

Smart English



User Guide



Contents

01. Smart English Online	03
02. Managing Books	04
03. Managing Students	05
04. Managing Classes	07
05. Managing Practice Activities	09
06. Downloads	10
07. Interactive ebook	11

Students

01. My Books	13
02. My Practice	14



01 Smart English Online



Main Page

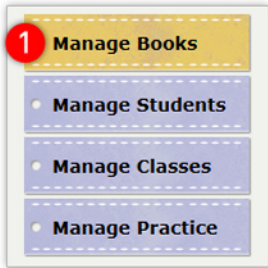
From the main page, you have several options depending on who you are. You will be able to access information about the series without logging into the site. To access the wide variety of tools for teachers and resources for students, you will need to log into the site.

Available to Everyone without login	Available to Teachers after Login	Available to Students after Login
<ul style="list-style-type: none"> • Series Information • Sample Pages • Selected Downloads 	<ul style="list-style-type: none"> • Learning Content Management System • Interactive ebook* • Downloadable Flashcards 	<ul style="list-style-type: none"> • Additional Practice Activities • Additional Assessments

* To access the interactive ebook, teachers will have to obtain an access code. You can find an access code in the Smart English Teacher's Manual.

- 1 By clicking 'Series Information' you will be able to access all of the general information about Smart English. This includes general series information, online sample pages, selected downloads, and contact information.
- 2 Registered teachers and students can log into the site here by typing their ID and password and then clicking 'Log In'.
- 3 Click here to retrieve your ID or password.
- 4 Click here to register as either a teacher or a student.

02 Managing Books



Manage Books

- 1 When you log in as a teacher, the teacher's page will be shown on your screen. Click 'Manage Books' from the menu on the left hand side of the screen to register your book.

* Book registration is the first step in using this site.



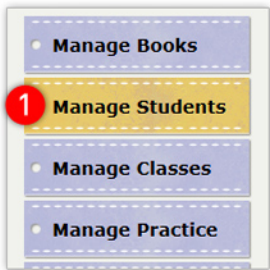
Book Registration

- 1 Input the Access Code found in the Teacher's Manual and click 'Enter'.
- 2 Your registered book should appear in the list.

Book Cover	Book Name	Access Code	Date
	Smart English 1	SE01-96YD-6Z9G-****	2012.12.01



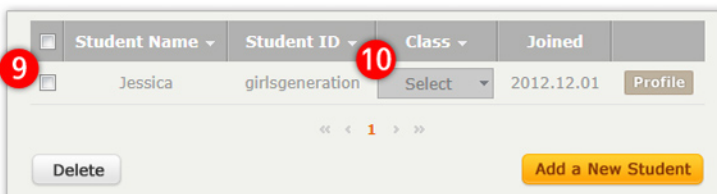
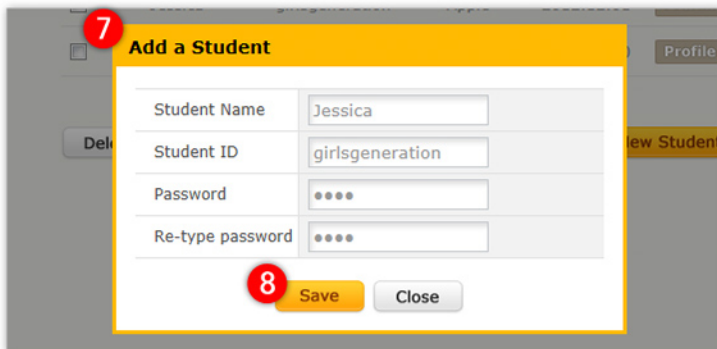
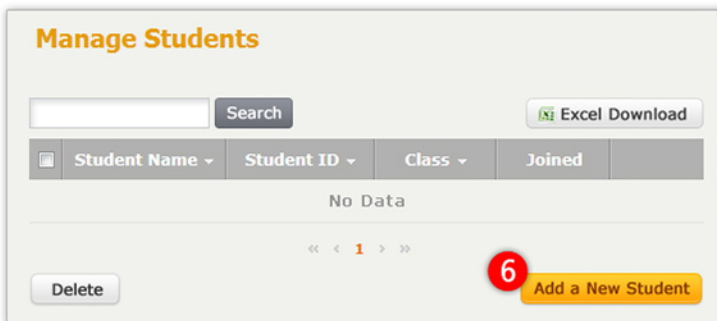
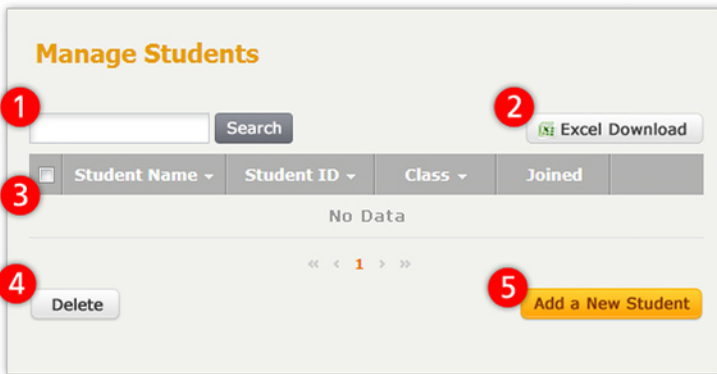
03 Managing Students



