

WebTrack works hand-in-hand with the BookOn technology to collect and consolidate student results on the instructor's desktop. It is a versatile tool that can be used on its own, or in conjunction with other course management systems, such as Blackboard and Moodle. This section provides step-by-step instructions for using WebTrack's popular features.

31	Overview: Streamlining Your Workload	48	Fixing Student Entry Errors
32	Downloading WebTrack to Your PC	49	Deleting a Student
34	Creating a Windows Desktop Shortcut	50	Displaying Charts for Issue Questions
35	Starting WebTrack in Windows	52	Creating, Posting, and Updating Your Online Syllabus
37	Downloading WebTrack to a Mac Hard Disk	53	Creating Annotations
39	Downloading WebTrack to a Mac Flash Drive	54	Backing Up and Maintaining the Student Tracking Database
40	Starting WebTrack on a Mac	56	Archiving and Deleting the Student Tracking Database
41	Creating Instructor Accounts	58	Deleting Instructor WebTrack Accounts
42	Downloading Data from the WebTrack Server	59	Importing Data from Other Programs
43	Consolidating Data from Flash Drives and Floppy Disks	61	Importing CSV Data from WebTrack into Moodle
44	Collecting Student Data via E-mail	62	Using WebTrack as a Gateway
45	Using Filters and Custom Queries to View Student Data	66	Collecting Chirps
47	Exporting Data to Create Customized Reports	67	Polling

OVERVIEW: STREAMLINING YOUR WORKLOAD

IDEALLY, YOU'D HAVE TIME to design courses, maintain office hours, and teach classes, and still have hours left over for grading and maybe a little personal time, too. In reality, grading often gets deferred until the last minute—especially for your really big classes. However, instructors who use the *New Perspectives on Computer Concepts* textbook receive a built-in teaching assistant to help with grading. The unique WebTrack system makes grading a snap.

WebTrack is application software that takes advantage of Internet technology to collect and transport data pertaining to students' progress. When students complete practice tests, labs, and other activities in the BookOnCD or other BookOn product, the results are stored in a Tracking file. These results can then be directly uploaded to the WebTrack server, where they are held until you download them.

WebTrack data is stored locally, so it can be managed in a way that's most convenient for you. Store it on your computer's hard disk—a great solution if you have a notebook computer that you carry to work and classes. Another option is to store tracking data on a USB flash drive that you can simply plug into any computer at home, at work, in the lab, or in the classroom. As an added bonus, WebTrack works on Macs, as well as on PCs.

The WebTrack system is designed with security in mind. Student data is encrypted, an instructor password is required to view data, and the WebTrack servers are redundant in case of Internet outages. However, no system is infallible, so instructors should take precautions to secure and guard their tracking data.

TIP Download your data periodically, rather than waiting for the end of the semester so you don't have to wait for huge downloads.

TIP Your data is stored locally. Make backups in case your hard drive fails or you lose the flash drive containing student data.



TIP If you're storing student data on a flash drive, consider one with encryption in case the drive is lost.

TIP Select a strong password to prevent savvy students from hacking into files or accessing data from an unattended office computer.

TIP If you forget your password, you can contact the WebTrack system administrator at support@mediatechnics.net.

DOWNLOADING WEBTRACK TO YOUR PC

WEBTRACK ALLOWS YOU TO collect, consolidate, and view student results from quizzes and tests completed in the digital textbooks offered by BookOnCD and other BookOn products. It also allows you to designate a URL for your syllabus and add annotations to pages your students read in their digital textbooks.

WebTrack is a portable application; no installation is necessary. It is available for download at www.mediatechnics.net/webtrackiii/instructor.htm and can be used on a PC or Mac.

WebTrack is distributed as a zip file, which you can open and unzip to a folder that you designate

on a flash drive or your computer's hard disk. By loading WebTrack and your student data on a flash drive, you can carry the files to your office, home, classroom, or school lab.

TIP If WebTrack is already installed on your computer and you switch to a new edition of the textbook, check the Updates tab on your WebTrack main screen to find out if you need to download a WebTrack update.

Follow the instructions below and on the next page if you're downloading WebTrack to a PC. If you're using a Mac, go to pages 37–39.

▶ CLICK TO PLAY

1. If you are downloading to a flash drive, first plug it into a USB port and close the AutoPlay dialog box if it is displayed. Then open any browser and enter the URL of the WebTrack Instructor Web page.

2. Scroll down the page and click the download link.

3. Click the Open button when the File Download dialog box is displayed.

4. Click the Allow button if Internet Explorer Security displays this warning message. Wait until the download is complete, then follow the instructions on the next page to unzip the files.

Internet Explorer Security

A website wants to open web content using this program on your computer

This program will open outside of Protected mode. Internet Explorer's Protected mode helps protect your computer. If you do not trust this website, do not open this program.

Name: **Windows Explorer**
 Publisher: **Microsoft Windows**

Do not show me the warning for this program again

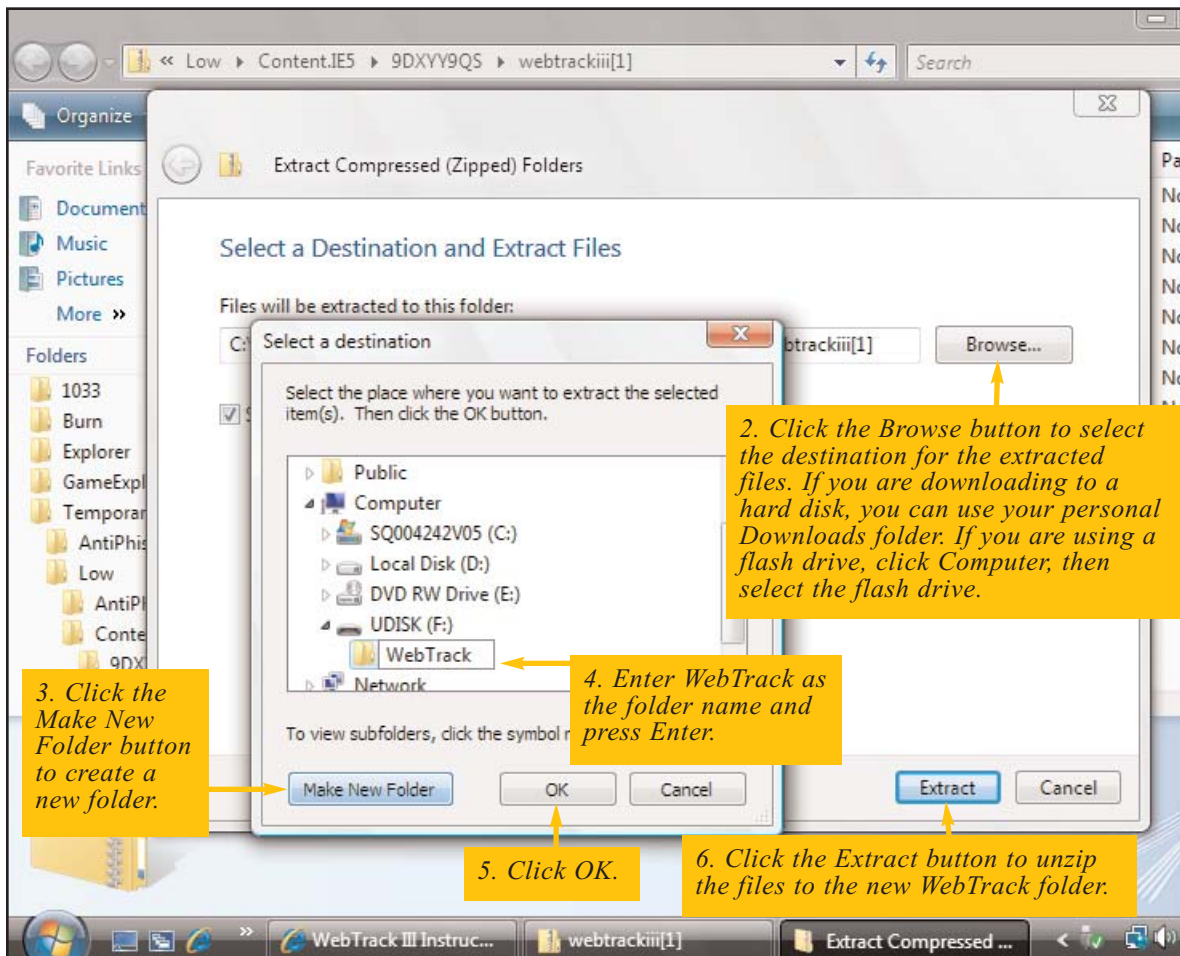
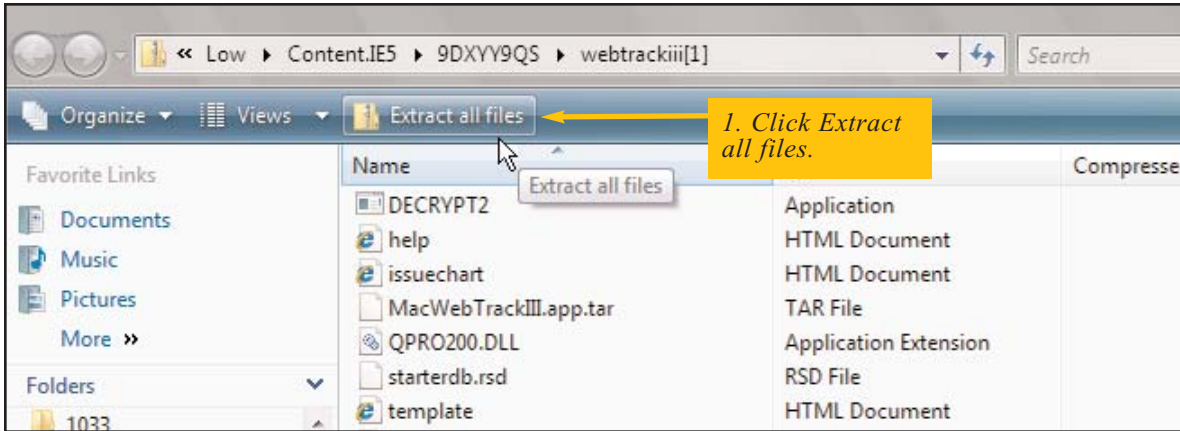
Details Allow Don't allow

TG011 © Media Technics

DOWNLOADING WEBTRACK TO YOUR PC (CONTINUED)

ONCE THE WEBTRACK ZIP FILE is downloaded, you should extract its contents and store them in a WebTrack folder that you create on your hard disk or flash drive. The instructions below walk you through the steps involved. To complete the setup process, you can create a desktop shortcut for WebTrack by following the instructions on the next page.

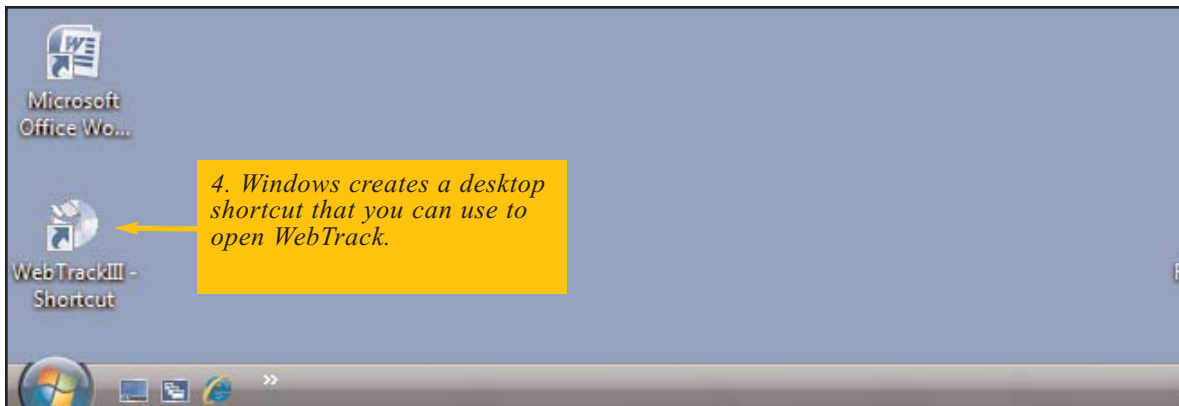
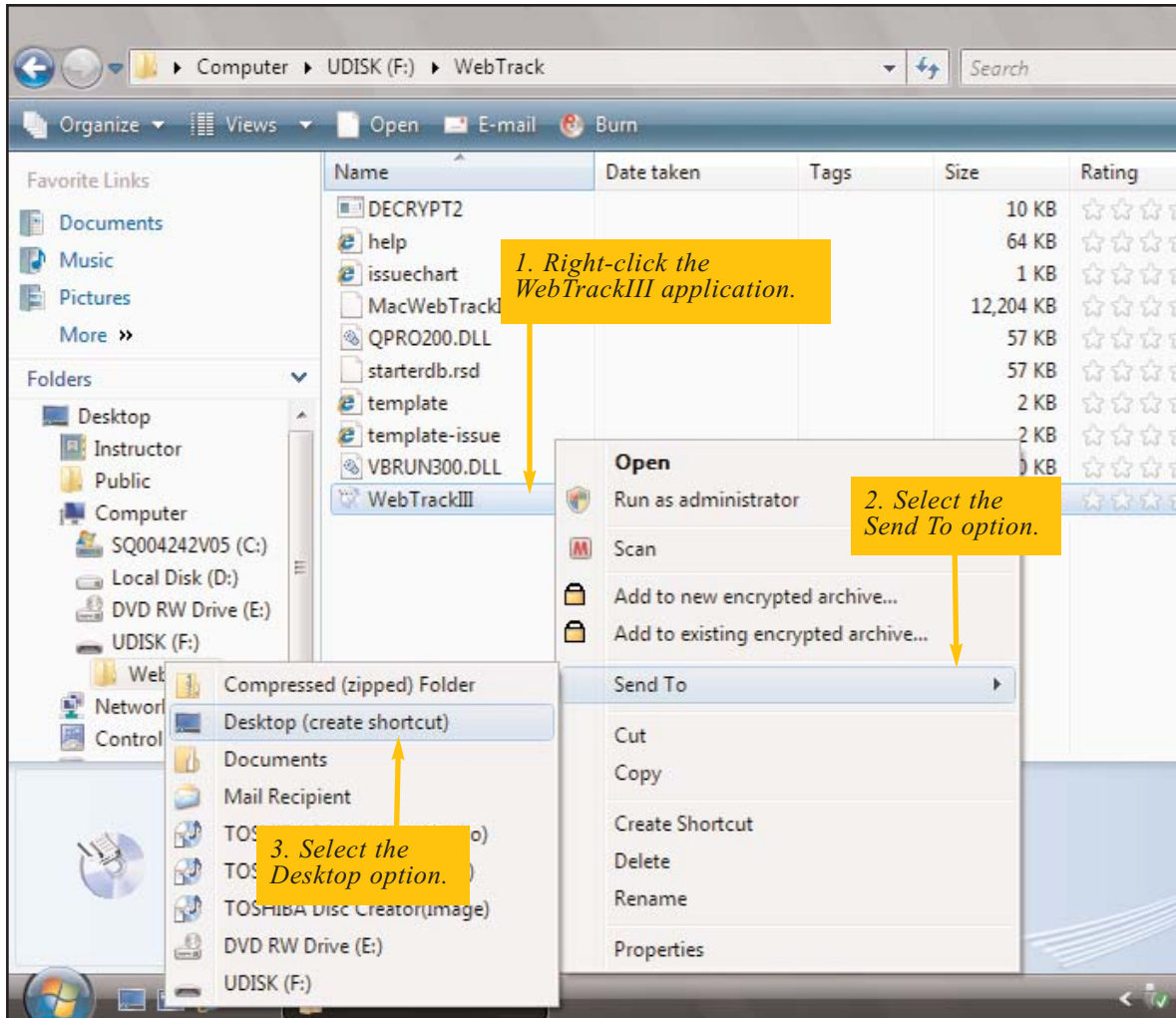
▶ CLICK TO PLAY



CREATING A WINDOWS DESKTOP SHORTCUT

THE EXTRACT OPERATION DISPLAYS a list of all the files in your new WebTrack folder. While the files are displayed, you can create a desktop shortcut to make WebTrack more easily accessible. Follow the steps below.

