e Smart Class

Teacher's Page Manual
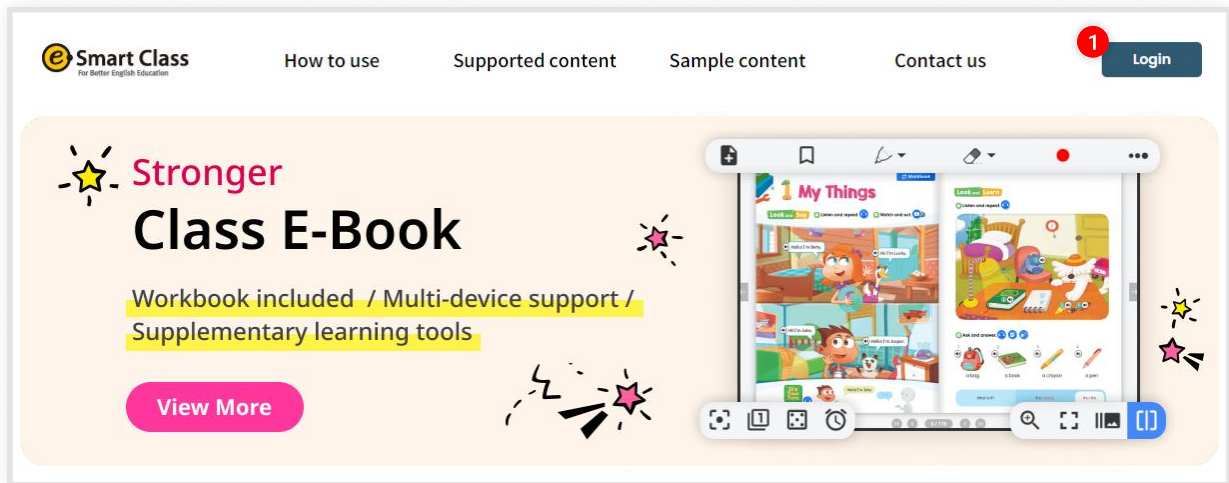
For Better Education
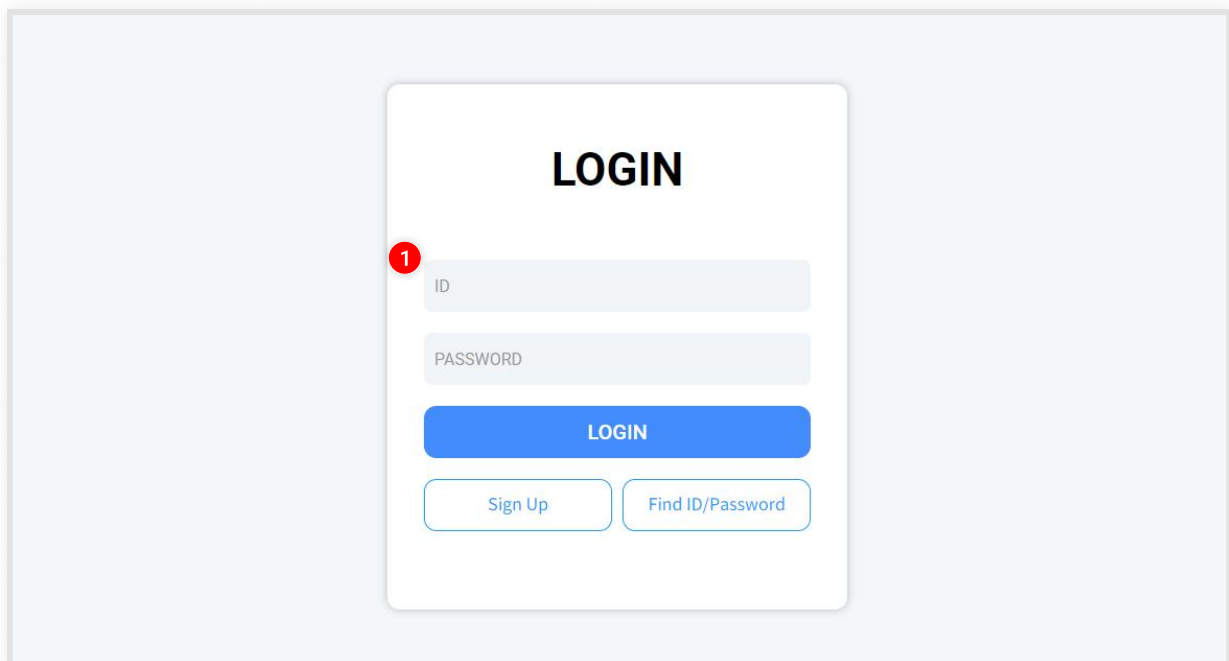
https://www.esmartclass.net

