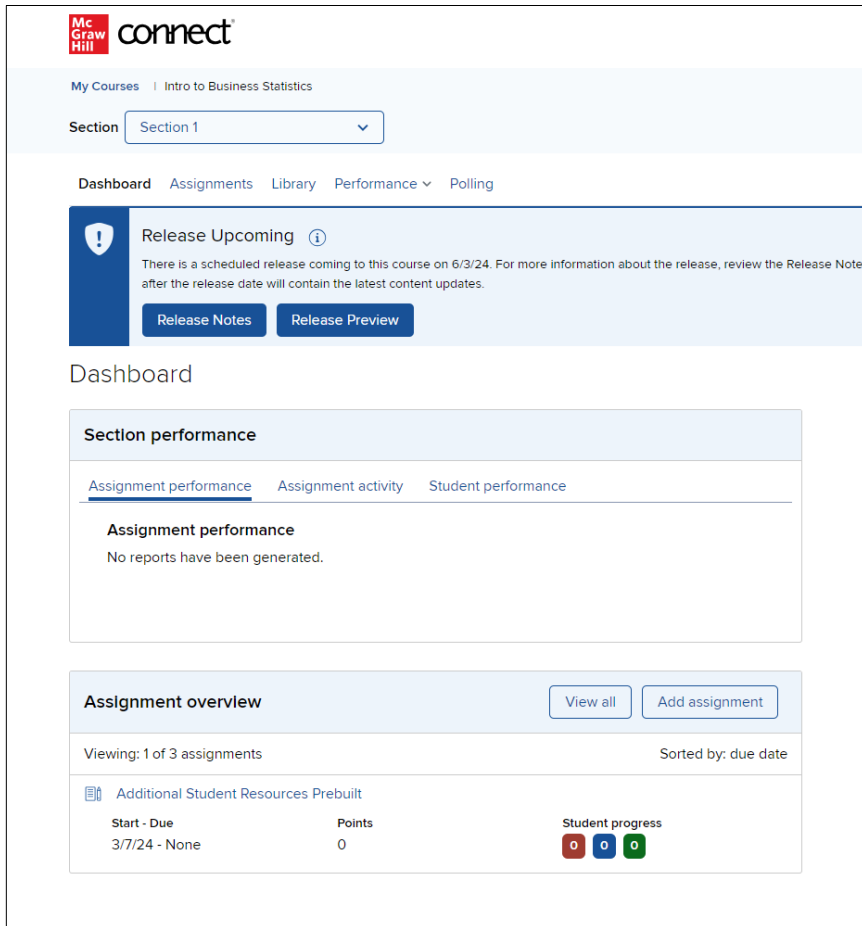
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Quick Start

Build a SmartBook Assignment

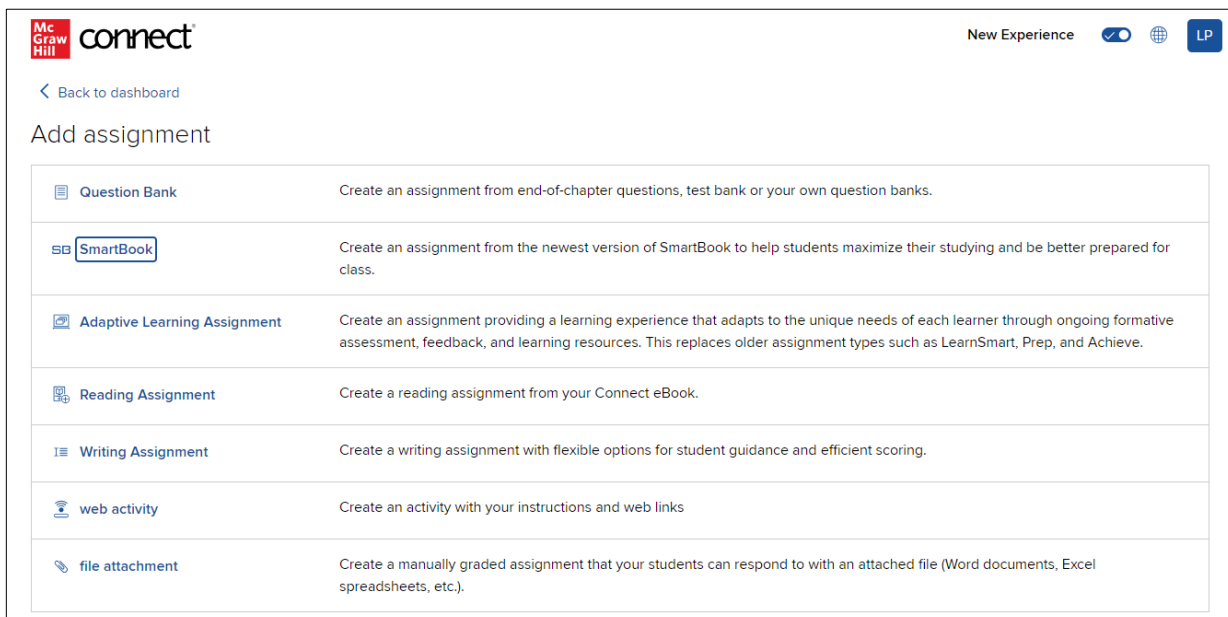
1. In your Connect Dashboard, under Assignment overview, click the "Add assignment" button.