Manage Students

1 Click 'Manage Students' from the menu on the left hand side of the screen to add students.

* You can create a class after adding your students. You can create as many classes as you want, but each class can be assigned only one level of Smart English.



- 1 You can search registered students here by entering in a name and clicking 'Search'.
- 2 You can download the list of registered students by clicking 'Excel Download'.
- 3 A list of current students will appear here.
- 4 You can delete a student's name from the list by clicking the checkbox for a student and then clicking 'Delete'.
- 5 You can add a student to any existing classes by clicking 'Add a New Student'.

Student Registration

- 6 Click 'Add a New Student'.
- 7 A small window will pop up.
- 8 Input the student's information and then click 'Save'.
- 9 The added students will be shown in the list.
- 10 You can assign a student to a class after you create your classes.

03 Managing Students

Student Name	Student ID	Class	Joined	
Jessica	girlsgeneration	Select	2012.12.01	Profile

« < 1 > »

[Delete](#) [Add a New Student](#)

Profile | [Report](#)

Student Name |

Student ID | girlsgeneration (2012-12-01)

Password |

Re-type password |

Student E-mail | @ [Select](#)

Class | [Select](#)

Registered Books	Book Name	Date
	Smart English 1	2012.12.01

[Save](#) [Back](#)

[Profile](#) | **Report**

Jessica (Apple) - Smart English 1 [Select a Book](#)

Lesson	Section 1	Section 2	Section 3	Section 4	
10	-	-	-	-	Details
9	4/4	4/4	4/4	4/4	Details

« < 1 2 3 4 5 > »

[Back](#)

Lesson Report [Print](#) [Close](#)

Smart English 1. Lesson 1

Jessica(girlsgeneration) Class Name - Apple

Section	Link and Say	Look and Learn	Look and Practice	Link and Review	Total
Score	4/4	4/4	4/4	4/4	16/16
%	100	100	100	100	100

A. Link and Say

A-1. Listen and repeat.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
0	0	0	X	X	X	X	0	0	X	0	0	0	0	0

Total : 14/15

A-2. Look and act out.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
0	0	0	X	X	X	X	0	0	X	0	0	0	0	0

Details of Student's Information

- Click 'Profile' to see the detailed information for a specific student.
- Under the 'Profile' tab, you can check and revise a student's basic information.
- You can revise any of the student's information except their ID.
- After you revise the information, click the 'Save' button.
- Under the 'Report' tab, you can see a student's progress reports.
- A list of the students' progress reports will appear by lesson number.
- If the student happens to study a different level of Smart English as well, you can check the information by changing the book title. Simply click the 'Select a Book' drop-down menu.
- Click 'Details' to see a more detailed report from that lesson.
- After you click 'Details', you can see more detailed information through the 'Lesson Report'.
- You can print the Lesson Report by clicking 'Print'.