e future

Contents

1 Log in

eSmart Class Main Screen

1. After registering a new account, click the **[login]** button at the top of the page.

Login Screen

1. Enter the ID/Password you created when you joined eSmartClass, then click the **[login]** button.

2. The Teacher Management site will open in a new page.

2 Teacher Management Site (Main)

Main screen

1. Go to each menu page.

2. **Class e-book**: Books you have starred on the class e-book page will appear in the favorite book section of the main page.

3. **Practice**: Students' learning and test history is displayed here. Classes and students are sortable.

4. **Messages**: You will see a snapshot of the recent notifications you have created on the notifications page.

2 Teacher Management Site (Main)

Main screen

5. **Level Test**: You can administer an e-future level test.

6. **Audio Player**: Teachers can access the e-future streaming site from the main page.

7. **Certificates**: Certificates of completion will be issued automatically upon completion of all study/tests in the textbook.
   Certificates can also be issued manually.

8. **Total Stars Earned**: This section displays the number of stars earned by students.

3 Student Management : Student registration

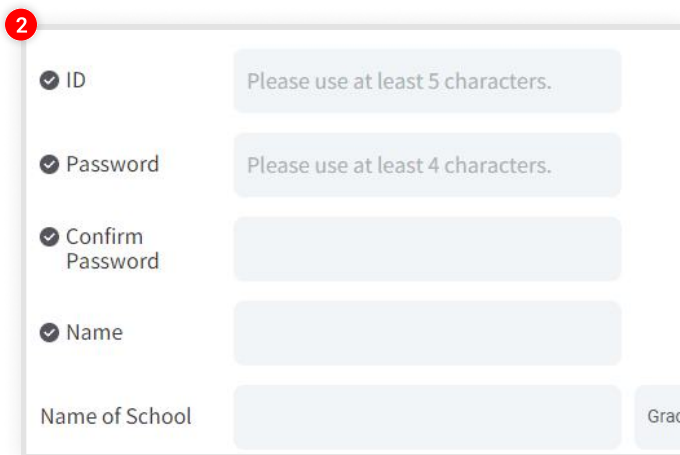On the student management page, you can register, modify, and delete students. Teachers can also check learning history and certificate issuance status for each student.
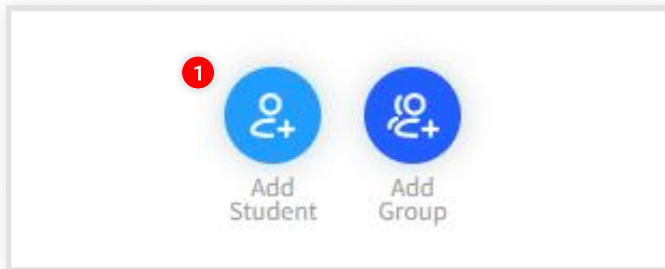
1 Click **[Add Student]** in the upper right corner.

2 Go to the [Add Student] page.

Enter the student's information.

☑ Only the required information is needed to complete the registration. You can modify student information at any time on the Student Details page.

3 You can register a parent account at the same time you register a student account. Parents can check their student's learning information and messages through the parent's account.

*Parents with multiple children, only need to register once. Parents can register any additional children from the parent's page.

4 After entering the required information, click **[Register]**.

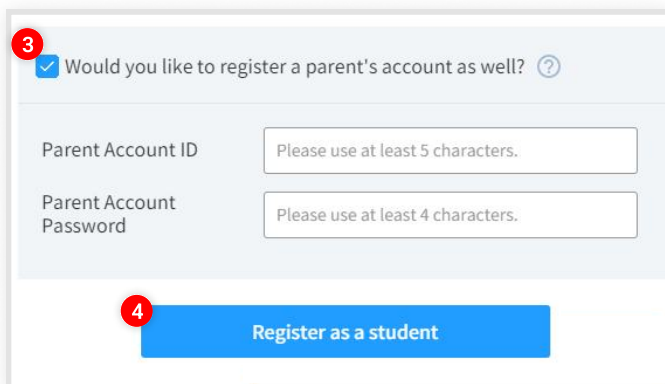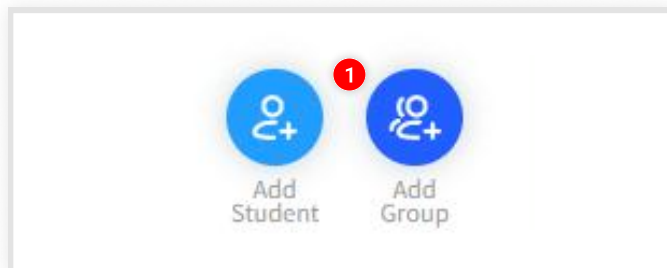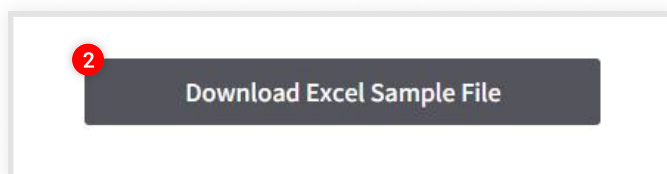# 3 Student Management : Multi-Student Registration