The screenshot shows the McGraw Hill Connect dashboard for a course titled "Intro to Business Statistics". The user is currently in "Section 1". The dashboard includes a "Release Upcoming" notification for 6/3/24. Under the "Assignment overview" section, there is a "View all" button and an "Add assignment" button. Below this, a table shows the progress of assignments, with a total of 0 points and 0 student progress.

Start - Due	Points	Student progress
3/7/24 - None	0	0 0 0

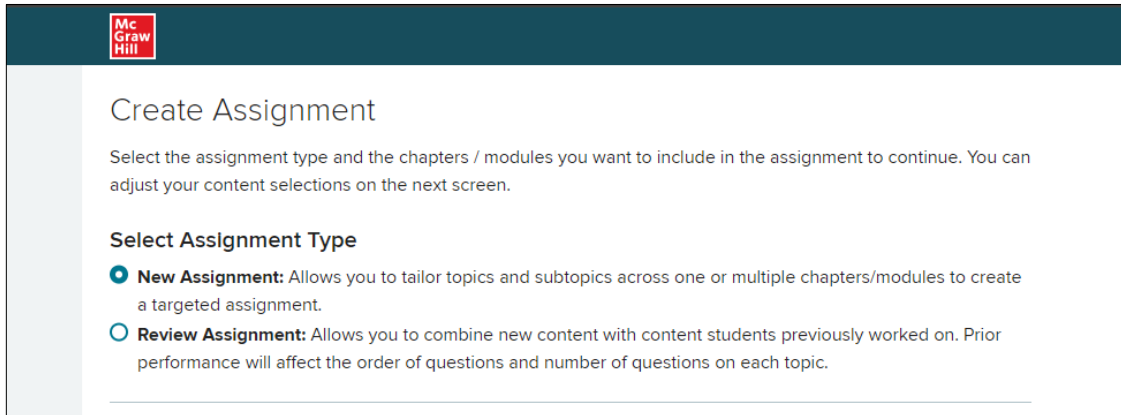
2. Select SmartBook from the following list:



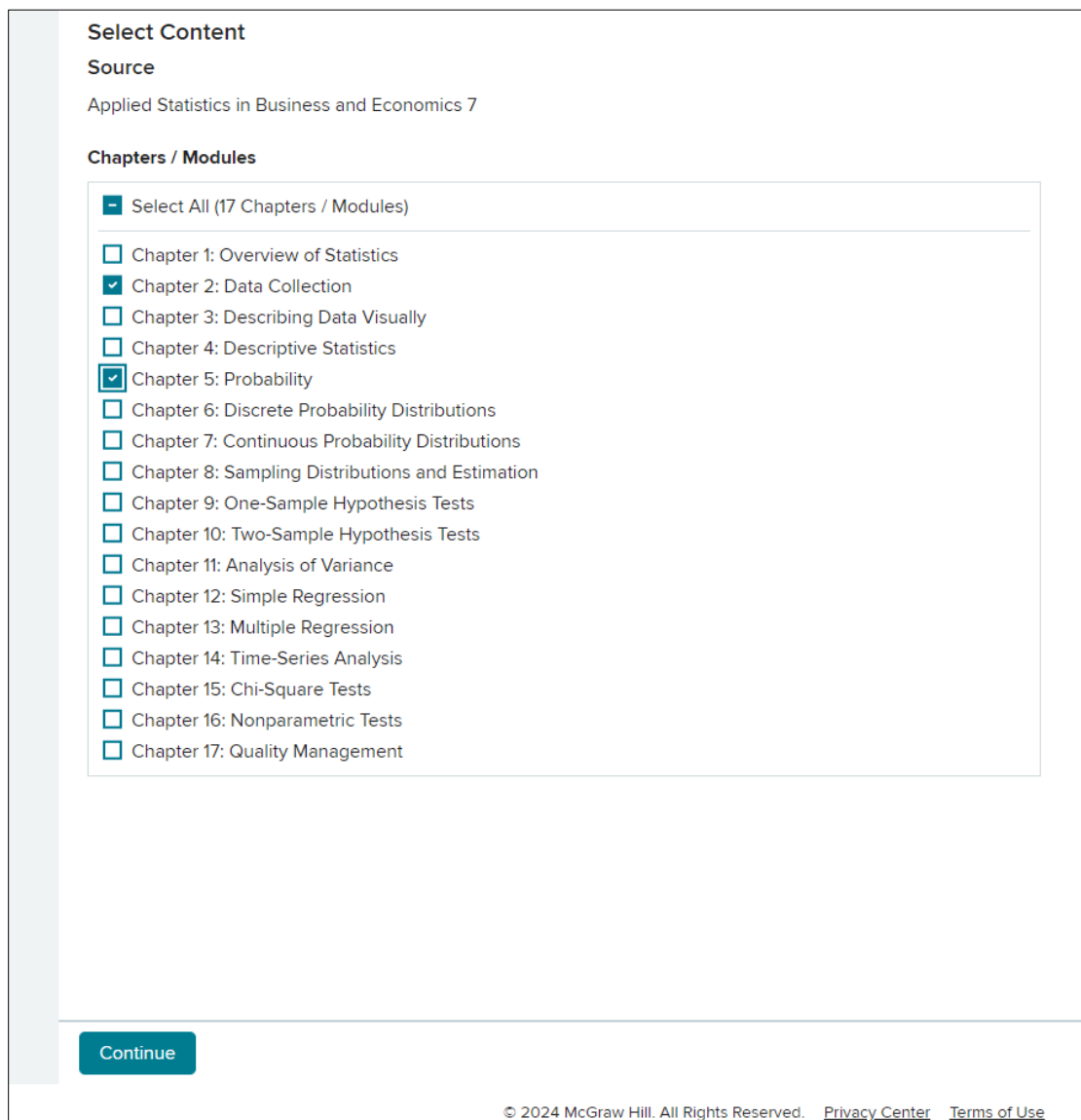
The screenshot shows the "Add assignment" page in McGraw Hill Connect. The page lists several assignment types, with "SmartBook" selected. The "SmartBook" option is described as a way to create an assignment from the newest version of SmartBook to help students maximize their studying and be better prepared for class.

