



Student Getting Started Guide

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1.0 Accessing Your OWLv2 Course

Begin by going to <http://login.cengagebrain.com>.

In the instructions below, you will be asked to provide both an *access code* and a *course key*.

- *Access code* comes first. It will look something like PP4PT62P3B5FXM.
- *Course Key* comes second. It will begin with E-, and will look something like E-YXVX9NNTKF4BEC.

If you DON'T have an existing account....	If you DO have an existing account...
<ol style="list-style-type: none">1. Click "Create an Account."2. In the "Enter Code or Course Key" box, submit your <i>Access Code</i>.3. Provide the "Account Information" when asked.4. Use the Institution selector to find the school you are attending.5. Once you select your institution, you will land on the "My Home" page at cengagebrain.com, and you will see an Open button. Click that button.6. On the "New OWLv2 Account" screen, click Continue.7. You will land on the Courses tab in OWLv2, and will see an invitation to enroll in an Instructor-Led Course. Submit your OWLv2 <i>Course Key</i>.	<ol style="list-style-type: none">1. Provide your credentials and click the "Log In" button.2. In the "Have Another Product to Register?" field, submit your <i>Access Code</i>.3. You will see a new book appear, with an Open button. Click that button.4. You will land on the Courses tab in OWLv2. If you have never enrolled in a course in OWLv2, you will see an invitation to enroll in an Instructor-Led course. If you have enrolled in a course in OWLv2, on the Courses tab you will see a "Register for Another Course" button.5. Use either of those tools to submit your <i>Course Key</i>.

2.0 Do's and Don'ts When Taking an Assignment in OWLv2

IMPORTANT! Navigating incorrectly anywhere within OWLv2 can lead to the submission of your assignment before you're ready and cause other problems.

Be sure to follow these guidelines when working assignments:

- DON'T use the browser "Back" button. Ever.
- DON'T open OWLv2 in a second browser tab or window. Assignments should be worked in one browser window only. Otherwise, erratic results can occur, including unintended assignment submission.
- DO click the "Save and Exit" button if you have to stop working on your assignment. (If you don't see such a button, your instructor wants you to finish the assignment in one session.)
- DON'T step away from an OWLv2 assignment for more than two (2) hours, unless you've saved it. At the two-hour mark your work could be submitted for grading whether you're done or not. So, anytime you want to leave the assignment for awhile, DO click the "Save and Exit."
- DON'T open another browser tab or window and "forget" about your homework assignment. If you do, the 2-hour inactivity period might expire out and your assignment might get submitted for grading.
- DON'T panic if your browser crashes or locks while you're working in OWLv2. Instead, force quit the browser, log back in, and click the "Resume Assignment Now" as shown below. DO follow these instructions right away to avoid possible auto-submission of your assignment.

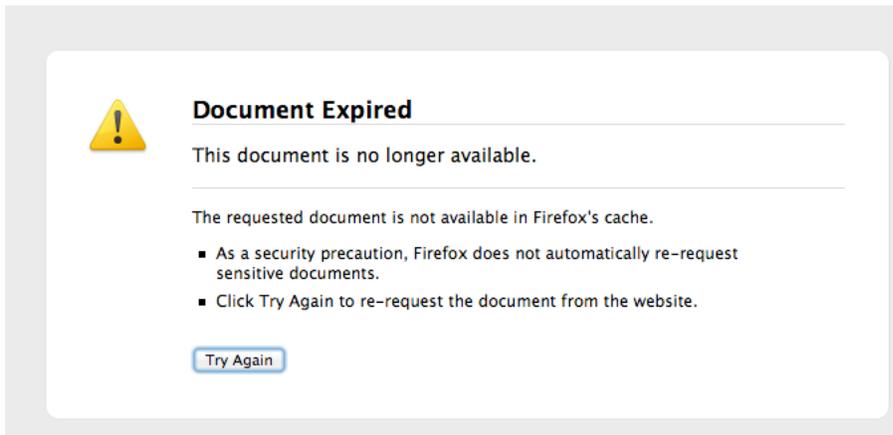


Your OWL2 account is currently already in use. Perhaps you have it open in another browser window, or perhaps you had it open in another browser window and that browser window closed without you clicking "Sign Out."

