EXPERT TA

STUDENT USER MANUAL

Last Updated: 11/2021

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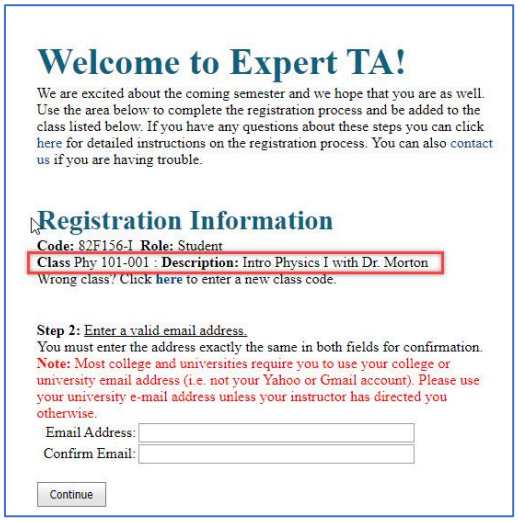
Expert TA: Student Registration Instructions

Step 1: Enter your registration link into your browser

Your instructor will provide you with a registration link that looks similar to this: http://goeta.link/DEI56MO-82F156-I

Figure 1: Registration Page



Enter the link into your browser and you will see the registration screen, see **Figure 1**. Check to see that your Class and Class Description match the class you are registering for. **Note: This step applies to both first-time registrations and returning users registering for a new class.**

Step 2: Enter your email

At the bottom of this registration screen, **Figure 1**, you are asked to enter your email. Your email will serve as your username, so please remember which email address you use. You will only be able to log into Expert TA with the exact email you register with. Confirm your email address and click the Continue button to move on to the next step.

Step 3: Choose a password or Enter your Password

After entering your username (your email address), Expert TA will check to see if you have an account in the system.

- If you have previously registered with Expert TA before, the system will recognize your email and you will be prompted to enter your password, see **Figure 2**.
- If this is your first time registering with Expert TA, the system will likely not find a match for your email and you will be asked to choose a password and confirm your password, see **Figure 3**.

Your password must be at least 7 characters in length, and we recommend including a mixture of upper-case and lower-case letters, numbers, and at least one special character (ex: #, !, $, etc.). Click the ***Continue*** button to move on to the next step.

Figure 2: Enter Your Password

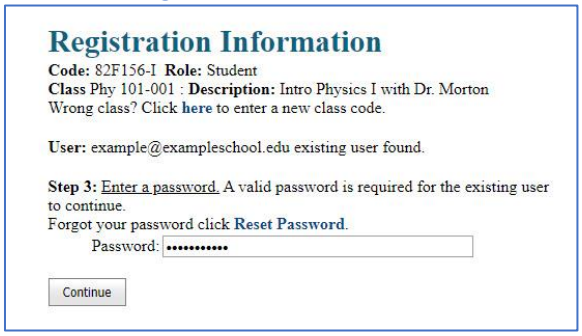


Figure 3: Choose Your Password

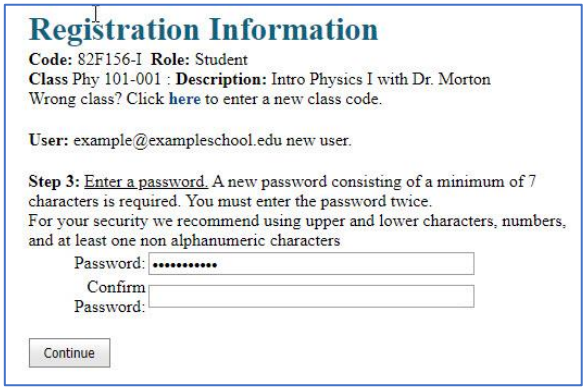
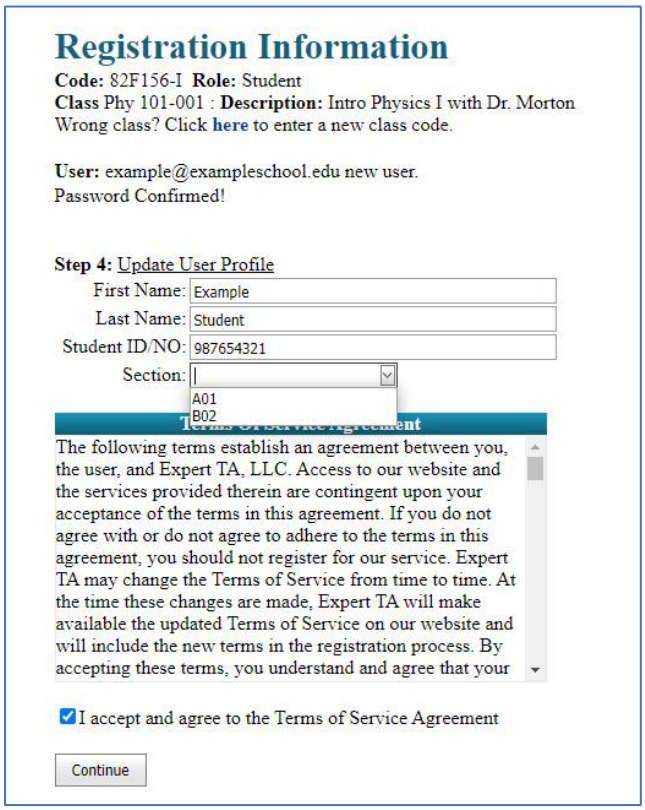


Figure 4: Update User Profile



Step 4: Update your User Profile

The next screen, Figure 4, contains your user profile information. Your ***First Name*** and ***Last Name*** are required fields. Your school may also require you to enter your ***Student ID***. If this field is required, enter your student ID number provided by your school. Please take care while entering your student ID number as your instructor needs this to keep grades organized across sections. **Note: If you have registered for an Expert TA class before, this information will already be filled in for you, but you are free to make changes, if needed.** Your instructor may have set up your class with sections. If available, open the ***Section*** drop-down and select your section from the list.

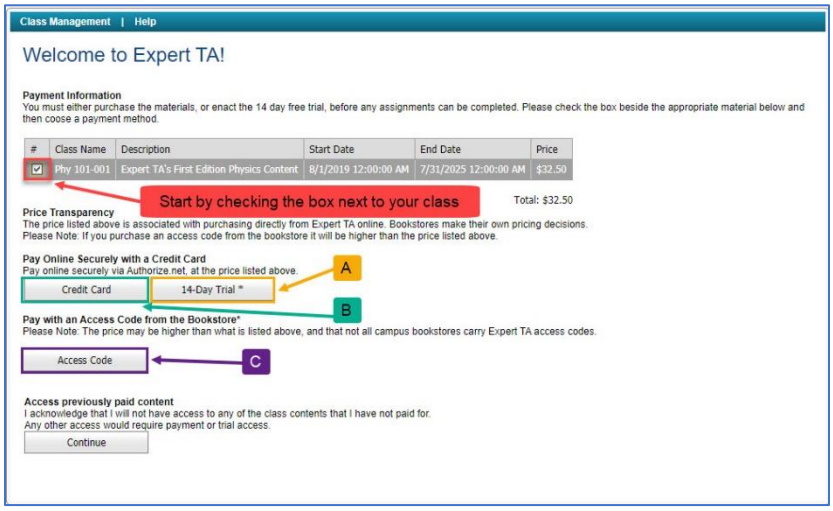
Lastly, read through the ***Terms of Service Agreement*** and then check the checkbox. By checking the checkbox, you are saying that you have read, accept, and agree to the ***Terms of Service Agreement***. When you are finished, click on the ***Continue*** button to complete your registration and move on to the payment screen.

Step 5: Payment

The next screen you see is the payment screen, shown in Figure 5.

Note: You will not be able to do homework until you start the 14-Day Trial or complete the payment process.

Figure 5: Payment Screen



First, click the checkbox next to your class and then select one of the following options:

A: ***14-Day Trial*** – Expert TA offers a free 14-day trial for each class. See **14-Day Free Trial** below for additional details

B: Credit Card – This will take you to a secure cart where you can complete your purchase with a credit card. See **Payment with Credit Card** below for additional details.

C: ***Access Code*** – Access codes can be purchased at your bookstore, if available. See **Payment with Access Code** below for additional details.

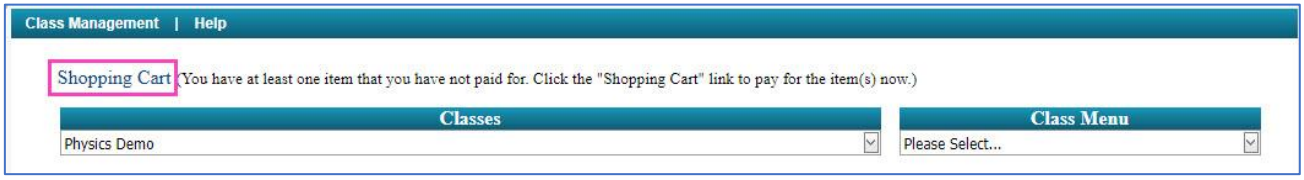
14-Day Free Trial

If you select the 14-Day Trial option, you will be taken to your class. The payment screen will appear again in 14 days where you will then be required to pay with a credit card or with an access code to continue with your class. You can pay anytime by clicking on the blue words Upgrade to Full Version at the top of your screen after you log in (**Figure 6**).

Figure 6: Upgrade to Full Version

Note: If you see ***Shopping Cart*** instead of ***Upgrade to Full Version***, like in **Figure 7**, you have not paid for your class. Click on ***Shopping Cart*** to go to the payment screen where you can pay for your class with a credit card or access code.

Figure 7: Shopping Cart



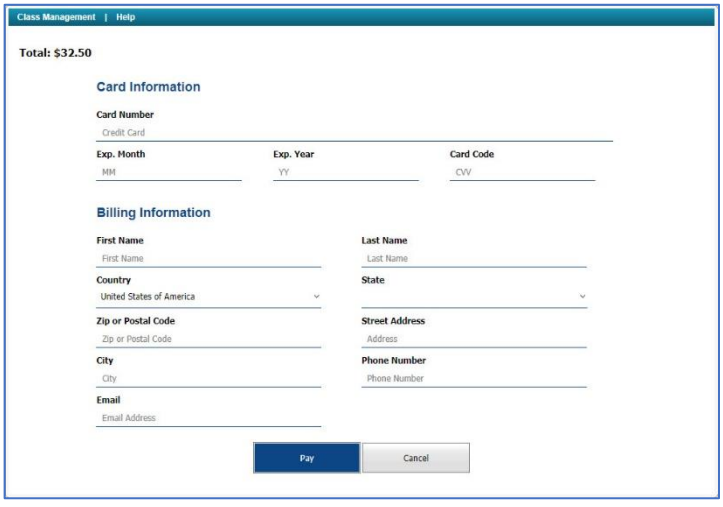
Payment with Credit Card

If you are paying with a credit card, you will click on the ***Credit Card*** button on the payment screen, **Figure 5** above, and you will be taken to a secure cart to check-out.

Note: For your security Expert TA never takes your credit card information and does not handle the transaction directly.

The secure cart is run by Authorize.net which is an industry leader in secure payments and used by tens of thousands of companies. **Figure 8** is an example of what the secure cart for processing credit card transactions looks like.

Figure 8: Secure Cart for Credit Card Transaction



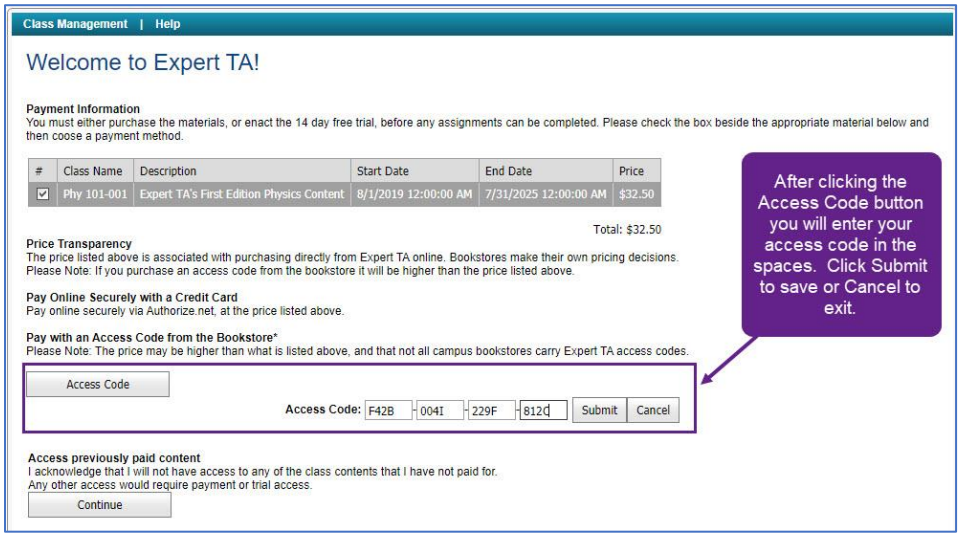
Note: The amount displayed could be different depending on the cost for your class.

All fields are required except for a ***Phone Number***. Pay careful attention when entering your address information. This information must match the billing information on file with your card's financial institution (this is normally your permanent address and not your dorm address). If the zip code entered here does not match, the transaction will not process. This is a security measure to prevent unauthorized purchases in the event of theft.

Payment with Access Code

If you purchased an access code from your bookstore, click on the ***Access Code*** button and you will see 4 boxes in which to enter the code you purchased (**Figure 9**). Access codes are 16 characters long and contain a combination of numbers and letters in 4 groups of 4 characters. When you are finished entering your code, click ***Submit*** to begin using Expert TA. If a message appears stating "*You have entered an invalid access code*", try entering your code again. If you continue to have trouble entering your code, contact support@theexpertta.com.

Figure 9: Payment with Access Code



Note: Some of the characters are easily mistaken for one another (ex: `1, I, 0, O`), so pay careful attention when entering your code.

Step 6: Begin using Expert TA

When you have completed your payment, you will be directed to the Class Management screen where you can begin working on your class assignments.

Logging In

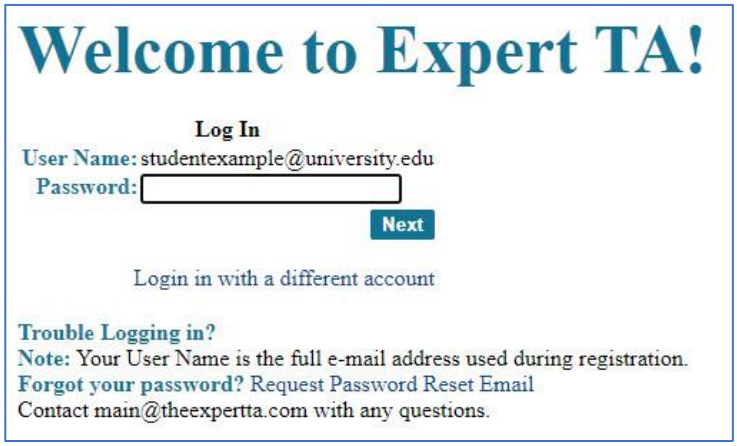
From the Expert TA home website, https://theexpertta.com/ , click on ***Log In*** near the top right corner of the screen. This will take you to the log in window in **Figure 10**.

The Expert TA uses a two-step login process. On the first screen enter your username or email address associated with your account and click the ***Next*** button.

Note: If you enter the incorrect username, you will see a message "There is no account associated with the user name you entered. Please ensure you are entering the full email address that you used to register for Expert TA".

Figure 10: Enter User Name

Figure 11: Enter Password



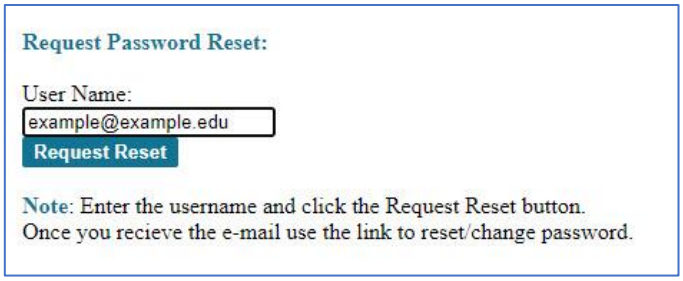
On the next screen, shown in **Figure 11** to the left, enter your password and click the ***Next*** button. This will take you to the main ***Class Management*** page shown in **Figure 13**.

If you have entered the wrong user name or need to log in as a different user, click on the blue words ***Login in with a different account***.

If you happen to have forgotten your password, click on the blue words ***Request Password Reset Email*** and you will be presented with a password reset screen, see **Figure 12**. Simply enter your username and then click on the ***Request Reset*** button. You will receive an email with a link to reset/change your password.

Note: If your user name is not a functioning email or you do not have access to the email, please contact us at support@theexpertta.com for help resetting your password.

Figure 12: Request Password Reset



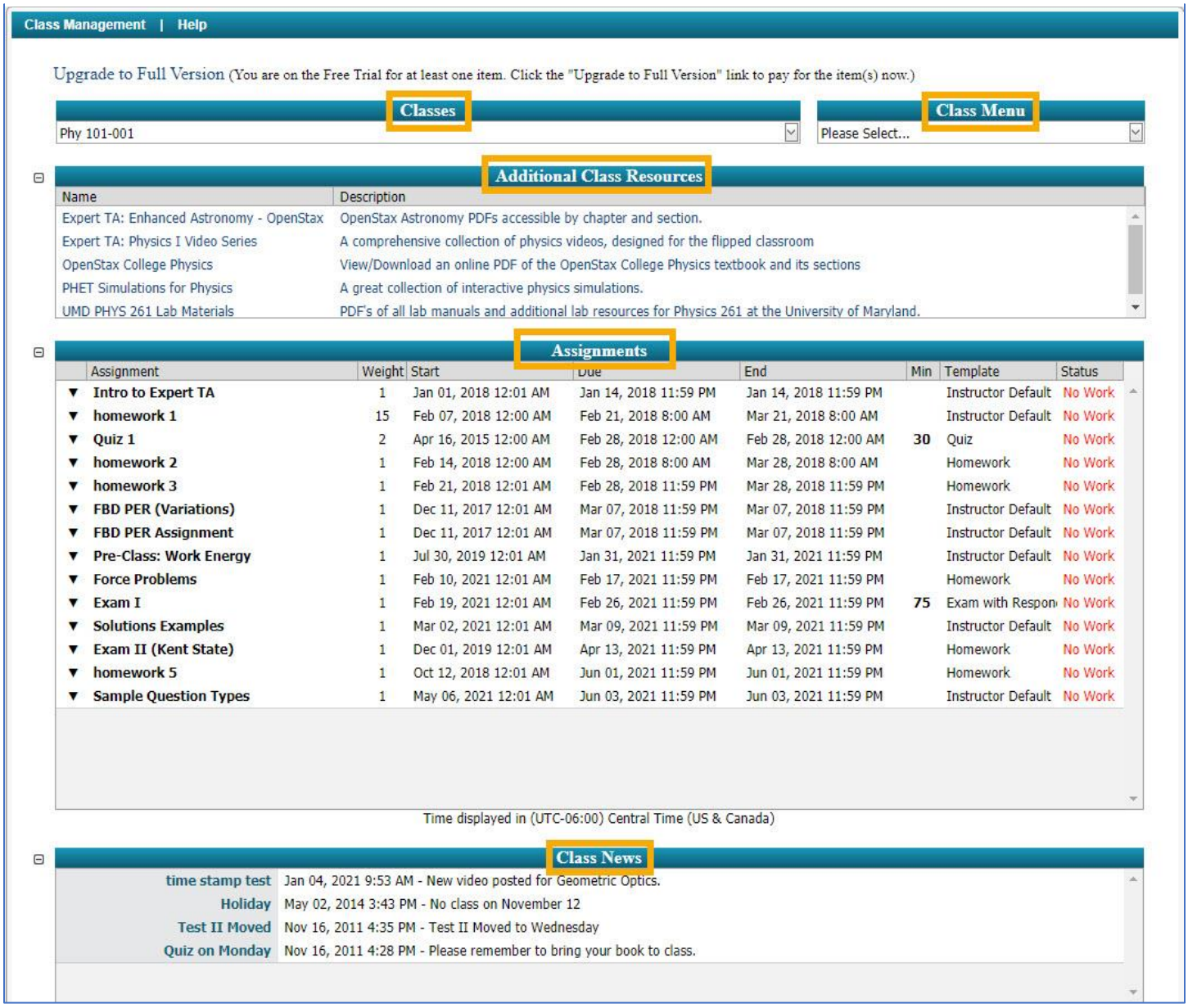
To exit from this screen without requesting a new password, use the back arrow key on your browser.

Class Management

When you first log in, you will be taken to the ***Class Management*** page, seen in **Figure 13**Error! Reference source not found. below. This page contains five main features:

- **Classes** – If you ever register for another class you may need to select it by opening this drop-down menu.
- **Class Menu** – This menu contains options like View/Manage Class Grades and Student Practice Area which will be discussed later in this document.
- **Additional Class Resources** – This area contains clickable links to any additional resources that your instructor added for your class, if available.
- **Assignments** – This area contains assignments your instructor has created for your class.
- **Class News** – This area contains any news announcements your instructor posts for your class.