Assignment Type	Description
Question Bank	Create an assignment from end-of-chapter questions, test bank or your own question banks.
SmartBook	Create an assignment from the newest version of SmartBook to help students maximize their studying and be better prepared for class.
Adaptive Learning Assignment	Create an assignment providing a learning experience that adapts to the unique needs of each learner through ongoing formative assessment, feedback, and learning resources. This replaces older assignment types such as LearnSmart, Prep, and Achieve.
Reading Assignment	Create a reading assignment from your Connect eBook.
Writing Assignment	Create a writing assignment with flexible options for student guidance and efficient scoring.
web activity	Create an activity with your instructions and web links
file attachment	Create a manually graded assignment that your students can respond to with an attached file (Word documents, Excel spreadsheets, etc.).

3. The **New Assignment** button will be automatically selected for you.



4. Then choose a chapter(s) you want students to study in this SmartBook assignment.



5. Click **Continue** at the bottom of the page.

6. Now select the concepts and learning objectives in the chapter(s) where you want students to focus. By default, the assignment will include all concepts, so you can pick and choose which concepts to remove for this assignment.

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< Select Content ⓘ

Select content to include in your assignment by checking the boxes. Use the [Assignment Scope slider](#) to modify the estimated time and number of concepts.

58 concepts selected

☑ Chapter 2: Data Collection **24 of 24 concepts selected**

☑ 2.1 Variables and Data **4 of 4 concepts selected**

☑ 2.2 Level of Measurement **4 of 4 concepts selected**

☑ 2.3 Sampling Concepts **5 of 5 concepts selected**

☑ 2.4 Sampling Methods **5 of 5 concepts selected**

☑ 2.5 Data Sources **1 of 1 concept selected**

☑ 2.6 Surveys **5 of 5 concepts selected**

☑ Chapter 5: Probability **34 of 34 concepts selected**

Assignment Scope

1 hour 10 minutes — 1 hour 44 minutes

58 concepts selected

58

44

- Use the chevrons to expand or shrink each subsection. For example, to review the concepts inside Chapter 2.1, click the chevron as many times as you need to fully expand all concepts. To remove a concept from the assignment, simply uncheck the checkbox next to it. (See example of an unchecked concept within Chapter 2.1 below.)

The screenshot displays the 'Select Content' interface in McGraw Hill Connect. On the left, a tree structure shows the following content and selection status:

- Chapter 2: Data Collection (23 of 24 concepts selected)
 - 2.1 Variables and Data (3 of 4 concepts selected)
 - Data Terminology (1 of 1 concept selected)
 - Categorical and Numerical Data (1 of 1 concept selected)
 - Understand the differences between various types of data. (checked)
 - Time Series Data and Cross-Sectional Data (1 of 2 concepts selected)
 - Identify time series data (checked)
 - Identify cross-sectional data. (unchecked)
- 2.2 Level of Measurement (4 of 4 concepts selected)
- 2.3 Sampling Concepts (5 of 5 concepts selected)

On the right, the 'Assignment Scope' section shows an estimated time of 1 hour 8 minutes — 1 hour 43 minutes and a slider bar for the number of concepts selected. The slider is currently set at 57 concepts selected, with a range from 44 to 58.


- As you uncheck boxes, notice that the "Assignment Scope" slider bar will adjust in three ways. The slider will move down, the number of 'concepts selected' will shrink, and the estimated assignment time completion will also shift downward.
- We recommend instructors primarily use the concept selection tool on the left side to set the assignment concepts. Then, you can further tweak the assignment length and concepts introduced by using the Assignment Scope slider on the right.**
- If the estimated assignment time is not satisfactory, you can drag the Assignment Scope slider down further. This will automatically remove learning objectives from the assignment, in order of least to most relevant.
- You can see which learning objectives were removed this way by looking at the concept list again. Any section that has a concept removed will have a "-" icon instead of a checkbox.