▶ CLICK TO PLAY



STARTING WEBTRACK IN WINDOWS

ONCE YOU HAVE DOWNLOADED the WebTrack files and extracted them to a designated folder, you can start WebTrack at any time. Starting WebTrack is easiest if you've set up a WebTrack icon as a desktop shortcut. Simply double-click the WebTrackIII icon, and the WebTrack Log In screen appears.

If you don't have a WebTrack desktop shortcut, the procedure for starting WebTrack depends on your version of Windows and whether WebTrack is stored on a flash drive or hard disk. The instructions below are for starting WebTrack from a flash drive using Windows Vista. The next page explains how to run WebTrack from a hard disk.

▶ CLICK TO PLAY

1. After you plug in the flash drive, typically the AutoPlay dialog box is displayed. Click this option to view the WebTrack folder.

2. Double-click the WebTrack folder.

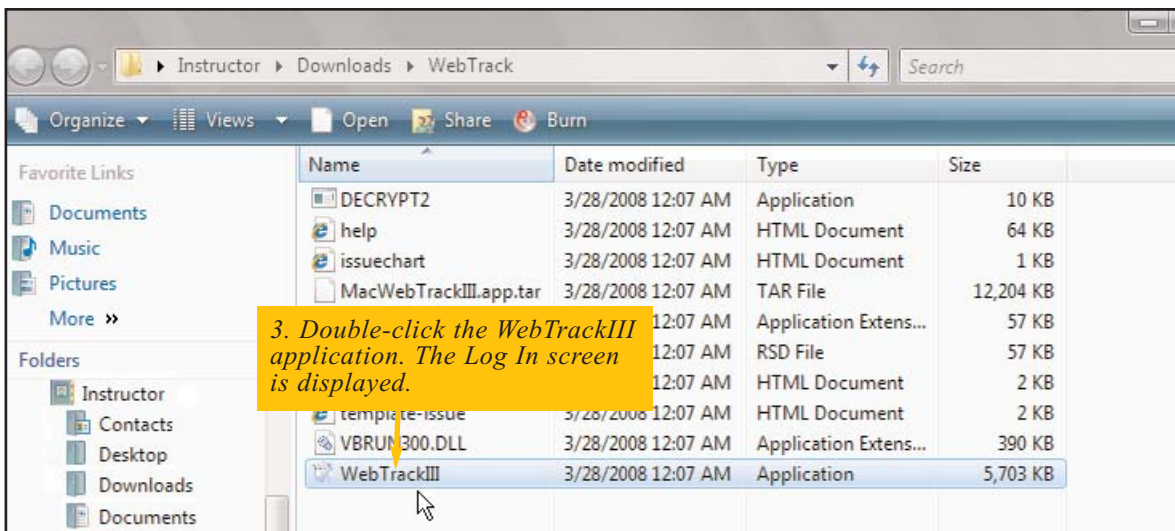
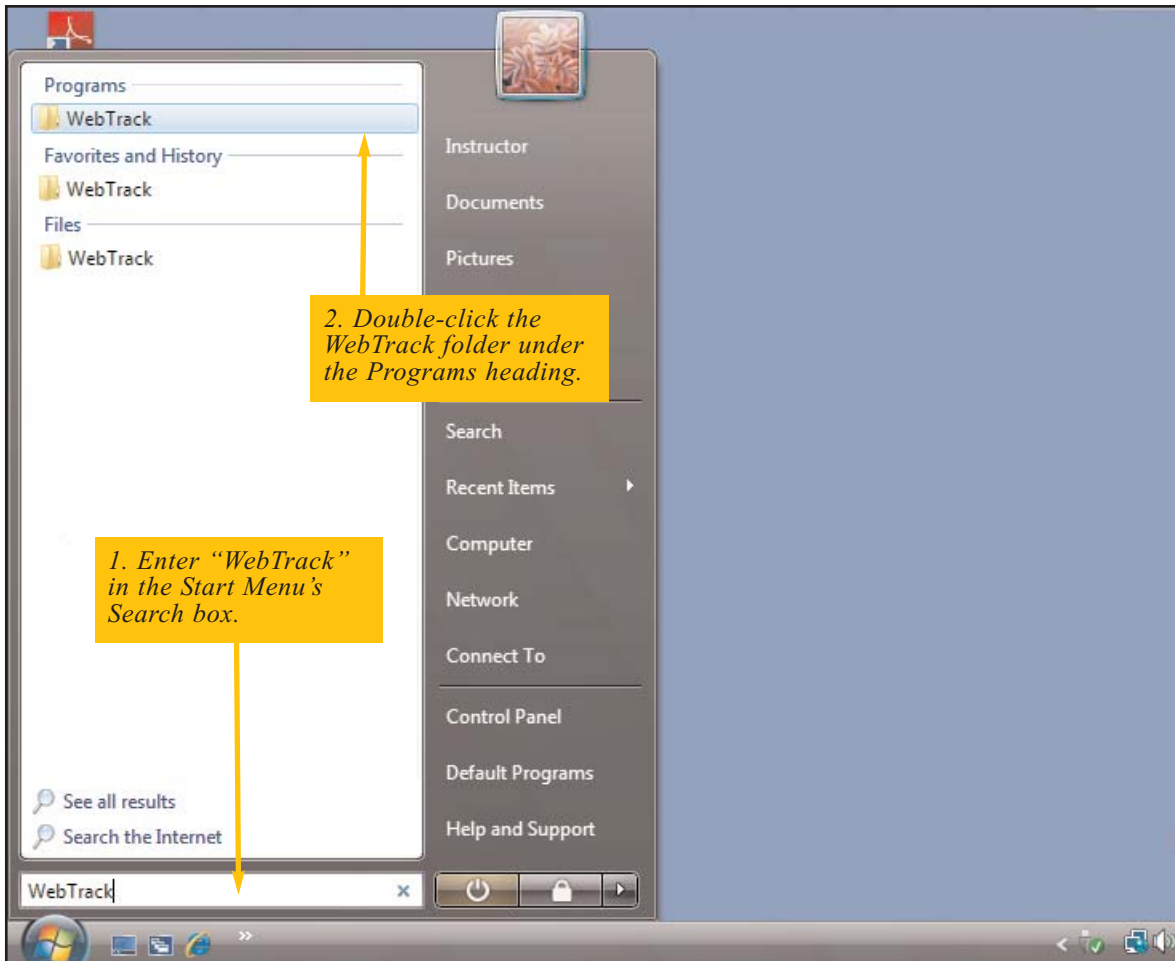
3. Double-click the WebTrackIII application. The Log In screen appears.

Name	Date taken	Tags	Size	Rating
DECRYPT2			10 KB	☆
help			64 KB	☆
issuechart			1 KB	☆
MacWebTrackIII.app.tar			12,204 KB	☆
QPRO200.DLL			57 KB	☆
starterdb.rsd			57 KB	☆
template			2 KB	☆
template-issue			2 KB	☆
VBRUN300.DLL			390 KB	☆
WebTrackIII			5,703 KB	☆

STARTING WEBTRACK IN WINDOWS (CONTINUED)

IF YOU WANT TO RUN WEBTRACK from a hard disk, follow the steps below.

 **CLICK TO PLAY**

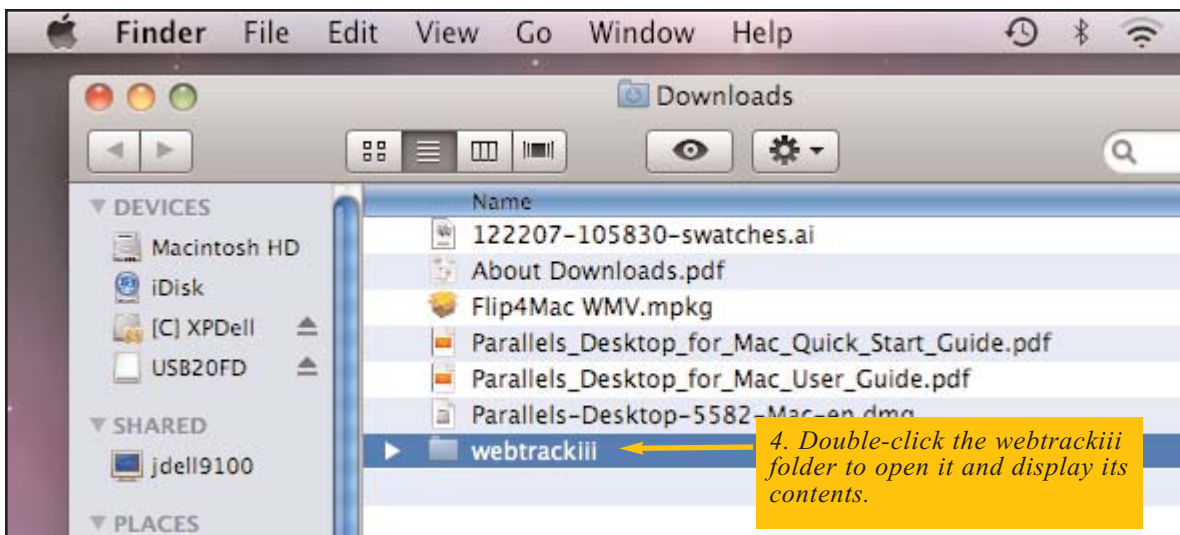
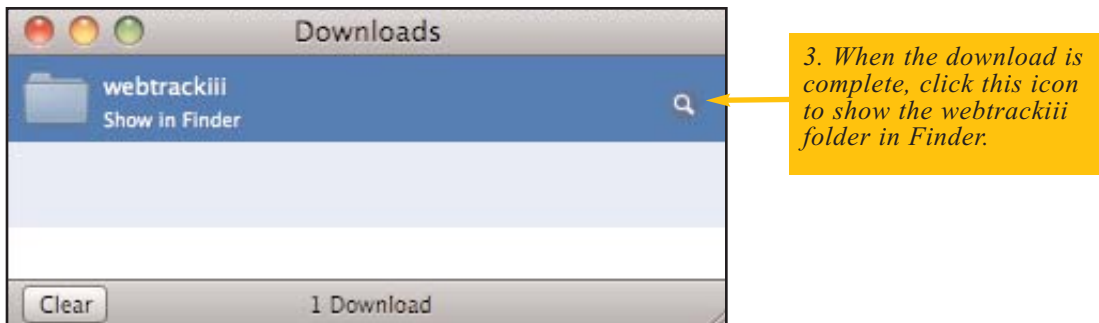
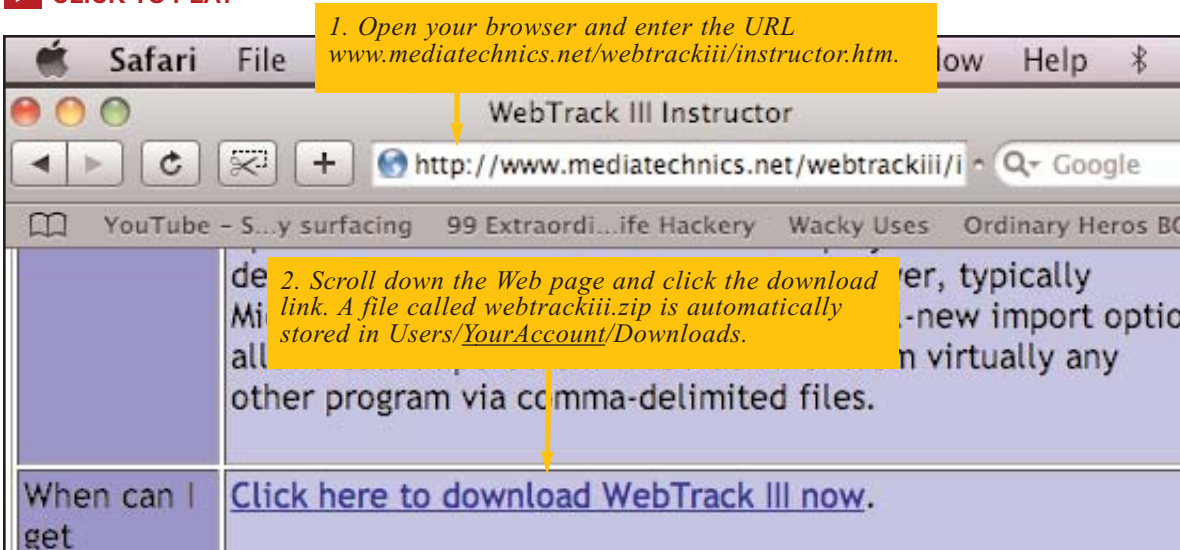


DOWNLOADING WEBTRACK TO A MAC HARD DISK

WEBTRACK WORKS ON MACS, TOO! The Mac version of WebTrack is called MacWebTrackIII. If you put the PC and Mac versions on a flash drive you can use either one.