On the student management page, you can register, modify, and delete students.
Teachers can also check learning history and certificate issuance status for each student.

1 To register more than one student at a time, click the **[Add Group]** button in the upper right corner.

2 Click **[Download Excel Sample File]**.

3 Enter and save student information according to the format of the Excel spreadsheet.
Cells highlighted yellow are required and must be filled out.
* The first row of the spreadsheet must not be modified or deleted.
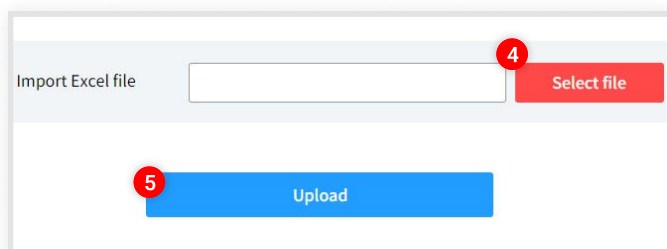
4 Click **[Select file]** to import the saved Excel spreadsheet

5 Click **[Upload]** to complete your students' registration.
* If there is an error message, recheck the Excel file and correct the error. Then resubmit.
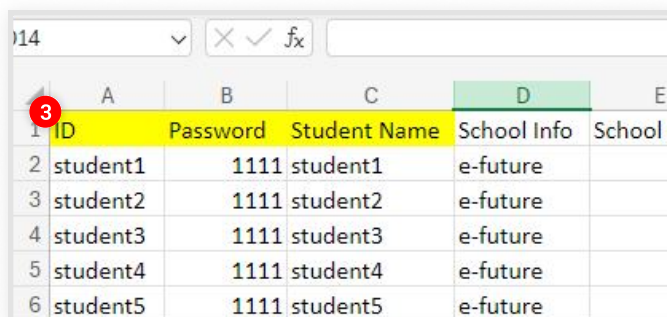
3 Student Management : Student List

On the student management page, you can register, modify, and delete students.
Teachers can also check learning history and certificate issuance status for each student.

1. Type a student's name or ID to quickly access student information from the student list.

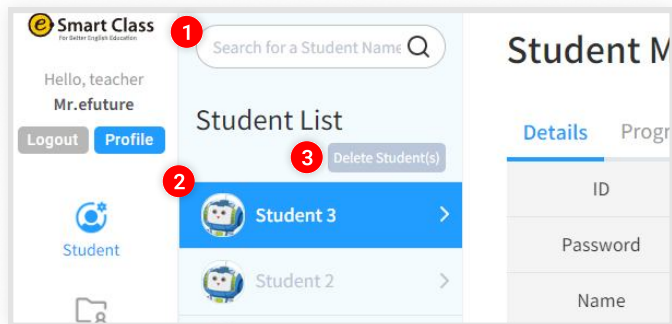2. When you select a student from the student list, their details will be displayed on the right side of the screen.