12. You can add any concept back in once it has been removed by the Assignment Scope slider.
13. In general, it is important to track which concepts you included in one assignment. If a chapter requires multiple assignments to review all the concepts, you can create as many assignments related to that chapter as you need.
14. Keep in mind that the time range provided on the Assignment Scope slider is just an estimate and an individual student's time spent may vary. The estimate considers time spent answering questions, not the additional reading done by the student.
 - ***Please note: The slider bar estimate does not include the time spent reading, but the estimated time students will spend answering questions related to the key assignment concepts.***

Once you have completed the assignment setup, click **Continue** at the bottom of the page.

You are almost done! To finish you need to:


1. **Name** the assignment.
2. Set a **start date** and a **due date**. Note: The Start Date must be *after* the current time you are setting up the assignment.
3. Decide whether to allow late submissions and set a date and time for those.
4. Set the **point value** for the assignment. We highly recommend assigning points to SmartBook assignments to encourage students to complete them.
5. Click **Assign** when you are complete.

 **Intro to Business Statistics**
Section 1

Set Up Policies


Assignment Name: *

Start Date:



US/Central


Due Date: *



US/Central

☒ Accept Late Submission(s)

Late Submission Date:



US/Central

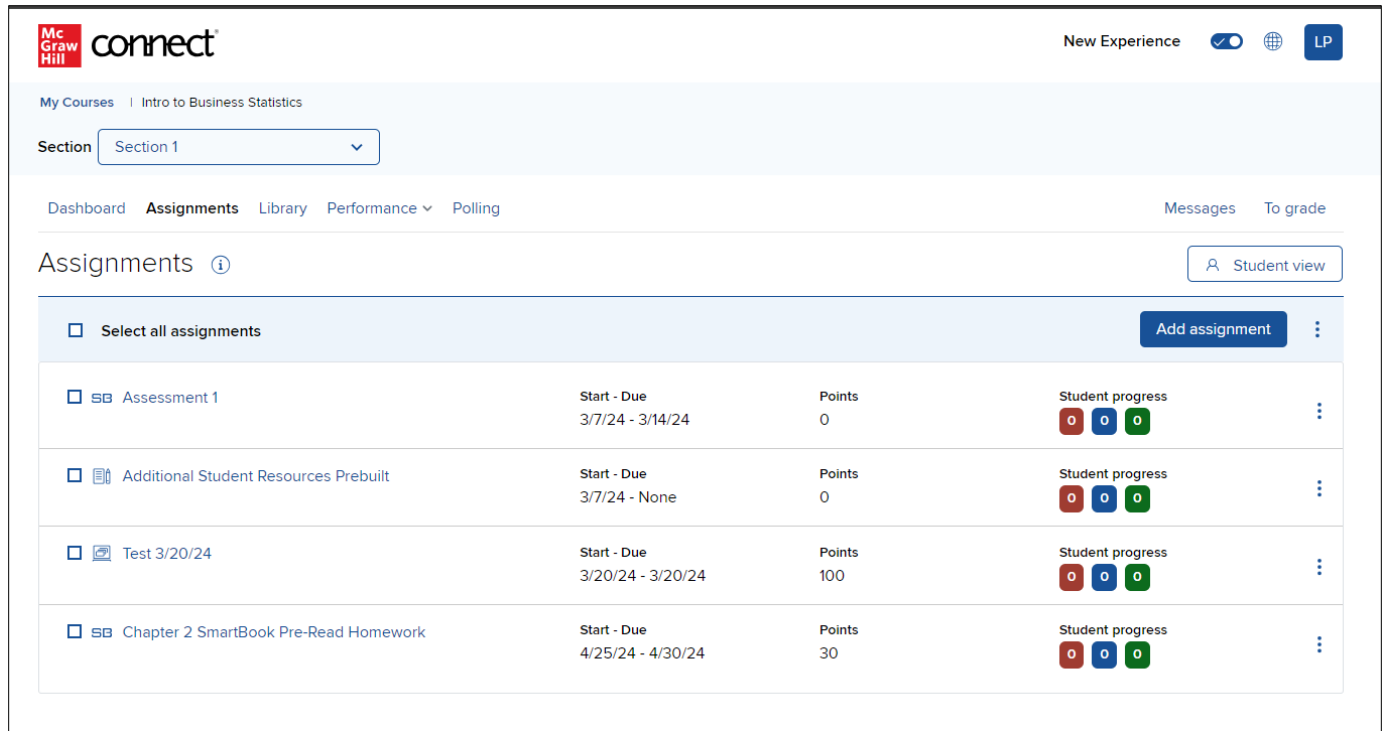
Score *

* Required

Cancel

Assign

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The screenshot shows the McGraw Hill Connect interface for a course titled "Intro to Business Statistics". The "Assignments" tab is selected, displaying a list of assignments. At the top right, there are links for "Messages" and "To grade". A "Student view" button is located in the upper right corner of the assignments list. The assignments list includes a "Select all assignments" checkbox, an "Add assignment" button, and a table of assignments.

Assignment	Start - Due	Points	Student progress
<input type="checkbox"/> SB Assessment 1	3/7/24 - 3/14/24	0	0 0 0
<input type="checkbox"/> Additional Student Resources Prebuilt	3/7/24 - None	0	0 0 0
<input type="checkbox"/> Test 3/20/24	3/20/24 - 3/20/24	100	0 0 0
<input type="checkbox"/> SB Chapter 2 SmartBook Pre-Read Homework	4/25/24 - 4/30/24	30	0 0 0

Your SmartBook assignment will appear in your course assignments list on your course homepage.