Figure 13: Class Management Page



Taking an Assignment

To take an assignment you can either left click on the assignment name or the down arrow to the left of the assignment name (Figure 14) to open the ***Assignment Menu***. Then select ***Take Assignment*** (Figure 15) which will take you to the first problem in the assignment.

Figure 14:Click on the Assignment Name

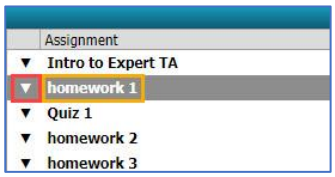
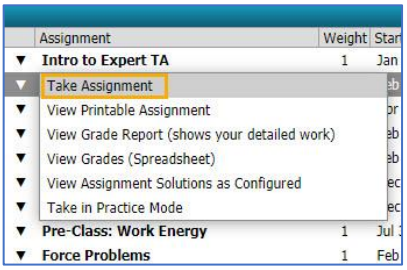


Figure 15: Select Take Assignment



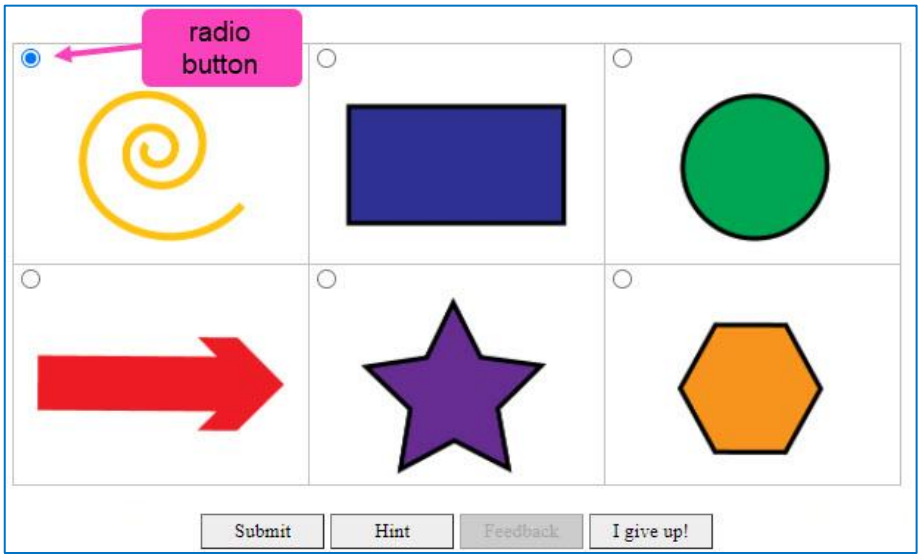
Question Types

There are several different types of questions in the Expert TA system. Below are descriptions of the problem types and how they function.

Multiple Choice

In this question type you will choose the single the best answer from the selection of words or pictures by selecting the radio button next to your choice (Figure 16).

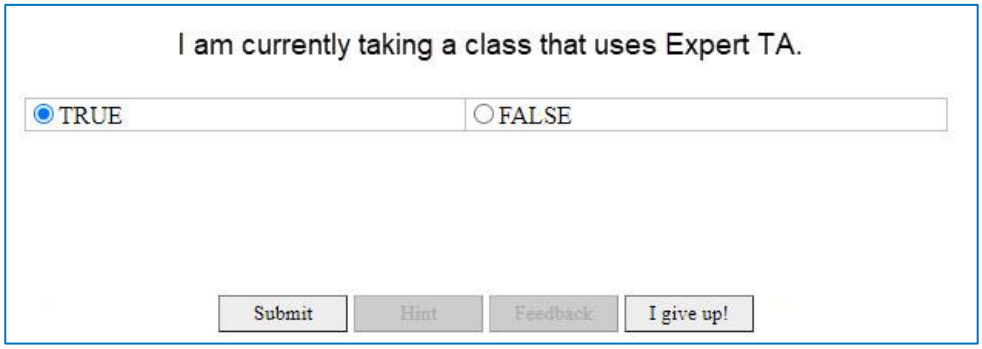
Figure 16: Multiple Choice



True or False

In this question type you will read the statement provided, decide if the statement is true or false, and then select the radio button next to ***True*** or ***False*** to indicate your choice (Figure 17).

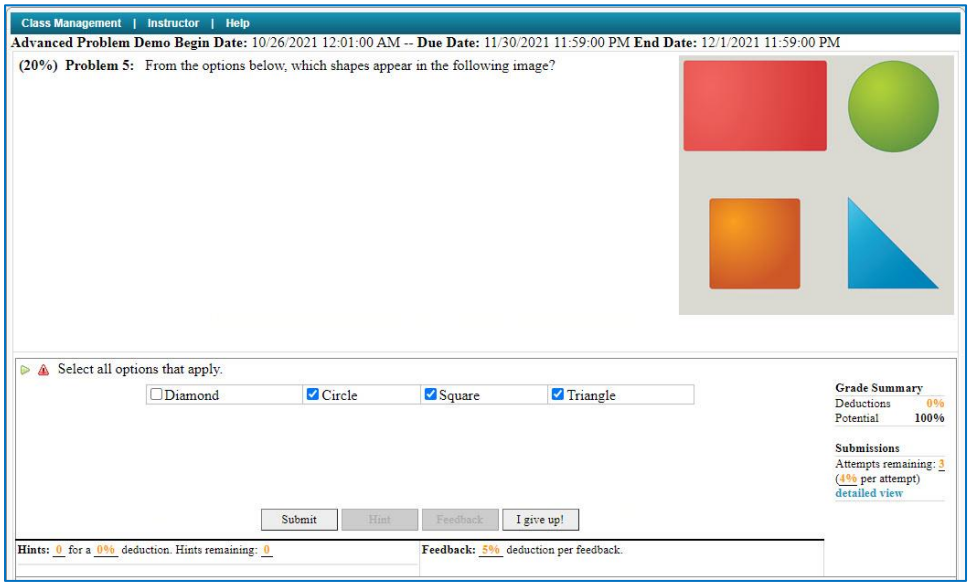
Figure 17: True or False



Multiple Select

This question type is like multiple choice, where the options are either text or images, but the correct answer may involve selecting more than one of the choices. In **Figure 18**, you are asked which shapes appear in the image and to select all the answers that apply. There were four choices provided but only three answered the question correctly.

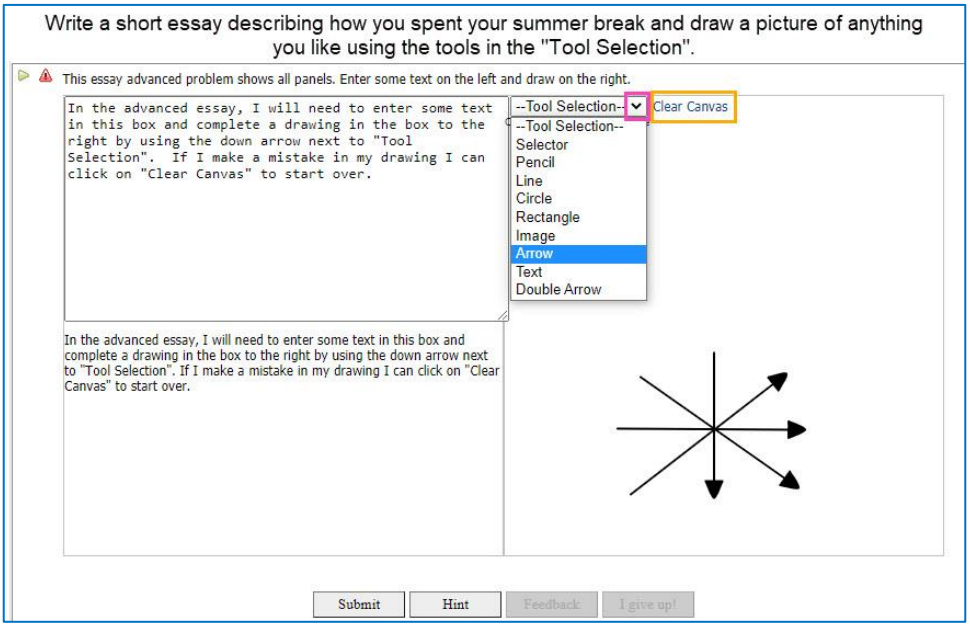
Figure 18: Multiple Select



Advanced Essay

In this question type you will write a short essay to answer the question to the left and then illustrate your answer by drawing in the canvas to the right using the ***Tool Selection*** drop-down menu. If you make a mistake in your drawing, click on ***Clear Canvas*** to start over (**Figure 19**).

Figure 19: Advanced Essay

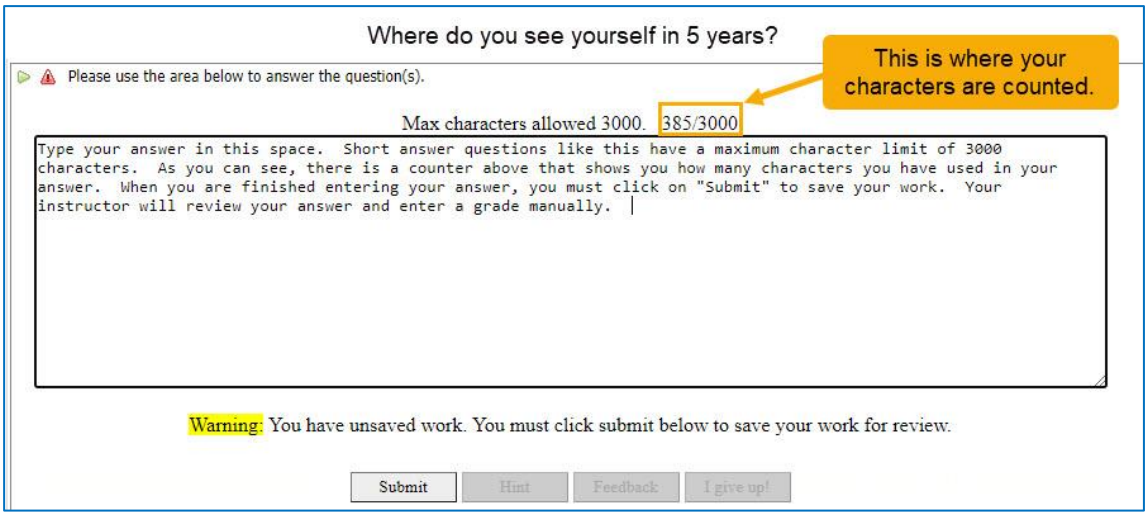


Note: ***Clear Canvas*** will not clear any text entered in the essay area; only the drawing area.

Short Answer

This question type is an essay formatted answer with limited characters. Type your answer into the space provided. There is a maximum limit of 3000 characters for your answer. There is a character counter above the space provided for your answer to help you keep track of the characters in your answer (**Figure 20**).

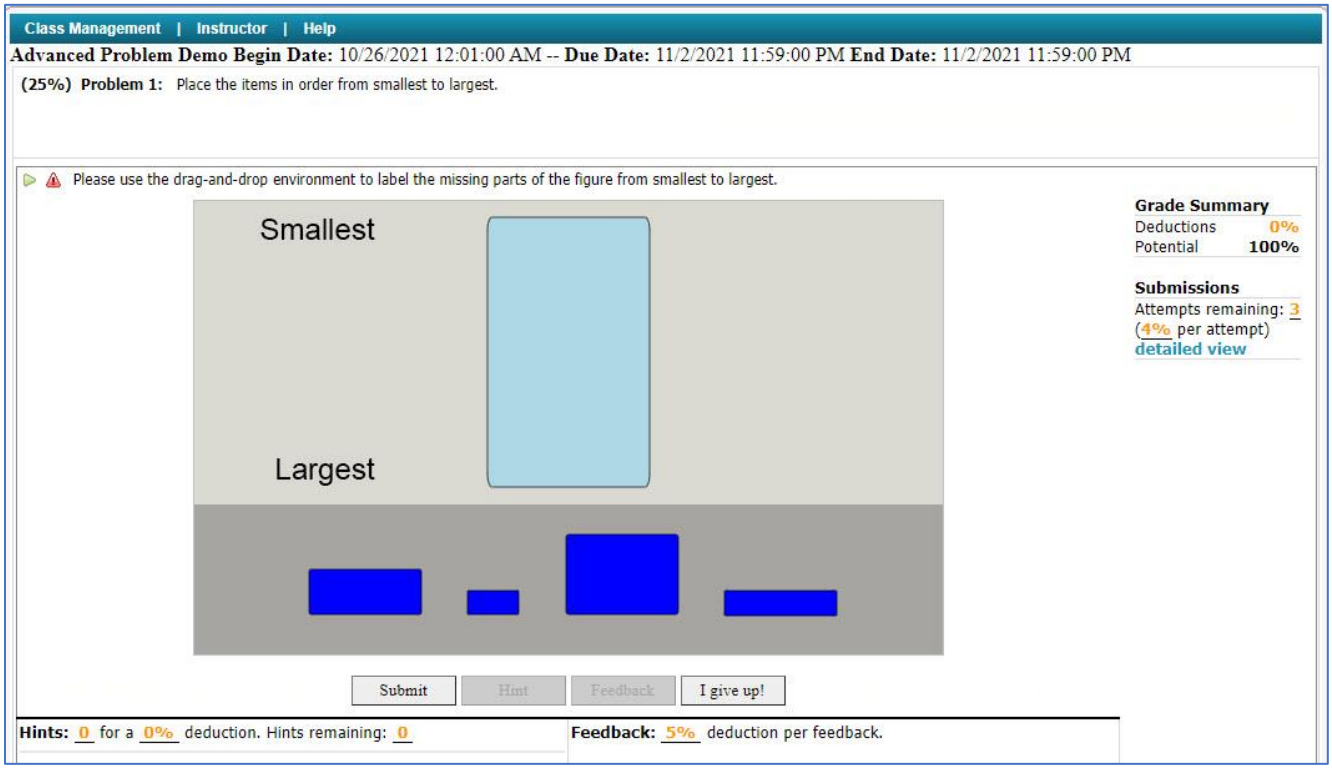
Figure 20: Short Answer



Ranking Drag-and-Drop

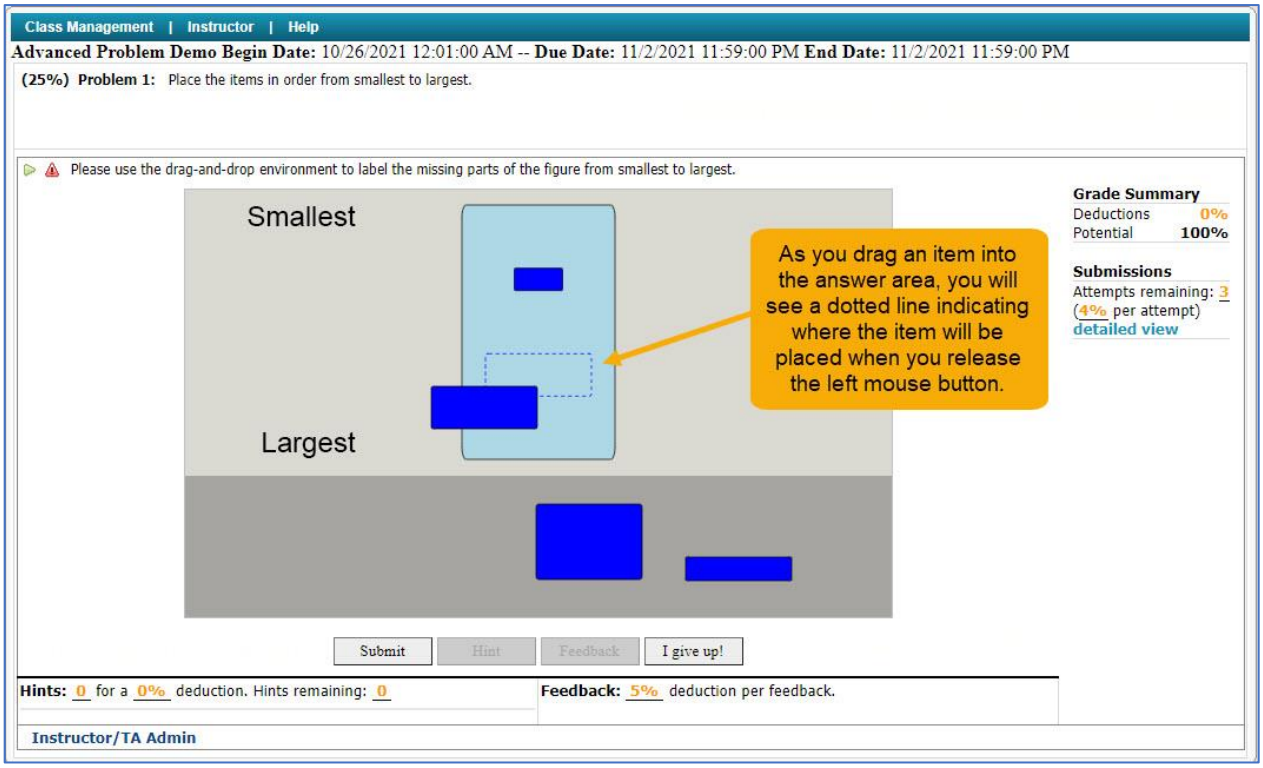
In a Ranking Drag-and-Drop problem, you are ordering the answers provided. **Figure 21** shows an example of a ranking drag-and-drop question where you are asked to place the items in order from smallest to largest.

Figure 21: Ranking Drag-and-Drop Part 1



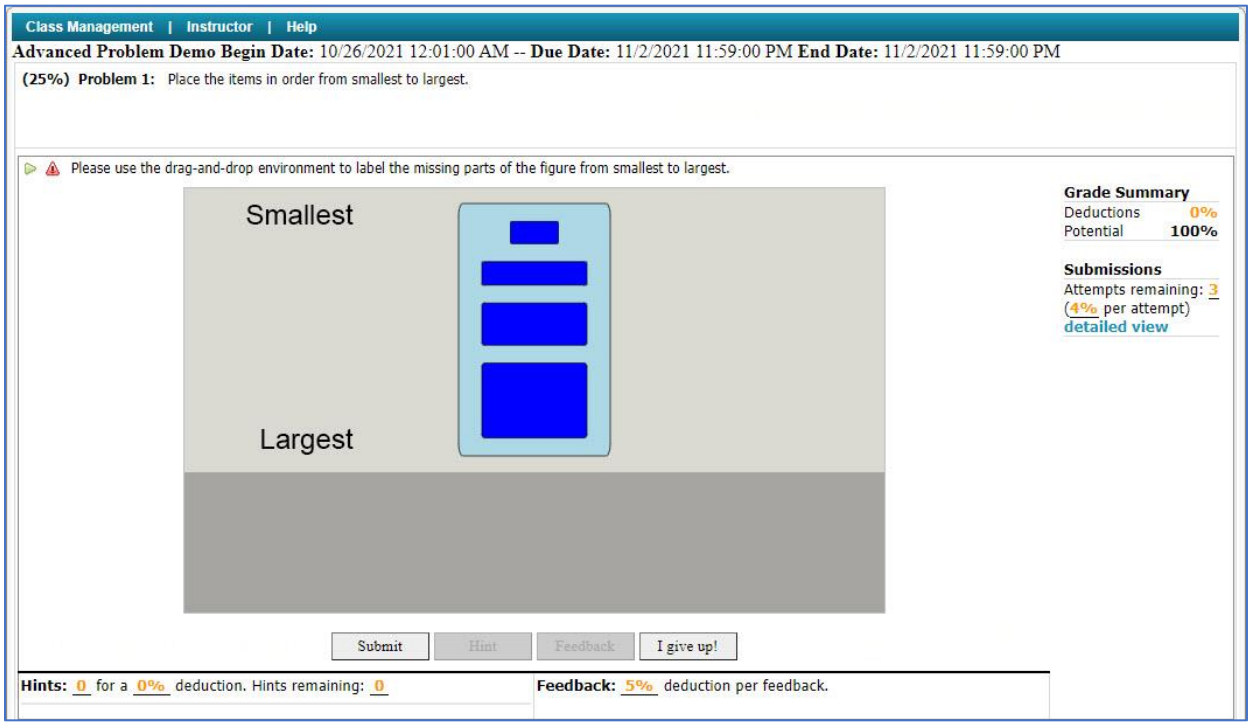
To drag an answer box, click and hold the left mouse button. As you drag the answer box, you will see a dotted line indicating where the answer box will be placed when dropped. Release the left mouse button to drop your answer into the bucket. In **Figure 22**, you can see the one of the items being dragged into the answer area.

Figure 22: Ranking Drag-and-Drop Part 2



In **Figure 23** below, you can see the completed answer.

Figure 23: Ranking Drag-and-Drop Part 3



Matching Drag-and-Drop

In this type of problem, you are matching a label to the missing parts of the figure. **Figure 24** is an example of a matching drag-and-drop problem.