3. You can delete multiple students at once.

4. Select the students you want to delete.

5. Delete the selected students as a group.
   * Please note, all student information and learning records will be deleted when students are deleted. Deleted items cannot be restored.
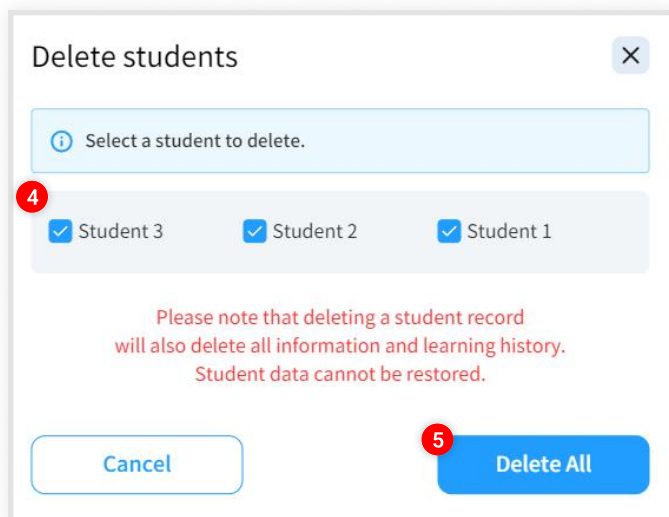
3   Student Management : Student Details

On the student management page, you can register, modify, and delete students.
Teachers can also check learning history and certificate issuance status for each student.

1 After selecting a student their details will be displayed. Changes to
student information can be made here.

2 Reset password here.

3 Create or modify a parent account here.

4 Click here to delete a student record.

5 Click here to save changes after updating a student's information.

3 Student Management : Progress

On the student management page, you can register, modify, and delete students. Teachers can also check learning history and certificate issuance status for each student.

❶ Click the **[Progress]** tab to view the student's learning history.

❷ You can search by class, book, or date.

❸ The results of the the last 10 tests, based on the search results, are tracked and displayed. Total study hours and stars are also displayed here.

❹ A list of practice activities and tests, based on the search results, will be displayed here. The teacher can review the reports for each activity or test.

3 Student Management : Certificates of Completion

On the student management page, you can register, modify, and delete students. Teachers can also check learning history and certificate issuance status for each student.
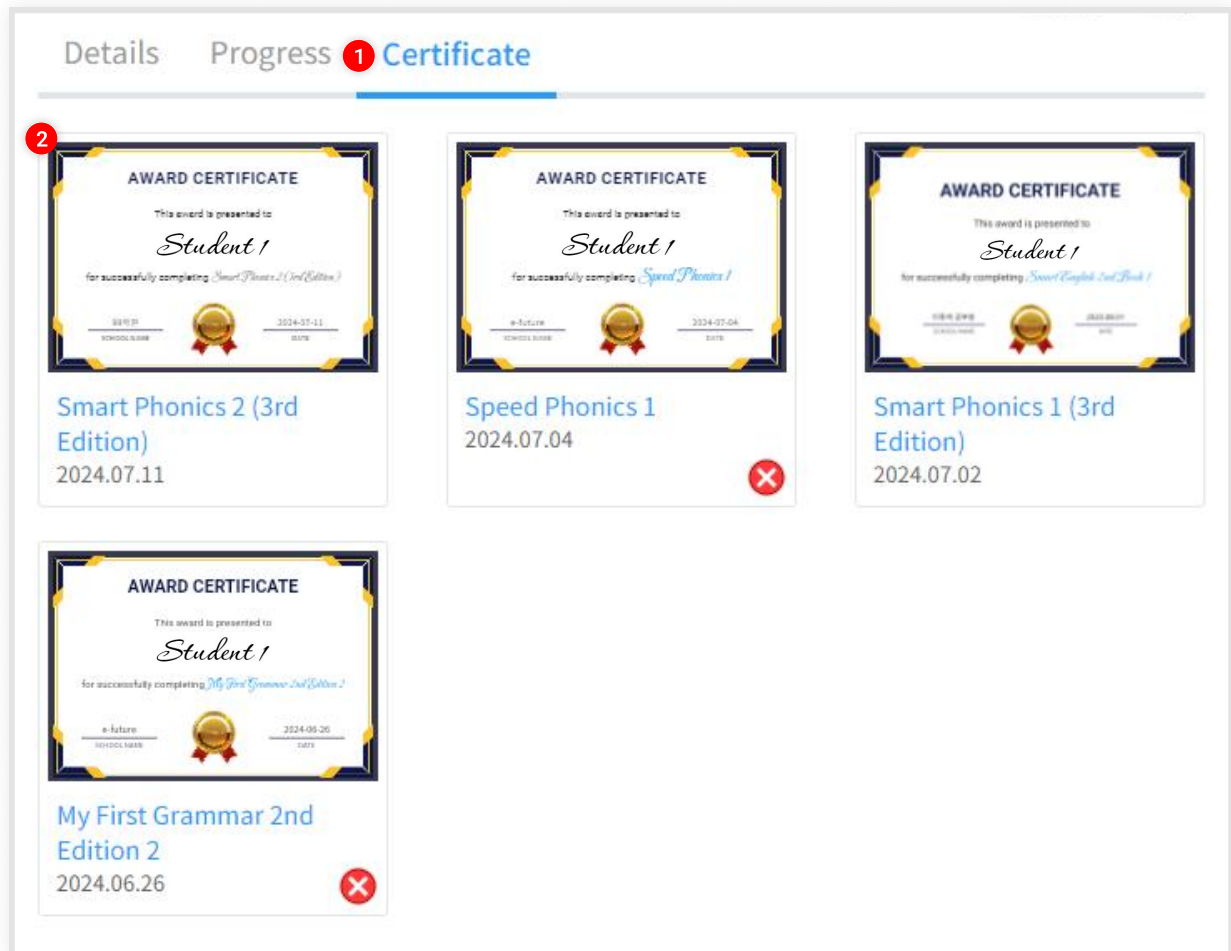
Certificates of completion will be issued automatically upon completion of all unit practices and tests for a textbook.