Student Experience

You can see what the assignment will look like for your students by clicking on the Student View button in the upper right corner of your Connect page. We also have assignable student orientation videos available for you to use at the beginning of the semester. To assign the videos:

1. Click on **Add Assignment** on the Connect course homepage.
2. Click on the **Question Bank assignment** option.
3. Under select a question source, click the second option: **Connect Orientation Videos**.
4. Choose the videos you want, based on the assignments you will include in your course. For example, Connect Orientation Videos and SmartBook Student Orientation.
5. Select the Video, and all or some of the Questions for your students to review.
6. You can also set a start and due date.

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connect

BUSINESS STATISTICS

Intro to Business Statistics

Section 1

create assignment / set policies / review & assign

name your assignment: ?

UNNAMED ASSIGNMENT

Enter student instructions (optional)

0 question assigned

0.00 point

add questions

organize assignment

view:

list

individually

Applied Statistics in Business and Economics (Doane, 7e) > Connect Orientation Videos > SmartBook 2.0 - Student Orientation

select a different question source

or create a question

filter results ?

question type

☒ select all

☒ True / False

filter results →

+ Accessibility

results: 7

add random selection...

add (7) checked questions ↓

questions	question type	<input checked="" type="checkbox"/>
Video Lecture	Video	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 1	True / False	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 2	True / False	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 3	True / False	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 4	True / False	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 5	True / False	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 6	True / False	<input checked="" type="checkbox"/>
SmartBook 2.0 - Student Orientation - Question 7	True / False	<input checked="" type="checkbox"/>

+ already added (note: any question can be added multiple times)

cancel

save & exit

add random selection...

add (7) checked questions ↑

continue

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Blog

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Troubleshooting

Accessibility

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Accessibility Capabilities

SmartBook provides a more accessible student experience by including improved color contrast, descriptions for images, increased keyboard navigation, and enhanced screen reader support. Work is ongoing to improve the user experience for all users. A VPAT (Voluntary Product Accessibility Template) is available upon request.

SmartBook Reports

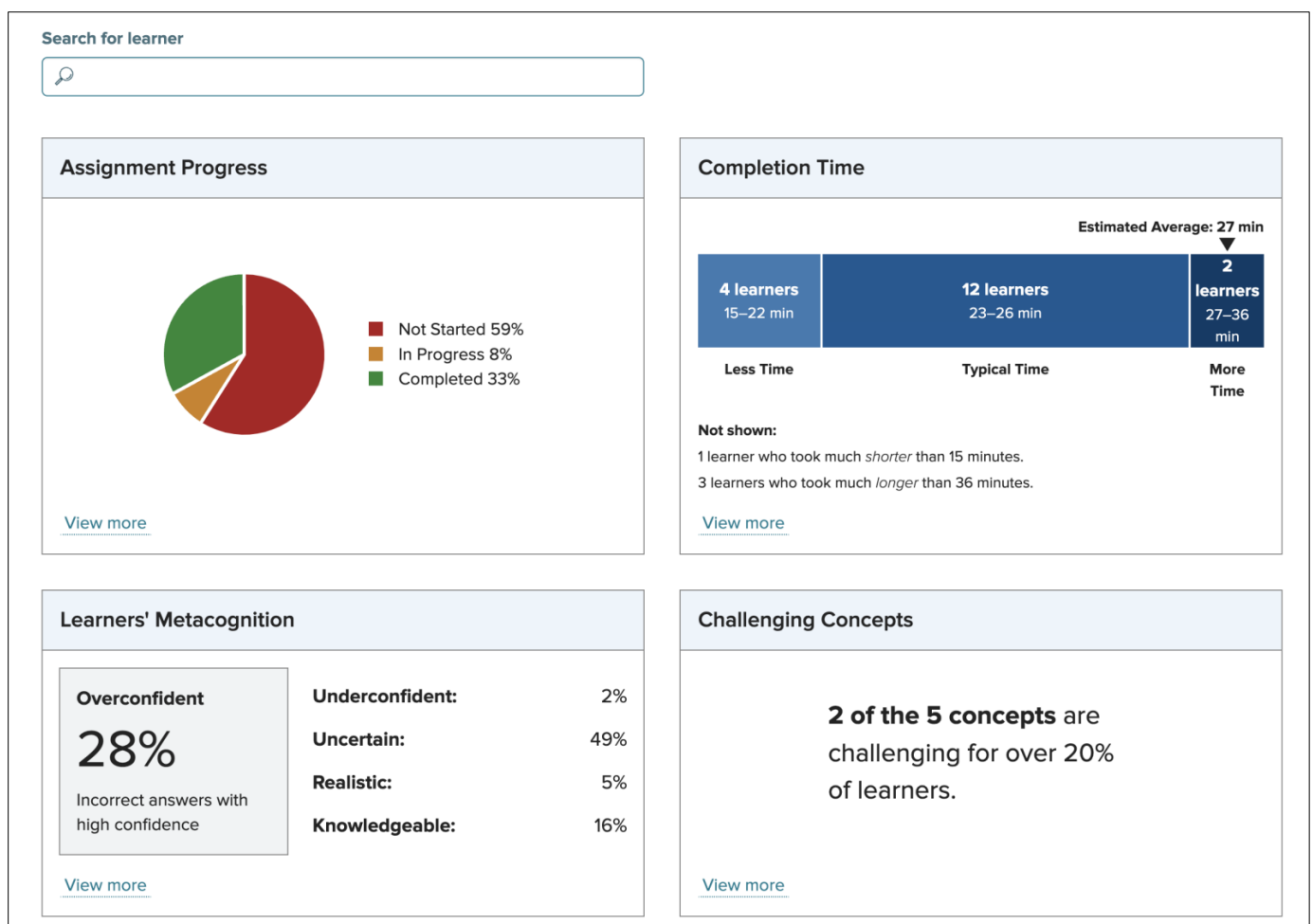
SmartBook provides student and classroom data to instructors to provide an added level of insight into how well students understand the concepts being taught in class. The reports are broken into a series of 4 dashboards that provide different information.