Follow the instructions below and on the next page to learn how to download WebTrack to a Mac hard disk. For downloading to a flash drive, go to page 39.

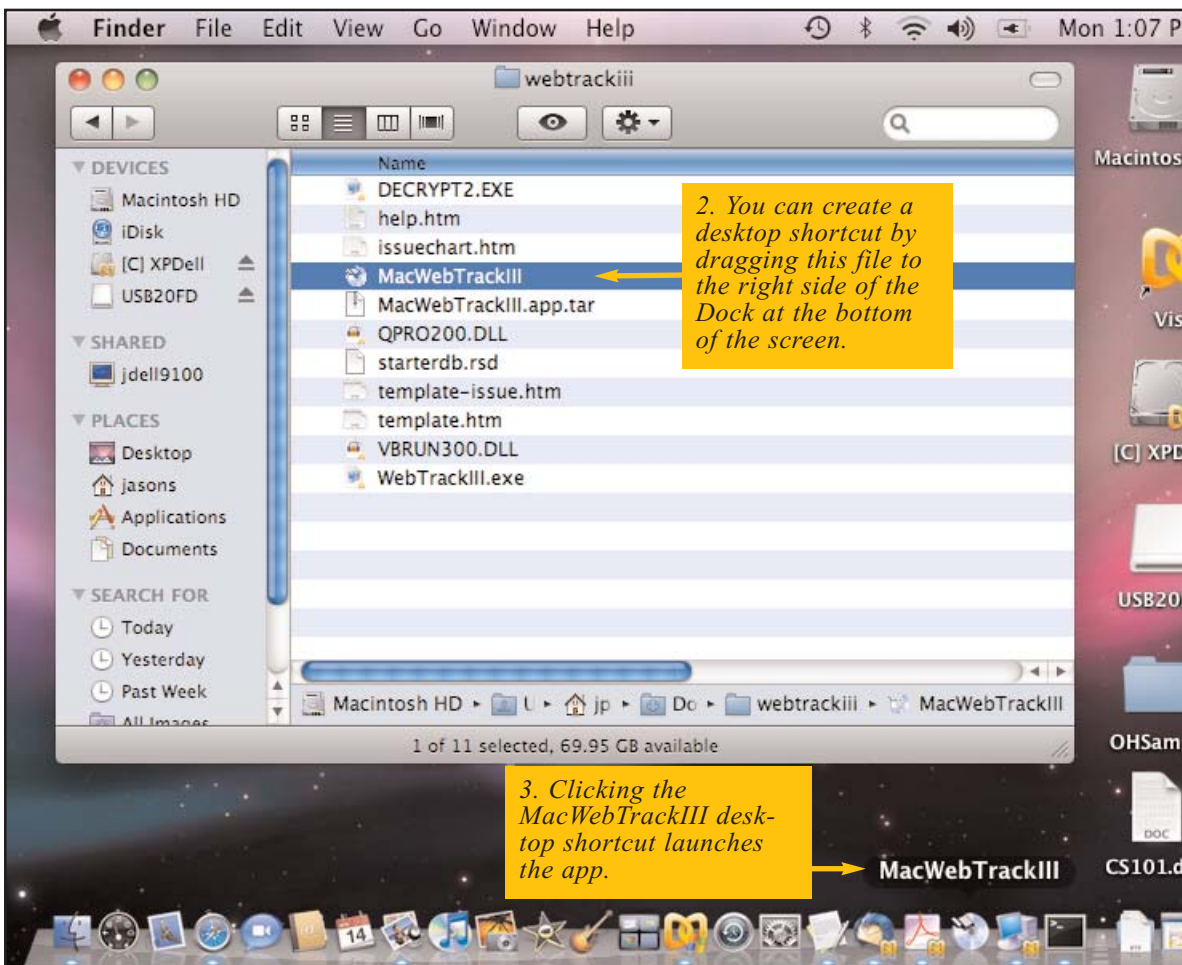
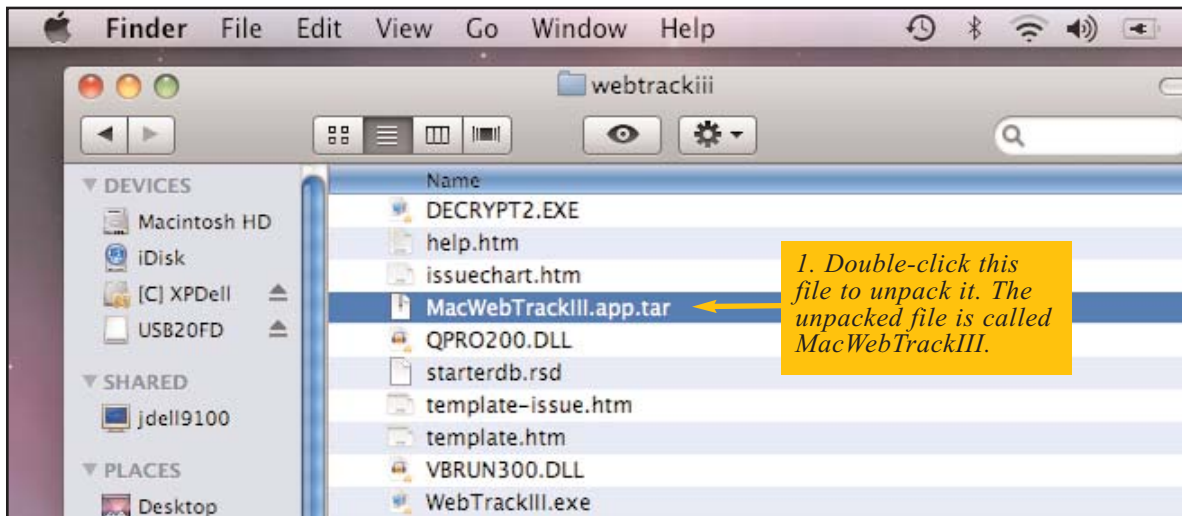
▶ CLICK TO PLAY



DOWNLOADING WEBTRACK TO A MAC HARD DISK (CONTINUED)

THE MAC VERSION of WebTrack is packed, or zipped, into a file called MacWebTrackIII.app.tar. The instructions below show you how to unpack this file and create a desktop shortcut for WebTrack.

 **CLICK TO PLAY**



DOWNLOADING WEBTRACK TO A MAC FLASH DRIVE

IF YOU'RE USING A MAC and you prefer to download WebTrack directly to a flash drive, follow the steps below.

CLICK TO PLAY

1. After plugging your flash drive into a USB port, open your browser and enter the URL of the WebTrack Instructor Web page.

2. Scroll down the Web page and right-click the download link.

3. Select this option.

4. Click this button to select the flash drive in the Where box, and then click the Save button.

5. When the download is complete, click this icon to show the webtrackiii.zip file in Finder.

6. Double-click the zip file to unzip it.

7. Double-click the webtrackiii folder to open it, then double-click the file MacWebTrackIII.app.tar.

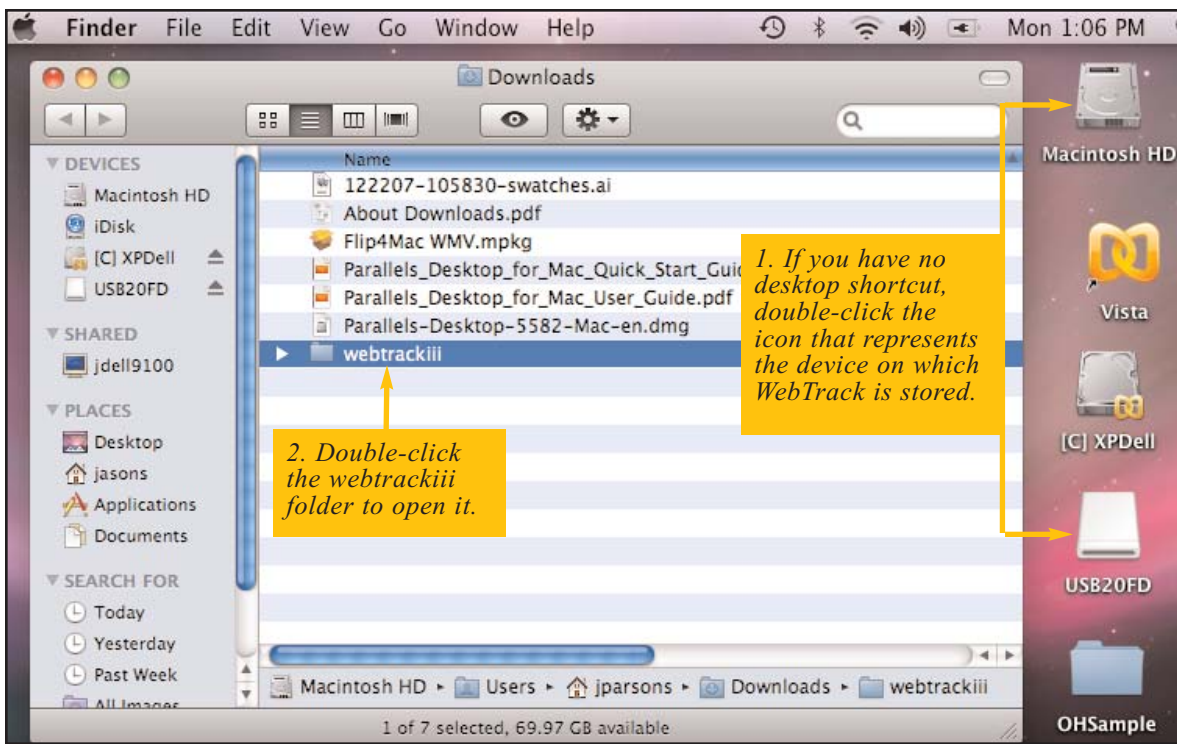
STARTING WEBTRACK ON A MAC

MACWEBTRACKIII IS THE MAC VERSION of WebTrack. If you have set up a desktop shortcut, you can start WebTrack simply by clicking the MacWebTrackIII icon shown in the Dock. Otherwise, open the device that holds WebTrack, locate the WebTrackIII folder and then double-click the MacWebTrackIII application as shown below.

▶ CLICK TO PLAY

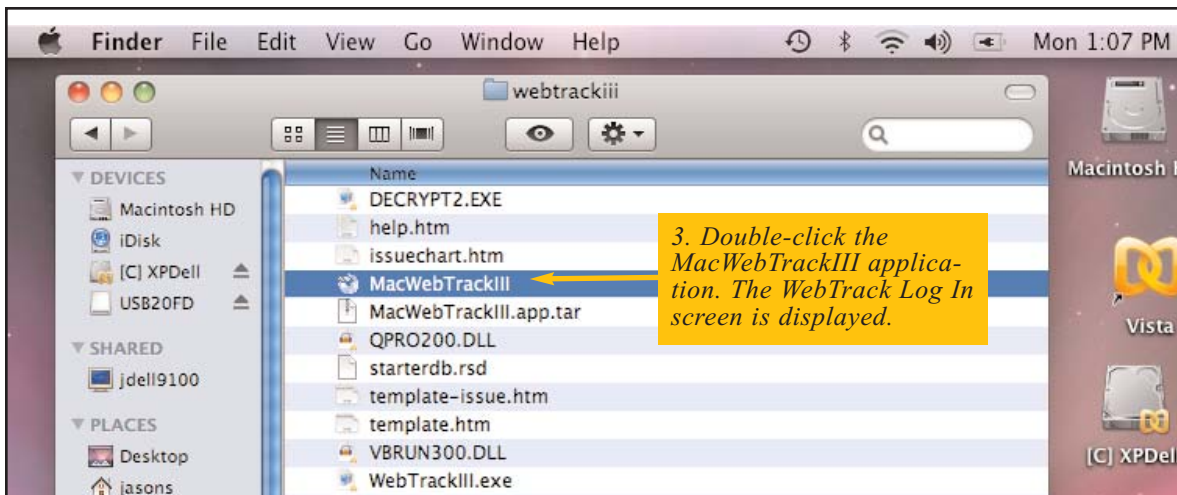


If you have a MacWebTrackIII shortcut on the Dock, simply click it to start WebTrack.



1. If you have no desktop shortcut, double-click the icon that represents the device on which WebTrack is stored.

2. Double-click the webtrackiii folder to open it.



3. Double-click the MacWebTrackIII application. The WebTrack Log In screen is displayed.

CREATING INSTRUCTOR ACCOUNTS

YOUR STUDENTS' DATA IS STORED on the WebTrack server until you download it. To access the data, you should create a WebTrack account by designating an instructor ID and password.

It is recommended that you use your e-mail address as your instructor ID and select a strong password.

Your WebTrack account remains active until you delete it, so you don't need to create a new account if you have an account from a previous semester or an older version of WebTrack.

If you have multiple course sections you can collect them in a single account and then use WebTrack filtering options to view the data on a class-by-class basis.

If you would like to keep the data from multiple sessions separate, create an instructor account for each section. For example, If you want to take advantage of WebTrack's online syllabus feature and you want a separate syllabus for each course section, you should create a different instructor ID for each course section and have multiple accounts residing in the same WebTrack folder. Each instructor ID is then associated with a database containing an online syllabus and data for a specific course section. To find out about creating and posting an online syllabus, refer to page 48.

▶ CLICK TO PLAY

The screenshot shows a Windows desktop with a 'WebTrackIII - Shortcut' icon. A yellow callout box points to it with the instruction: '1. In Windows, start WebTrack by double-clicking the desktop shortcut. If you're using a Mac, click the MacWebTrackIII icon in the Dock.' The WebTrackIII Log In window is open, showing the title 'WebTrackIII Log In' and the main heading 'WebTrackIII'. Below the heading are two input fields: 'WebTrack Instructor ID:' containing 'instructor@college.edu' and 'Password:' containing '*****'. There are 'Cancel' and 'Log In' buttons. A yellow callout box points to the ID field: '2. Enter your e-mail address as your WebTrack instructor ID when the Log In screen is displayed.' Another yellow callout box points to the password field: '3. Enter your password. Mac users accessing WebTrack from a flash drive should make sure the flash drive check box contains a check mark.' A yellow callout box points to the 'Log In' button: '4. Click the Log In button.' At the bottom of the window, there is a link for 'WebTrackIII Online Help', a copyright notice 'Copyright © 2007 by MediaTechnics Corporation', and 'Release Version: 1.5'. A yellow callout box points to the help link: 'Click this link for online help.' The bottom right corner of the screenshot has a vertical copyright notice: 'TG020 © MediaTechnics'.

TIP WebTrack allows multiple instructor accounts on the same computer. If you are sharing a computer with other instructors, you should have your own WebTrack folder in your

personal files. You should also have a unique instructor ID. The database associated with each account is assigned a name based on the instructor ID.