Certificates can be issued manually from the main screen.
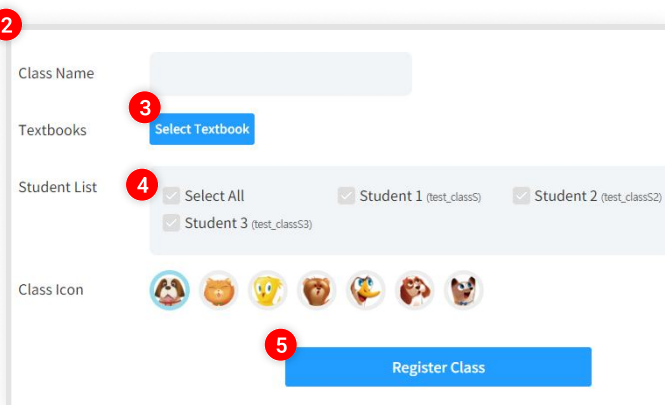
1 By clicking on the **[Certificate]** tab, you can see the certificates the student has earned.

2 By clicking on the certificate, you can view a full screen version of the certificate or download a PDF version.

4 **Class Management** : Class Registration

On the class management page you can create, review, modify, and delete a class.
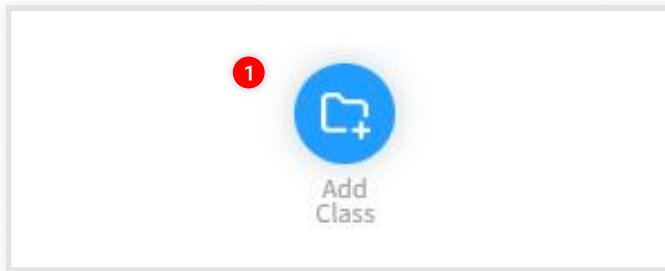
① Click **[Add Class]** in the upper right corner.

② Go to the class registration page.
Enter the class information.

③ Click the **[Select Textbook]** to select the textbook(s) you want to use in the class.
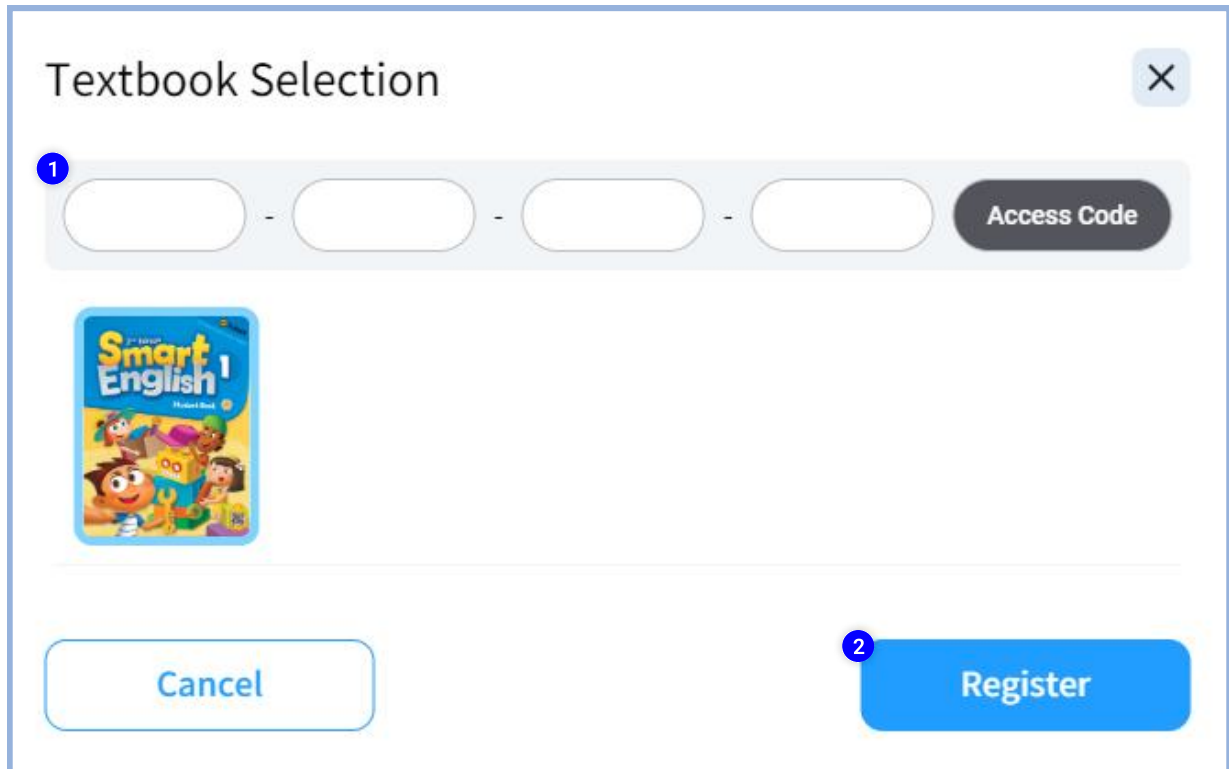
④ Select all the students that you want to add to the class.

