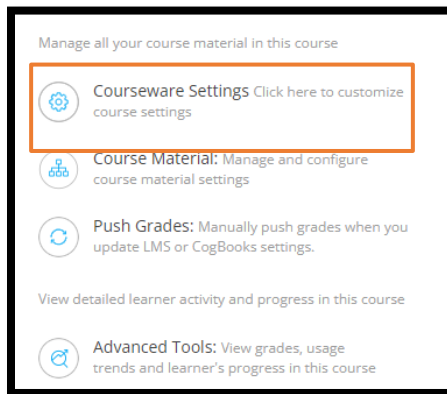
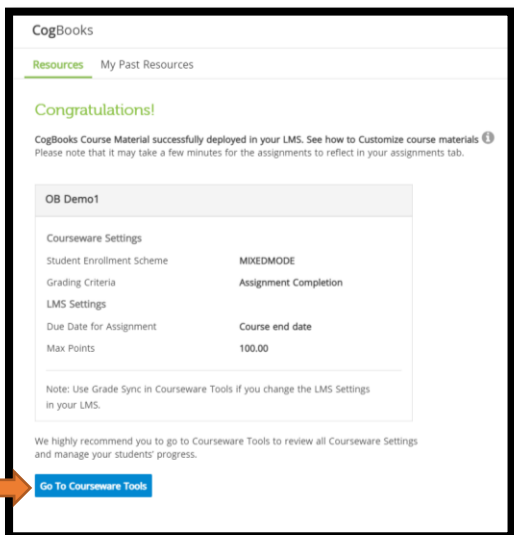


## Cambridge courseware (CogBooks) instructor guide

### Courseware Settings

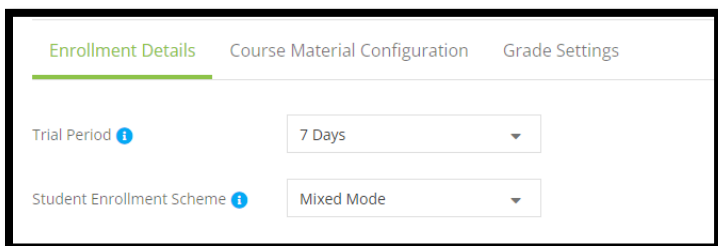
This guide will cover the courseware settings and explain the different configuration options.

**Step 1** – After the courseware is loaded into the LMS, you will next be prompted to go to Courseware Tools, where you will be able to review and modify settings. Once in Courseware Tools, click on Courseware Settings.



**Step 2** – Inside the Courseware Tools, you will see three different settings to configure: Enrollment Details, Course Material Configuration, and Grade Setting.

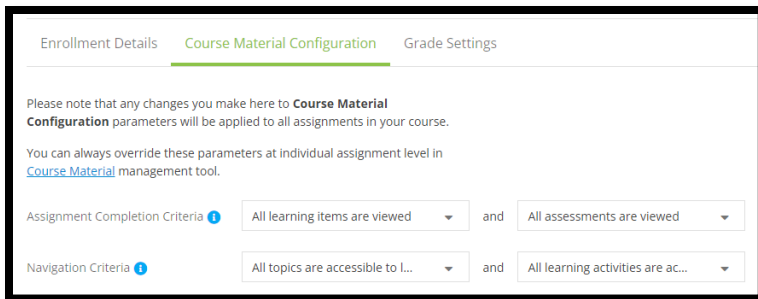
- a) **Enrollment Details.** This setting allows you to set how long the free trial will last, and how students will be able to access CogBooks.



- **The Trial Period** can last either 7 or 14 days. After the trial period is over, the student will have to purchase CogBooks to continue receiving access to the courseware.
  - **The Student Enrollment Scheme** gives options on how a student can purchase CogBooks.
    - Online Payment – The student makes an online payment with a card or through PayPal.
    - Access Code Only – The student purchases an access code from the school bookstore.
    - Mixed Mode (recommended) – The student has the choice to either make an online payment or enter an access code.
    - Open Access – The student does not pay anything.
- b) **Course Material Configuration.** This setting will let you manage the assignment's completion and navigation criteria.