DOWNLOADING DATA FROM THE WEBTRACK SERVER

GETTING STUDENT RESULTS IS EASY. just click the WebTrack button and then click OK. WebTrack downloads all the scores posted by your students for interactive exercises included in the digital textbook.

As explained in Section B, students can upload their Tracking files to the WebTrack server using utilities provided with their BookOnCD or other BookOn product. Tracking data can also be e-mailed to you or handed in on flash drives or floppy disks. Refer to the next topics for more details

Tracking data submitted via the Web is temporarily stored on the WebTrack server. After results are downloaded, they are removed from the WebTrack server.

As data is downloaded, it is consolidated into your student database. The process of consolidation omits duplicate results, so even if a student inadvertently posts the same scores more than once, your database will include only one instance of the student's data.

TIP **Download your student data frequently,** rather than waiting until the end of the semester. Over the course of a semester, students can post lots of data, which can require substantial time to download, especially over a slow Internet connection.

CLICK TO PLAY

The screenshot shows the WebTrack software interface. At the top, there are menu options: File, Tools, Help. Below that, there are tabs: Tracking Data, Syllabus and Annotation Links, Issues, Custom Queries, Updates. The main area displays the database path: C:\Users\Madison Cole\Downloads\WebTrack\instructor@univ.edu.rsd. There are two buttons: 'WebTrack' and 'Local Drive'. To the right, there is an 'Export current data view to:' button set to 'HTML'. Below this is a table with columns: Section, StudentID, Lastname, DateIn, Title. The table contains several rows of data. A yellow callout box with an arrow points to the 'WebTrack' button, containing the text: '1. Click the WebTrack button to download student data from the WebTrack server and consolidate it with other scores.' Below the table, there are buttons for 'Show All', 'Allow Data Editing', and 'Delete Selected Row(s)'. At the bottom, it says 'Records: 1318'. A 'Consolidation complete' dialog box is open in the foreground, showing a summary of consolidated results. A second yellow callout box with an arrow points to the dialog box, containing the text: '2. The Consolidation dialog box indicates how many results were added.' The dialog box shows: 'Consolidation complete', 'Primary Server: 3 new scored results consolidated. No new issue results consolidated.', 'Backup Server: No new scored results consolidated. No new issue results consolidated.', and an 'OK' button.

Section	StudentID	Lastname	DateIn	Title
All	All	All	All	All
CISC 110T	22345342	Bell	07/16/2010	NP Backing Up Your Computer
CISC 110W	22345465	Bradford		NP Benchmarking
	23142536	Brooks		NP Browser Security Settings
				NP Chap 00 QuickCheck A
				NP Chap 00 QuickCheck B

Secti...	StudentID	Lastname	Firstname	Title
CISC 1...	51234562	Sklar	Emilie	NP Backing Up Your C
CISC 1...	51234562	Sklar	Emilie	NP Benchmarking
CISC 1...	51234562	Sklar	Emilie	NP Chapter 01 Practic
CISC 1...	51234562	Sklar	Emilie	NP Chapter 01 Preasse
CISC 1...	51234562	Sklar	Emilie	NP Installing & Uninst
CISC 1...	51234562	Sklar	Emilie	NP Installing & Uninst
CISC 1...	51234562	Sklar	Emilie	NP Local Area Networ
CISC 1...	51234562	Sklar	Emilie	NP Operating a Person
CISC 1...	51234562	Sklar	Emilie	NP Securing Your Con
CISC 1...	51234562	Sklar	Emilie	NP Securing Your Con
CISC 1...	51234562	Sklar	Emilie	NP Tracking Packets
CISC 1...	51234562	Sklar	Emilie	NP Tracking Packets

Consolidation complete

Primary Server
3 new scored results consolidated.
No new issue results consolidated.

Backup Server
No new scored results consolidated.
No new issue results consolidated.

OK

CONSOLIDATING DATA FROM FLASH DRIVES AND FLOPPY DISKS

IN SITUATIONS WHERE YOU OR YOUR STUDENTS HAVE NO INTERNET ACCESS, tracking data can be directly collected from flash drives or floppy disks. To collect data from many students:

Students simply hand in the device or disk that contains their Tracking files.

Copy all their Tracking files to a folder on your hard disk or flash drive. Tracking files have a .tk3 extension, so you can find them easily. Be sure to retain the .tk3 extension; if you don't, WebTrack will not recognize the file as tracking data.

After gathering student .tk3 files into a folder, use WebTrack's *Consolidate data from Local Drive* feature to add the data to your student database.

To collect data from a single student, it is not necessary to copy the student's data to a local folder before consolidating. In Step 2 below, simply select the student's Tracking file directly from his or her disk or flash drive.



Students should make sure to label their disks or flash drives with their name and section number.

▶ CLICK TO PLAY

Database: C:\Users\Madison Cole\Downloads\WebTrack\instructor@univ.edu.rsd

Consolidate data from:

Section	StudentID	Lastname	DateIn	Title
All	All	All	All	All
CISC 110T	22345342	Bell	07/16/2010	NP Backing Up Your Computer
CISC 110W	22345465	Bradford		NP Benchmarking
	23142536	Brooks		NP Browser Security Settings
	23245432	Brown		
	23477547			

Records: 1318

Secti...	StudentID	Lastname	Firstname	Title
CISC 1...	51234562	Sklar	Emilie	NP Backin
CISC 1...	51234562	Sklar	Emilie	NP Bench
CISC 1...	51234562	Sklar	Emilie	NP Chapte
CISC 1...	51234562	Sklar	Emilie	NP Chapte
CISC 1...	51234562	Sklar	Emilie	NP Install
CISC 1...	51234562	Sklar		
CISC 1...	51234562	Sklar		

Consolidation

Select the folder containing the Tracking data to consolidate.

- Computer
 - SQ004242V05 (C:)
 - Local Disk (D:)
 - DVD RW Drive (E:)
 - UDISK (F:)
 - Documents
 - Tracking Data
 - Network

Select

Cancel

COLLECTING STUDENT DATA VIA E-MAIL

IF CONNECTION PROBLEMS or security filtering prevents students from accessing WebTrack, they can send their tracking data to you as an e-mail attachment.

Students can complete autograded activities as usual, saving results in their Tracking files. Results are typically saved in a file called tracking-xxxxxxx.tk3, where xxxxxxxx is the student's ID number. When it comes time to submit results, a student can e-mail the file to you as an attachment.

After you open your student's e-mail messages, save the attachments in any folder that you designate—for example, a folder named *Tracking Data 3-31*. (The date is added to make the folder name unique.) Be sure to retain the .tk3 extension; if you don't, WebTrack will not recognize the file as tracking data. Older WebTrack versions use a .tk2 extension for Tracking files.

Once you've saved all your students' attachments in a folder, use WebTrack's *Consolidate data from Local Drive* feature (see the previous page) to consolidate the new data into your database.

CLICK TO PLAY

The image shows a composite screenshot illustrating the process of saving an email attachment. On the left, an email window displays the following information:

- Subject:** My Tracking File
- From:** geoff_st921@comcast.net
- Date:** 7:11 PM
- To:** dsegdwick@college.edu

The email body contains the text: "Dear Professor Sedgwick, My tracking file is attached. By the way, thanks for clearing up m... Sincerely, Geoffrey Stone". A right-click context menu is open over the attachment "tracking-73562755.tk3".

On the right, a "Save Attachment" dialog box is open, showing the file being saved to the "Instructor > Documents" folder. A new folder named "Tracking Data 3-31" has been created. The "File name" field contains "tracking-73562755" and "Save as type" is set to "All Files".

Yellow callout boxes with arrows provide the following instructions:

1. Open the e-mail message sent to you by a student.
2. Right-click the attachment.
3. Select the Save As option to save the Tracking file.
4. Select a destination for the Tracking file.
5. Click New Folder to create a new Tracking folder.
6. Type the name of the Tracking folder, then press Enter.
7. Click the Open button to open the Tracking folder, then click the Save button to save the Tracking file.

TG035 © MediaTechnics

TIP

Most of your students should submit their data over the Internet directly from the BookOnCD or other BookOn product—it's easier for you and easier for them. Sending the data as an e-mail attachment is a work-around for those students who cannot submit data via the Student WebTrack client.

USING FILTERS AND CUSTOM QUERIES TO VIEW STUDENT DATA

WEBTRACK'S FLEXIBLE FILTERS make it easy to display just the data you need.

The default filters display all your student data, but you can view the data in any sort order by clicking a column header—Lastname, for example. You can also sort by multiple columns, such as StudentID and Date.

Using the filter boxes provided, you can view data for a specific section, student ID, last name, book title, or date of consolidation into the database. If you allow your students to submit multiple scores

for the same test or quiz, you can choose to view only the best scores.

For greater flexibility in your searches, you can create your own queries using the SQLite query language. Refer to the next page for more details on custom queries.

The diagram below illustrates various filters you can use to view your data.

CLICK TO PLAY

The screenshot shows the WebTrack application interface with several yellow callout boxes providing instructions:

- Top Left:** "Select an item in any of these filter boxes to display individual results." (points to the filter dropdowns)
- Top Right:** "Select any of these options to sort by multiple columns." (points to the 'Order By' dropdown)
- Middle Left:** "Show All displays all results. To remove any filters in use, click this button." (points to the 'Show All' button)
- Middle Right:** "Click any column header to use it as a sort key." (points to the 'DateIn' column header)
- Bottom Right:** "Click this button to show only the best scores for the same test or quiz." (points to the 'Show Best Scores Only' button)

The main data table is as follows:

Secti...	StudentID	Lastname	Firstname	Title	Date	Time	Totl PPoints	MyPoi...	MyScore	DateIn
CISC 1...	22345342	Flynn	George	NP Backing Up Your Computer	02/24/2010				0%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Benchmarking	02/7/2010				0%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Chap 04 Interactive Sum...	03/12/2010				0%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Chapter 01 Practice Test	01/21/2010				0%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Installing & Uninstalling ...	02/16/2010				0%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Local Area Networks	03/2/2010				0%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Operating a Personal Co...	01/21/2010	9:52 PM	25	25	100%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Securing Your Connection	03/9/2010	2:16 PM	25	25	100%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Tracking Packets	03/8/2010	1:00 AM	25	25	100%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Working with Binary Nu...	02/6/2010	11:36 PM	25	25	100%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Working with DFDs	03/15/2010	7:42 PM	25	25	100%	07/16/2010
CISC 1...	22345342	Flynn	George	NP Working with Windows ...	02/23/2010	4:16 PM	25	25	100%	07/16/2010
CISC 1...	22345465	Carter	Christina	NP Working with DFDs	03/15/2010	11:50 AM	25	24	96%	07/16/2010
CISC 1...	22345465	Carter	Christina	NP Working with DFDs	03/15/2010	11:53 AM	25	25	100%	07/16/2010
CISC 1...	23142536	Burton	Melanie	NP Backing Up Your Computer	02/26/2010	12:12 AM	25	23	92%	07/16/2010
CISC 1...	23142536	Burton	Melanie	NP Benchmarking	02/10/2010	6:34 PM	25	22	88%	07/16/2010
CISC 1...	23142536	Burton	Melanie	NP Chap 02 QuickCheck A	02/8/2010	6:04 AM	5	4	80%	07/16/2010

USING FILTERS AND CUSTOM QUERIES TO VIEW STUDENT DATA (CONTINUED)

WEBTRACK USES SQLITE, a type of SQL database engine, to store student data. If you are familiar with SQLite's query language, you can enter SQLite queries in the Query text box. You can then run the query and save it for future use.

Saved queries are stored in a TXT file format, so you can copy and edit your saved queries in other programs—such as Notepad—and share your most useful queries with other instructors.

WebTrack's Help menu provides access to SQLite.org, where you can find out all about SQLite. Visit www.sqlite.org/lang.html to learn about SQLite commands and syntax.

Below are instructions for creating, editing, and deleting custom queries.

CLICK TO PLAY

The screenshot shows the WebTrack interface with several callout boxes:

- Top right:** "To run one of your saved queries, click this button and select the query you want." (Points to the 'Custom Queries' tab)
- Middle left:** "The Query box shows the SQLite query for any filters currently in use. You can modify this query or type a new query. To run a query, press Enter." (Points to the query text box)
- Middle right:** "Use this button to save your custom query for future use." (Points to the 'Save Current Query' button)
- Bottom right:** "You can also add, edit, and delete queries by clicking the Custom Queries tab." (Points to the 'Custom Queries' tab)
- Bottom middle:** "Saved queries are located in a TXT file called Queries." (Points to the file path 'c:\Users\Instructor\WebTrack\queries.txt')

The main data table is as follows:

ID	Lastname	Firstname	Title	Date	Time	TotalPoints	MyPoi...	MyScore	DateIn
2	Flynn	George	NP Backing Up Your Computer	02/24/2010	8:16 PM	25			
2	Flynn	George	NP Benchmarking	02/7/2010	12:11 AM	25			
2	Flynn	George	NP Chap 04 Interactive Sum...	03/12/2010	6:27 PM	14			
2	Flynn	George	NP Chapter 01 Practice Test	01/21/2010	11:58 PM	10			
2	Flynn	George	NP Installing & Uninstalling ...	02/16/2010	10:53 PM	25	25	100%	07/16/2010
2	Flynn	George	NP Local Area Networks	03/2/2010	1:17 AM	20	20	100%	07/16/2010
2	Flynn	George	NP Operating a Personal Co...	01/21/2010	9:52 PM	25	25	100%	07/16/2010
2	Flynn	George	NP Securing Your Connection	03/9/2010	2:16 PM	25	25	100%	07/16/2010
2	Flynn	George	NP Tracking Packets	03/8/2010	1:00 AM	25	25	100%	07/16/2010
2	Flynn	George	NP Working with Binary Nu...	02/6/2010	11:36 PM	25	25	100%	07/16/2010

EXPORTING DATA TO CREATE CUSTOMIZED REPORTS

IN ADDITION TO VIEWING data in WebTrack, you can export student data in HTML or comma-delimited (CSV) format. Browsers can display the HTML files. Programs such as Microsoft Excel and Open Office Calc can open CSV files.

Exported data can be used for creating printed reports, e-mailing reports, posting HTML reports on the Web, or sending data to a worksheet-based gradebook.

WebTrack exports only the data selected by the filters. To quickly create a report, use WebTrack's filters to display the data you'd like for the report. Export that data, and then pull it up in any spreadsheet software.