Figure 24: Matching Drag-and-Drop Part 1

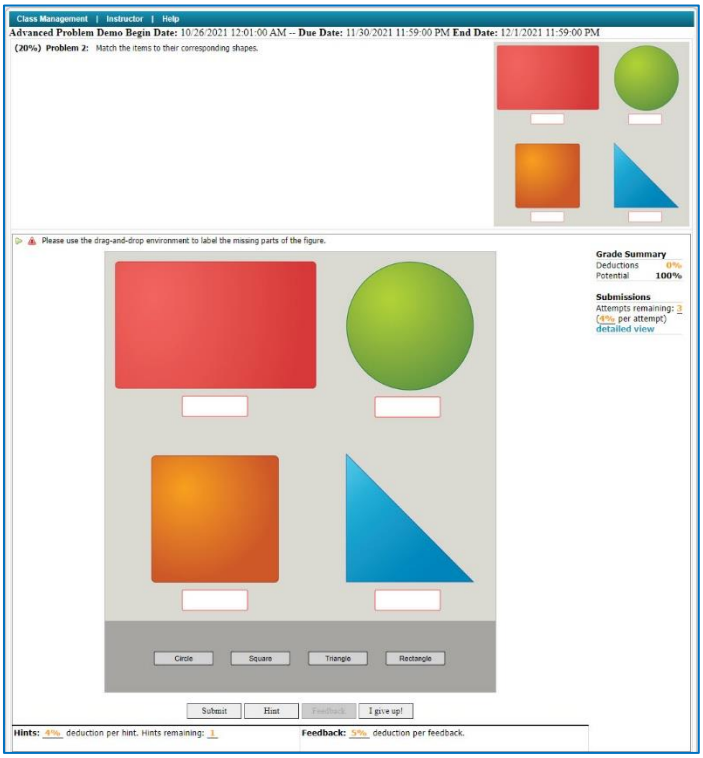
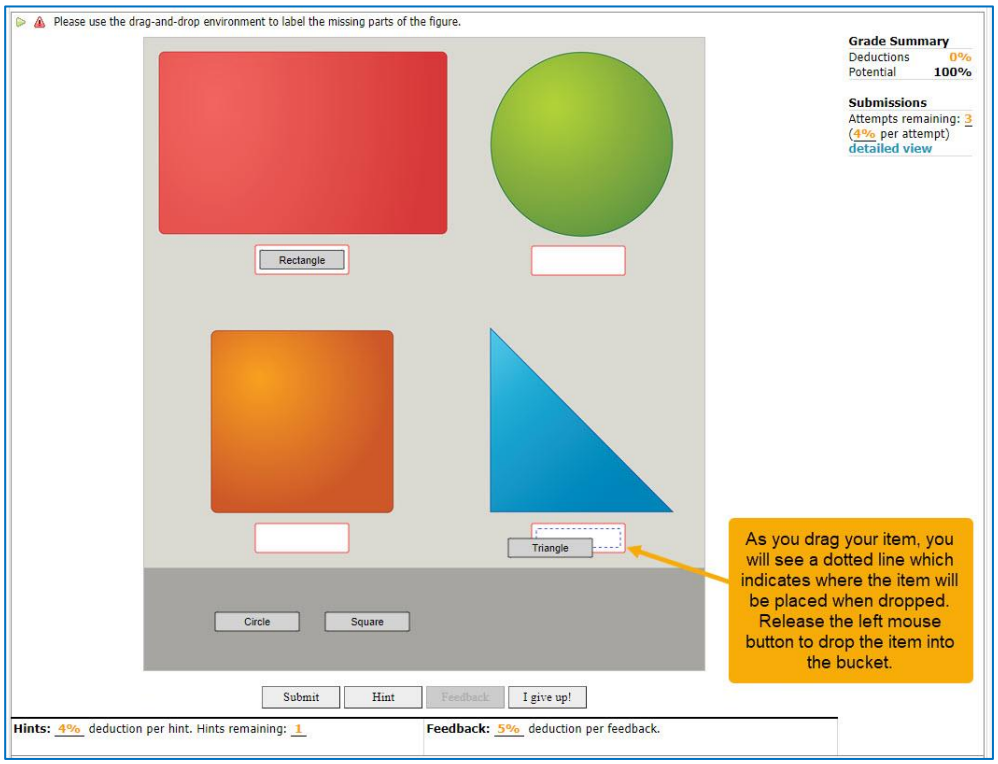


Figure 25 is partially completed. As you drag your item, you will see a dotted line which indicates where the item will be placed when dropped. Release the left mouse button to drop the label in the figure.

Figure 25: Matching Drag-and-Drop Part 2



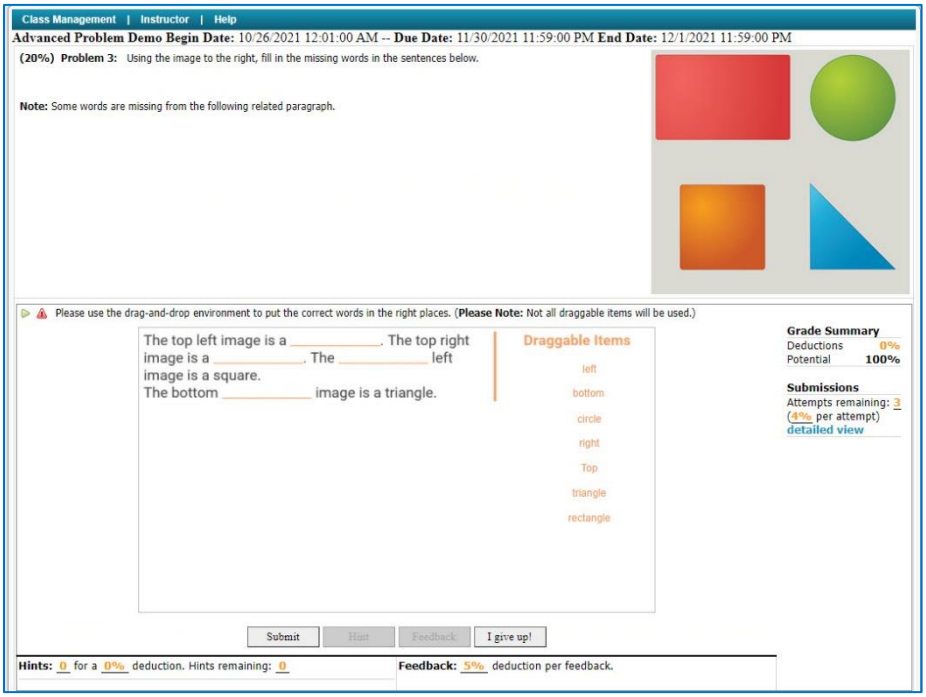
In **Figure 26**, you can see the completed figure and all the labels were used. Keep in mind that this may not always be the case and you may have extra labels in some problems.

Figure 26: Matching Drag-and-Drop Part 3

Fill in the Blank Drag-and-Drop

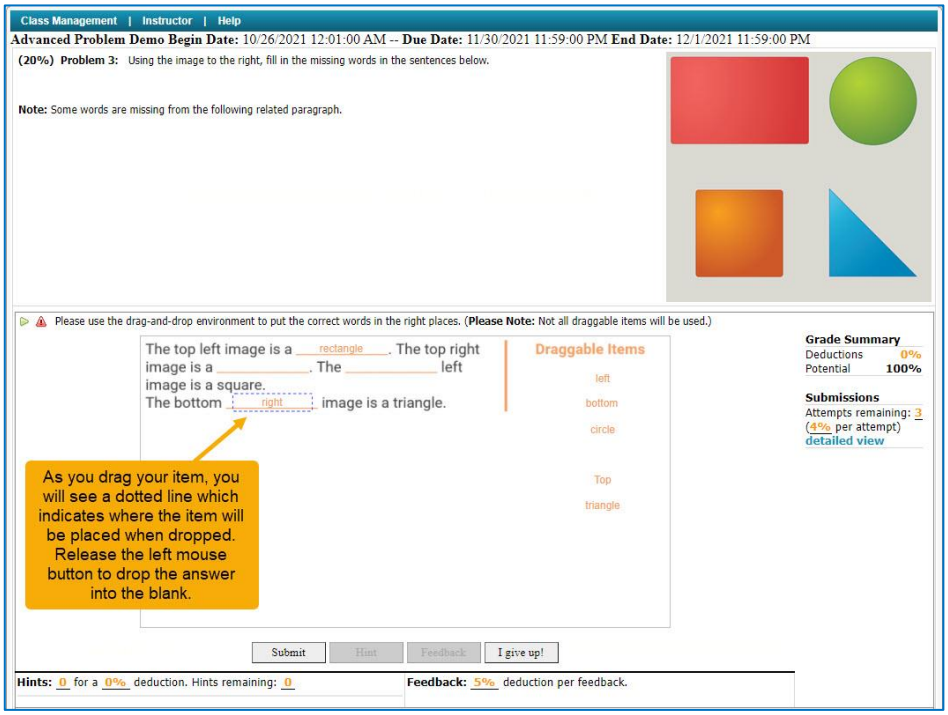
In this type of problem, you will fill in the missing words in the paragraph. **Figure 27** is an example of a Fill in the Blank Drag-and-Drop problem. In this example, you will use the figure to help you complete the missing words in the paragraph.

Figure 27: Fill in the Blank Drag-and-Drop Part 1



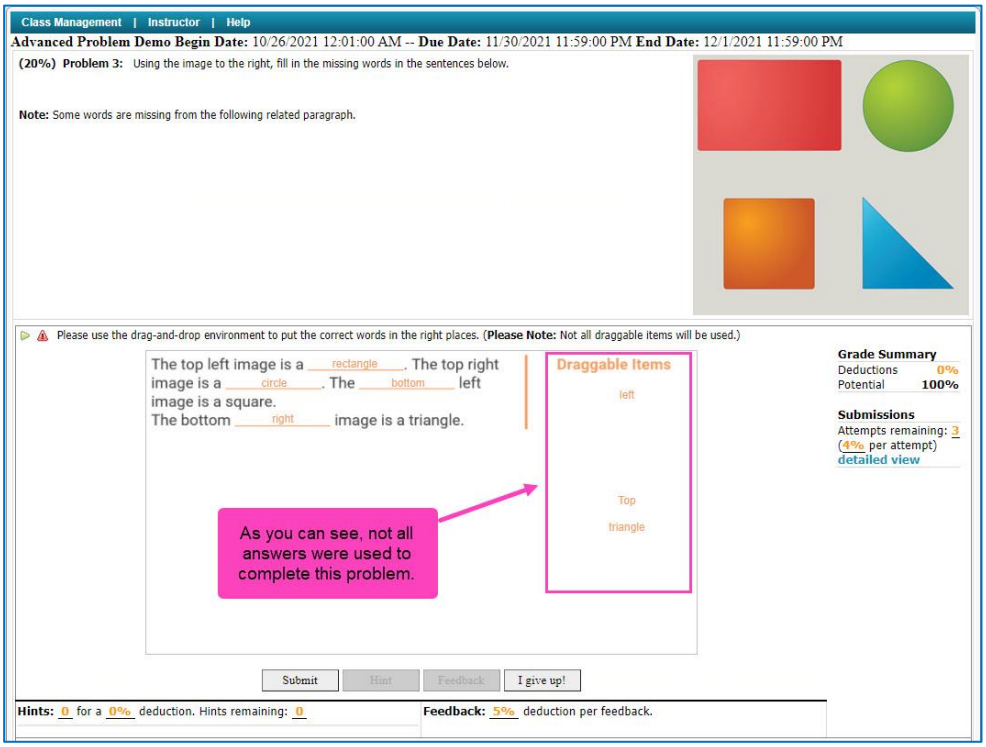
As you drag your item, you will see a dotted line which indicates where the item will be placed when dropped (**Figure 28**). Release the left mouse button to drop the answer into the appropriate blank to complete your answer.

Figure 28: Fill in the Blank Drag-and-Drop Part 2



In **Figure 29**, you can see the completed answer. Notice that not all of the items were used to complete this answer. The problem instructions also stated that you would not use all of the available items.

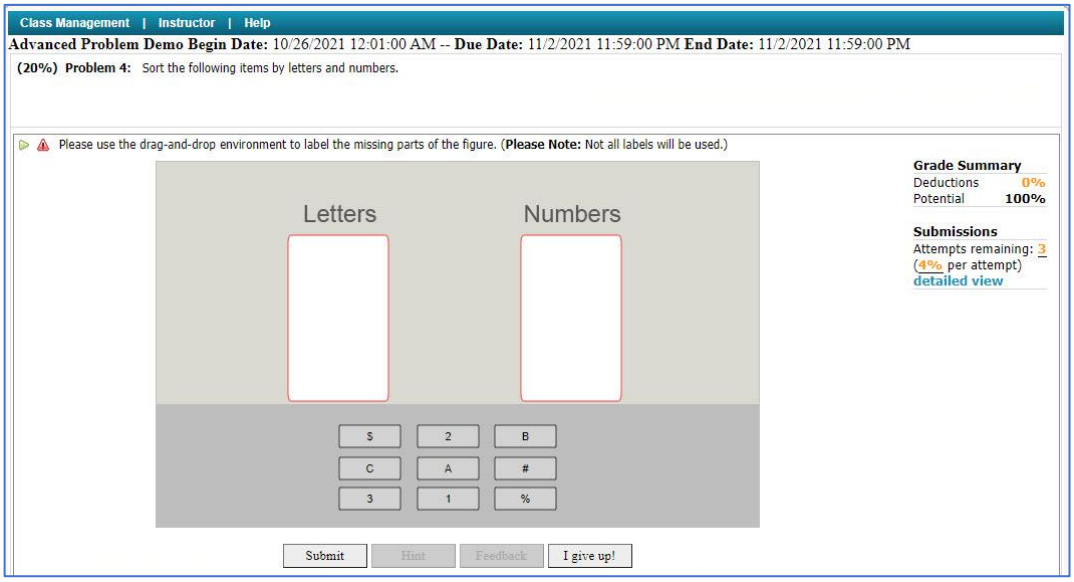
Figure 29: Fill in the Blank Drag-and-Drop Part 3



Sorting Drag-and-Drop

In this type of problem, you are sorting the items provided into groups. Also, the order in which items are placed in the groups will not matter for this type of problem. **Figure 30** is an example of a sorting drag-and-drop problem. Notice the instructions state that we will not use all the labels.

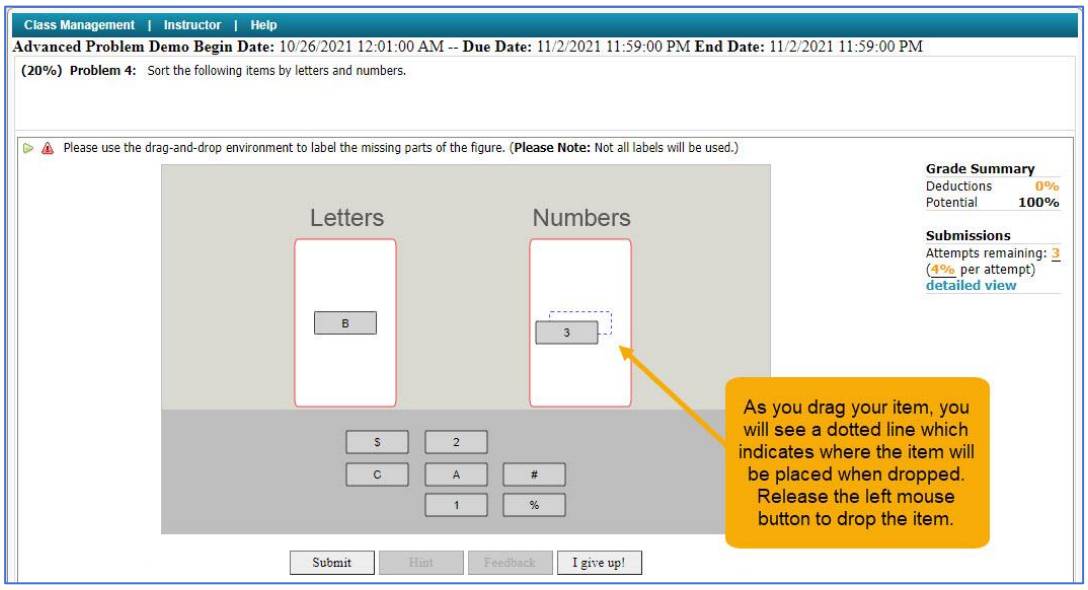
Figure 30: Sorting Drag-and-Drop Part 1



As you drag your item, you will see a dotted line which indicates where the item will be placed when dropped (**Figure 31**). Release the left mouse button to drop the item.

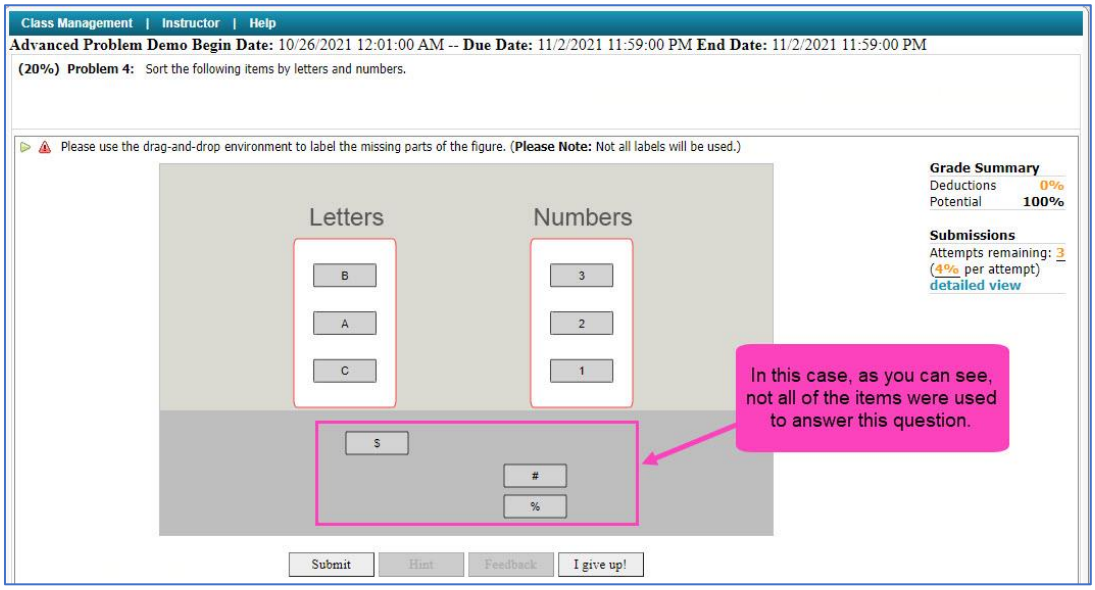
Note: Buckets generally hold three to five answers, and each bucket may not receive the same number of answers.

Figure 31: Sorting Drag-and-Drop Part 2



In **Figure 32**, you can see the completed answer. Notice again that all the items were not used to complete this answer.