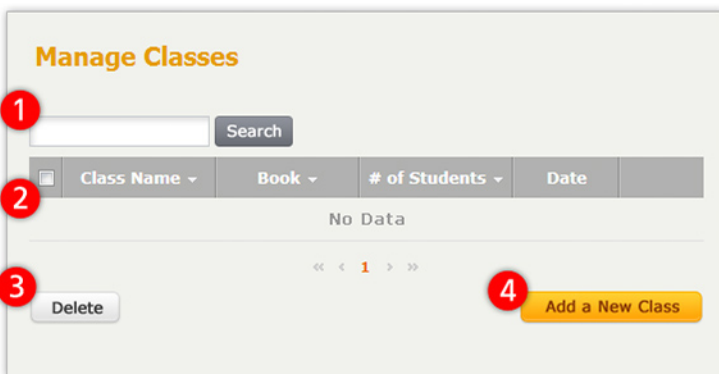
04 Managing Classes



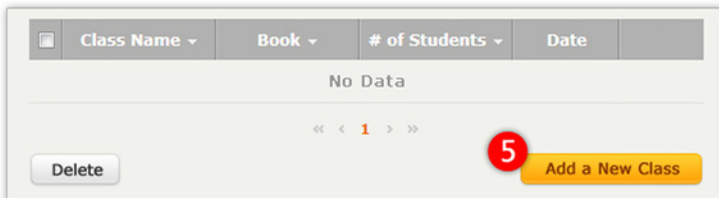
Manage Classes

- 1 Click 'Manage Classes' from the menu on the left hand side of the screen to create a new class.

* A class can have only one textbook.



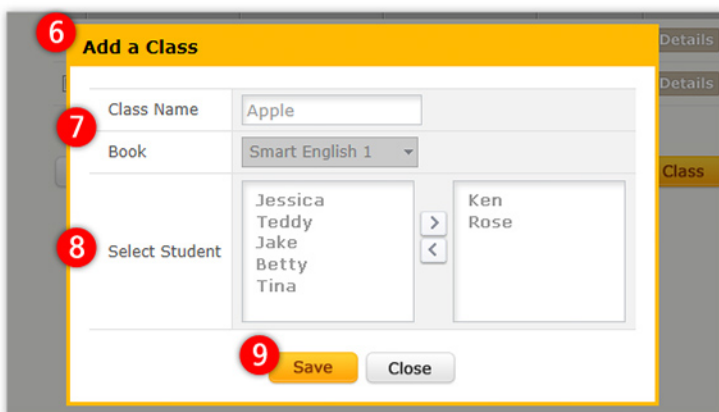
- 1 You can search registered classes by typing in the search box and clicking 'Search'.
- 2 Registered classes will be shown in the list.
- 3 You can delete any registered classes by clicking the checkbox beside the class you want to delete and then clicking 'Delete'.



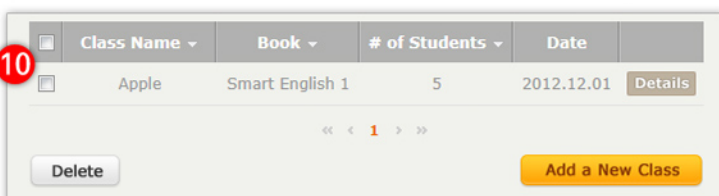
- 4 You can add a new class.

Creating New Classes

- 5 Click the button 'Add a New Class'.



- 6 A small window will pop up.
- 7 Input your class name and select the textbook from the drop-down menu.
- 8 Move students from the left box to the right box.
- 9 Click 'Save'.



- 10 Your new class will appear in the class list.

04 Managing Classes

Class Name	Book	# of Students	Date	
Apple	Smart English 1	5	2012.12.01	1 Details

« < 1 > »

Delete Add a New Class

Manage Classes

2 Class Name |

Book |

Select Student |

Jessica	Ken
Teddy	Rose
Jake	
Betty	
Tina	

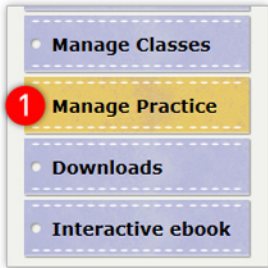
3 Save Back

Class Details

- 1 Click 'Details' for more information about a class.
- 2 You can see detailed information about the class that you choose.
- 3 After you change the information, click 'Save'.