Alternatively, you can export the entire student database, pull it up in a spreadsheet, and use the spreadsheet's filtering options to create reports. If you want to export all the data in your database, click the Show All button before you export.

Note: In early versions of WebTrack, data exported using the comma-delimited option was saved in a file called WebTrack.csv and was automatically opened in your default CSV viewer, usually Microsoft Excel or OpenOffice Calc. If you prefer to specify a name for your exported files, download the current version of WebTrack at www.mediatechnics.net/webtrackiii/instructor.htm.

▶ CLICK TO PLAY

The screenshot shows the WebTrack interface with a data table and an 'Export to HTML file' dialog box. The data table has columns for StudentID, Lastname, DateIn, Title, and Order By. The dialog box is open to the 'Documents' folder and shows the file name 'Student mid-semester data.csv' and 'Save as type' 'CSV (*.csv)'. Five yellow callout boxes provide numbered instructions:

1. Use the filters or a custom query to display the data you want in a report. This example uses the StudentID filter to display the results for an individual student.
2. Click the HTML or Comma-delimited button to select an export format.
3. Click this button to select a destination for the HTML or comma-delimited file.
4. Name the file and verify that the file format is correct.
5. Click the Save button to save the HTML or CSV file.

FIXING STUDENT-ENTRY ERRORS

WHEN YOU RECEIVE THE FIRST BATCH of tracking data, you might discover that it contains errors inadvertently introduced by students who typed the wrong student ID or section.

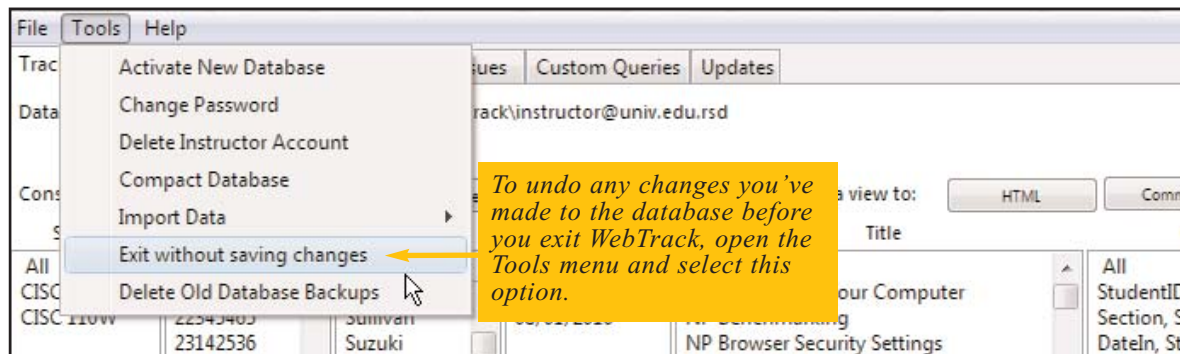
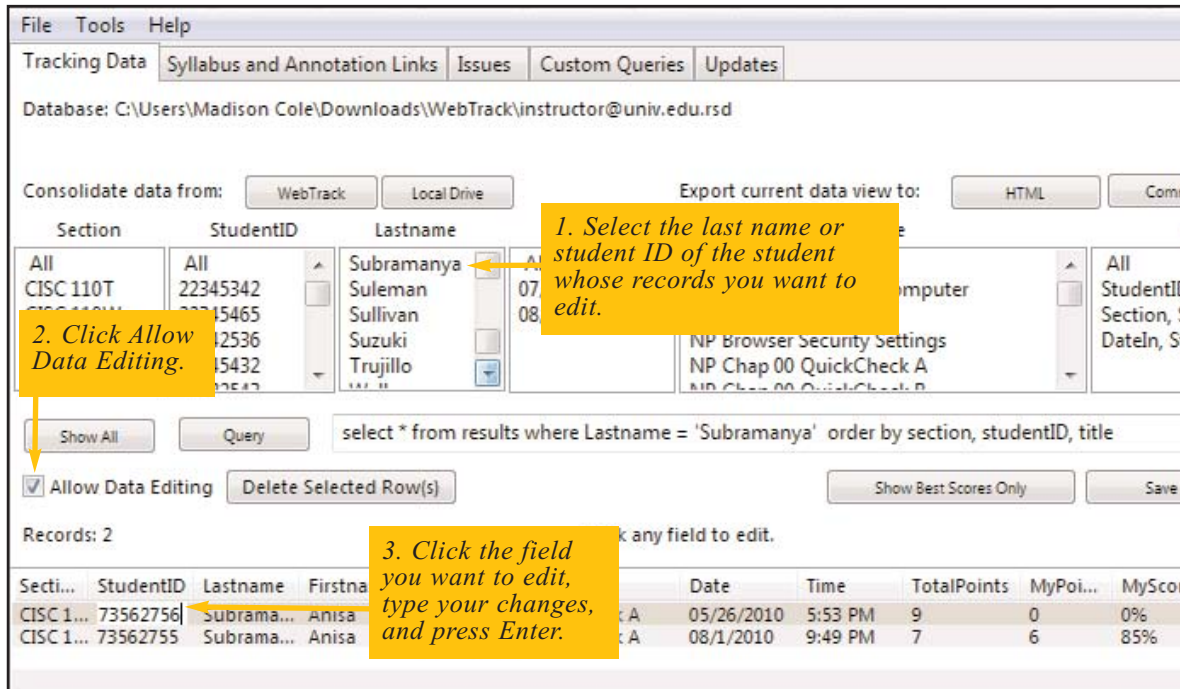
The WebTrack system does *not* allow students to alter data in their Tracking files because it would be too easy to abuse such a feature. For example, if students could change the name in a Tracking file, they might simply “sell” their Tracking files to students the following semester.

Tracking file data is encrypted so that it cannot be altered by students. However, you can use WebTrack to alter student identification data, such

as student name, student ID, and section. Students who have submitted non-valid data should be instructed to delete their old Tracking files and create new ones with the correct information. You can assure them that you have corrected the data they previously submitted.

TIP If you realize you’ve made several editing errors before you exit WebTrack, you can undo all your changes from the current session. Open the Tools menu and select *Exit without saving changes*. Webtrack will display a message informing you that your changes will be saved to a different file with a .del extension.

CLICK TO PLAY



DELETING A STUDENT

STUDENTS WHO DROP A COURSE should typically be deleted from the tracking database. Using WebTrack's data-editing feature, you can delete all data pertaining to a student. Once deleted, the student's records—identification information and all results—are physically removed from the database. If you inadvertently delete the wrong student from your database and you haven't yet exited from WebTrack, you can still recover data using the *Exit without saving changes* option on the Tools menu.

Refer to the previous page for instructions on undoing your changes before you exit WebTrack.

TIP If you exit WebTrack before you realize you've deleted the wrong records, you can restore the data from a backup of your database that was created at the end of your last session. Read page 54 to find out how to restore a database using backups.

 **CLICK TO PLAY**

1. Select the student ID or name of the student to be deleted from the database.

2. Click the student's first record on the list, then hold down the Shift key and click the student's last record.

3. Click the Delete Selected Row(s) button to delete all the student's records.

Secti...	StudentID	Lastname	Firstname	Title	Date	Time	TotalPoints	MyPoi...
CISC 1...	23245432	Morgan	Barbara	NP Backing Up Your Computer	02/22/2010	9:52 PM	25	4
CISC 1...	23245432	Morgan	Barbara	NP Backing Up Your Computer	02/22/2010	10:08 PM	25	25
CISC 1...	23245432	Morgan	Barbara	NP Local Area Networks	03/1/2010	9:01 PM	20	20
CISC 1...	23245432	Morgan	Barbara	NP Securing Your Connection	03/8/2010	10:54 PM	25	25
CISC 1...	23245432	Morgan	Barbara	NP Tracking Packets	03/8/2010	10:37 PM	25	25
CISC 1...	23245432	Morgan	Barbara	NP Tracking Packets	03/8/2010	10:49 PM	25	0
CISC 1...	23245432	Morgan	Barbara	NP Working with PDFs	03/15/2010	7:48 PM	25	25
CISC 1...								
CISC 1...								

DISPLAYING CHARTS FOR ISSUE QUESTIONS

STUDENTS HAVE OPINIONS and like to express them. Each chapter of *New Perspectives on Computer Concepts* includes an Issue, which challenges students to form their own opinions on a particular topic. These opinions are collected from a series of "What Do You Think?" questions and stored in the student's Tracking file.

Unlike other tracking data, "What Do You Think?" responses are recorded anonymously, consolidat-

ed into summary data for all your students, and displayed as a pie chart.

Issue charts can be saved as HTML, stored in PNG format, or copied to the Windows Clipboard. Issue results can be exported in HTML and CSV format. Read the next page for instructions on saving issue charts and exporting issue results.

▶ CLICK TO PLAY

The screenshot shows the WebTrackIII interface. The 'Issues' tab is selected in the top navigation bar. Below the navigation bar, there are buttons for 'Export Issue data as: HTML' and 'Comma-delimited'. A table lists several issue questions with their respective counts for 'Yes', 'No', and 'Not Sure' responses. The question 'Will you get a national ID card?' is highlighted in blue. Below the table, there are buttons for 'Save Issue Chart to: HTML Chart', 'PNG graphic', and 'Clipboard'. A pie chart is displayed for the selected question, showing the following percentages: Yes = 33%, No = 33%, Not Sure = 34%, and No Answer = 0%.

Title	Chap.#.Q	Question	Yes	No	Not Sure
NP	11.661.1	Do you support the idea that a national ID card can help combat terrorism and help secu...	6	6	0
NP	11.661.2	Are you comfortable about the tradeoff between privacy and security that accompanies a...	10	2	0
NP	11.661.3	Do you think most citizens are well informed about the privacy risks associated with a na...	0	12	0
NP	11.661.4	Will you get a national ID card?	4	4	4

Will you get a national ID card?

Yes = 33%
No = 33%
Not Sure = 34%
No Answer = 0%

A pie chart shows the percentages of students who answered the question with "yes," "no," and "not sure."

1. Click the Issues tab to display issue results for various chapters.

2. Select an issue question to display the pie chart.

WebTrackIII instruct...

TG055 © MediaTechnics

DISPLAYING CHARTS FOR ISSUE QUESTIONS (CONTINUED)

WebTrack enables you to save issue charts in HTML format or as a PNG graphic using the *Save Issue Chart* buttons.

Alternatively, you can copy the charts to the Windows Clipboard and paste them into a Word document or PowerPoint presentation.

▶ CLICK TO PLAY

Export Issue data as:

Title	Chap.#.Q	Question	Yes	No	Not Sure	No Ansv
NP	10.597.1	Would you prefer online voting to voting at a polling place?	1	0	0	0
NP	10.597.2	Do you think online voters would disproportionately vote for Republicans?	0	1	0	0
NP	10.597.3	Should online voting be available only to specific groups, such as elderly voters and milit...	0	0	1	0
NP	11.661.1	Do you support the ...	6	6	0	0
NP	11.661.2	Are you comfortable ...	10	2	0	0
NP	11.661.3	Do you think most ...	0	12	0	0
NP	11.661.4	Will you get a nation...	4	4	4	0

1. To save a pie chart, click any of these three buttons.

Save Issue Chart to:

Will you get a national ID card?

Yes = 33%
No = 33%
Not Sure = 34%
No Answer = 0%

2. Click this button to select a destination folder for the HTML chart or PNG graphic. Selecting the Clipboard will not display the Save As dialog box.

3. If you prefer, type a new file name to replace the default name and press Enter.

4. Click the Save button to save the new file.

Save As

Save in: Documents

Name	Date modif...	Type	Size	Tags
OneNote Notebooks				

File name: National ID chart

Save as type: image/png (*.png)

Save Cancel

TG060 © Media Technics

CREATING, POSTING, AND UPDATING YOUR ONLINE SYLLABUS

WEBTRACK'S SYLLABUS FEATURE allows you to create an updatable syllabus that can be accessed from the BookOnCD or any Web-enabled computer.

The online syllabus is a Web page posted on a school server, an ISP, or any other Web hosting site. Many ISPs provide space for personal Web pages, or your school may provide space for instructor use. To create and post a Web page that contains your syllabus:

- First, use a Web page editor, such as Adobe Dreamweaver, or a Web-enabled word processor, such as Microsoft Word, to enter and format the text for your syllabus.
- Next, save the page in HTML format as a local file on your computer.
- Finally, post the Web page on your Web hosting site.

- After you post your syllabus, follow the instructions below to activate the WebTrack settings that push your syllabus content to students whenever they upload Tracking data.

Students can access the syllabus from their BookOn product by clicking the Web Links menu and then selecting the Syllabus option. A browser automatically opens and loads the online syllabus from the URL.

The Syllabus link can be used by all students who submit data to your instructor account. If you prefer to use a separate syllabus link for each course section, create a different instructor ID for each section. Refer to page 41 for instructions on using multiple instructor IDs.

▶ CLICK TO PLAY

1. Click the Syllabus and Annotation Links tab.

2. Enter the URL for the syllabus Web page in the Syllabus link box.

3. Click the Preview Syllabus button to verify that the URL produces the correct page.

The screenshot shows a web browser window with the following elements:

- Menu bar: File, Tools, Help
- Navigation tabs: Tracking Data, Syllabus and Annotation Links (selected), Issues, Custom Queries
- Syllabus link:
- Titles list:
 - New Perspectives on Computer Concepts, 2010 Edition
 - New Perspectives on Computer Concepts, 11th Edition
 - New Perspectives on Computer Concepts, 10th Edition
 - New Perspectives on Computer Concepts, 9th Edition
 - Computer Concepts Illustrated, 7th Edition
 - Computer Concepts Illustrated, 6th Edition, Enhanced
 - Computer Concepts Illustrated, 6th Edition
 - Practical OpenOffice.org
 - The Practical Office 2007
- Title (selected from list above):
- Sort:
- Table header:

Title	Page	URL

CREATING ANNOTATIONS

ADD YOUR OWN NOTES TO STUDENTS' digital textbooks using WebTrack. Annotations appear in conjunction with specific pages of the BookOnCD or BookOnFlashDrive.

Annotations can consist of material that you personally write and publish online, or they can be any public or private Web page accessible to your students. For example, you may want to include links to your school's Internet usage policy on the BookOnCD Orientation page that discusses the Internet. Annotations may also link to Web pages with multimedia content, such as MP3 or Quicktime files.

To create and post custom annotations:

- Use a Web page editor or a Web-enabled word processor to enter and format the text for your annotation.