Access reports

To access SmartBook reports, click on a SmartBook assignment on your course homepage. Then click the Assignment reporting dashboard button.

Assignment reporting dashboard

Report Dashboard










The **Assignment Progress** tile shows the percentage of students who have completed the assignment, organized by: not started, in progress, and completed categories.

NEW: The Assignment Progress report now also contains a section for late submissions.

The **Completion Time** tile shows the estimated average assignment completion time relative to the time buckets that students fell into. This is broken down by less time, typical time, and more time.

The **Learners' Metacognition** tile shows students' metacognition report. You can also download a report that details which questions they answered correctly/incorrectly and how they rated their confidence in their answers.

The **Challenging Concepts** tile identifies concepts that were challenging to students in the assignment. Clicking on the tile brings up a list of challenging concepts, which is defined as an accuracy of less than 65% across the class. Click on the Load More button to see the full list for your class. You can also review sample questions for each objective listed.

 Exit Report					
< Time Spent Download					
Average Completion Time: 28 min (Estimated 27 min) Completion time includes time spent on questions and resources for learners who completed the assignment. Accuracy includes accuracy data from work done in both the assignment and Recharge.					
Sorted by Completion Time: Descending					
 Learner Name	 Accuracy	 Completion Time	 % on Questions	 % on Resources	 Time in Recharge
Hobbs, Cynthia	13%	1 hr 31 min	99%	1%	5 min
Martin, Karen	25%	1 hr 5 min	98%	2%	4 min
Richards, James	72%	49 min	62%	38%	
Hernandez, Alan	59%	36 min	98%	2%	
Harris, April	50%	27 min	98%	2%	
Jackson, Carol	91%	26 min	99%	1%	
Myers, Bryce	40%	25 min	99%	1%	
Camacho, Trevor	76%	25 min	45%	55%	4 min
Greer, Tina	100%	23 min	100%	0%	
Goodman, Nicholas	67%	23 min	100%	0%	
Rows per page: 10 < 1 2 > 1-10 of 22					

Assignment Progress		Download
Sorted by Learner Name: Ascending		
^ Learner Name	↕ Total Progress	
Anderson, Lisa	73%	
Anderson, Thomas	61%	
Camacho, Trevor	100%	
Greer, Tina	100%	
Harris, April	100%	
Hernandez, Alan	100%	
Jackson, Carol	100%	
Martin, Karen	100%	
Martinez, Jeremy	0%	
McGee, Victor	27%	
Rows per page: 10		< 1 2 > 1-10 of 22

Recharge Mode

Recharge is a personalized study mode that helps students to review and improve their understanding of challenging concepts from your SmartBook assignments.

If a student completes their entire SmartBook assignment, they will be able to enter Recharge mode for that assignment. In general, once the assignment due date (and extension date, if applied) has passed, SmartBook assignments will turn into Recharge mode for all students.

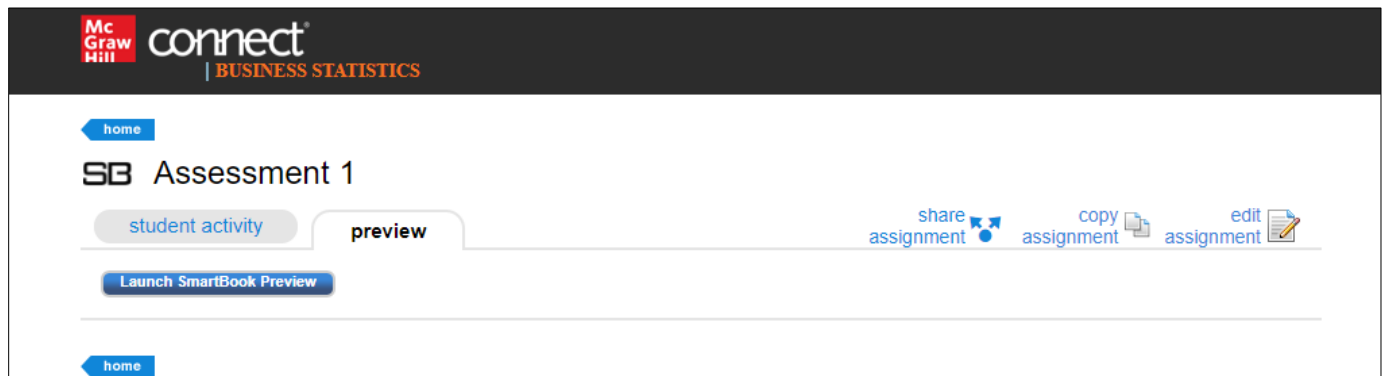
Recharge provides a different learning path to the student depending on how much of the original SmartBook assignment they had attempted, and what concepts they struggled with.