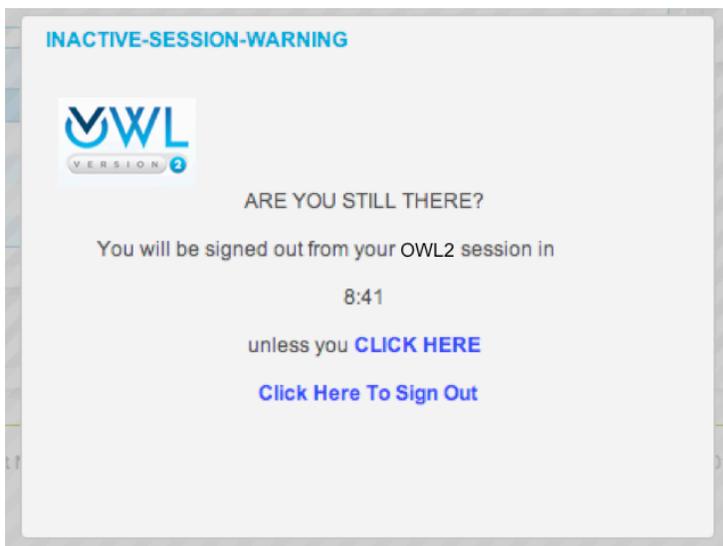
In either case, you can only have 1 OWL2 account session, so must choose one of the following.

- Click **Resume Assignment** below to close the open account session and enter OWL2 starting in an assignment that you can resume.
- Click **View Courses** below to close the open account session and enter OWL2, starting on the Courses tab.
- Click **Cancel** below to abandon this request to enter OWL2.

- DO check with your instructor regarding any Tests you are to take in OWLv2. Some Tests require you to complete them in one sitting; some don't. If you see the "Save and Exit" button, you can save your work and continue later. If you don't see the "Save and Exit" button, DO finish your test in one sitting, and be sure to click "Submit Test for Grading" when you're done. Check with your instructor or consult your syllabus for course testing policies.
- If you see the error message below, DO click "Try Again" to resume your assignment. DON'T click the browser "Back" button.



- If you see the message below, DO click “CLICK HERE” to reset the inactivity period and continue working your assignment or DO click “Click Here to Sign Out” to save your work.



3.0 The Assignments Tab

Once you enroll in a course in OWLv2, on the Assignments tab you can find that course and its assignments.

Tools | Help | Sign Out | Welcome Thomas Hilt

VERSION 2

Courses | **Assignments** | Grades | Study Tools

Assignments

To take, resume, or retake an assignment, choose an action in the Actions column. Blue scores in the Score column lead to previous results.

Course or Section:
McMurry Organic Chemistry - OWLv2 Show me: [All Assignments](#) | [Assignments I Can Take Now](#)

Course: McMurry Organic Chemistry - OWLv2 Instructors: Thomas Hilt

Assignment	Date Due	Actions	# of Submissions	# of Submissions Allowed	Time Allowed	Score	Notes
Intro: System Setup	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1	unlimited		
Intro: Assignment Types	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1	unlimited		
Intro: Answering Questions	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1	unlimited		
Intro: ChemDoodle Sketcher	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1	unlimited		
Chapter 1: Reading	1/11/13	<input type="button" value="Take"/>	0	unlimited	unlimited	not accessed	

The image above shows four introductory assignments. These assignments are designed to orient you to the system, verify that your computer can run the content, and equip you to do your best on your homework. **Do them first thing!** Most instructors make it mandatory for you to complete these assignments before you start your homework.

Note the two choices for which assignments you want to view: “All Assignments” or “Assignments I Can Take Now.” The easiest way to see what to do next in OWLv2 is to click “**Assignments I Can Take Now.**”

3.1 Understanding Assignment Due Date

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Assignments

To take, resume, or retake an assignment, choose an action in the Actions column. Blue score

Course or Section:
McMurry Organic Chemistry - OWLv2 Go Show me: All Assignn

Course: McMurry Organic Chemistry - OWLv2 Instr

Assignment	Date Due	Actions	# of Submissions	# of
Intro: System Setup	1/11/13 12:00 AM	Take	0	1
Intro: Assignment Types	1/11/13	Take	0	1

- Assignment Due Date is the date/time at which the assignment typically disappears from the “Assignments I Can Take Now” view.
- If the assignment does not disappear from “Assignments I Can Take Now” on the due date, the instructor has allowed extra days, but probably with a late penalty.
- **Thus, due date is the most important date to remember. Complete and submit the assignment by this date—note the time too—to earn the most credit.**
- Check with your instructor or syllabus if you require information about course grading policies.

3.2 Understanding Assignment Types

There are four different assignment types in OWLv2.

1. Mastery Homework
2. Non-Mastery Homework
3. Test (Non-Mastery)
4. Readings

The first three of these assignment types are discussed in the assignment called “Intro: Assignment Types.”