- Save the page in HTML format as a local file on your computer.
- Post the Web page.
- Repeat this process for each annotation. You can add a single annotation or several annotations,
- Configure WebTrack for your annotations as explained below.

After you configure annotations using WebTrack, the annotations are pushed to students' Tracking files whenever they upload tracking data. Annotation buttons appear on designated pages of the electronic textbook. When students click an Annotation button, a browser automatically opens and displays the associated annotation.

▶ CLICK TO PLAY

1. Click the Syllabus and Annotation Links tab.

2. Select the title of your textbook.

3. Enter the page to be annotated.

4. Enter the URL of the annotation's Web page.

5. Click the Add button. The annotation is displayed in the annotations list below.

6. Select the annotation you just added and click Preview to verify that the URL produces the correct page.

7. Click the Upload button to upload the new annotation to the WebTrack server, then enter another page number and URL if you want to add more annotations.

Title	Page	URL
New Perspectives on Computer Concepts, 2010 Edition	0105	www.univ.edu/faculty/dsedgwick/cs101notes/p105
New Perspectives on Computer Concepts, 2010 Edition	0320	www.univ.edu/faculty/dsedgwick/cs101notes/p320

BACKING UP AND MAINTAINING THE STUDENT TRACKING DATABASE

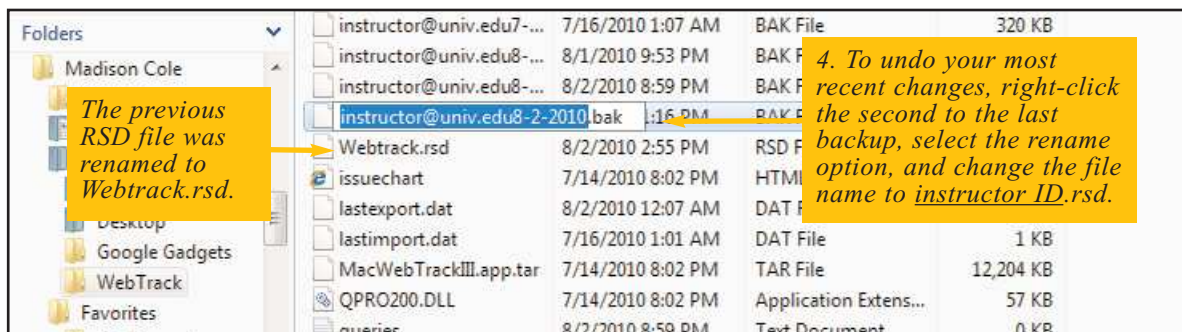
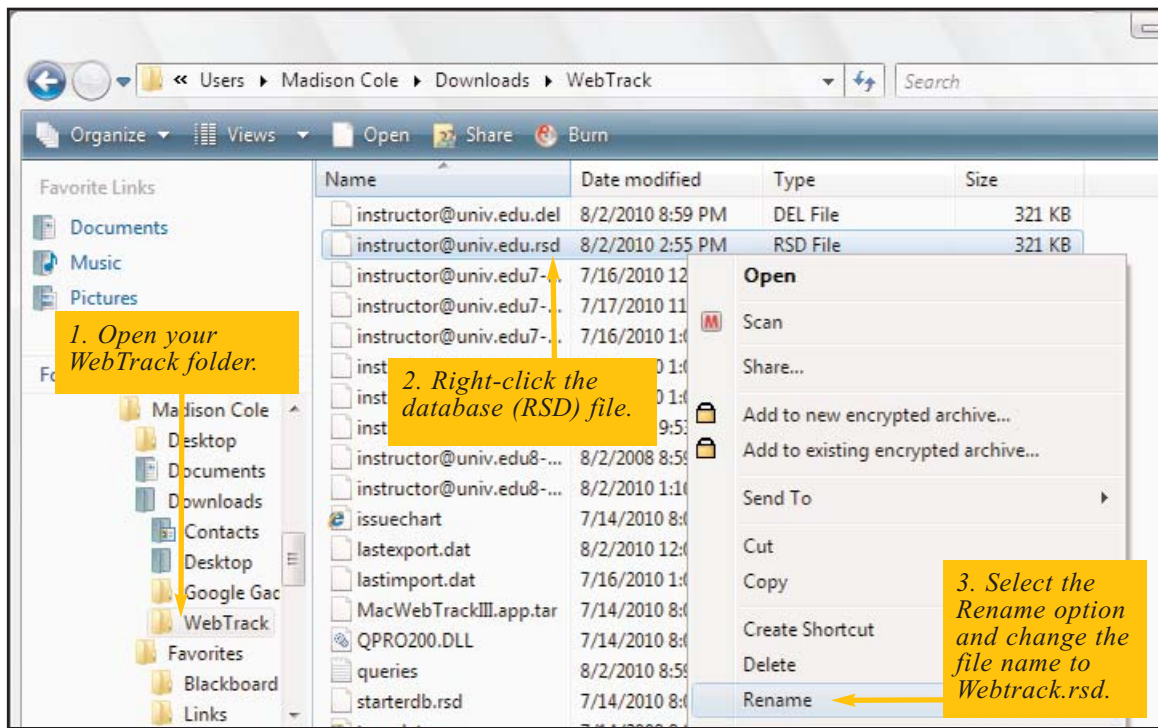
YOUR STUDENT TRACKING DATABASE contains significant information, so major inconveniences can arise if it becomes corrupted. WebTrack provides extra protection for your data so you won't have to ask your students to resubmit their Tracking files to re-create your database.

the backup you need to *instructor ID*.rsd. When you open Webtrack, you will be accessing data from the appropriate backup. To undo your most recent changes, use the second to the last backup. The latest backup always has your latest changes.

At the end of each session, WebTrack automatically creates a backup copy named *instructor ID+date*.bak in your WebTrack folder. To restore your database from a backup, first rename your current database to Webtrack.rsd, then rename

Follow the steps below for restoring your database from a backup. Read the next page for instructions on maintaining your database using the options *Delete Old Database Backups* and *Compact Database*.

 **CLICK TO PLAY**



BACKING UP AND MAINTAINING THE STUDENT DATABASE (CONTINUED)

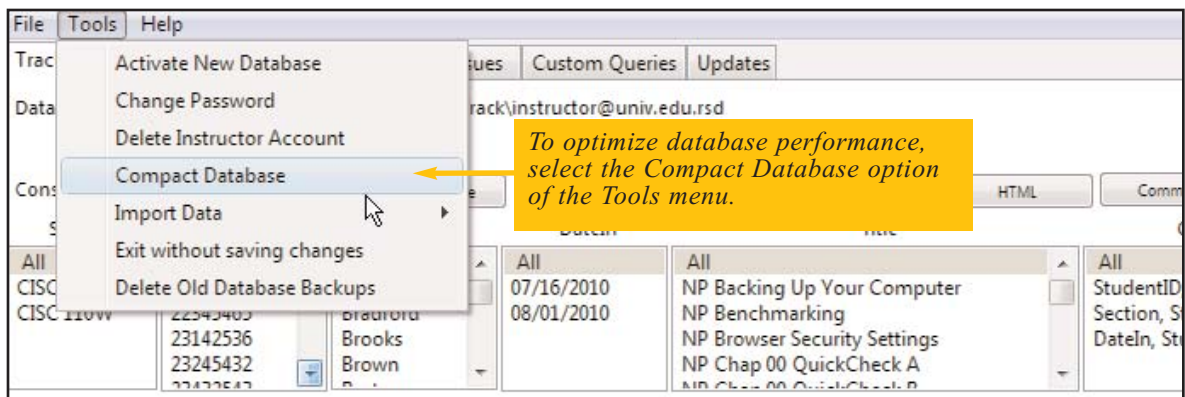
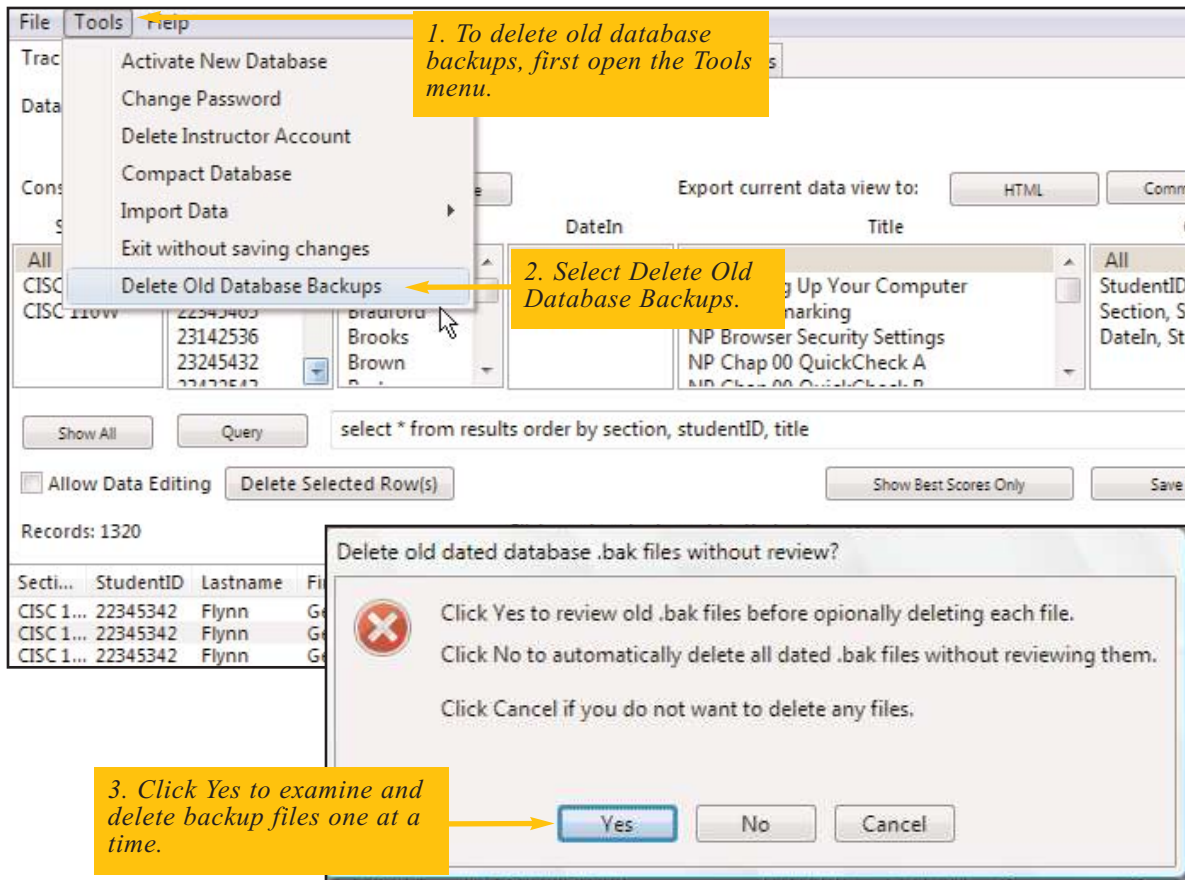
BACKUP COPIES CAN ACCUMULATE over time, so you might want to periodically delete old copies using the Tools menu option *Delete Old Database Backups*.

fragmentation can occur as you delete, add, and update.

Below are step-by-step instructions for maintaining your database.

To optimize performance and decrease the size of your database file, periodically use the *Compact Database* option, which defragments the file. File

CLICK TO PLAY



ARCHIVING AND DELETING A STUDENT TRACKING DATABASE

AT THE BEGINNING OF EACH SEMESTER you might want to begin with a fresh set of files. WebTrack offers an option to archive old data and start a new student database at any time. Typically, instructors use this option at the end of every semester or school year.

The WebTrack program uses student tracking data stored in an RSD file with the instructor ID as the file name. When you no longer want to use the data in this file, you can use WebTrack tools

to rename the file so that it is no longer the primary database used to store your student data and produce reports. The renamed file contains the current date as the archival date and has a .sav file extension.

Follow the instructions below to activate a new, empty database and archive an old one. Go to the next page to learn how to access an archived database.

CLICK TO PLAY

1. Open the Tools menu.

2. Select Activate New Database, then click the Yes button when asked if you want to continue with the operation.

3. Take note of the archived database's file name, *instructor ID+archival date.sav*, in case you have to go back to it later.

4. Note the name of the new database.

Secti...	StudentID	Lastname	Firstname	Title	Date	Time	TotalPoints	MyPoi...
CISC 1...	22345342	Flynn	George	NP Backing Up Your Computer	02/24/2010	8:16 PM	25	25
CISC 1...	22345342	Flynn	George	NP Benchmarking	02/7/2010	12:11 AM	25	25
CISC 1...	22345342	Flynn	George	NP Chap 04 Interactive Sum...	03/12/2010	6:27 PM	14	0
CISC 1...	22345342	Flynn	George	NP Chapter 01 Practice Test	01/21/2010	11:58 PM	10	10
CISC 1...	22345342	Flynn	George	NP Installing & Uninstalling ...	02/16/2010	10:53 PM	25	25
CISC 1...	22345342	Flynn	George	NP Local Area Net...				
CISC 1...	22345342	Flynn	George	NP Operating a Pe...				
CISC 1...	22345342	Flynn	George	NP Securing Your				

New database activated

The old database has been archived as:
C:\Users\Madison Cole\Downloads\WebTrack\instructor@univ.edu8-2-2010.sav

The active/empty database is:
C:\Users\Madison Cole\Downloads\WebTrack\instructor@univ.edu.rsd