⑤ Click the **[Register Class]** button to complete the class creation process.
* Once the class is created, practice and tests will be automatically made available to the students in the class.

4 Class Management : Class Registration

On the class management page you can create, review, modify, and delete a class.

① Enter the e-book access code you received after you purchased the textbook.
   After clicking the **[Access Code]** button the registered textbook can be
   added to your class.

② Select the textbook, click **[Register]** to add it to your class.
   Student accounts will not have access to the class e-book.

4 Class Management : Class Lists
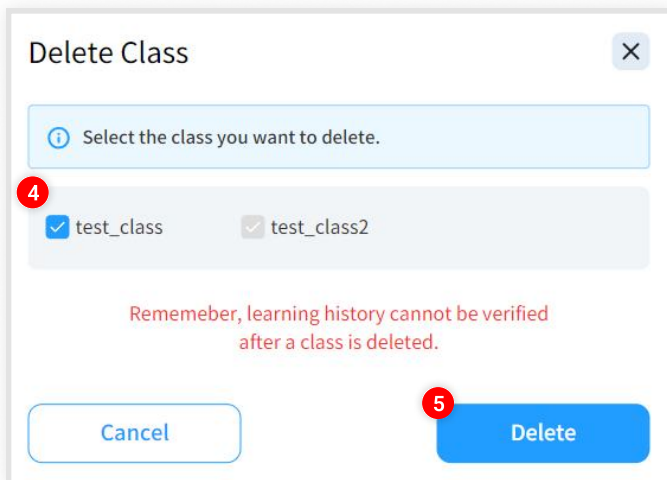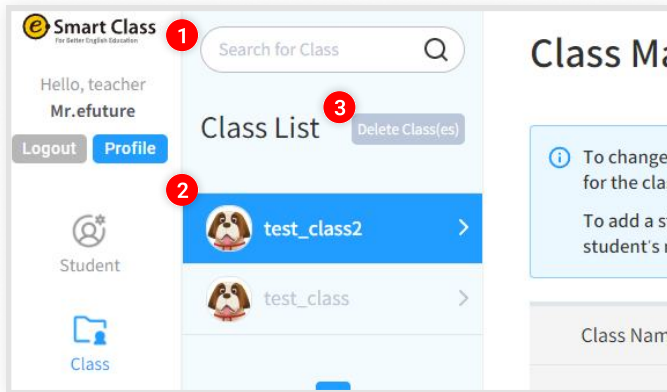
On the class management page you can create, review, modify, and delete a class.

1 Search for class names to quickly find the class you want to check.

2 If you select a class from the list, the details of the class are displayed on the right side of the screen.

3 You can delete multiple classes at once.

4 Select the class you want to delete.

5 Delete the selected classes in batches.
* Please note that when you delete a class, you will no longer be able to check the class learning records.

4 Class Management : Class Information

On the class management page you can create, review, modify, and delete a class.