OWL
VERSION 2

Assignments

To take, resume, or retake an assignment, choose an action in the Actions column. Blue scores

Course or Section:
McMurry Organic Chemistry - OWLv2 Show me: All Assignme

Course: McMurry Organic Chemistry - OWLv2 Instruct

Assignment	Date Due	Actions	# of Submissions	# of S
Intro: System Setup	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1
Intro: Assignment Types	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1
Intro: Answering Questions	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1
Intro: ChemDoodle Sketcher	1/11/13 12:00 AM	<input type="button" value="Take"/>	0	1
Chapter 4: Reading	1/11/13	<input type="button" value="Take"/>	0	1

The fourth assignment type, Reading Assignment, is discussed immediately below.

- When you open a Reading assignment and land on the following page, you'll see a landing page like the screen below.

[CLICK HERE TO BEGIN](#)

- When you open a Reading assignment, OWLv2 begins tracking your reading time.
- Reading assignments are not graded, but your reading time will be visible to your instructor.
- When you click Exit," the timer stops.

4.0 The Grades Tab

View your progress and activity in OWLv2 using the Grades tab.

The screenshot shows the OWLv2 interface. At the top, there is a navigation bar with 'Return to Instructor View', 'Tools', 'Help', 'Sign Out', and a 'Welcome Thomas Hillt' button. Below this is a 'VERSION 2' indicator. The main navigation tabs are 'Courses', 'Assignments', 'Grades', and 'Study Tools'. The 'Grades' tab is active, displaying 'Grades' with a dropdown arrow. Below this, it says 'See results for:' followed by a dropdown menu showing 'McMurry Organic Chemistry - OWLv2' and a 'Go' button. To the right of the 'Go' button is a 'Study Tools' link. A note below the dropdown says 'To view or print question-by-question results, click the score of an assignment that appears in blue.' Below this is a summary row: 'Course: McMurry Organic Chemistry - OWLv2', 'Instructors: Thomas Hillt', and 'Overall Grade:(not viewable)'. The main content is a table with the following data:

Assignment	Assignment Score (Correct/Possible)	%	Date & Time Submitted	# of Submissions	Time Spent [▲]	Notes
Intro: Assignment Types	4.0 / 4.0	100.00%	Sat Jan 05 11:09:24 MST 2013	1	00:03:35	Score is based on last take.
Intro: ChemDoodle Sketcher	incomplete			0	00:01:00	Your current attempt has been saved for later resumption.
Chapter 1: Metabolism	not taken			0	00:00:00	

The screen capture above shows the “Assignments” view of the Grades tab, and tells the following story:

- The student took the first assignment and scored 100%.
- The student started the second assignment, but has clicked “Save and Exit,” with the intent of resuming it later.
 - There is no assignment or course score reported because OWLv2 wants to know the results of the second assignment take before revealing any scores. This “limbo” situation causes “(not viewable)” to appear for **Overall Grade**.

5.0 The Study Tools Tab

Change to Student View | Tools ▾ | Help ▾ | Sign Out | Welcome Tom Hillt

CENGAGENOW

Home | Courses | Users | Assignments | Gradebook | Study Tools

Study Tools ⓘ

Textbook: Ebbing/Gammon: General Chemistry, 10th Edition ▾ Go

eBook

GENERAL CHEMISTRY

EBBING - GAMMON

10th Edition

Cengage Learning | Privacy Statement | Terms of Use | Copyright Notices | Cengage Technical Support | Nelson Technical Support | Version 07.0177

The Study Tools tab allows you to view the eBook independent of any course or assignments. Click “eBook” to open it.