OK

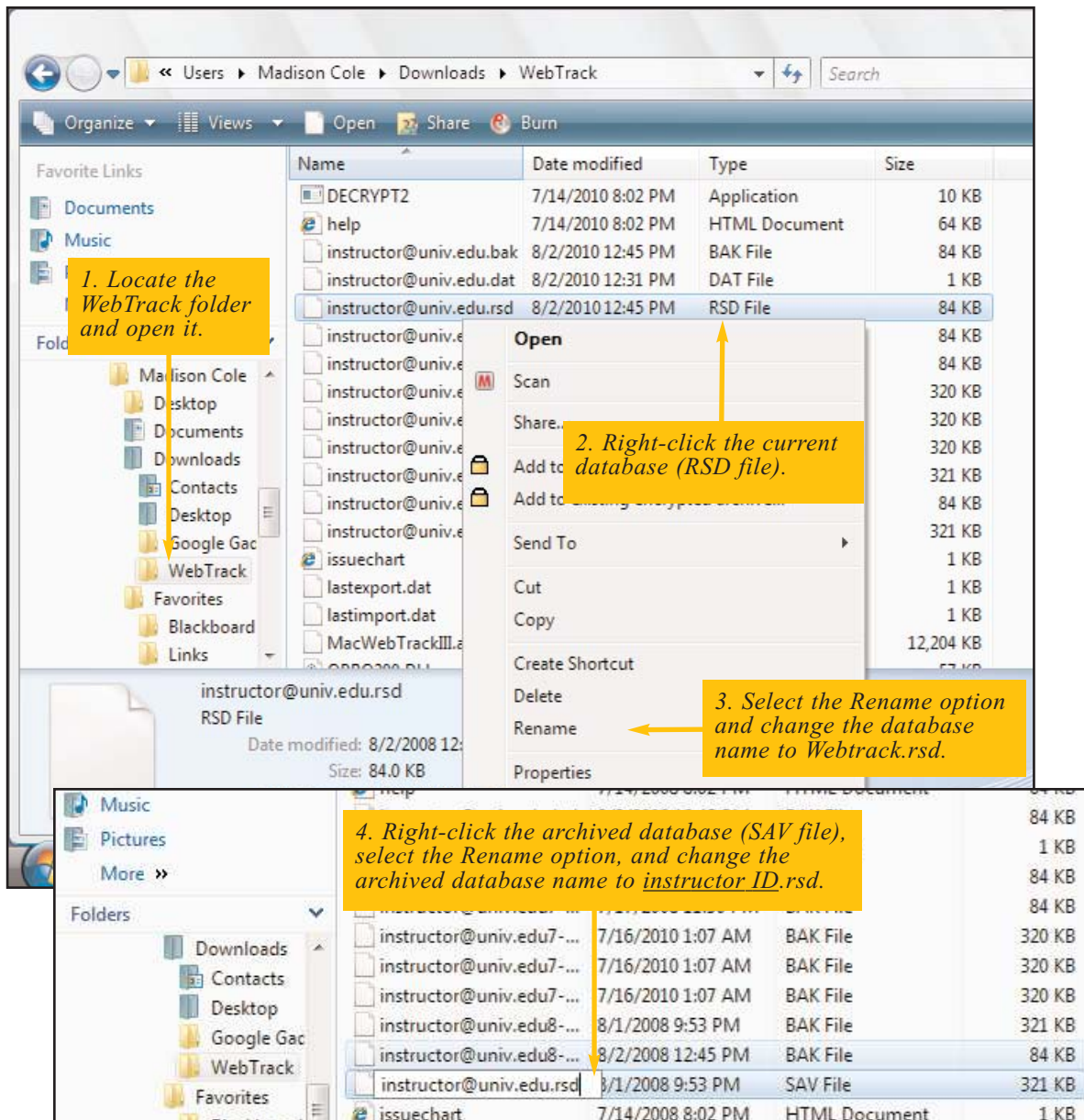
ARCHIVING AND DELETING A STUDENT TRACKING DATABASE (CONTINUED)

Archived data from previous semesters can be accessed to verify a grade, check your records, or view and print reports.

Your WebTrack folder contains your current student tracking database, *instructor ID.rsd*. In the same folder is the archived database, named *instructor ID+archival date.sav*. You can access your archived database by using Windows Explorer to temporarily rename your current data-

base to *Webtrack.rsd*, then rename the archived database to *instructor ID.rsd*. Be careful not to overwrite your current database with the archived database! Don't forget to rename both databases back to their original file names when you're finished viewing the archived database.

 **CLICK TO PLAY**



DELETING INSTRUCTOR WEBTRACK ACCOUNTS

YOU CAN DELETE YOUR WEBTRACK ACCOUNT.

The delete operation removes the specified instructor ID and password from the WebTrack server as well as your WebTrack folder.

After an account is deleted, any attempts to log in to WebTrack using the deleted instructor ID will fail and you will be asked if you want to create a new instructor account. Students cannot submit data to deleted accounts.

The delete operation does not delete your student tracking database from your local hard disk or USB flash drive. You can use Windows Explorer to delete the database in your WebTrack folder, once you are certain that you no longer need the student data.



Make sure that you delete accounts you are no longer using so that an unused account doesn't collect student data.

CLICK TO PLAY

1. Open the Tools menu.

2. Select Delete Instructor Account, then click the Yes button when prompted to confirm the deletion.

3. Click the OK button to complete the delete operation.

Deleting the instructor account does not delete the student tracking database in your local WebTrack folder.

The account for instructor@univ.edu has been deleted from the WebTrack servers and from this computer.

The consolidated database files in C:\Users\Madison Cole\Downloads\WebTrack\instructor@univ.edu.rsd have NOT been deleted.

Section	StudentID	Lastname	DateIn	Title
All	All	All	All	All
CISC 110T	22345342	Bell	07/16/2010	NP Backing Up Your Computer
CISC 110W	22345465	Bradford	08/01/2010	NP Benchmarking
	23142536	Brooks		NP Browser Security Settings
	23245432	Brown		NP Chap 00 QuickCheck A
	23142547			NP Chap 00 QuickCheck B

IMPORTING DATA FROM OTHER PROGRAMS

WEBTRACK IMPORTS COMMA-DELIMITED data from previous WebTrack versions and other programs. For example, you can import data from a worksheet-based gradebook, such as one created in Microsoft Excel.

When importing, keep these points in mind

- Each record should be on a separate line.
- The data should contain the same fields as a WebTrack database, namely, Section, Firstname, Lastname, StudentID, Title, Date, Time, TotalPoints, MyPoints, and Score.

- The fields can be in any order and do not need to be named, but the records should contain data for each of the fields.
- Fields should be separated by commas. If any field contains a comma, the field should be enclosed in quotation marks.

Follow the instructions below and on the next page to import comma-delimited into WebTrack.

CLICK TO PLAY

1. Open the Tools menu.

2. Click Import Data.

3. Select Comma-delimited Data, then click the Yes button to confirm the operation.

4. Click this button to select the location of the CSV file.

5. Select the CSV file.

6. Click the Open button to view the file's contents, then go to the next page for further instructions.

TIP If you upgrade from WebTrackII to WebTrackIII, you must convert your student data. While still logged in to the old WebTrack version, export your data as comma-delimited text and exit WebTrack. You can then log in to the latest WebTrack version and import the data using the *Exported from WebTrackII* option.

IMPORTING DATA FROM OTHER PROGRAMS (CONTINUED)

Once you have opened the CSV file with WebTrack, your imported data is displayed and you can verify that each column corresponds to the columns in WebTrack.

Follow the instructions below to format your file to correspond to WebTrack and complete the import operation.

▶ CLICK TO PLAY

1. If your import data contains headers, first click the box above and then click the row containing the headers. WebTrack will skip the first row.

2. Examine the sample data and change the field numbers so that the fields are in the same order as the fields in WebTrack. In this example, the Firstname field should be #3 and the StudentID field should be #1.

3. After verifying that the fields in your import data are in the correct order, click the Import button.

4. Click the Yes button if all fields in your import data are equal to WebTrack's fields. If they are not, click No, go back to the Tools menu, and start over.

5. Click the OK button to complete the Import operation.

When the import is complete, your imported data is displayed here.

Field#	Sample Data
Firstname field:	3 Emilie
Lastname field:	2 Sklar
Section field:	0 CISC 110W
StudentID field:	3 Emilie
Title field:	4 NP Backing Up
Date field:	5 2/24/2010
Time field:	6 9:54 PM
Points Possible field:	7 25
MyPoints field:	8 22
%Score field:	9 88%

0	1	2	3	4	5	6	7	8	9	10	11	12
Section	Student ID	Lastname	Firstname	Title	Date	Time	Possible	Correct	Score			
CISC 110W	51234562	Sklar	Emilie	NP Backing...	2/24/2010	9:54 PM	25	22	88%			
CISC 110W	51234562	Sklar	Emilie	NP Benchm...	2/10/2010	4:35 PM	25	23	92%			
CISC 110W	51234562	Sklar	Emilie	NP Chapter...	1/27/2010	5:28 PM	10	9	90%			
CISC 110W	51234562	Sklar	Emilie						100%			
CISC 110W	51234562	Sklar	Emilie						100%			
CISC 110W	51234562	Sklar	Emilie						96%			
CISC 110W	51234562	Sklar	Emilie						100%			
CISC 110W	51234562	Sklar	Emilie						100%			
CISC 110W	51234562	Sklar	Emilie						80%			

Import data?

Firstname = Emilie
 Lastname = Sklar
 StudentID = 51234562
 Section = CISC 110W
 Title = NP Backing Up Your Computer
 Date = 2/24/2010
 Time = 9:54 PM
 Possible = 25
 Correct = 22
 Score = 88%

Are you sure you want to import this data into your database?

Yes No

Import complete

1318 new scored results imported.
 No new issue results imported.

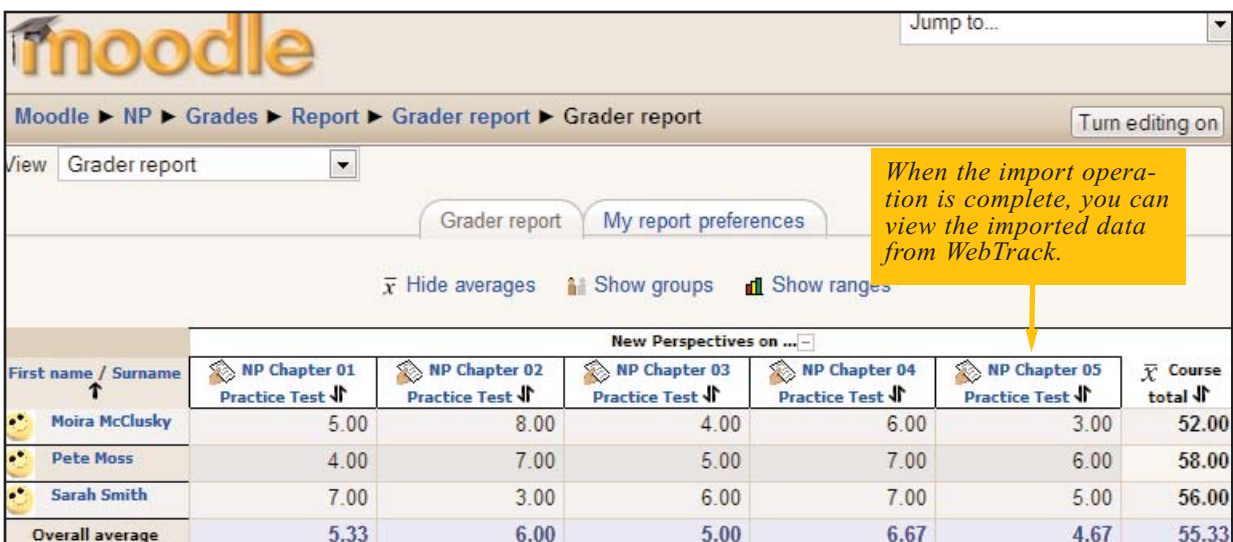
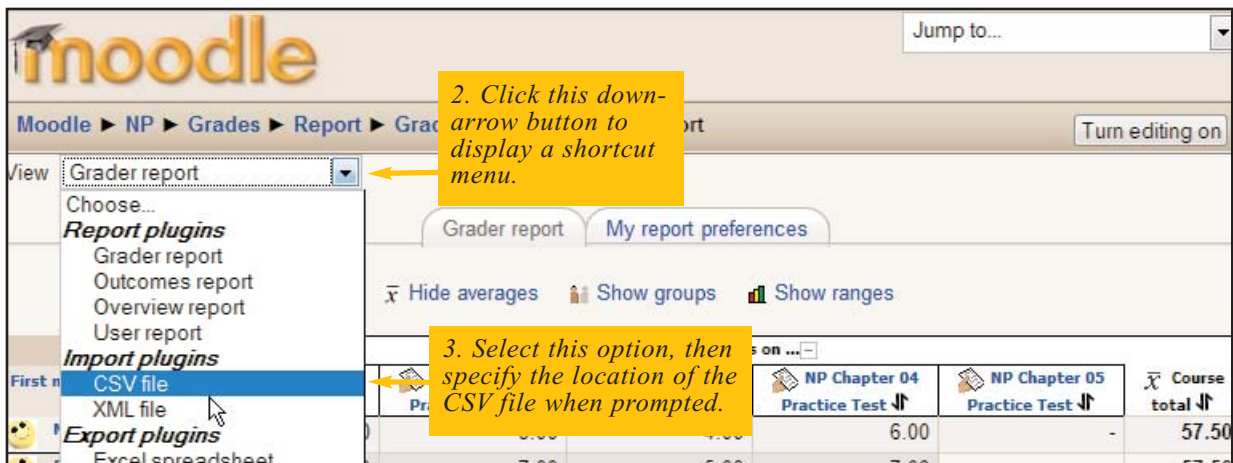
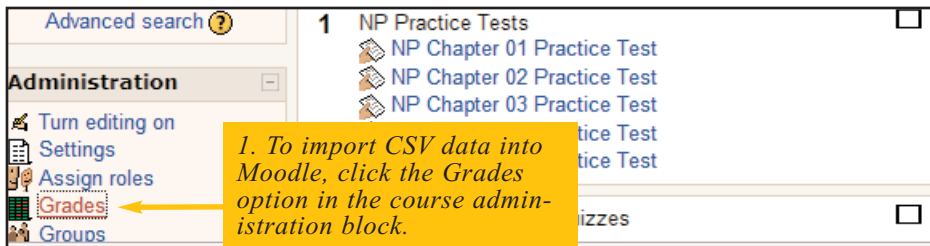
OK

IMPORTING CSV DATA FROM WEBTRACK INTO MOODLE

MOODLE IS OPEN-SOURCE course management software. You can import scores from WebTrack into Moodle activities you've created.

the data from that file into your Moodle course. In the example, a WebTrack CSV file containing students' scores from a New Perspectives Practice Test is imported into Moodle.

The first step is to export Webtrack data to a CSV (comma-delimited) file as explained on the previous pages. The steps below explain how to import



USING WEBTRACK AS A GATEWAY

WEBTRACK CAN ACCEPT SCORED RESULTS from activities generated by software other than BookOn products.

For example, WebTrack can accept results from activities such as labs and practice tests that you've either written from scratch or based on HTML or PHP and ASP server-side scripts.

FAQs and detailed instructions for using WebTrack as a Gateway can be found at www.mediatechnics.net/aspfiles/wtgw_docs.htm.

To configure WebTrack as a gateway, you need to create a Submit Key for your instructor account. The Submit Key is typically a hidden form field; however, it is easier to use a visible key in the initial stages of testing.