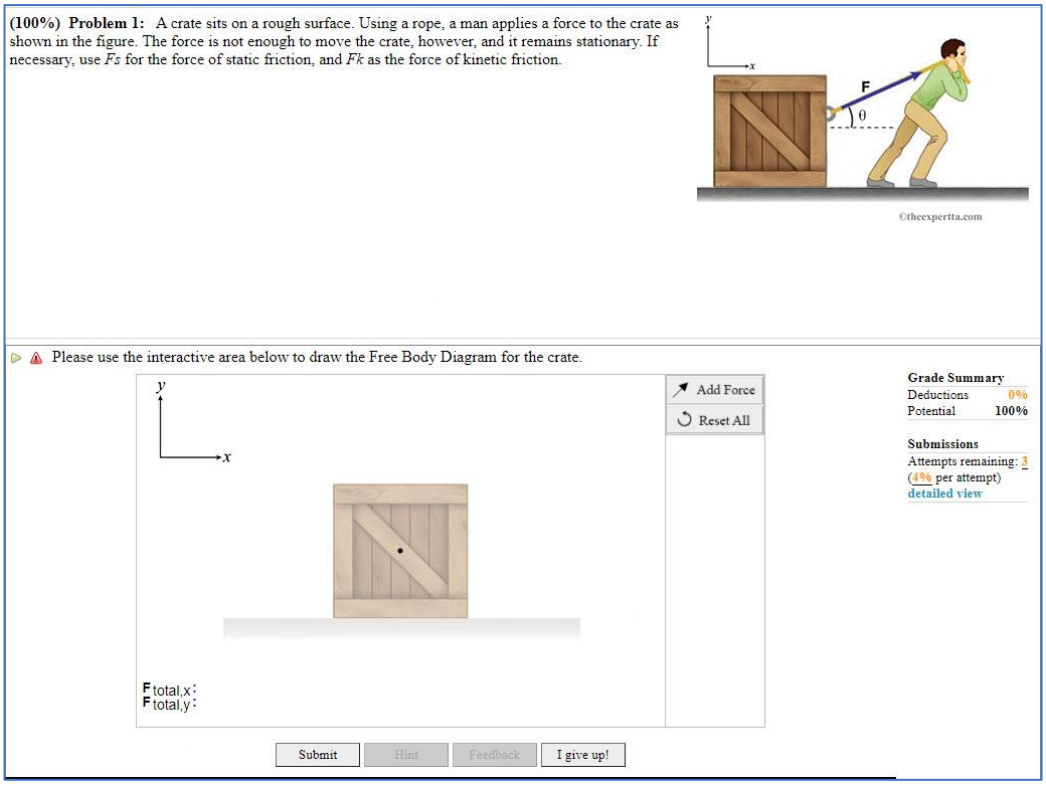
Figure 32: Sorting Drag-and-Drop Part 3



Free Body Diagram

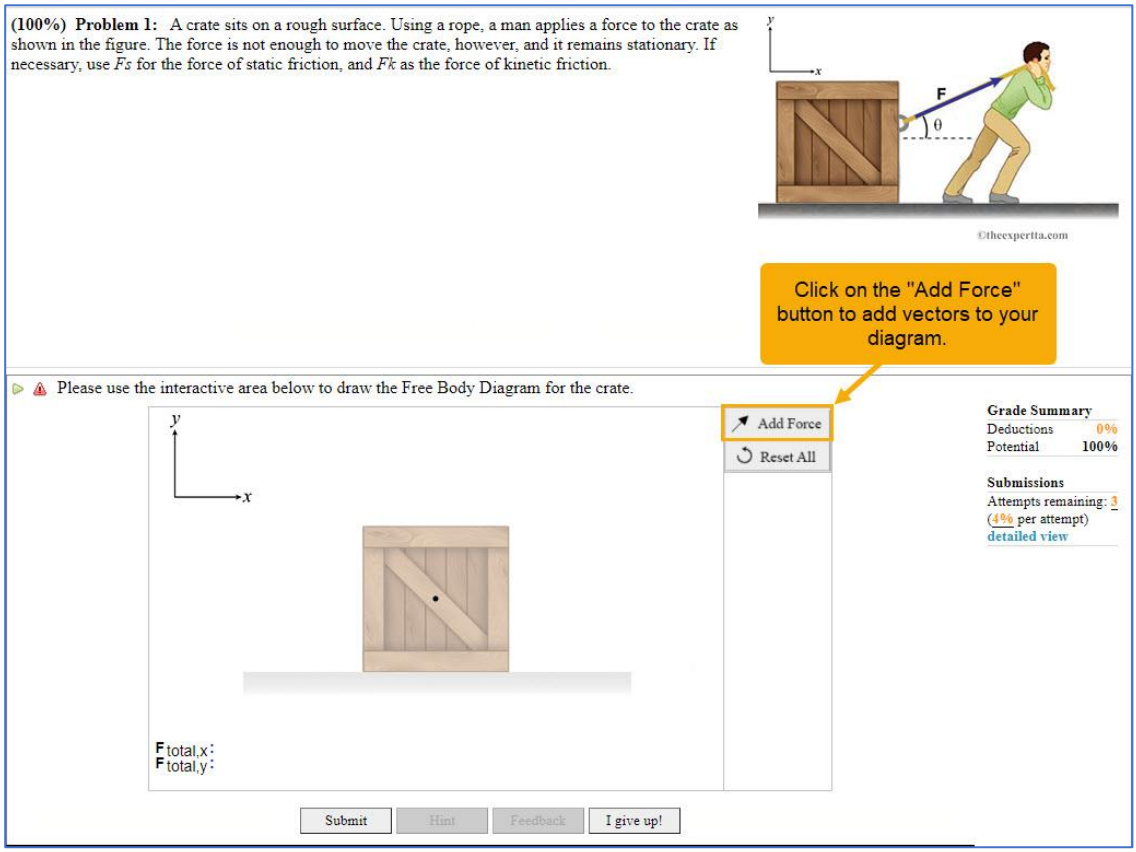
When working on a free body diagram problem, you will be presented with a problem statement and image, just like many other problems in the Expert TA system. Below you will see the free body diagram drawing area with a silhouette of the object and its surroundings (**Figure 33**).

Figure 33: Free Body Diagram Problem



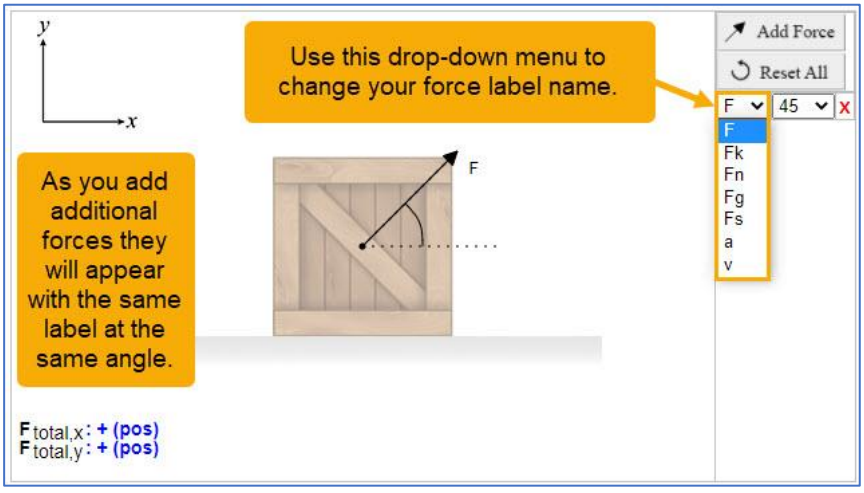
Select ***Add Force*** to make the vector appear (**Figure 34**).

Figure 34: Add Force



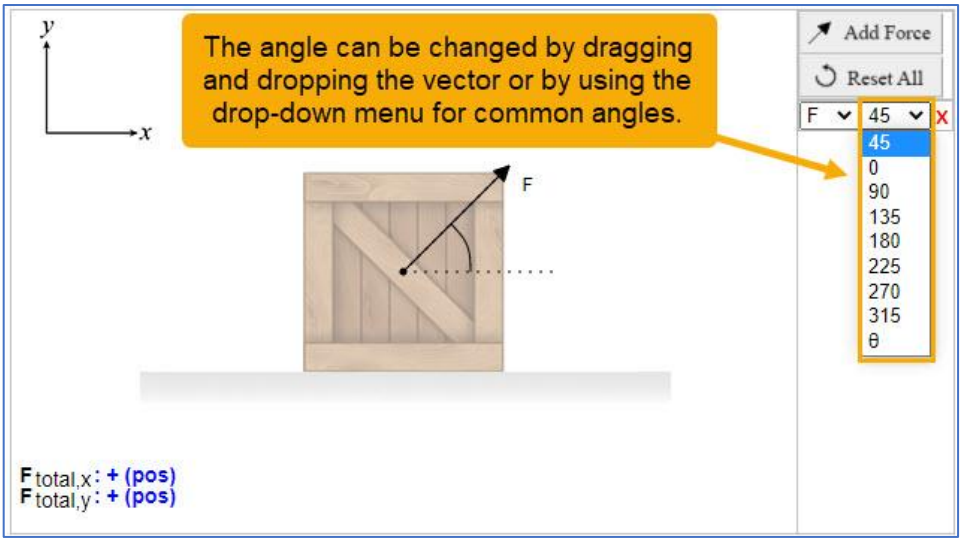
As you add additional forces, they will appear on the diagram with the same label and angle. Use the drop-down menu to change the label on the forces (**Figure 35**).

Figure 35: Change Force Label



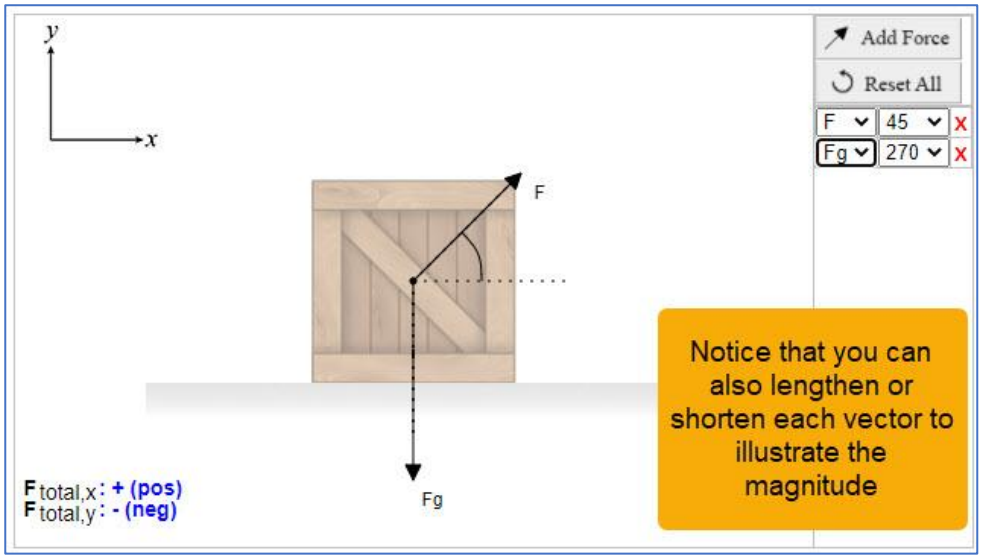
Next, change the angle by dragging and dropping the vector. The vector will snap to all major axes, as well as 45-degree intervals in between. If the vector is an arbitrary angle, an arc is drawn, and a symbolic angle is presented. You can also change the angle by using the drop-down menu to the right, see **Figure 36**.

Figure 36: Change the Angle of the Force



Next, use the drag and drop to lengthen or shorten each vector, as needed, to illustrate the force magnitude (**Figure 37**).

Figure 37: Lengthen or Shorten each Vector



Lastly, your diagram must be proportionally accurate in both the x and y directions. In the bottom left-hand corner of the diagram area, you can see sum of the x and y axes. If you see a ***0*** in the x or y axis, this means that the diagram is in equilibrium (Figure 38). If you see a ***+ (pos)*** in the x or y axis, this means that the diagram has a positive bias in that direction. If you see a ***- (neg)*** in the x or y axis, this means that the diagram has a negative bias in that direction (Figure 39).

Figure 38: Equilibrium

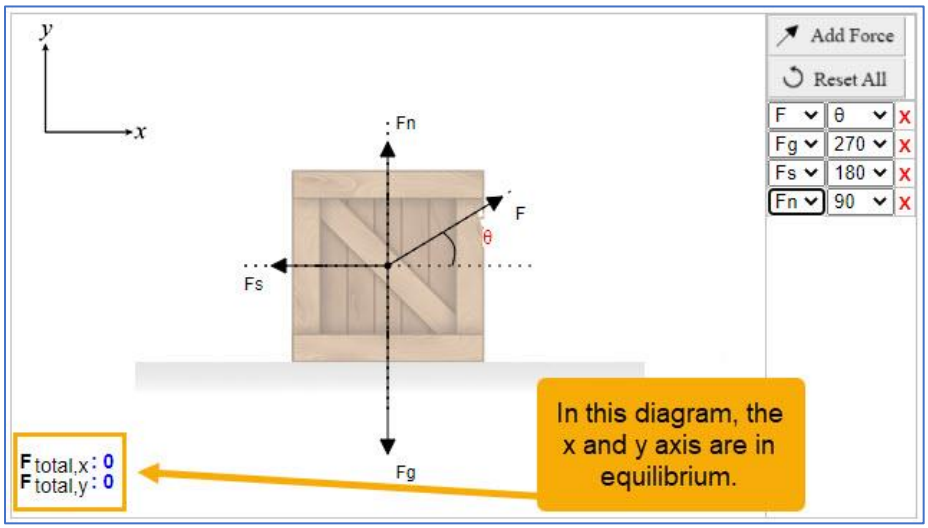
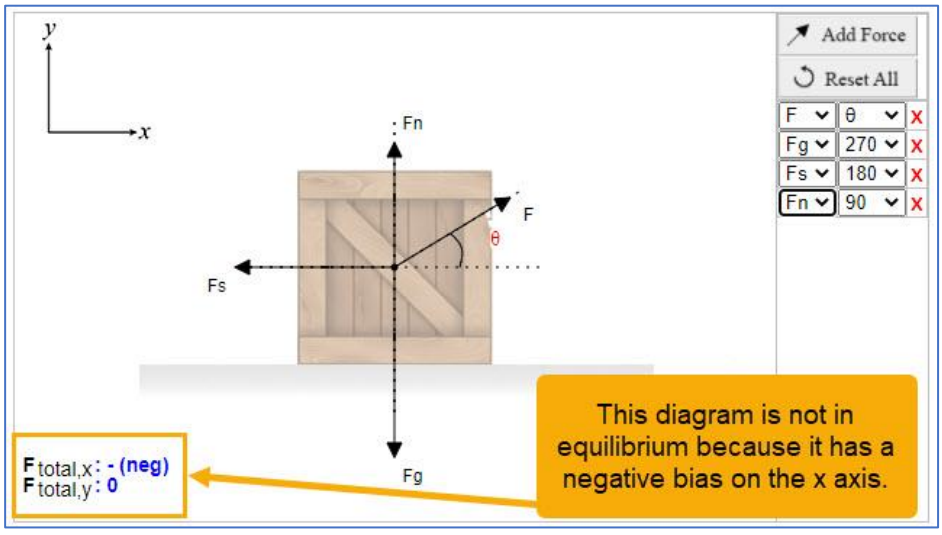


Figure 39: Negative Bias



Note: Some problems will require the diagram to be in equilibrium, while others may require a bias in a given direction to illustrate motion. Make sure to read the problem statement carefully to identify these scenarios.

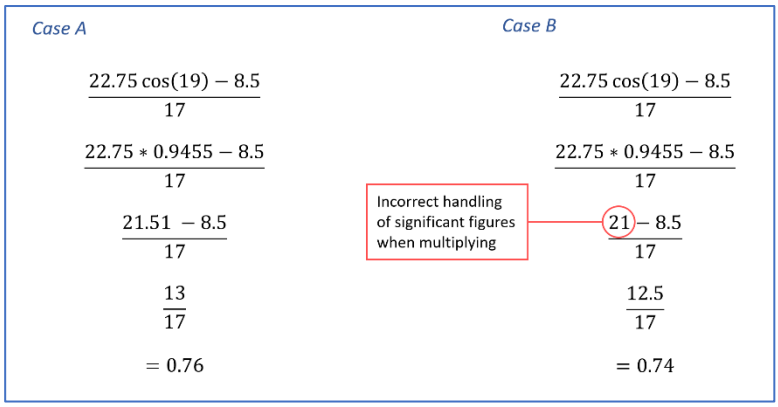
Numerical Problems

These problems utilize the pallet to assist you in entering your answers, see

Interacting with the Palette for more information. Expert TA counts mathematically equivalent answers as correct. For example, if the answer to the question is y = x + 3, you can enter a non-simplified answer and still be counted correct, like "3 + x" or "3 - x(-1)". You can enter anything that calculates to the correct answer, and it will be graded as correct. For example, if the correct answer is 11, you can enter 2 + 5 + 4 and it will be counted correct.

Numeric answers will be accepted that are within the +/- 3% of the correct answer or are correct within two significant figures. You should not round results that are to be used in subsequent calculations. Any final numeric answer should be entered with at least two significant figures. Take the following two calculations in **Figure 40** for example:

Figure 40: Example Problem Case A and Case B



For this particular problem, the correct answer is 0.7653. This means that in Case A, the answer is correct to within 2 significant figures. The answer is only -0.69% different than the correct answer and well within the accepted tolerance. In Case B, 0.74 is not correct to within 2 significant figures. The answer is -3.31% different than the correct answer and is outside the accepted tolerance.

This error occurred by mishandling significant figures in one step of the equation. To avoid mistakes such as this, we recommend using the entry palette as a calculator or avoid rounding when calculating outside of the system.

Order of Operation is also something that you need to be careful about, particularly with division. For example, If the correct answer to a problem is "y = a/(b + c)" but you enter the answer as "a/b + c". Your answer would not be a correct answer because the order of operations dictates that you first divide a by b, and then add c.

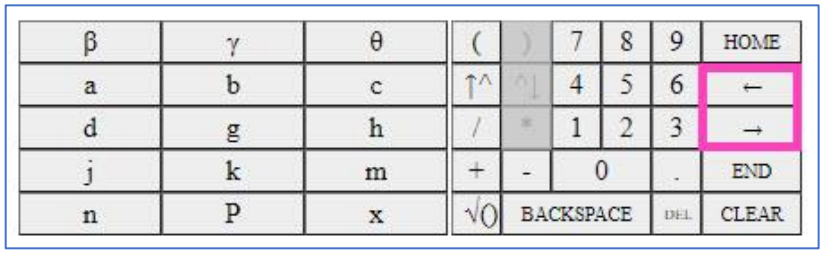
Lastly, you should read the problem statement and the question very carefully before attempting to answer. The question may be asking for you to write an expression instead of solving an equation.

Interacting with the Palette

Expert TA has a palette to help you enter expressions and also functions as a calculator when entering numerical answers. The palette will also change, depending on the needs of the problem you are working with. To move the cursor around you must use either the arrow keys on your keyboard or use the arrows in the palette (Figure 41).

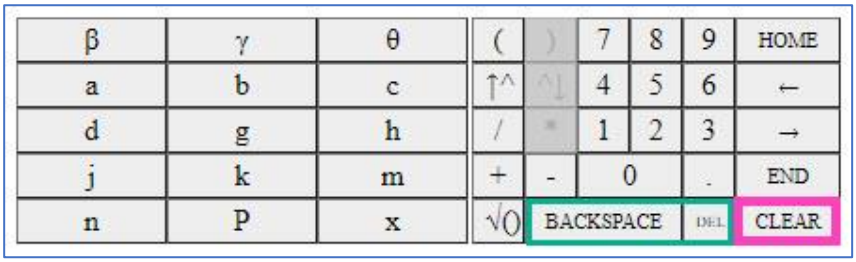
Note: The answer field is NOT a text box.

Figure 41: Use the Arrows to Move the Cursor



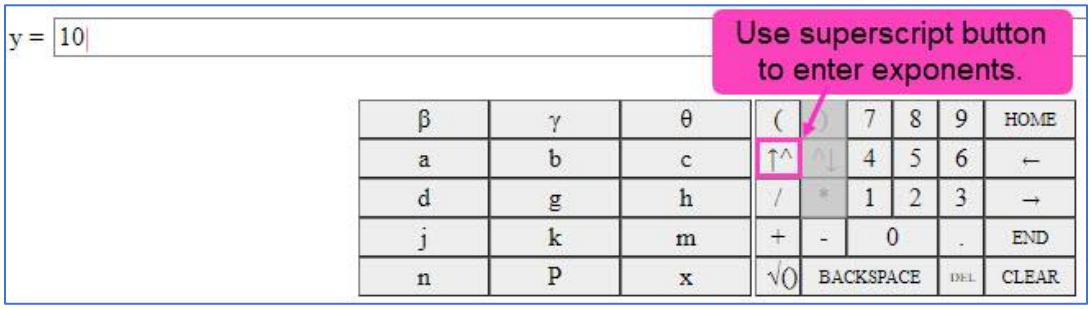
The ***BACKSPACE*** and ***DELETE*** keys in the palette or on your keyboard will help you delete individual characters from the answer field. You can also use the ***CLEAR*** button on the palette to clear everything from the answer field (Figure 42).

Figure 42: Deleting Characters & Clearing the Answer Field



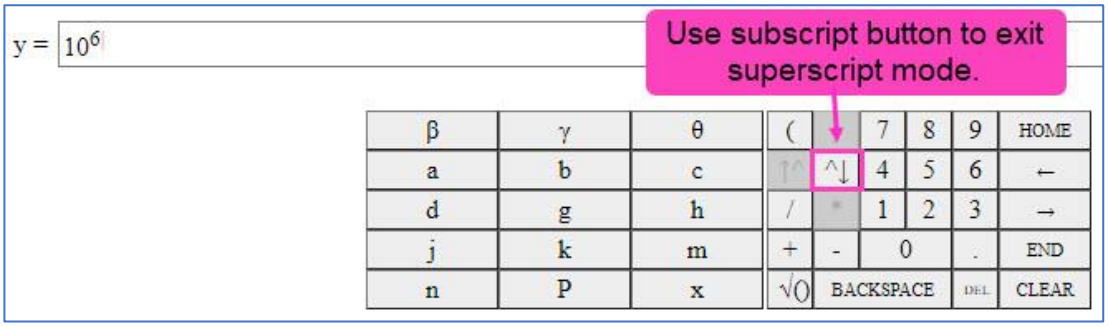
To enter an exponent in the answer field, use the up arrow with the carrot next to it (Figure 43), also known as superscript.