1. Add a class textbook by clicking **[Select]**.

2. Delete class textbooks.

3. Add students to the class by clicking **[Add]**.

4. Select a student or students then click **[Remove from Class]** to remove them from a class.

5. Delete the entire class.
   Please note, if you delete the class, you can no longer check the class records.

6. After changing class information, click **[Update]** to finalize the changes.

Teachers can check students's learning/test details on the practice page. Teachers can check the students' report cards, review the activity and test answers as well.
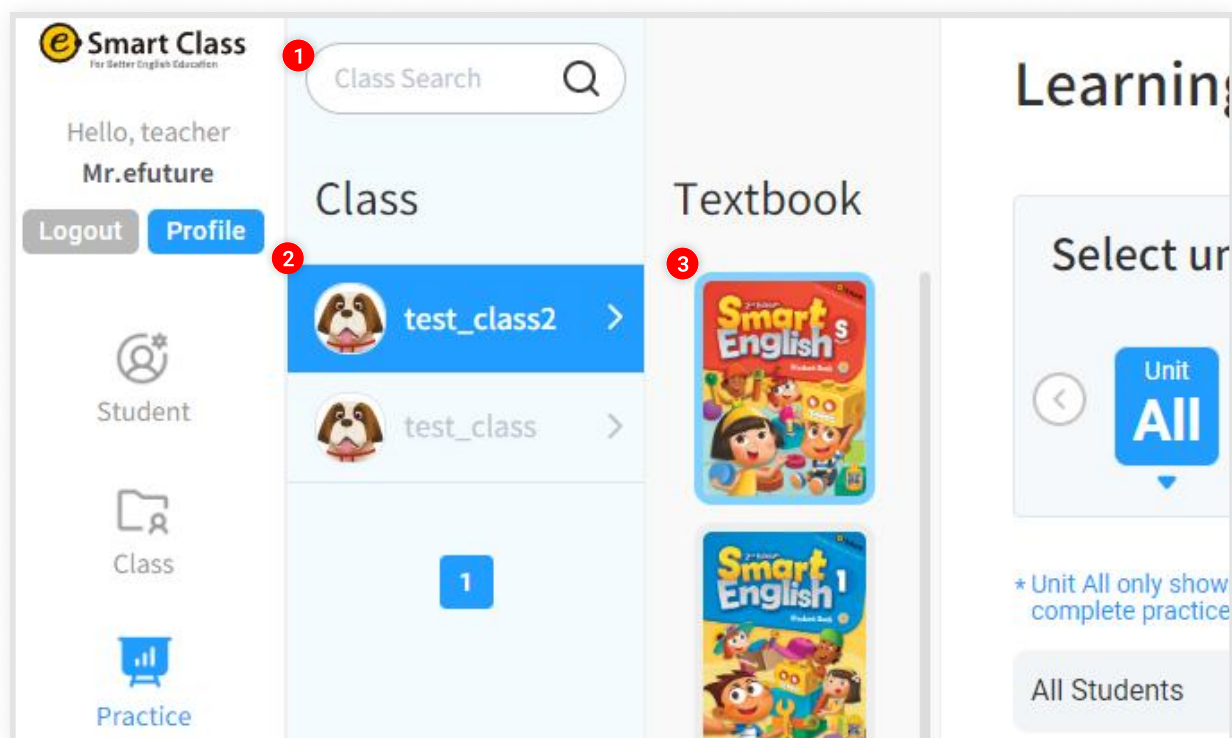
1 Search for class names to quickly find the class you want to check.

2 When you select a class from the list, the class textbook will be displayed on the right side of the screen.

3 Check the learning status of a textbook by clicking on the textbook to the right of the screen.

5 Practice : Learning List

Teachers can check students's learning/test details on the practice page. Teachers can check the students' report cards, review the activity and test answers as well.

1 Unit selection displays the number of students who have submitted a unit test. Select a unit to view the student learning progress.
   * Only students who have submitted a test will be displayed.
      You can check the student list by clicking "Unit All".

2 You can check practice activities and tests for each unit before students start working on them.

3 The total time spent studying and the number of stars are tracked on this page.

5 Practice : Learning List

Teachers can check students's learning/test details on the practice page. Teachers can check the students' report cards, review the activity and test answers as well.

4 Once a unit practice is completed, a "clear" sticker will be displayed along with the learning time and date.

5 When a test is completed, the study time, score, and stars based on the score will be displayed.
   You can check results via the "report" function. Click the **[Report]** button to review correct and incorrect answers.