The instructions below describe how to create a Submit Key. To learn how to create forms for submitting test results to the Gateway, read the following pages.

▶ CLICK TO PLAY

1. To create a Submit Key, type this URL and press Enter.

2. Scroll down the Web page and click this link.

3. Enter your instructor ID.

4. Enter your password.

5. Enter a Submit Key, which is different from your password.

6. Click the Submit button.

Change Submit Key - Windows Internet Explorer
http://www.mediatechnics.net/aspfiles/wtgw_docs.htm

What do I have to do to use the Gateway?

1. Go to http://www.mediatechnics.net/aspfiles/wtgw_ins_change.htm to create a Submit Key for your WebTrack Instructor account.
2. Go to http://www.mediatechnics.net/aspfiles/wtgw_testform.htm and experiment with that form and review the source HTML to become familiar with the form fields that must be used to submit data to the Gateway.
3. When you are familiar with the test form, go to http://www.mediatechnics.net/aspfiles/wtgw_liveform.htm and experiment with that form and review the

Change Submit Key - Windows Internet Explorer
http://www.mediatechnics.net/aspfiles/wtgw_ins_change.htm

If your account does not have a Submit Key, any data submitted from external sources to the Gateway must include your Submit Key as one of the form fields, typically as a hidden form field.

Instructor WebTrack ID:

NOTE: The WebTrack account listed above will be configured to accept external data through the WebTrackIII Gateway.

Instructor WebTrack password:

NOTE: Verification of your password on this form prevents unauthorized individuals from configuring your account to accept external data.

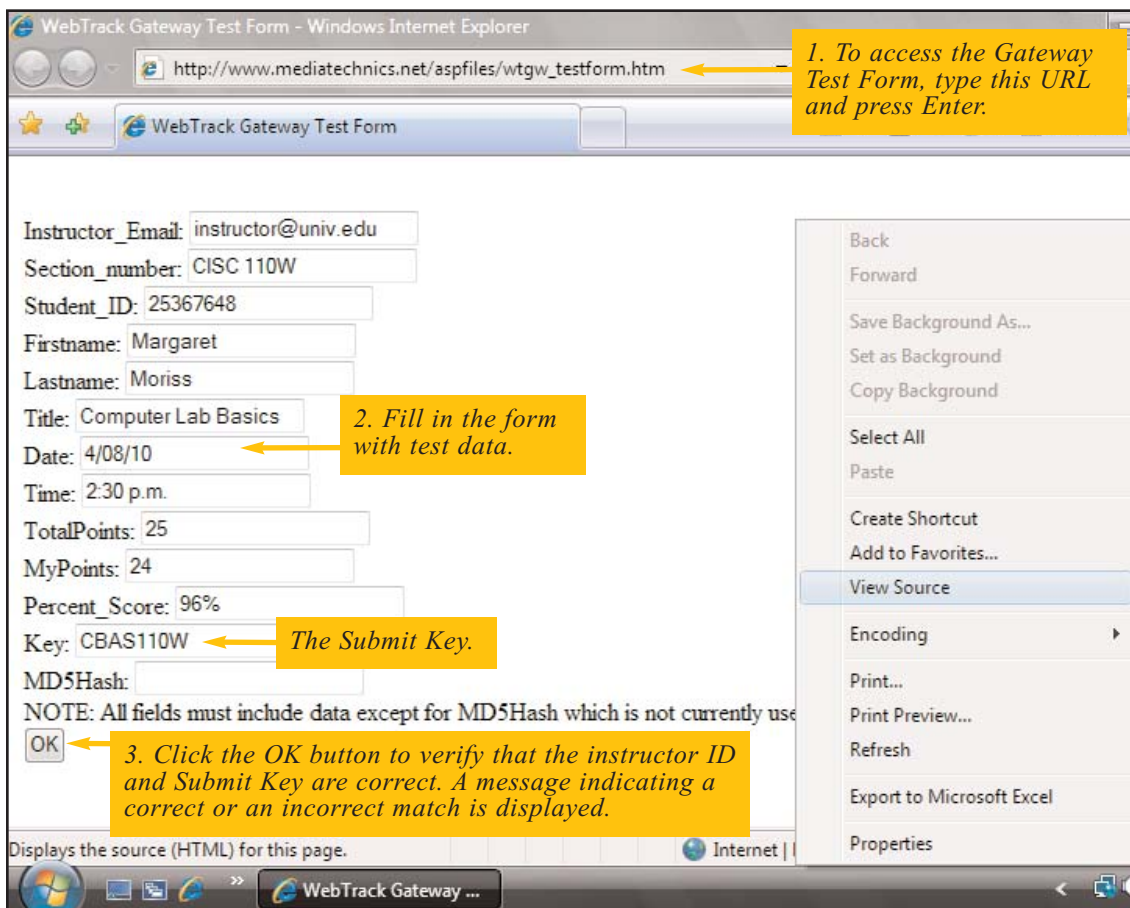
Submit Key required to accompany student data submitted to the Gateway from external sources:

NOTE: The SubmitKey must be included with all external data submitted through the WebTrackIII gateway to your WebTrack instructor account. Data submitted to the gateway without the appropriate key will be rejected. The Submit Key should NOT be the same as your WebTrack password.

USING WEBTRACK AS A GATEWAY (CONTINUED)

After you've created a Submit Key, you can experiment with a sample forms. The WebTrack site provides a Gateway Test Form that you can use to verify that that the instructor ID and Submit Key are valid. The instructions below describe how to use the WebTrack Gateway Test Form.

CLICK TO PLAY



The screenshot shows a Windows Internet Explorer browser window displaying the "WebTrack Gateway Test Form". The address bar contains the URL `http://www.mediatechnics.net/aspfiles/wtgw_testform.htm`. The form fields are filled with test data:

- Instructor_Email: instructor@univ.edu
- Section_number: CISC 110W
- Student_ID: 25367648
- Firstname: Margaret
- Lastname: Moriss
- Title: Computer Lab Basics
- Date: 4/08/10
- Time: 2:30 p.m.
- TotalPoints: 25
- MyPoints: 24
- Percent_Score: 96%
- Key: CBAS110W
- MD5Hash: (empty)

A "NOTE" at the bottom of the form states: "NOTE: All fields must include data except for MD5Hash which is not currently use". An "OK" button is located at the bottom left of the form.

Three yellow callout boxes provide instructions:

- 1. To access the Gateway Test Form, type this URL and press Enter.** (Points to the address bar)
- 2. Fill in the form with test data.** (Points to the Date field)
- 3. Click the OK button to verify that the instructor ID and Submit Key are correct. A message indicating a correct or an incorrect match is displayed.** (Points to the OK button)

A context menu is open on the right side of the browser window, with "View Source" selected. The menu items include: Back, Forward, Save Background As..., Set as Background, Copy Background, Select All, Paste, Create Shortcut, Add to Favorites..., View Source, Encoding, Print..., Print Preview..., Refresh, Export to Microsoft Excel, and Properties.

At the bottom of the browser window, the status bar displays "Displays the source (HTML) for this page." and "Internet |".

Vertical text on the right edge of the screenshot reads: "TG101 © MediaTechnics".

USING WEBTRACK AS A GATEWAY (CONTINUED)

After you've verified that the test form works with your instructor ID and Submit Key, try the Gateway Live Form, which submits data to the WebTrack server. Follow the instructions below, then open WebTrack and download the data from the WebTrack server as described on page 38 to verify that the Gateway Live Form submission was successful.

▶ CLICK TO PLAY

1. To access the Gateway Live Form, type this URL and press Enter.

2. Fill out the form with test data.

3. Right-click the Web page to display the shortcut menu, and select the View Source option to view the source HTML.

4. Save the source HTML for further study and use as a model for submit forms that you create.

5. Click the OK button to submit the data to the WebTrack server.

```
<!DOCTYPE html PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
  <meta content="text/html; charset=ISO-8859-1" http-equiv="content-type">
  <title>webTrack Gateway Live Form</title>
</head>
<body>
  <form method="post" action="http://www.mediatechnics.net/aspfiles/wtgw_start.asp" name="t
  Instructor_Email: <input name="Instructor_Email"><br>
  Section_number: <input name="Section_Number"><br>
  Student_ID: <input name="Student_ID"><br>
  Firstname: <input name="Firstname"><br>
  Lastname: <input name="Lastname"><br>
  Title: <input name="Title"><br>
  Date: <input name="Date"><br>
  Time: <input name="Time"><br>
  TotalPoints: <input name="TotalPoints"><br>
  MyPoints: <input name="MyPoints"><br>
  Percent_Score: <input name="Percent_Score"><br>
  Key: <input name="key"><br>
  MD5Hash: <input name="MD5Hash"><br>
  NOTE: All fields must include data except for MD5Hash which is not currently used and
  <input value="OK" name="submit" type="submit"><br>
  <br>
</form>
```

USING WEBTRACK AS A GATEWAY (CONTINUED)

After you have tested and studied the gateway test and live forms, you can modify your own autograded activity to submit similar forms containing the required fields. As explained at www.mediatechnics.net/asfiles/wtgw_docs.htm, you can test your scripts before you go live.

To further assist you in creating your own auto-graded activity, check out the sample scripts at www.mediatechnics.net/asfiles/gogateway.htm

Extensive documentation is provided in the Readme files that accompany the zipped quiz files that you can download.

You can also run functional demos for the sample scripts. Below are instructions for running the demo for the Simple Scored Quiz with a hidden form field for the Submit Key.

▶ CLICK TO PLAY

The screenshot shows a Windows Internet Explorer browser window titled "WebTrack Gateway". The address bar contains the URL "http://www.scriptsweb.net/php/gateway.html".

1. To run the Simple Scored Quiz, type this URL and press Enter. (Callout pointing to the address bar)

The main content area contains the following text:

Hidden Submit Key This version of the Simple Scored Quiz utilizes a hidden Submit Key field. If you would like to download a complete set of the scripts for your experimentation or use, click the link below. Instructions for use and editing of the scripts are included in the compressed files. To review the the online Readme file for this quiz, click the link below.
[Simple Scored Quiz Demo](#) | [Download](#)

2. Scroll down the page and click this link. (Callout pointing to the "Download" link)

2. Secure Data Scored Quiz
 This scored activity uses a session, which is a feature of PHP that stores the user data on the server for use over a series of Web pages. Sessions are secure because data is not transmitted between the client and server

Quiz Login Form (Callout pointing to the form title)

Please login below to take the Introductory Computer Quiz.

Form fields:
 First Name: Margaret
 Last Name: Moriss
 Student ID: 25367648
 Section Number: CISC 110W
 Instructor E-mail: instructor@univ.edu

After filling in the form fields click the Submit Data button.

3. Fill out the student login form using test data. (Callout pointing to the form fields)

Introductory Computer Quiz (Callout pointing to the quiz title)

Thank you **Margaret Moriss** for logging in.

Answer the questions below by selecting the correct answer from the list.

1. PHP is a server-side scripting language.
 - True
 - False
2. Who invented the Linux operating system?

4. Answer the quiz questions. (Callout pointing to the quiz questions)

Quiz Feedback

Thank you, **Margaret Moriss**

You answered 5 questions correctly.

Your score is: 100 %.

Your score will be sent to your instructor in 01 seconds.

5. Quiz results are displayed. In a live run, they are sent to the WebTrack server, so you can download them to your instructor account using WebTrack. (Callout pointing to the feedback text)

COLLECTING CHIRPS

HAVE YOU EVER WONDERED what runs through students' minds when they're reading the textbook? Would you like to know the pages that cause them the most trouble? Chirps enable students to send you a quick text message from within the digital textbook. They are similar to tweets, so students easily understand how they work.

Chirps are anonymous, which allows students to submit "stupid" questions, that they might not otherwise ask. If a student would like you to reply, he or she can include an e-mail address.

Chirps are submitted to your instructor WebTrack client. Make sure you are using the latest version of WebTrack so that you can collect and view Chirps from your students.

TIP Consider the following possibilities for chirps:

- If you want students to use Chirps, make sure to demonstrate their use in class. NP PowerPoint presentations include a set of "how to" slides
- Turn chirps off if you would rather not see them."

WebTrackIII instructor@school.edu

File Tools Help

Tracking Data Syllabus and Annotation Links Issues Custom

NOTE: Only the first answer from each student for each Chirps question will be displayed.

Check Message and Answer Queues Clear Answers Export Answers Check Messages Automatically

A B C D E

3. Click this button to download chirps.

4. Chirps appear here. they include the textbook in use, textbook page number, date, and time.

2. Make sure there is a check mark in this box if you want to view chirps.

Show I

Anonymous messages enabled 11/16/2009.

POLLING

STUDENT RESPONSE SYSTEMS help you add interactivity to on-campus and distance classes. Your electronic textbook, paired with WebTrack, provide a free polling system that students can use from their own computers.

Students can have their electronic textbook open to any page when they answer polling questions. Make sure every question has a unique *six-digit* question number.

Polling responses are collected and consolidated by WebTrack and displayed on the Chirps tab.

TIP Consider the following possibilities for WebTrack polling:

- If your school requires students to have notebook computers, polling is an ideal use of those computers in class
- You can poll synchronously while class is in session."
- You can poll asynchronously by posting questions and asking students to respond by a given date and time.
- NP 2011 and subsequent editions include clicker questions for each chapter. You'll find them in the PowerPoint presentations and on the NP Community site.
- You can create your own clicker questions, just make sure that each has a unique six-digit question number.

The screenshot shows the WebTrack interface for an instructor. The browser address bar shows 'WebTrackIII instructor@school.edu'. The 'Chirps' tab is selected, and a yellow box with an arrow points to it with the instruction: '1. Click the Chirps tab.' Below the tab are buttons for 'Check Message and Answer Queues', 'Clear Answers', 'Export Answers', and a checkbox for 'Check Messages Automatically'. A table displays polling results with columns for 'BookTitle:QNum', 'Section', and five answer choices (A, B, C, D, E). A yellow box with an arrow points to the 'Section' column with the instruction: '3. Question numbers appear here.' Another yellow box with an arrow points to the data rows with the instruction: '4. Responses appear here, consolidated to show the number of students that selected A, B, C, or D.' At the bottom, there are buttons for 'Clear Messages', 'Export Messages', and a checked checkbox for 'Show Messages'. A message box at the bottom contains the text: 'NP2011, 169, 11100, 11/16/2009, 15:15, I don't get this stuff about the ALU. Anonymous messages enabled 11/16/2009.'

BookTitle:QNum	Section	A	B	C	D	E
NP2011:020000	11100	2				
NP2011:020002	11100			1	1	
NP2011:020012	11100			2		