Figure 43: Superscript button for exponents



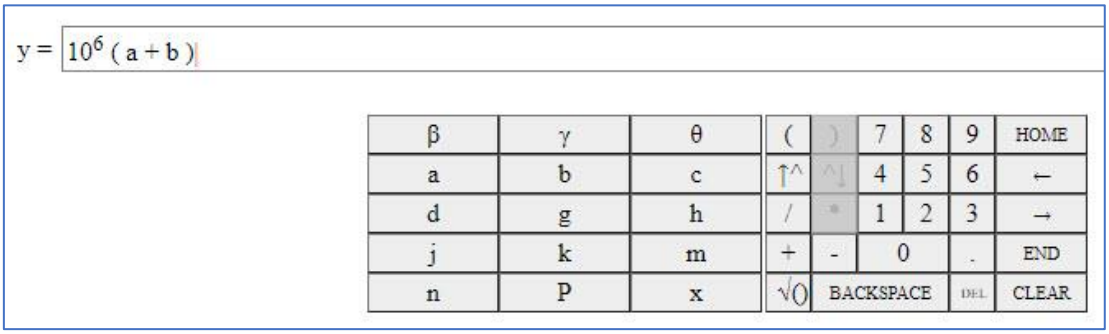
Once you enter an exponent, the carrot with a down arrow will become available (Figure 44), also known as subscript.

Figure 44: Subscript button



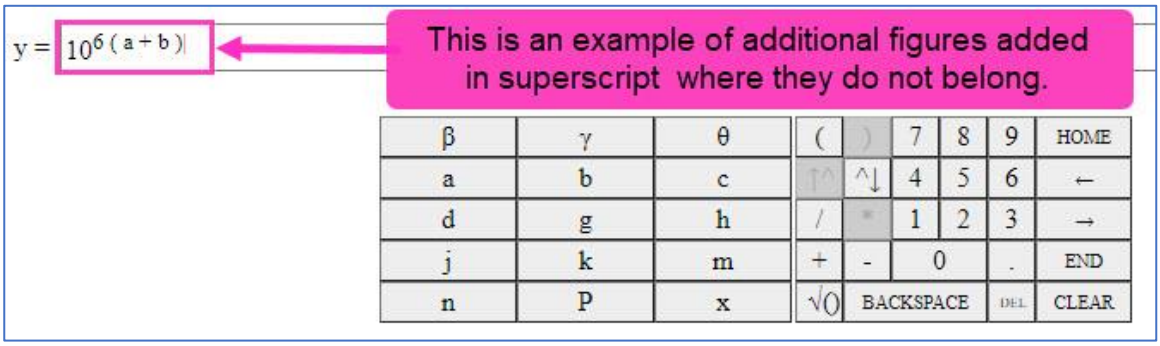
This button will take you out of superscript mode and return you to regular number entry in the answer field where you can continue entering additional figures for your answer (Figure 45).

Figure 45: Continue entering your answer



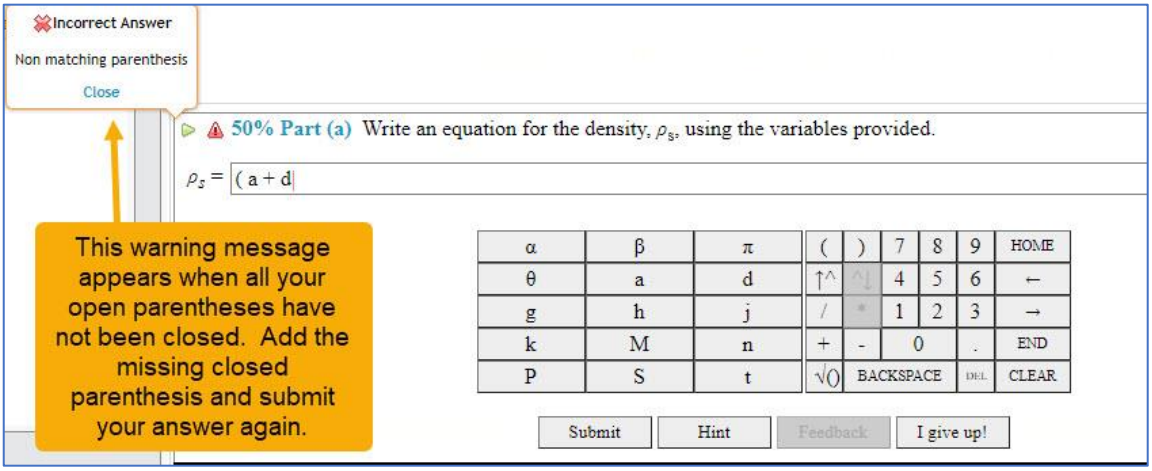
Warning: If you have any additional numbers or calculations that need to be entered AFTER an exponent, make sure you use the subscript button first or your calculations will be part of the exponent and could cost you points on your assignment for an incorrect answer (Figure 46).

Figure 46: Additional figures added in superscript incorrectly



Another thing to watch out for is to make sure you close all open parentheses. If you submit your answer without closing all open parentheses, you will see an ***Incorrect Answer*** message, like (Figure 47). This submission will not count against your submission attempts for the assignment and if you close your parenthesis, you will be able to submit your answer.

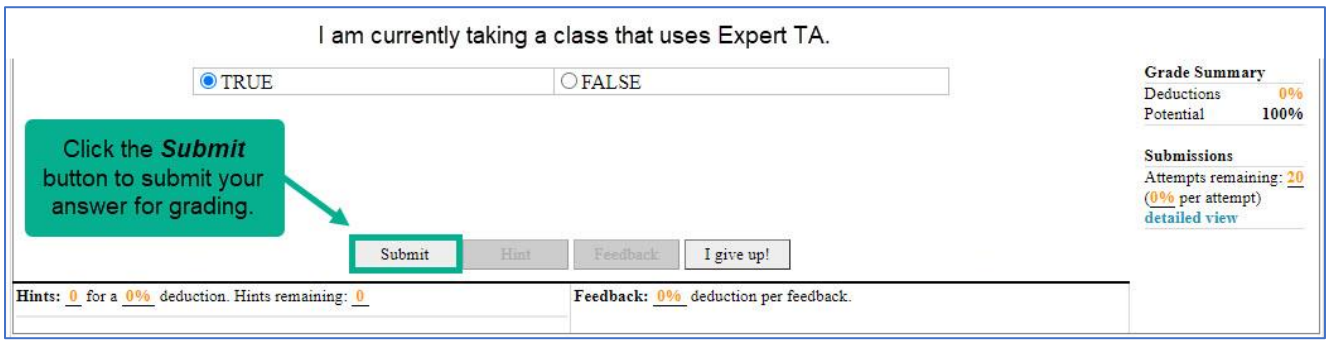
Figure 47: Incorrect Answer message



Submitting Answers

When you have finished entering your answer, click the ***Submit*** button at the bottom of the problem area, see ().

Figure 48: Submit your answer



Hints

If your instructor has made hints available, you can access them by pressing the ***Hint*** button located under the palette or choices, see Figure 49. Expert TA structures hints based on a detailed analysis of the areas of study where the students typically become confused. Keep in mind that each hint may deduct a percent of your grade as decided by the instructor. In Figure 49, you can see that each hint is worth a 2% deduction, and there are a total of two hints available. In Figure 50, you can see that 2 hints were accessed, the student received a total hint deduction of 4%, and the ***Hint*** button is no longer available (greyed out) because there are no hints remaining.

Figure 49: Hint Area - Unused

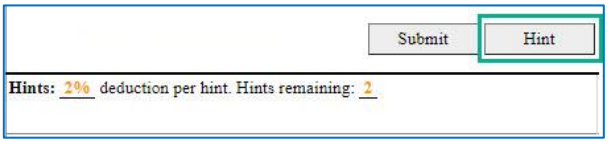
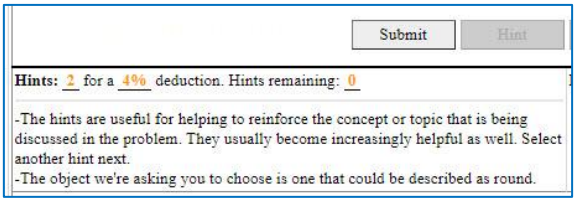


Figure 50: Hint Area - Used Example



Correct and Incorrect Notifications

When answering questions in Expert TA, the system may notify you that your answer was ***Correct*** or ***Incorrect***. This setting is controlled by your instructor and may be disabled for certain assignments, like quizzes and exams.

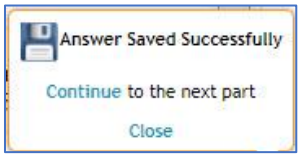
If this setting is enabled, the ***Correct Answer Notification*** and ***Incorrect Answer Notification*** will look like the notifications in Figure 51.

Figure 51: Correct and Incorrect Answer Notifications

Saved Answers

Some assignments, like quizzes or exams, may not tell you if an answer is ***Correct*** or ***Incorrect***. You will instead see that your ***Answer Saved Successfully*** when you click on the ***Submit*** button (see Figure 52). This means the system has saved your answer and you can continue to the next question or question part. Your saved answers will be graded all at once after the due date for the assignment has passed.

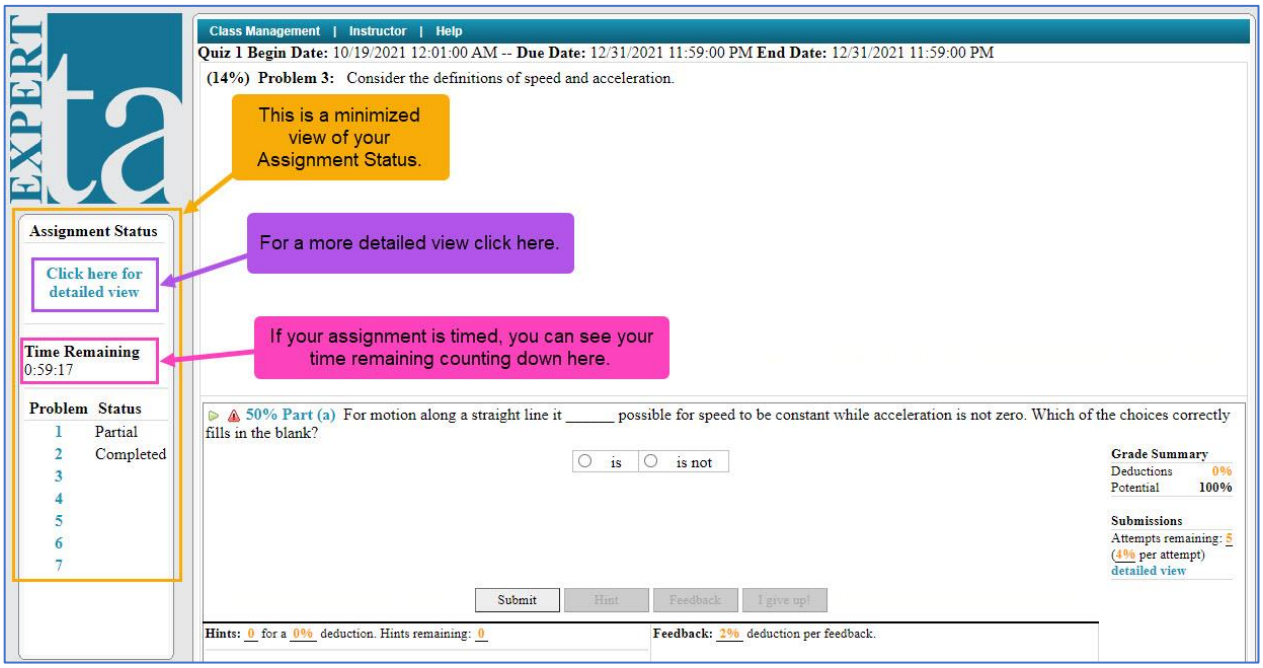
Figure 52: Answer Saved Successfully



Assignment Status

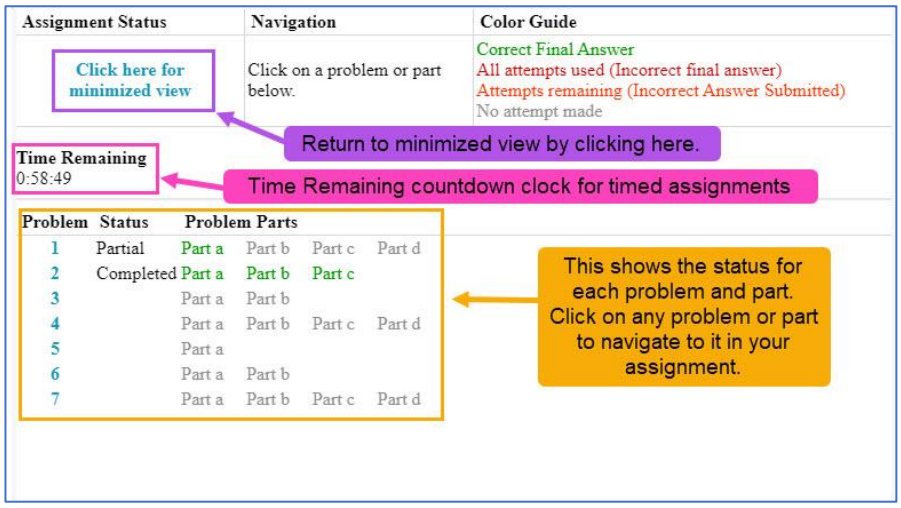
The ***Assignment Status*** area is located on the left-hand side of your assignment, under the Expert TA logo. It will show a minimized view of your progress in an assignment where you can see how many problems there are in the assignment and how many you have completed or partially completed. To see a detailed view of your ***Assignment Status***, click on the blue ***Click here for detailed view*** (Figure 53).

Figure 53: Assignment Status Minimized View



In the detailed view, Figure 54, you can see your completed and incomplete problem parts, navigate to any problem part by clicking on it, and the color guide in the top right-hand corner explaining what the status of each problem part is. Click on the blue ***Click here for minimized view*** to exit the detailed view and return to the minimized view. If you are working on a timed assignment, like a quiz or an exam, you can also see the ***Time Remaining*** counting down in both the minimized and the detailed views.

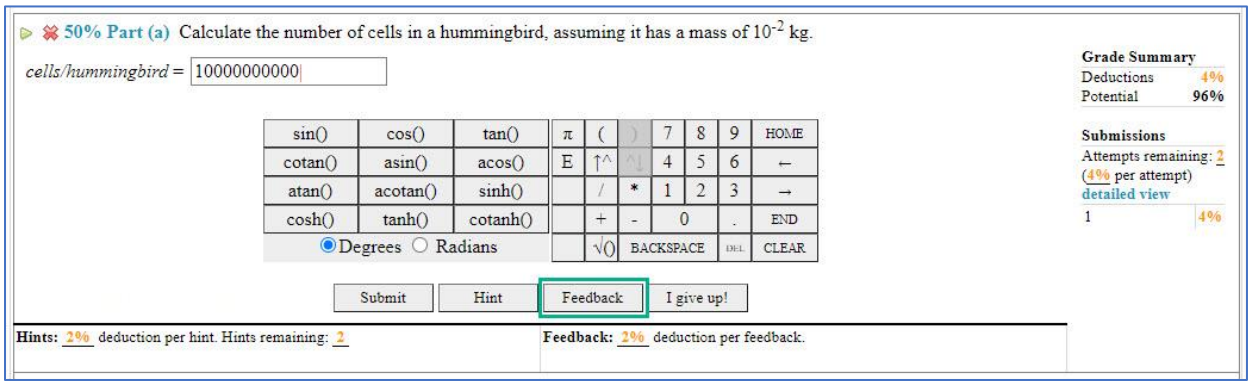
Figure 54: Assignment Status Detailed View



Feedback

If you submit an answer that was incorrect, you may be able to click the ***Feedback*** button. Feedback identifies specific errors, explains what you did wrong, and reinforces the concepts taught in class. To access feedback, press the ***Feedback*** button under the palette or choices (**Figure 55**).

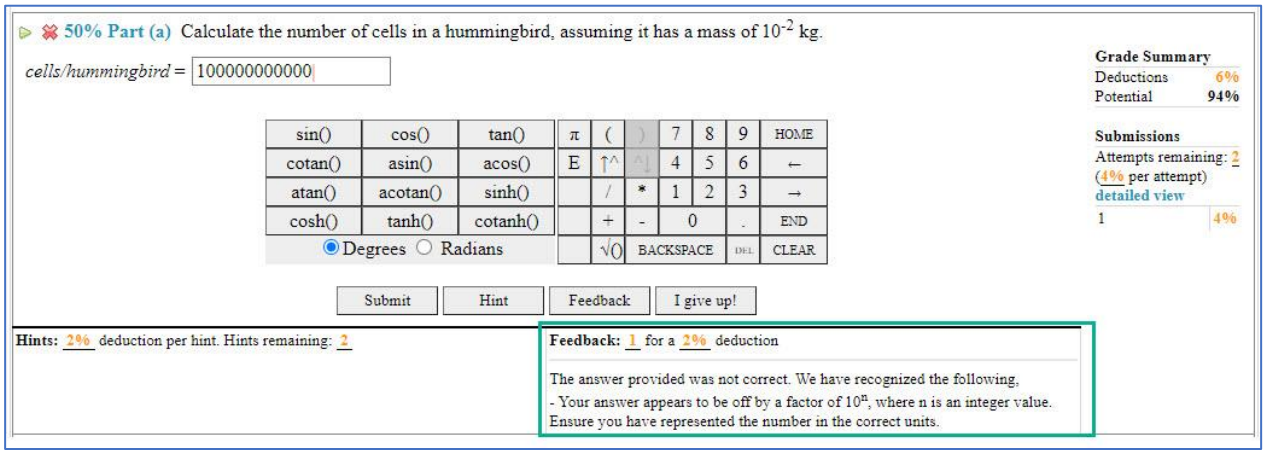
Figure 55: Feedback Button



Note: Feedback is not always available for every question and your instructor controls if access to feedback will be allowed for the assignment.

You may receive a deduction for each feedback you access, as determined by the instructor, which is displayed under the ***Feedback*** button (**Figure 56**). In the example below, you can see the incorrect answer given, the feedback that was provided, and the student received a 2% deduction for that feedback.

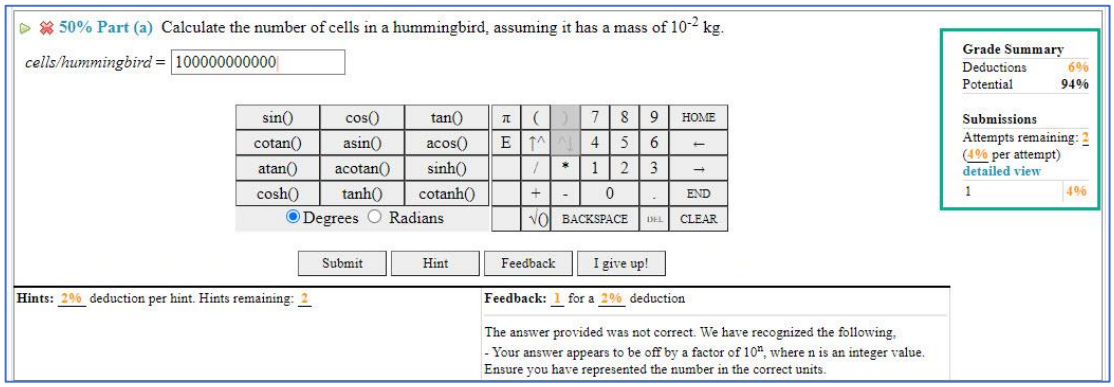
Figure 56: Feedback Area



Grade Summary and Submissions

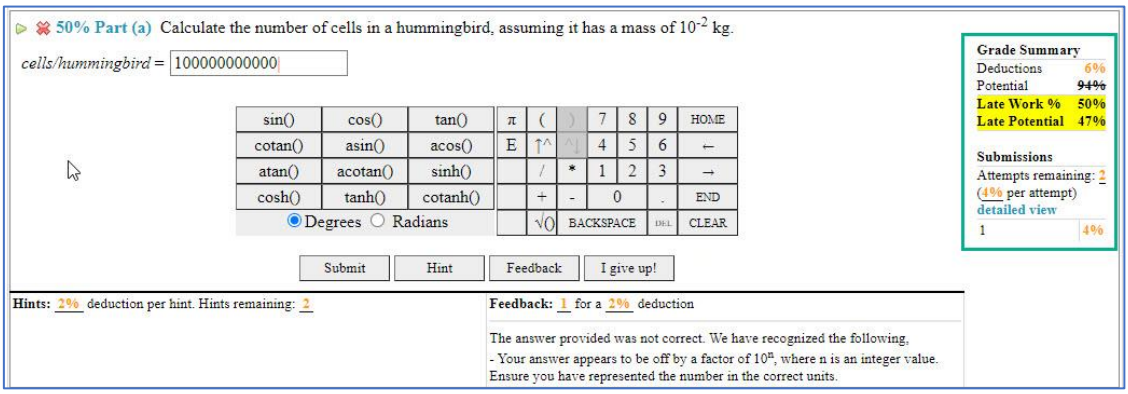
They are located to the right side of your answer section in every assignment question. The ***Submissions*** section lets you know how many attempts you have remaining for the question and how many percentage points will be deducted for each attempt. Your ***Potential*** in the ***Grade Summary*** may decrease due to incorrect submissions and accessing Hints and/or Feedback (**Figure 57**).