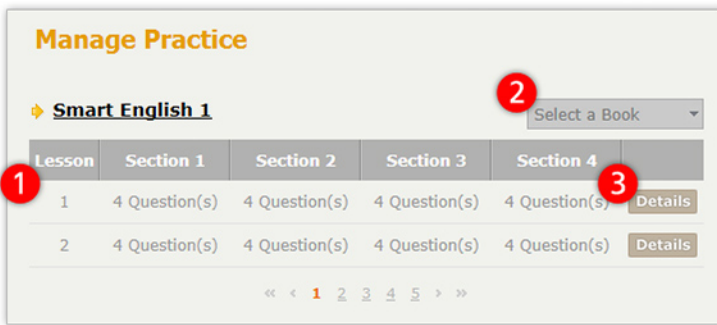
05 Managing Practice Activities



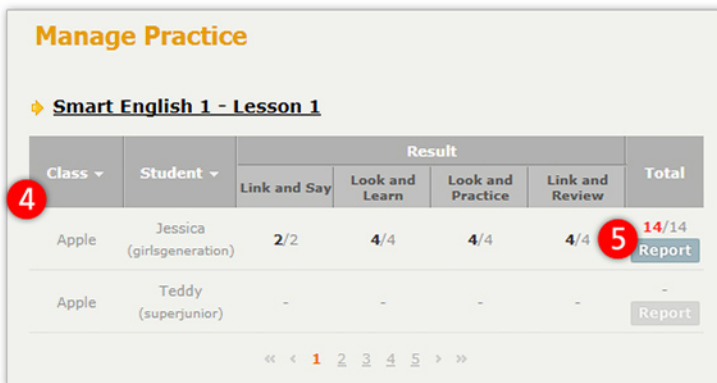
Manage Practice

1 Click 'Manage Practice' from the menu on the left side of the screen to see Practice Reports.

* Once you register a book, all the practices will be available.

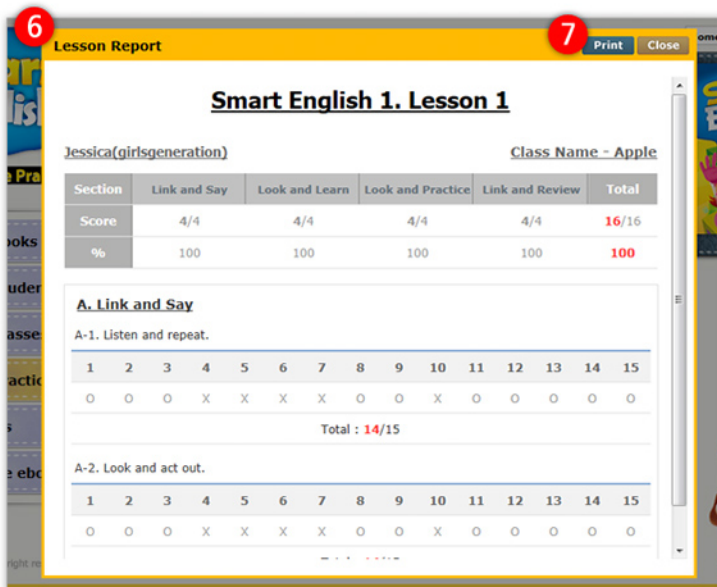


- 1 The practices will appear in the list.
- 2 If you have more than one book in the system, you can move to another book by choosing the book title in the drop-down menu.
- 3 You can check the results of each lesson by clicking 'Details'.



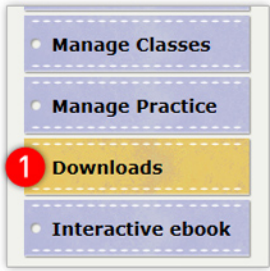
Practice Result Details

- 4 Here you can easily check who has finished the practice activities.
- 5 You can also get detailed information by clicking the 'Report' button.



- 6 Once you click 'Report', the Lesson Report window will pop up.
- 7 You can also print the result page by clicking 'Print' button.

06 Downloads



Downloads

- 1 Click 'Downloads' on the left hand side of the screen for downloadable materials.
* You can only download materials for books registered to you.