Unlike SmartBook, Recharge is not points-based. Students can answer as many questions as they would like and decide how much time they want to spend in Recharge mode.

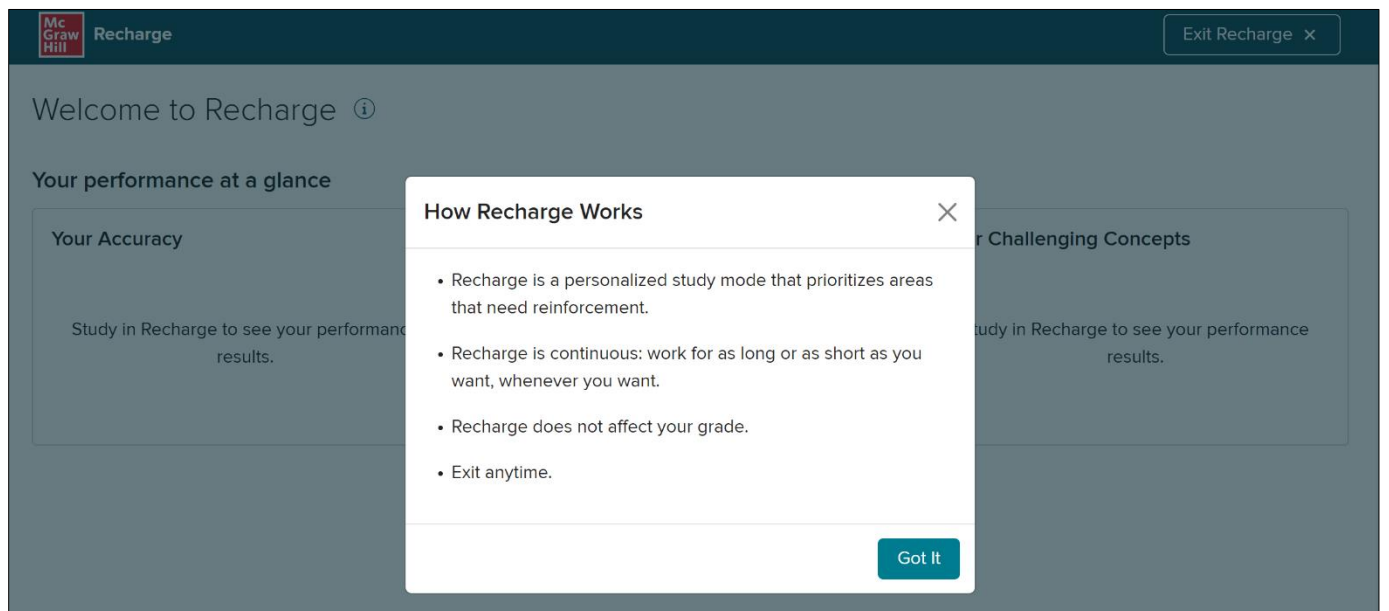
Students can find Recharge on their Assignments homepage.

Assignments	
SB Ch 1 RECHARGE Start: Nov 27, 2023 at 11:34 AM CST Due: Nov 30, 2023 at 11:59 PM CST	SB McConnell Economics 23e MP
SmartBook Chapter 1 RECHARGE Start: Apr 8, 2024 at 4:46 PM CDT Due: Apr 8, 2024 at 4:47 PM CDT	SB McConnell Economics 23e MP

As an instructor, you can “preview” a Recharge experience as well.



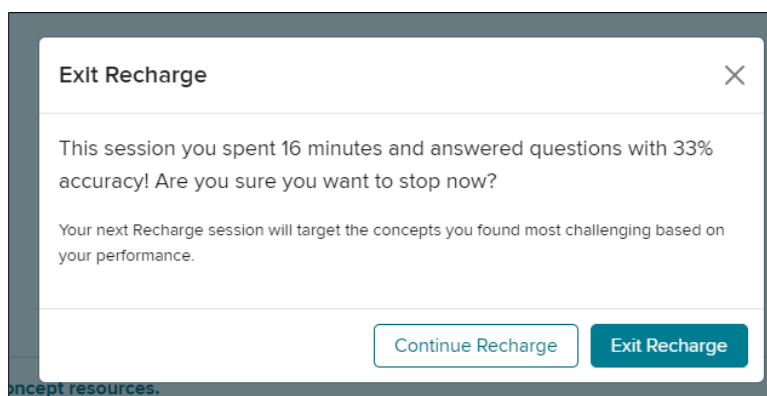
By clicking “Launch SmartBook Preview,” students will see this quick explanation about Recharge. Returning users will not see this.