Figure 57: Grade Summary Area



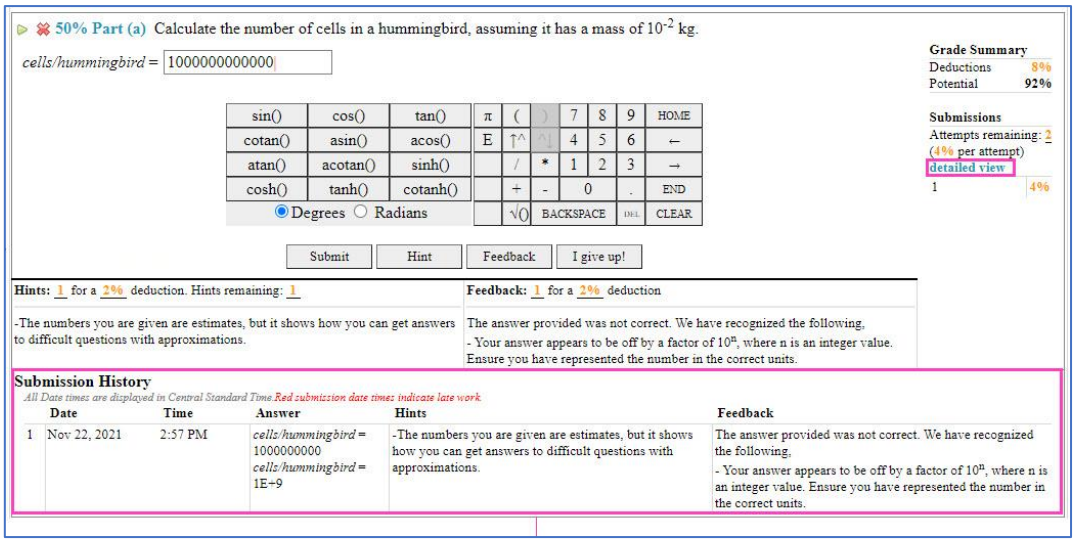
If you are late submitting your assignment and your instructor accepts late work, you will also see the late work penalty and potential grade in the ***Grade Summary*** (**Figure 58**).

Figure 58: Grade Summary Area with Late Work Deductions



Clicking on the blue ***detailed view*** will show the ***Submission History***. The Submission History shows a time and date stamp for each submission and any ***Hints*** and/or ***Feedback*** that was accessed (**Figure 59**). Click on the blue ***detailed view*** again to hide the ***Submission History***.

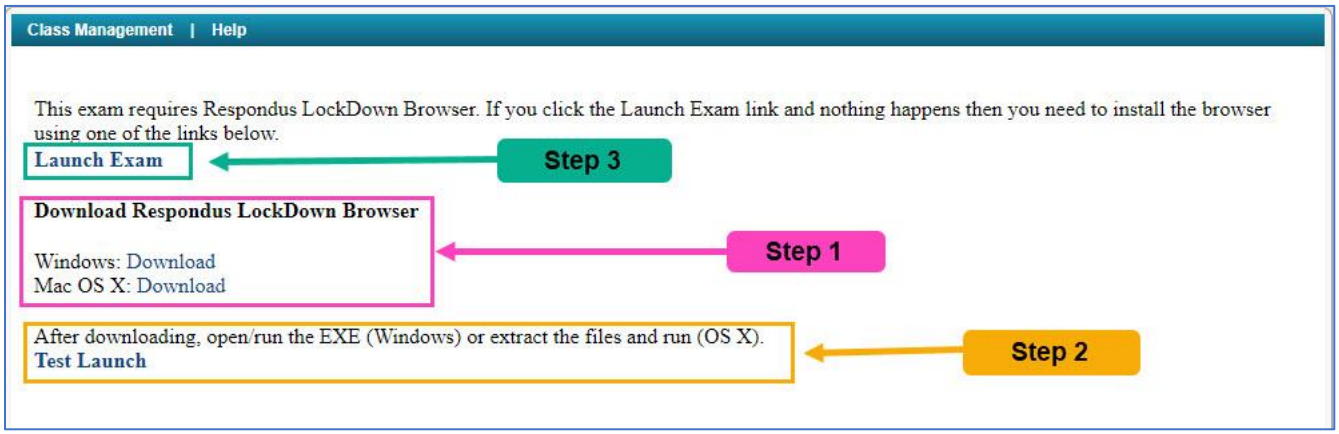
Figure 59: Submission History



Taking an Assignment with Respondus Lockdown Browser

Your instructor may use Respondus Lockdown Browser for assignments like quizzes and exams. The screen in **Figure 60** will be the first screen you see every time you open an assignment with Respondus Lockdown Browser enabled (even if you have Respondus Lockdown Browser already installed). Follow the steps below to download, install, test, and launch your assignment using Respondus Lockdown Browser.

Figure 60: Respondus Lockdown Browser Launch Screen



1. Download the Respondus Lockdown Browser version that matches your operating system.
   Note: If you have already downloaded and installed Respondus Lockdown browser, skip to step 3.

2. Install Respondus Lockdown Browser by opening and running the EXE file (Windows) or extract the files and run (Mac).
3. Once the Respondus Lockdown browser is installed, click on Test Launch (see image above) to ensure that the Respondus Lockdown browser is working correctly.
   Note: If you have any trouble with this step, uninstall Respondus Lockdown browser and reinstall.

4. If you didn't experience any trouble with the Test Launch in step 3, you can now open your assignment (Quiz or Exam) by clicking Launch Exam (see **Figure 60** above).

Your instructor also determines and controls the number of times you are allowed to enter your assignment. If you exceed the max number of attempts to access the assignment, you will receive the following message:

> "*You have reached the max number of attempts; you can no longer continue accessing this assignment. You will need to contact your instructor to re-open this assignment*."

As the message states, you will need to contact your instructor to let them know that you have reached your max number of access attempts for your assignment.

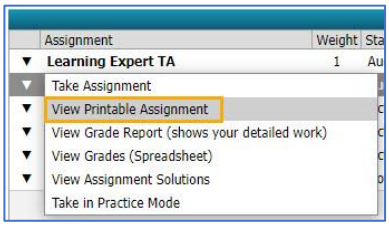
View Printable Assignment

This assignment menu option allows you to view and/or print a blank copy of your assignment to manually complete.

Note: This option may or may not be available based on your instructor's assignment preferences.

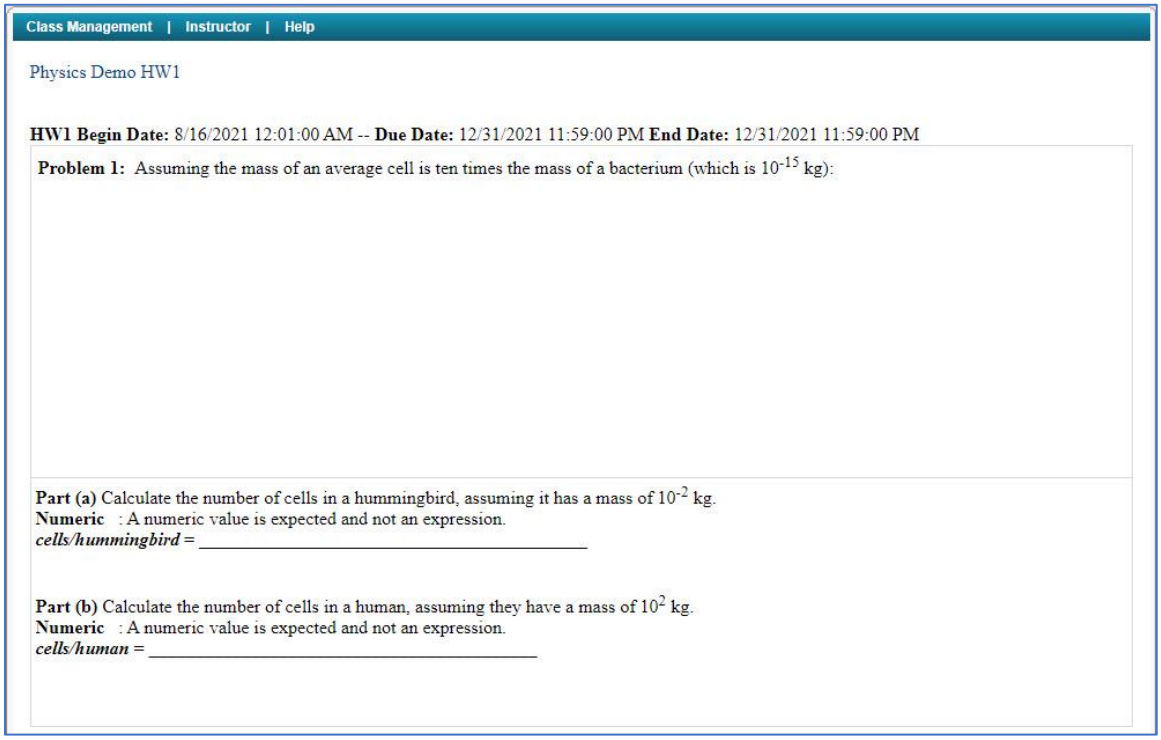
To access ***View Printable Assignment***, click on the assignment and select View Printable Assignment from the menu (**Figure 61**).

Figure 61: Select View Printable Assignment



The next screen you will see is the printable assignment, which will look like **Figure 62** below.

Figure 62: Printable Assignment Example

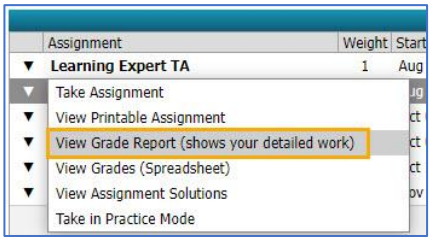


To exit the printable assignment screen, click on ***Class Management*** in the upper left-hand corner to return to the ***Class Management*** screen.

View Grade Report (shows your detailed work)

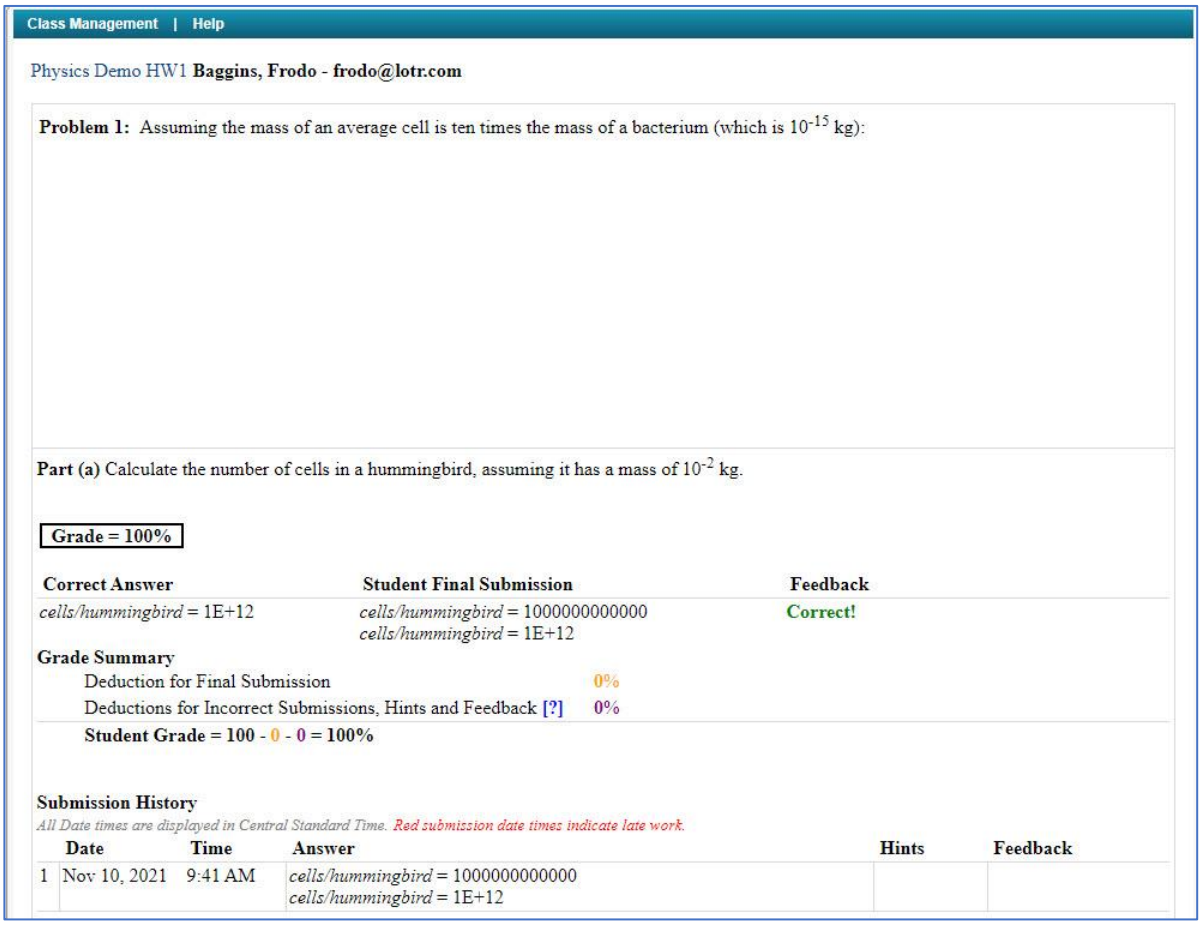
To view your grade report, click on the assignment and then selecting ***View Grade Report (shows your detailed work)*** from the menu (Figure 63).

Figure 63: Select View Grade Report (shows your detailed work)



The next screen is your grade report for the assignment. This shows each answer you submitted, any hints or feedback you received, any deductions you may have earned, and your grade for each problem or problem part (see example in Figure 64). This report can be printed or saved to a PDF file, as needed, and directions vary depending on your browser. **Note**: If you need additional instructions how to print or save your grade report, please see the help section of your browser.

Figure 64: Grade Report Example



Class Management | Help

Physics Demo HW1 **Baggins, Frodo - frodo@lotr.com**

Problem 1: Assuming the mass of an average cell is ten times the mass of a bacterium (which is 10^{-15} kg):

Part (a) Calculate the number of cells in a hummingbird, assuming it has a mass of 10^{-2} kg.

Grade = 100%

Correct Answer	Student Final Submission	Feedback
cells/hummingbird = 1E+12	*cells/hummingbird* = 1000000000000 *cells/hummingbird* = 1E+12	Correct!

Grade Summary

Deduction for Final Submission 0%

Deductions for Incorrect Submissions, Hints and Feedback [?] 0%

Student Grade = 100 - 0 - 0 = 100%

Submission History

All Date times are displayed in Central Standard Time. Red submission date times indicate late work.

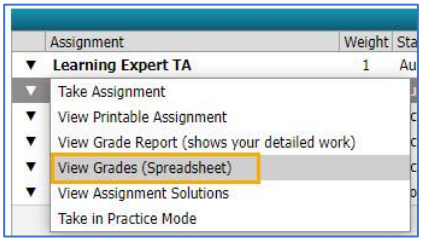
	Date	Time	Answer	Hints	Feedback
1	Nov 10, 2021	9:41 AM	*cells/hummingbird* = 1000000000000 *cells/hummingbird* = 1E+12		

When you are finished with the grade report, click on ***Class Management*** in the upper left-hand corner to return to the ***Class Management*** screen.

View Grades (Spreadsheet)

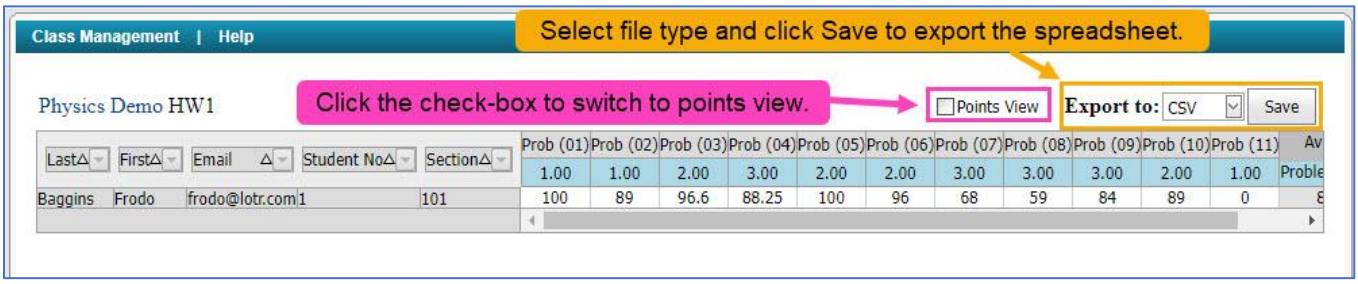
Grades for an assignment can also be viewed in a spreadsheet. To view your grades in a spreadsheet form, click on the assignment and then select View Grades (Spreadsheet), as seen in **Figure 65**.

Figure 65: Select View Grades (Spreadsheet)



In the next screen, you can see your grade percentages for each problem and problem part (**Figure 66**). This view can be changed from percentage to points view by clicking on the check-box next to ***Points View***. The spreadsheet can also be exported to another program, like Excel or Adobe, by selecting the file type from the drop-down menu and then clicking the ***Save*** button.

Figure 66: Assignment Grade Spreadsheet Example

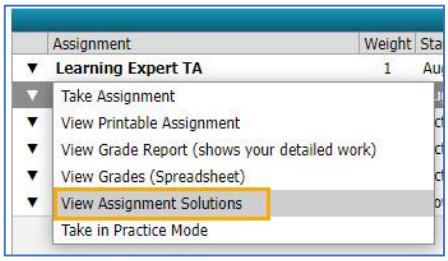


When you are finished with the assignment grade spreadsheet, click on ***Class Management*** in the upper left-hand corner of the screen to return to the ***Class Management*** screen.

View Assignment Solutions

To access the solutions to an assignment, click on the assignment and select View Assignment Solutions (**Figure 67**).

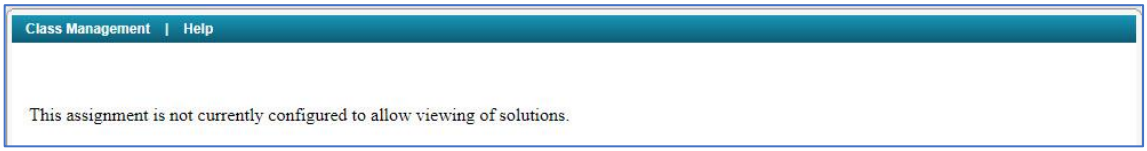
Figure 67: Select View Assignment Solutions



Note: This may or may not be available based on your instructor's settings for the assignment.

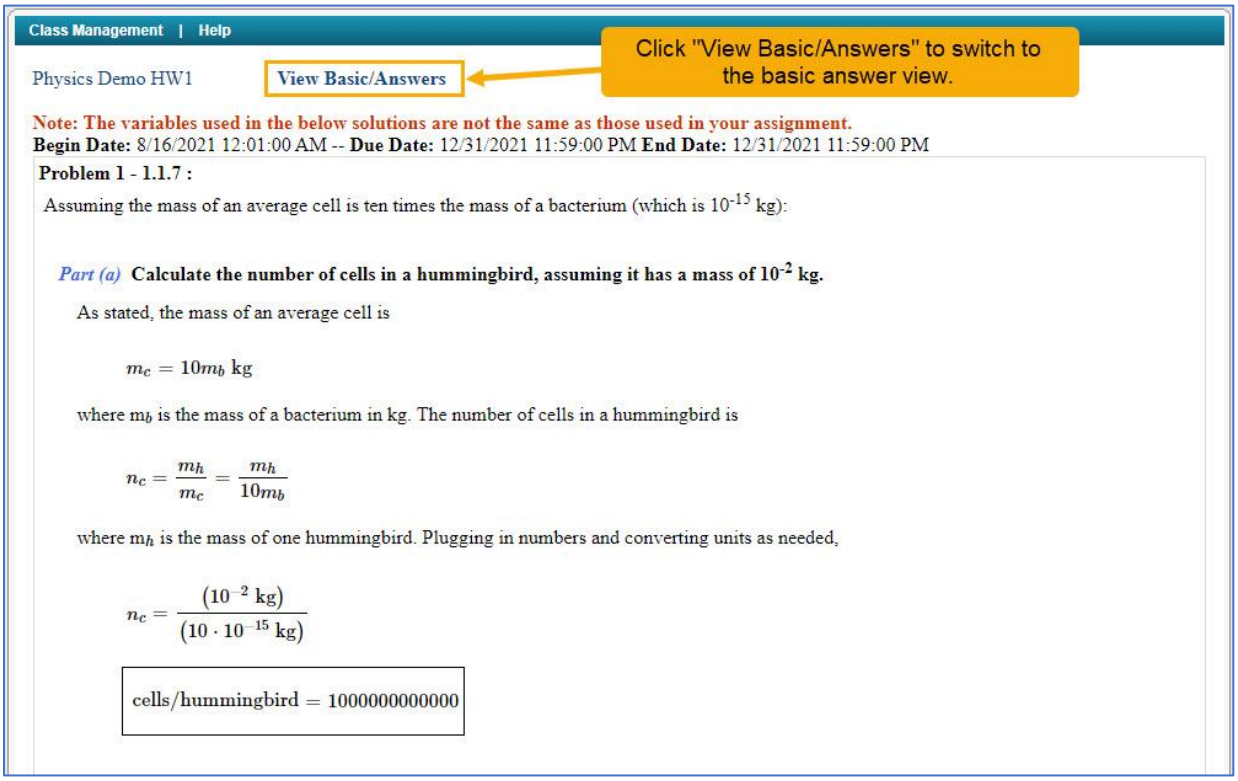
If the instructor has not enabled ***View Assignment Solutions*** for this assignment, you will see a new screen with a warning "This assignment is not currently configured to allow viewing of solutions" (**Figure 68**). Click on ***Class Management*** in the upper left-hand corner to exit this screen and return to the ***Class Management*** screen.