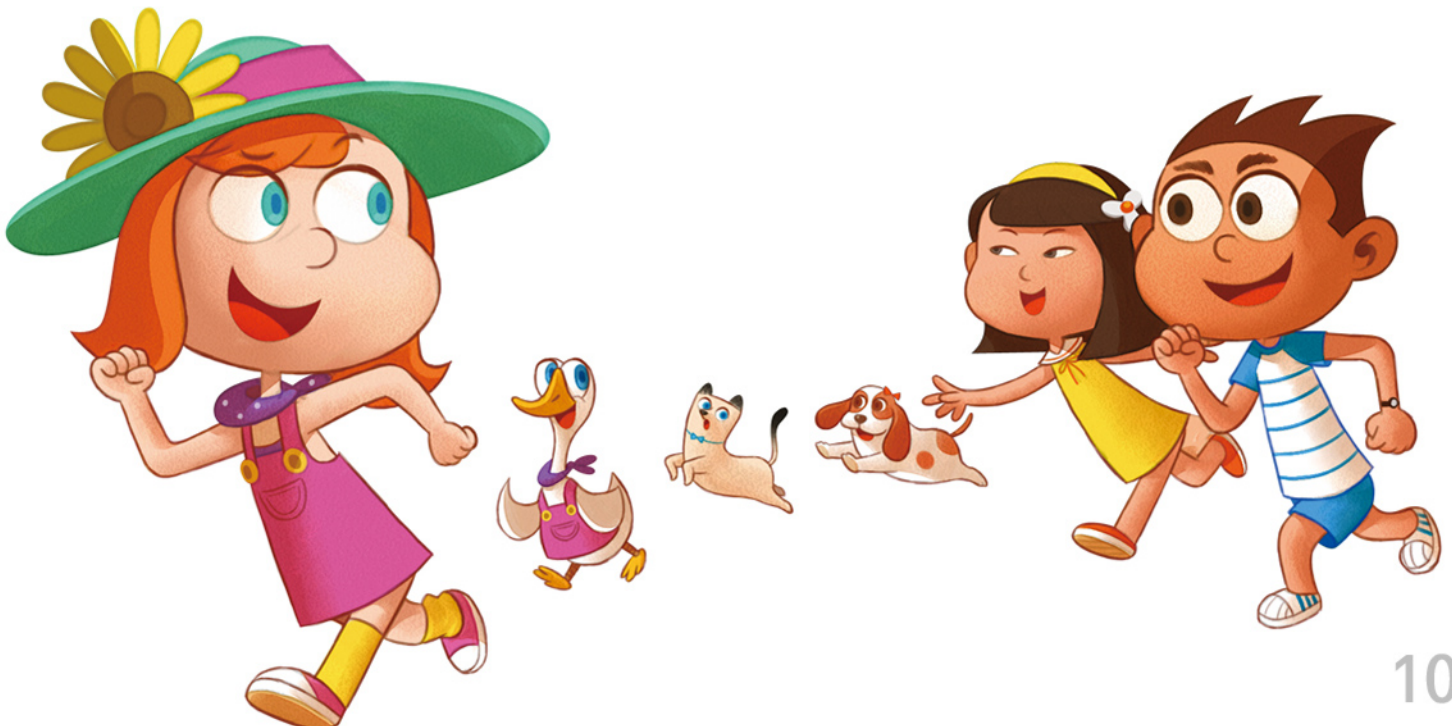
Downloads

1 Book Name Search

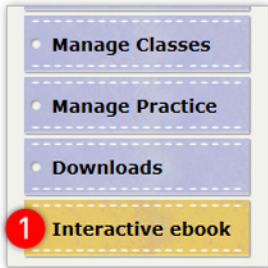
No.	Book Name	Title	Hit
10	Smart English 1	Flash Cards for Print	20
9	Smart English 1	Worksheet	20
8	Smart English 1	Test	20

2 3

- 1 You can search data by book title or file name by using the drop-down menu or the search field.
- 2 Materials for registered books are listed.
- 3 You can download any file by clicking its title.



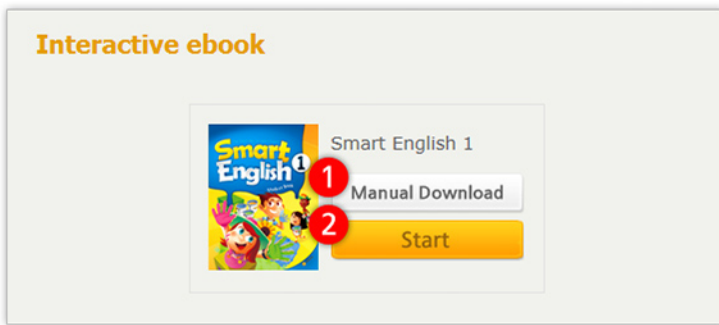
07 Interactive ebook



Interactive ebook

1 Click 'Interactive ebook' from the menu on the left hand side of the screen to use the interactive ebook.

* To use this service, you will need to register your book by using the access code printed in your Smart English Teacher's Manual.