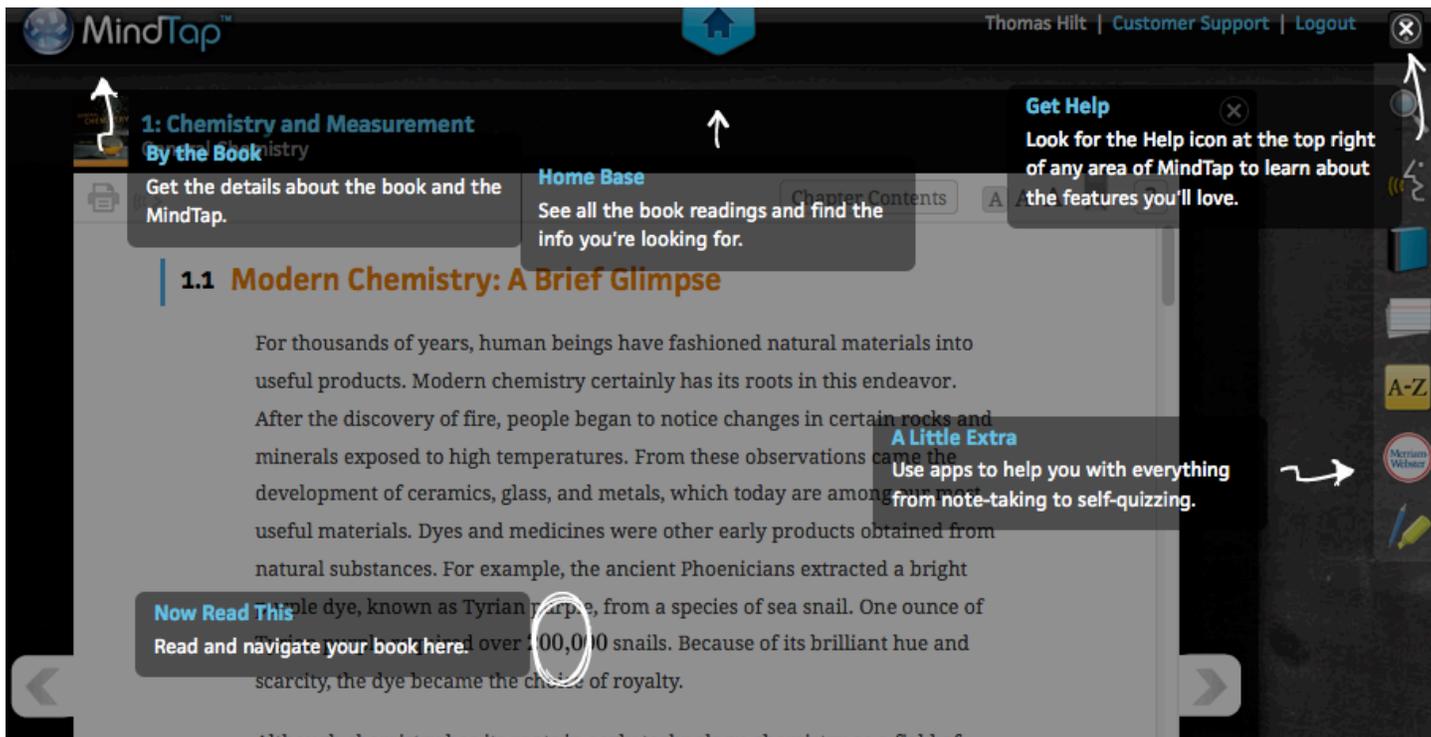
6.0 Using the OWLv2 eBook

The regular reading and reviewing of your text is a very good study practice. Fortunately, OWLv2 links to the electronic version of your textbook from multiple locations. One very important location is within your assignment questions, where the “Review eBook” button opens the eBook to the pages related to the current assignment question.

Regardless of your OWLv2 location when you open the eBook, the eBook contains multiple features to increase your engagement and help you learn. Here’s what it looks like:

The screenshot shows the MindTap eBook interface. At the top, there is a navigation bar with the MindTap logo, a home button, and links for "Thomas Hilt | Customer Support | Logout". The main content area is titled "1: Chemistry and Measurement" and "General Chemistry". Below this, the section "1.1 Modern Chemistry: A Brief Glimpse" is displayed. The text reads: "For thousands of years, human beings have fashioned natural materials into useful products. Modern chemistry certainly has its roots in this endeavor. After the discovery of fire, people began to notice changes in certain rocks and minerals exposed to high temperatures. From these observations came the development of ceramics, glass, and metals, which today are among our most useful materials. Dyes and medicines were other early products obtained from natural substances. For example, the ancient Phoenicians extracted a bright purple dye, known as Tyrian purple, from a species of sea snail. One ounce of Tyrian purple required over 200,000 snails. Because of its brilliant hue and scarcity, the dye became the choice of royalty." Below this, another paragraph begins: "Although chemistry has its roots in early technology, chemistry as a field of study based on scientific principles came into being only in the latter part of the eighteenth century. Chemists began to look at the precise quantities of substances they used in their experiments. From this work came the central principle of modern chemistry: the materials around us are composed of exceedingly small particles called *atoms*, and the precise arrangement of these atoms into *molecules* or more complicated structures accounts for the many different characteristics of materials. Once chemists understood this central principle, they could begin to fashion molecules to order. They could". The interface includes a search bar, a home button, and a help icon (question mark) in the upper right corner.

Click the Help icon (“?”) in the upper-right corner for a brief orientation.



Note that the OWLv2 eBook should be used with Firefox or Chrome, so this is also the recommendation for using OWLv2.

7.0 Support, Feedback, Ideas, etc!

For semesters beginning January 2013, a special support system has been set up to field queries and issues as promptly as possible. OWLv2 users should *not* contact Cengage Technical Support regarding OWLv2.

Instead, we warmly invite both instructors and students to make use of the online form below when in need of technical support or assistance.

1. Go to www.owlv2.com.
2. Fill in the web form with all relevant information, providing as many details as possible.
3. All feedback welcome—we look forward to your candid thoughts and any ideas for enhancement!
4. We look forward to hearing from you and addressing your concerns promptly.