Figure 68: View Assignment Solutions Not Enabled



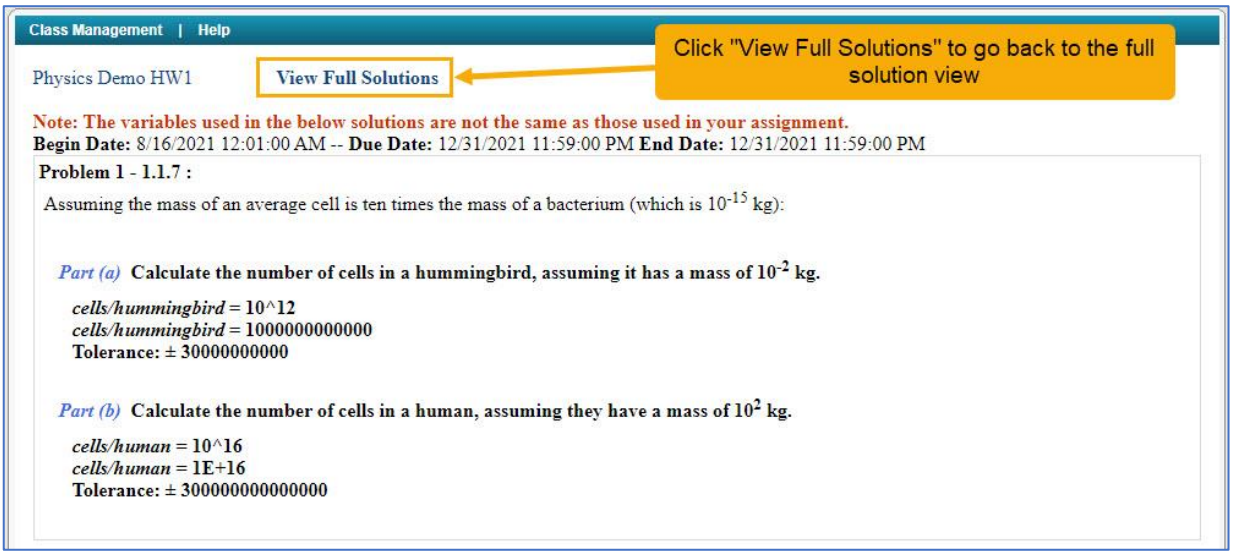
If your instructor has enabled ***View Assignment Solutions*** for this assignment, you will see a new screen with the full solution worked out step by step (**Figure 69**). If the question has a random variable, the problem will use a different random variable than you received in your assignment and the answer will be slightly different as a result. A basic answer view is available by clicking on ***View Basic/Answers***.

Figure 69: Full Solution View



The basic answer view shows the answer to the question without the detailed step by step (Figure 70). To switch back to the full solution, click on ***View Full Solution***.

Figure 70: Basic Answer View



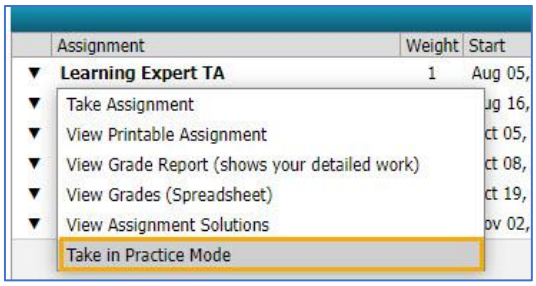
To exit from either basic answer or full solution view, click on ***Class Management*** in the upper left-hand corner and you will be returned to the ***Class Management*** screen.

Take in Practice Mode

Take in Practice Mode can be accessed by clicking on the assignment and selecting ***Take in Practice Mode*** from the menu (Figure 71).

Note: Your instructor may or may not have enabled this feature for one or more of your class assignments.

Figure 71: Select Take in Practice Mode

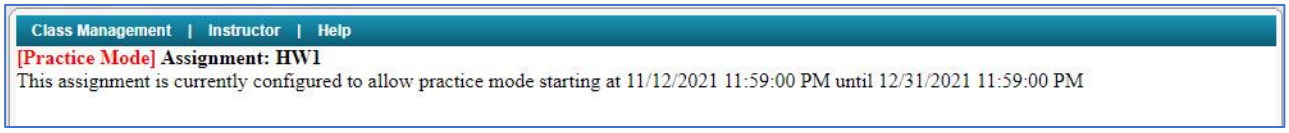


If ***Take in Practice Mode*** was not enabled for the assignment, you will see a message like the one in (Figure 72).

Figure 72: Practice Mode is not enabled

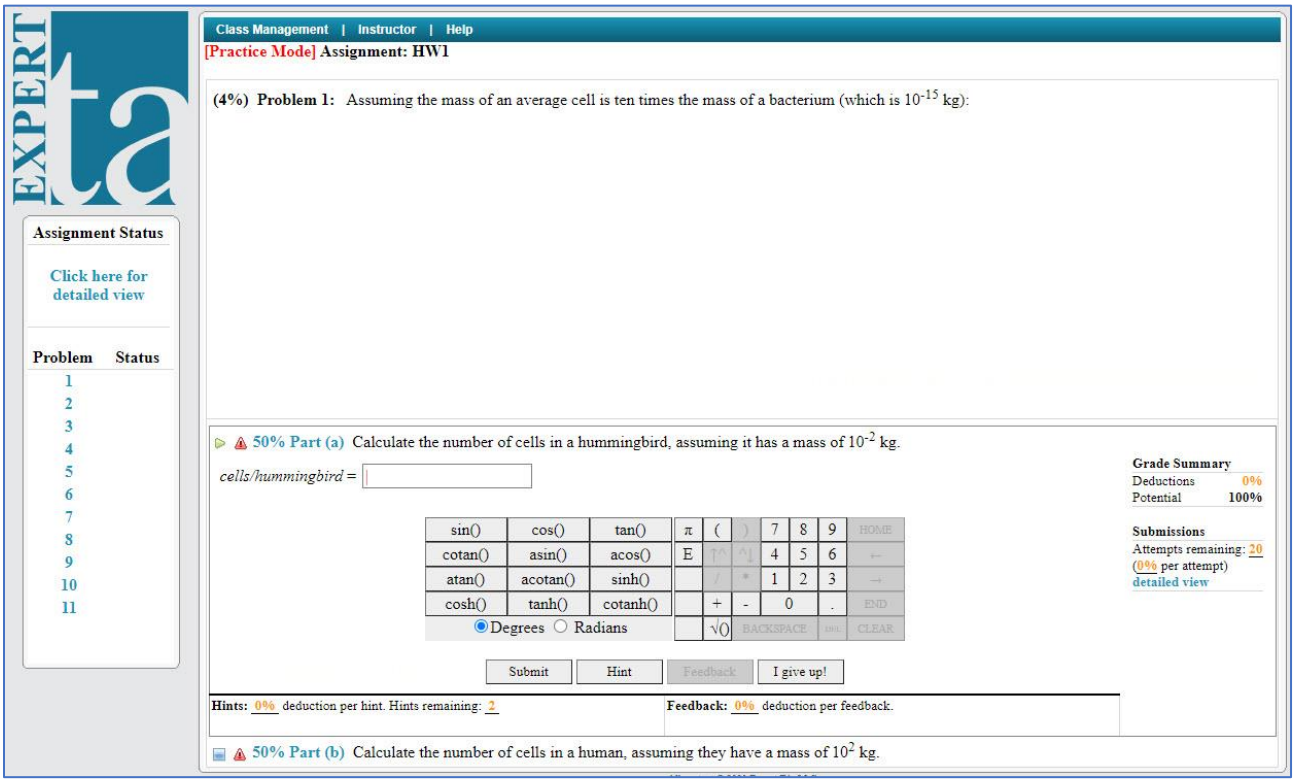
If ***Take in Practice Mode*** is enabled but is accessed before the start date or after the end date configured by your instructor, you will receive a message like the one in (Figure 73). Practice mode is only available during the timeframe set by your instructor.

Figure 73: Practice Mode start date and end date



If ***Take in Practice Mode*** is enabled and it is accessed during the timeframe set by your instructor, you will see your assignment with **Practice Mode** in red in the upper left-hand corner (**Figure 74**). Practice mode functions exactly like your regular assignment, except that it does not count toward or against your actual grade, and you can take it as many times as you like during the designated timeframe set by your instructor.

Figure 74: Practice Mode Assignment

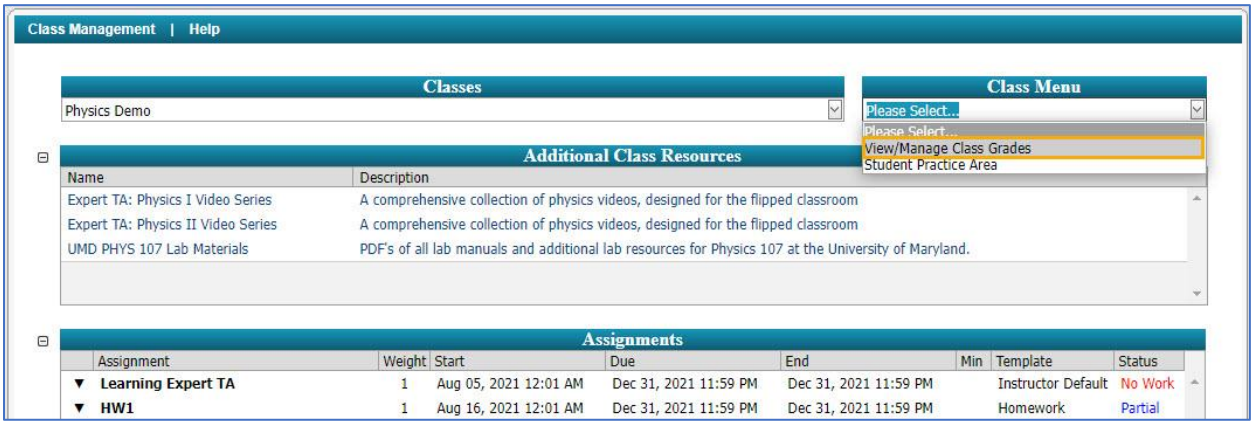


To exit practice mode, click on ***Class Management*** in the upper left-hand corner to return to the ***Class Management*** screen.

View/Manage Class Grades

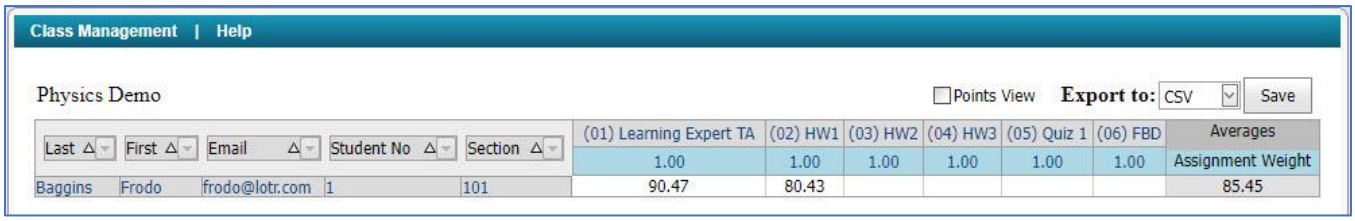
You can view your class grades by clicking on the ***Class Menu*** drop-down on the ***Class Management*** screen and selecting ***View/Manage Class Grades*** (**Figure 75**).

Figure 75: Select View/Manage Class Grades



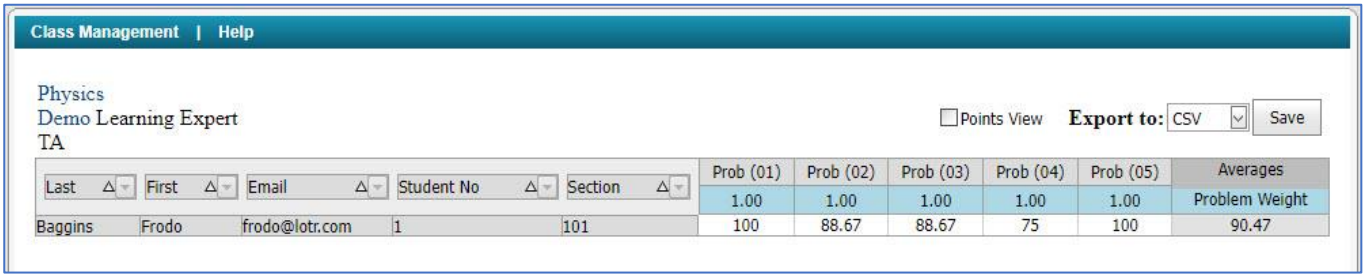
On the next screen, you will see your class grades (Figure 76). The assignment names in blue at the top.

Figure 76: View Class Grades



You can click on the assignment names to view your grades for each individual problem and problem part in that assignment, just like View Grade Report (shows your detailed work), see Figure 77.

Figure 77: View Assignment Grades

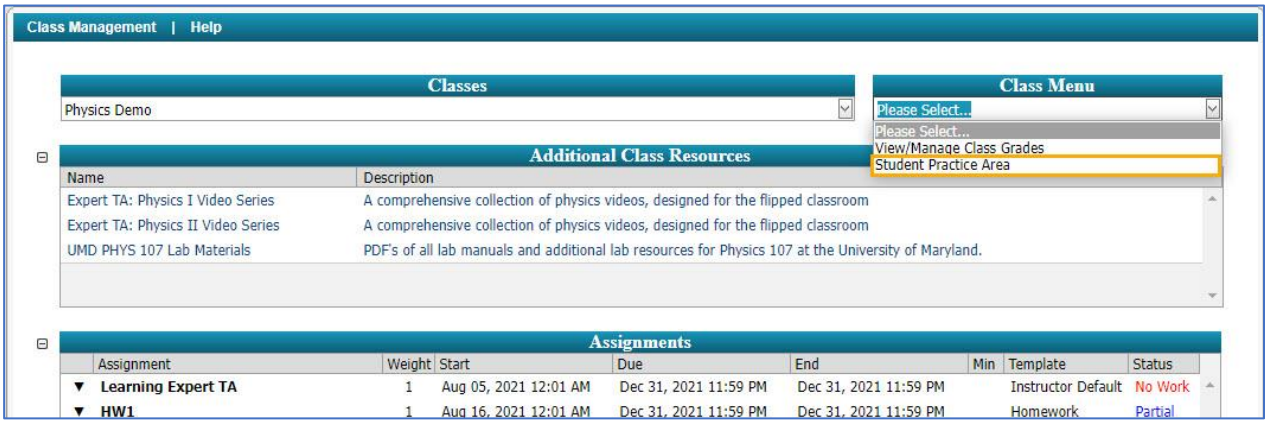


Both the ***Class Grades*** and ***Assignment Grades*** can be exported by choosing the format from the drop-down next to ***Export To*** and clicking the ***Save*** button. Both ***Class Grades*** and ***Assignment Grades*** can be changed from a percentage view to ***Points View*** by clicking on the checkbox next to ***Points View***. To exit either ***Class Grades*** or ***Assignment Grades*** view, click on ***Class Management*** in the upper left-hand corner to return to the ***Class Management*** screen.

Student Practice Area

The ***Student Practice Area*** is set up for physics students only and allows for extra practice of difficult problems and concepts. To access the ***Student Practice Area***, click on the ***Class Menu*** drop-down on the ***Class Management*** screen and select ***Student Practice Area***, Figure 78.

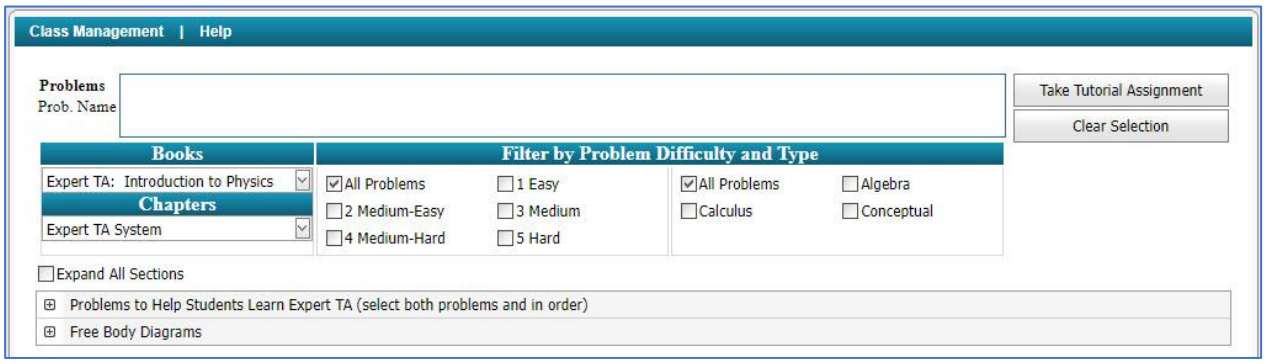
Figure 78: Select Student Practice Area



Note: The ***Student Practice Area*** is only configured for physics. For other subjects, see **Take in Practice Mode** for additional practice when available.

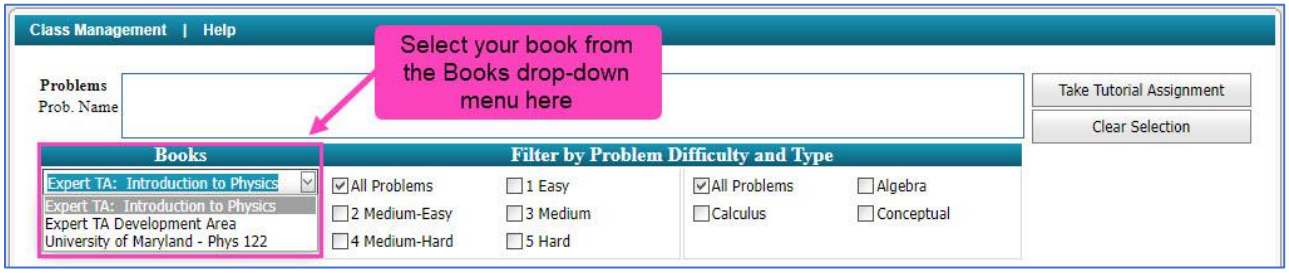
The next screen you will see looks like **Figure 79**.