- 1 You can download the manual for the ebook.
- 2 Click the 'Start' button access the ebook.
- 3 Click the enlarge button to use the audio and other functions.

LESSON 1

My Things

A Look and Say

1. Listen and write the number. 2
 - Hi! I'm Lucky.
 - Hello! I'm Jasper.
2. Listen and repeat.
3. Look and act out.

Hi! I'm Jake. You

B Look and Learn

1. Listen, point, and repeat. 4

2. Ask and answer. 5

1
a bag

2
a book

3
a crayon

4
a pen

What is it?
It's a book.

Smart English 1

User Guide Students

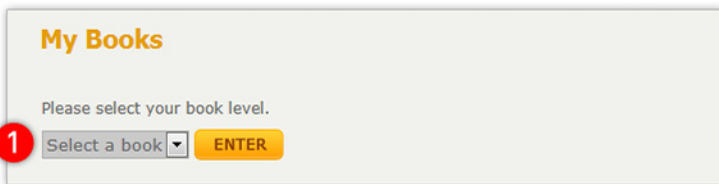


01 My Books




My Books

- 1 When you log in as student member, the student's page will be shown. Click 'My Books', and choose the book you have.
* Book registration is the first step in using this site.



Choosing Your Book

- 1 Choose your book from the drop-down menu and click 'Enter'.
- 2 Your book will be shown in the list below.

Book Cover	Book Name	Access Code	Date
	Smart English 1	SE01-96YD-6Z9G-****	2012.12.01



02 My Practice



My Practice

- 1 Click 'My Practice' to start the e-learning practice.
* Once you choose your book, all of the e-learning practices will be available.



My Practice

Smart English 1 2 Select a Book

Lesson	Section 1	Section 2	Section 3	Section 4	
1	Link and Say 2/2	Look and Learn 4/4	Look and Practice 4/4	Link and Review 4/4	Report Enter
2	Link and Say -/2	Look and Learn -/4	Look and Practice -/4	Link and Review -/4	Report Enter
3	Listen and Do -/2	Read and Do -/4	Vocabulary -/4	Link and Say -/4	Report Enter
4	Link and Say -/2	Look and Learn -/4	Look and Practice -/4	Link and Review -/4	Report Enter
5	Link and Say -/2	Look and Learn -/4	Look and Practice -/4	Link and Review -/4	Report Enter

- 1 Here the e-learning practices are listed.
- 2 If more than one book is registered, you can move to another book by clicking the book title in the drop-down menu.
- 3 Click 'Enter' to begin your practice. After you finish the practice, click 'Report' to see your detailed results.
- 4 The table shows how many questions are in each section.

Smart English 1 - Lesson 1

5 Link and Say | Look and Learn | Look and Practice | Link and Review

A-1. Choose and record.

START

6 < > 7 Check

e-learning

- 5 You can move section by section by clicking the section tab.
- 6 Move to the next or previous page by clicking the arrow buttons.
- 7 To see the answers, click the 'Check' button.

02 My Practice

Report

1	Link and Say	-	-
	Look and Learn	4/4	100
	Look and Practice	4/8	50
	Link and Review	8/8	100
	Total	16/20	83

Practice Result

- 1 After finishing all the practices, you can check your results at the end.

My Practice

Smart English 1 Select a Book

Lesson	Section 1	Section 2	Section 3	Section 4	
1	dd 2/2	dd 4/4	dd 4/4	dd 4/4	Report Enter
1	dd -/2	dd -/4	dd -/4	dd -/4	Report Enter

Practice Report

- 2 Click 'Report'.

Lesson Report Print Close

Smart English 1. Lesson 1

Section	Link and Say	Look and Learn	Look and Practice	Link and Review	Total
Score	4/4	4/4	4/4	4/4	16/16
%	100	100	100	100	100

A. Link and Say

A-1. Listen and repeat.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
0	0	0	X	X	X	X	0	0	X	0	0	0	0	0

Total : 14/15

A-2. Look and act out.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
0	0	0	X	X	X	X	0	0	X	0	0	0	0	0

Total : 14/15

- 3 The 'Lesson Report' window will pop up.

- 4 To print the page, click 'Print'.