5 Practice : REPORT

Teachers can check students's learning/test details on the practice page. Teachers can check the students' report cards, review the activity and test answers as well.

1 The test information, score, and star-based score are displayed here.

2 The test report displays the overall score and class-average score.

3 You can check the answers for each question.

4 The 10 most recently submitted test results are charted on the report along with the cumulative study time.

5 Teachers can leave comments on the report that students can review on their page.

5 Practice : Reviewing Answers

Teachers can check students's learning/test details on the practice page. Teachers can check the students' report cards, review the activity and test answers as well.

1 The corresponding test scores and learning times are displayed with the score.

2 You can check the answers for each question.
* Click on the O or X to see the question and the answer the student selected.

6 Class e-book

The class e-book provides powerful teaching and learning tools and a variety of learning aids. * Students do not have access to the e-book.

1. Search for class names quickly to find the class you want to review.

2. If you select a class from the list, the class textbooks will be displayed on the screen.

3. If you click the star on the textbook it will be marked as favorite. Textbooks marked as favorite will appear on the teacher's main screen.

4. Click **[Launch]** button below the text book to open the e-book in a new window.

6 Class e-book : extra functions

The class e-book provides powerful teaching and learning tools and a variety of learning aids. * Students do not have access to the e-book.
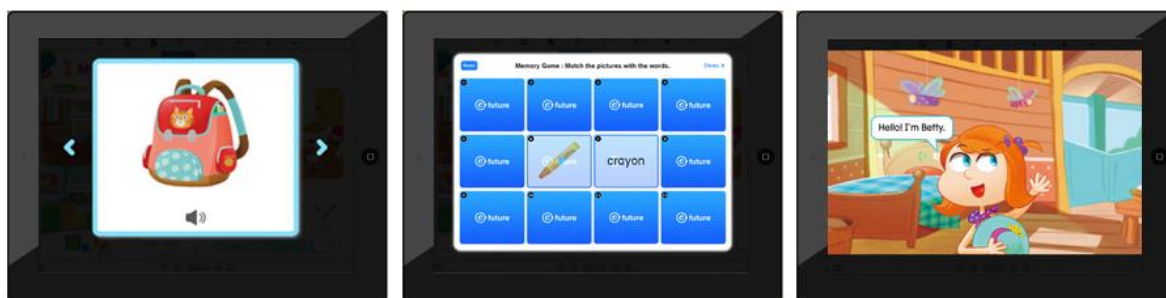
① Valuable teaching and learning tools

It provides the necessary tools for class.
Bookmark / Memo / Pen Tool / Spotlight / Number Generator / Dice / Timer

② A Variety of Learning Assistance

It provides a variety of learning assistance including:
Flashcards / Memory Game / Animation
Audio playback / Question-by-question audio / Check answers / Full screen view
/ Section view

③ Workbook support

Teachers can easily navigate between the student book and workbook with the click of a button.

④ Multi-device support

e-book viewers use HTML5 and can be viewed on PC, tablet, or mobile device.

7 Downloads

You can download resources for textbooks that you have registered to your account with an access code.

① You can search by category, series, and level.

② Select the materials you want to download.

③ You can download multiple at the same time.

* Category / Series / Levels Search results screen

8 Messages : List

You can write announcements to students or classes that will be sent to student and parent accounts.

① Use the search function to search for the content of the announcement you want.

② Click the **[Write]** button to write an notification.

③ You can edit or delete a notification by clicking on the announcement title.

8   Messages : Writing a Message

You can write announcements to students or classes that will be sent to student and parent accounts.

Messages

ⓘ Selecting a class will only display content for that class.

① Select Class   Choose class.   ⌄

② Title

③ Content

body   p

④ Youtube Video   ⑦

⑤ Submit

① Please choose either individual or class announcement.

② Write a title for your announcement.

③ Write your message. You can insert an image into your notification.

④ You can also insert YouTube links.
Please refer to the image below to correctly include a URL in your notification.

⑤ Click the **[Submit]** button to send your message to the student or class

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[How to insert a YouTube link]

1. Click the **share button** on the YouTube page for the video you want to insert.

👍 95   👎   ↗ Share   ↓ Download   ≡+ Save   ⋯

2. Select **"spread"** in the share window.

< > Embed   WhatsApp   Facebook   X   Email

3. Copy and paste the **video URL.**

Embed Video

```
<iframe width="560" height="315"
src="https://www.youtube.com/embed/
RMNSLMNZaSY?si=ZNhXSvALv60tMc4C"
title="YouTube video player"
frameborder="0"
```

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