Figure 79: Student Practice Area



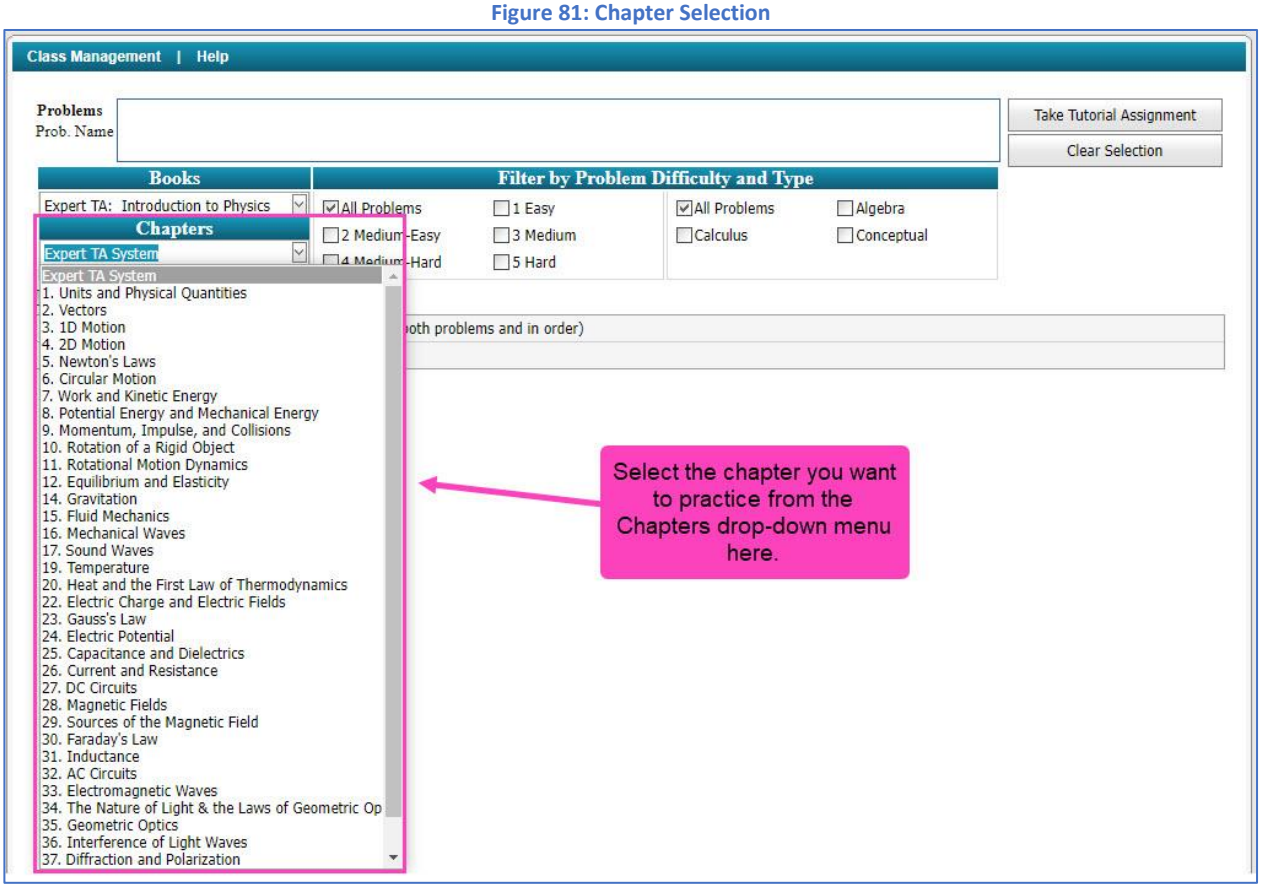
The ***Expert TA: Introduction to Physics book*** will already be selected for you, but if another book is available, you can select it by opening the drop-down menu under ***Books***, **Figure 80**.

Figure 80: Book Selection



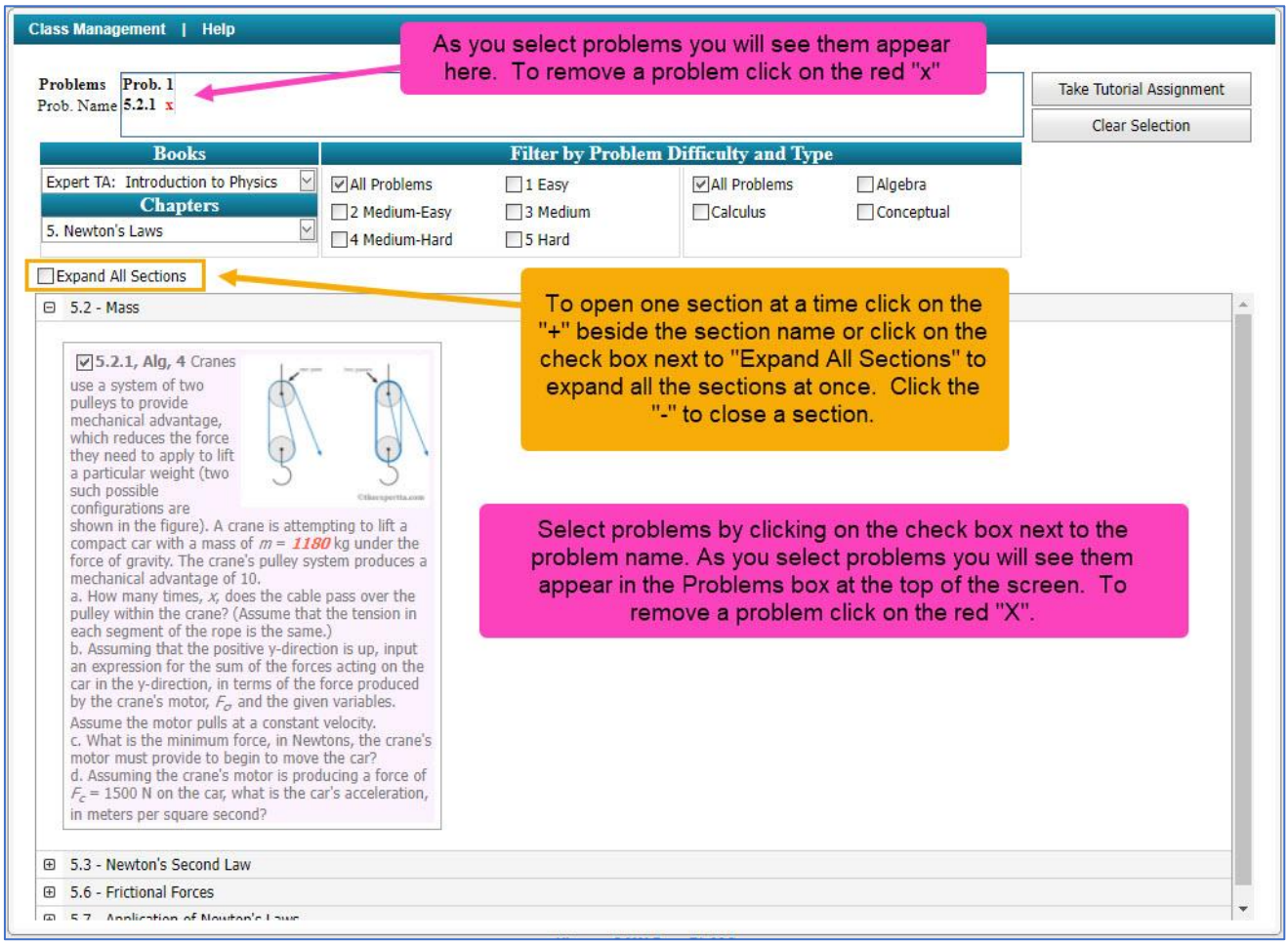
Next, select the chapter you want to practice with by clicking the down-arrow under ***Chapters***, **Figure 81**.

Figure 81: Chapter Selection



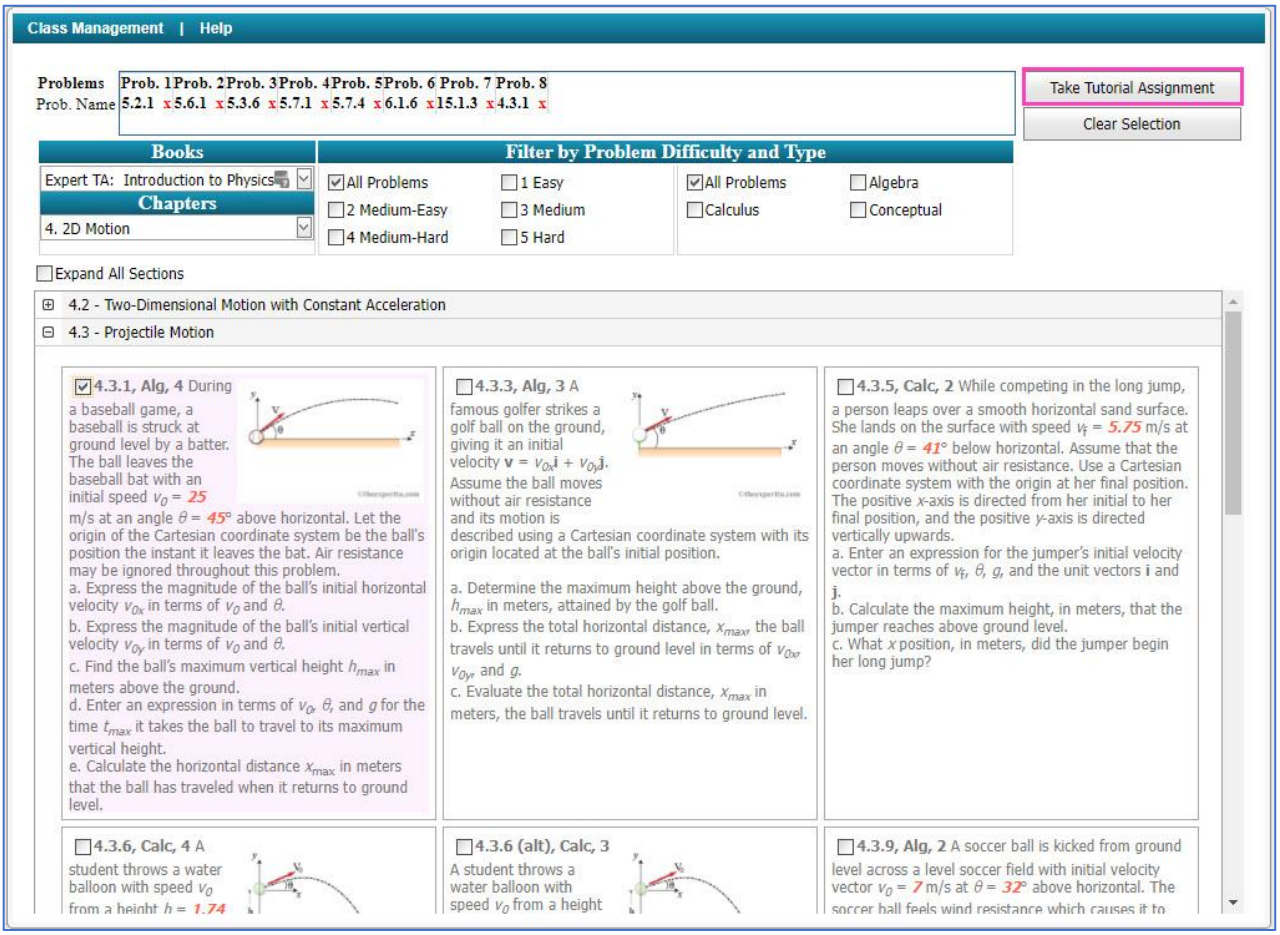
After selecting the chapter, you can select the problems you want to practice with, **Figure 82**. Click ⊞ to expand the sections or clicking on the check box next to ***Expand All Sections*** to expand all the sections at once. Click on ⊟ to collapse a section or uncheck the Expand All Sections box to collapse all sections at once. To select a problem, click on the check box next to the problem name. As problems are selected for practice, they will appear in the ***Problems*** box near the top of the ***Student Practice Area*** screen. Problems can be removed from the ***Problems*** box by clicking the ❌ next to the problem name.

Figure 82: Expand Sections to Select Problems for Practice



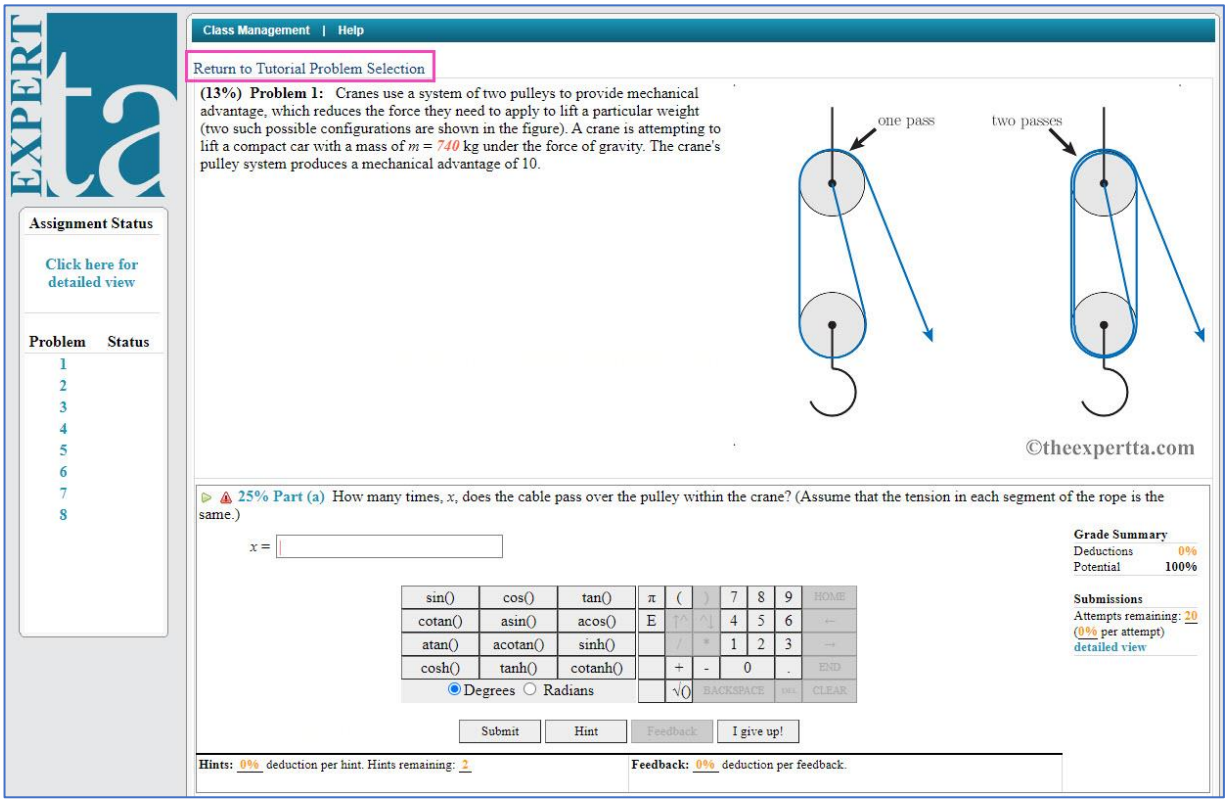
You can add as many problems to your practice assignment as you like, and you can choose problems from multiple chapters as well. When you've finished adding problems to your practice assignment, click on Take Tutorial Assignment to start your practice assignment, **Figure 83**.

Figure 83: Select Take Tutorial Assignment



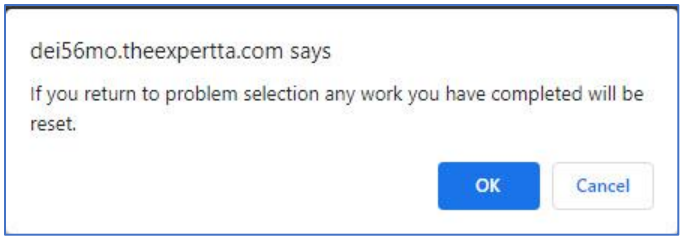
The practice assignment functions just like the assignments in your class. When you are finished with your practice assignment, click on ***Return to Tutorial Problem Selection*** to return to the ***Student Practice Area*** screen, Figure 84.

Figure 84: Practice Assignment



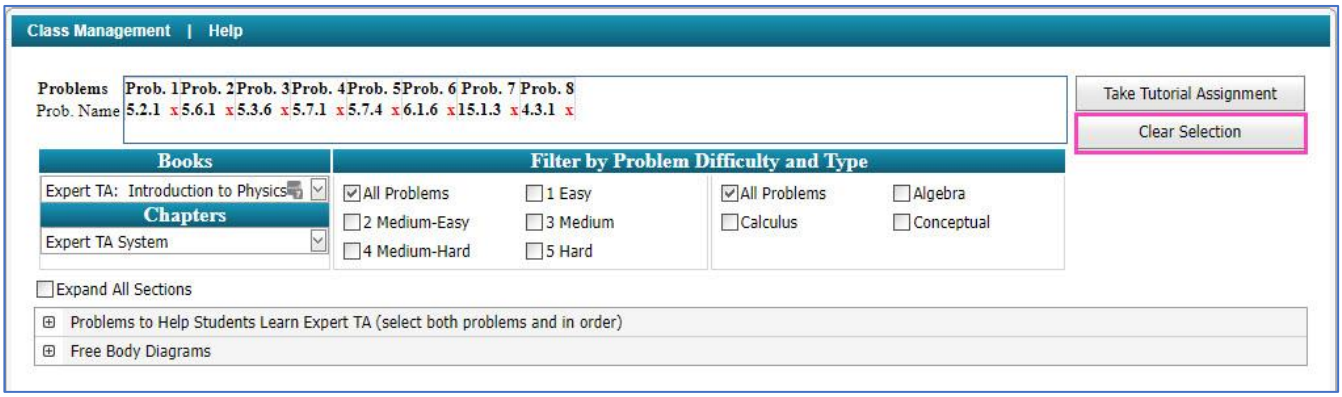
After clicking on ***Return to Tutorial Problem Selection***, you will receive a warning message advising you that any work you have completed will be reset, Figure 85. Click ***OK*** to continue back to the problem selection or click ***Cancel*** to continue working on your practice assignment.

Figure 85: Return to Tutorial Problem Selection Warning Message



From here (Figure 86) you can retake the same assignment again, you can change the assignment by removing or adding problems, or you can clear all problems and start from scratch by clicking on ***Clear Selection***. When you are ready to exit the ***Student Practice Area***, click on ***Class Management*** in the upper left-hand corner to return to the ***Class Management*** screen.

Figure 86: Retake Assignment or Edit Assignment



Tips for Using Expert TA with LMS (Canvas, Blackboard, Moodle, D2L, etc.)

Registration and Payment

LMS programs, like Canvas or Blackboard, use links to access Expert TA assignments. If your class uses links to access Expert TA assignments, clicking on your first assignment link will automatically register you for Expert TA. After you click on your first assignment, the first screen you will see is the payment screen. For more information see **Figure 5** in **Step 5: Payment**. After you have completed your payment, you will then be taken to your assignment.

Expert TA is asking you to pay again

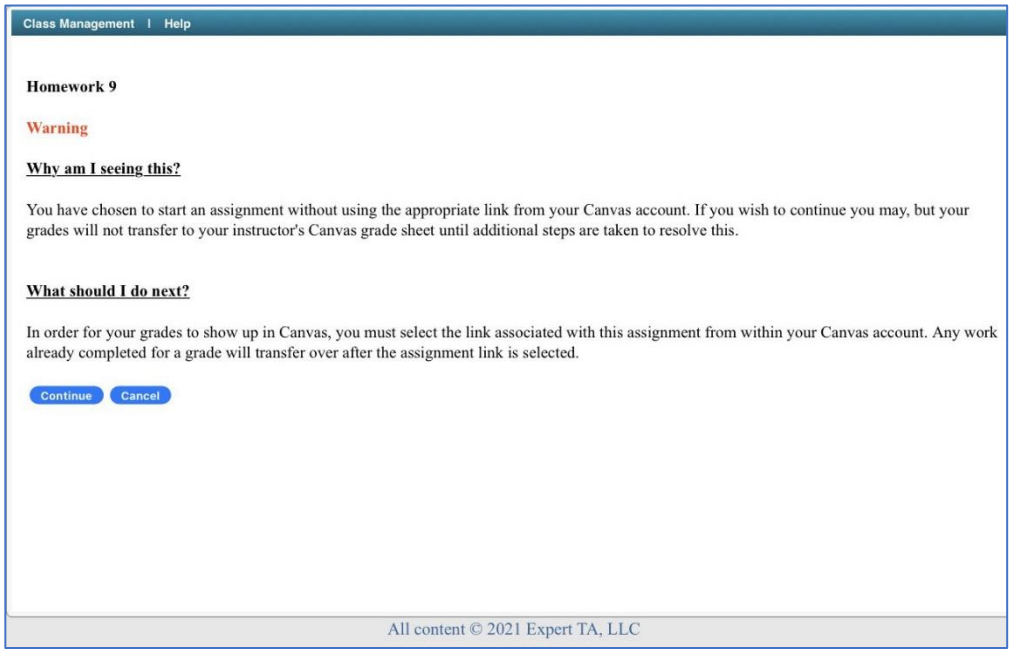
Expert TA relies on the default email in your LMS program. If that default email changes, for any reason, this can cause you to register for Expert TA with another email account. The different email account is why you are being asked to pay for your class again.

Warning: **DO NOT** pay again or do any work before contacting us at support@theexpertta.com . When you contact us, please provide the default email in your LMS program, so that we can resolve this problem for you.

Grade is not syncing up with LMS

It is important to access each assignment with the assignment link in your LMS program. If you complete an assignment and then move on to the next assignment, without clicking the assignment link in your LMS program, you may see a warning like, Figure 87.

Figure 87: LMS Warning



As the message states, you will be able to complete your assignment, but your grades will not sync up with your LMS program automatically. To sync up your grades, click on the assignment link from your LMS program and the grades will begin to sync up within 5-10 minutes. Occasionally, the grade sync process can fail for other reasons, but clicking on the assignment link from your LMS program will initiate the sync process and should resolve the issue.

Note: If you are trying sync your grade and you see a message that your assignment is expired, do not be concerned. The sync process will start even if the assignment has expired.

Other Error Messages

If you encounter any other error message while trying to access your assignment, contact us at support@theexpertta.com and include a screenshot of the error, if possible.