Recharge, like SmartBook, requires students to answer two questions in a row correctly. If not, students will be prompted to visit the relevant reading passage with concepts highlighted.

When a student clicks “Exit Recharge,” they will receive some information on: time spent and accuracy. They can either continue or exit.

The student’s next Recharge session will consider their performance on their most recent session.



The next time this student returns to Recharge, they would see this screen:

 Recharge

Exit Recharge x

Welcome to Recharge ⓘ

Your performance at a glance

Your Accuracy

Low

You answered with 33% accuracy

Your Confidence

Realistic

67% incorrect answers with low confidence

[View your confidence profile](#)

Your Challenging Concepts

2

challenging concepts
out of 38 total concepts

[View your challenging concepts](#)

Start Reading

Start Questions


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Keep in mind a student can return as many times as they want to Recharge, as long as the assignment due date has passed.

Build a SmartBook Review Assignment

SmartBook Review Assignments are a great tool to help students prepare for a quiz or exam. Typically, a Review assignment is given *after* a New assignment.

1. To get started, create a SmartBook assignment.
2. Choose Review Assignment.
3. Then choose which chapters you want to include in the review.
4. Click Continue to proceed.



Create Assignment

Select the assignment type and the chapters / modules you want to include in the assignment to continue. You can adjust your content selections on the next screen.

Select Assignment Type

☐ New Assignment: Allows you to tailor topics and subtopics across one or multiple chapters/modules to create a targeted assignment.

☒ Review Assignment: Allows you to combine new content with content students previously worked on. Prior performance will affect the order of questions and number of questions on each topic.

Select Content

Source

Applied Statistics in Business and Economics 7

Chapters / Modules

Select All (17 Chapters / Modules)

☐ Chapter 1: Overview of Statistics

☐ Chapter 2: Data Collection

☐ Chapter 3: Describing Data Visually

☐ Chapter 4: Descriptive Statistics

☐ Chapter 5: Probability

☐ Chapter 6: Discrete Probability Distributions

☒ Chapter 7: Continuous Probability Distributions

☒ Chapter 8: Sampling Distributions and Estimation

☐ Chapter 9: One-Sample Hypothesis Tests

☐ Chapter 10: Two-Sample Hypothesis Tests

☐ Chapter 11: Analysis of Variance

☐ Chapter 12: Simple Regression

☐ Chapter 13: Multiple Regression

☐ Chapter 14: Time-Series Analysis

☐ Chapter 15: Chi-Square Tests

☐ Chapter 16: Nonparametric Tests

☐ Chapter 17: Quality Management

Continue

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< Select Content ⓘ

Select content to include in your assignment by checking the boxes. Use the [Assignment Scope slider](#) to modify the estimated time and number of concepts.

85 concepts selected

- ☒ Chapter 7: Continuous Probability Distributions **30 of 30 concepts selected**
 - ☒ 7.1 Continuous Probability Distributions **8 of 8 concepts selected**
 - ☒ 7.2 Uniform Continuous Distribution **4 of 4 concepts selected**
 - ☒ 7.3 Normal Distribution **3 of 3 concepts selected**
 - ☒ 7.4 Standard Normal Distribution **4 of 4 concepts selected**
 - ☒ Finding z for a Given Area **1 of 1 concept selected**
 - ☒ Section Exercises **2 of 2 concepts selected**
 - ☒ Inverse Normal **1 of 1 concept selected**
 - ☒ 7.5 Normal Approximations **1 of 1 concept selected**
 - ☒ Normal Approximation to the Poisson **1 of 1 concept selected**
 - ☒ 7.6 Exponential Distribution **1 of 1 concept selected**
 - ☒ Inverse Exponential **3 of 3 concepts selected**
 - ☒ 7.7 Triangular Distribution (Optional) **1 of 1 concept selected**
- ☒ Chapter 8: Sampling Distributions and Estimation **55 of 55 concepts selected**

Assignment Scope

1 hour 42 minutes —
2 hours 33 minutes


85 concepts selected



Continue

Now, just like with the New Assignment flow, you can pick the learning objectives and concepts you want students to focus on during this review assignment.


1. Please ensure you are choosing concepts that were included in your previous SmartBook assignment(s).
2. If you want students to do a broader review of all the content in the chapters, you can use the slider bar on the right side of the page to set a time range for the assignment. Please remember this is an estimate; it does not include the time spent reading and will vary for individual students.
3. Click Continue in the bottom right corner of the page to continue.

 **Intro to Business Statistics**
Section 1

Set Up Policies


Assignment Name: *

Start Date:



US/Central


Due Date: *



US/Central

☒ Accept Late Submission(s)

Late Submission Date:



US/Central

Score *

* Required

Cancel

Assign

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To complete the Review Assignment, you will need to:

1. Create an assignment name.
2. Set a start and due date.
3. Set the number of points the assignment will be worth.
4. Click Assign to finish creating the assignment.

It will appear with all your other course assignments on your Connect homepage.

SmartBook Grade posting

SmartBook assignments are auto graded, and the grades can be posted at two potential times:

1. When a student fully completes the assignment, as indicated by the progress bar.
2. When the student has not turned in the assignment by the due date. The assignment will be graded based on how much they have completed in the assignment.

You and your students can see the grades when they post in the Connect gradebook.