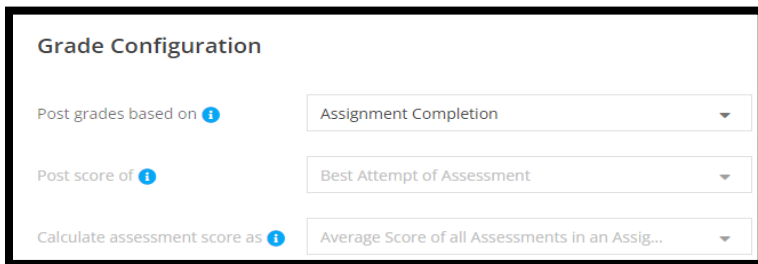
**Need help?**

Visit [cup.org/courseware-instructors](http://cup.org/courseware-instructors)  
 or contact [coursewaresupport@cambridge.org](mailto:coursewaresupport@cambridge.org).



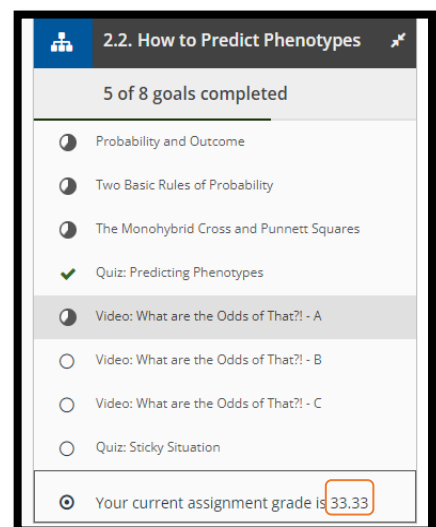
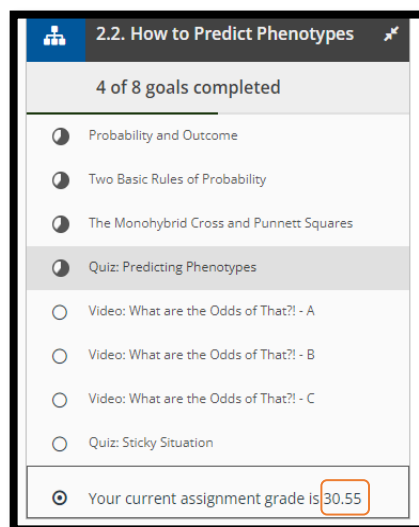
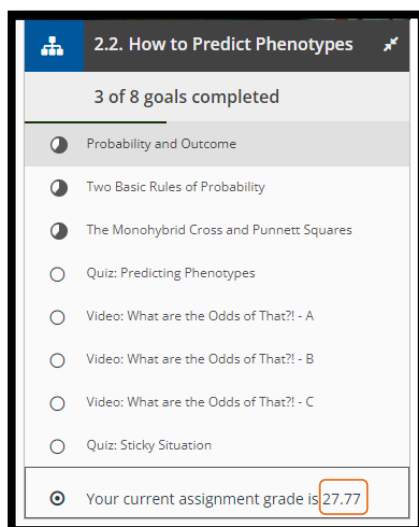
- **Assignment Completion Criteria.**  
Choose to have the assignments marked completed when all the learning items are viewed/attempted or when they are understood.
- **Navigation Criteria**  
Choose to allow students access to all of the topics/sub-topics, or just the next topic in sequence.

c) **Grade Settings** will help you define how the learner activity and assessment scores of CogBooks assignments will be posted as grades in the LMS Gradebook.



**Post grades** based on assignment completion or assessment score.

- **Grades earned by completion** – As the student work through learning activities on the primary learning path, they will receive points for each learning activity they complete, and their grade will update in real-time.



- **Grades based on assessment scores** - Unlike in other classes where students receive credit by simply viewing and completing learning activities, with assessment-based grading, the only way to earn points is by answering assessment questions correctly.

**Need help?**

Visit [cup.org/courseware-instructors](http://cup.org/courseware-instructors)  
or contact [coursewaresupport@cambridge.org](mailto:coursewaresupport@cambridge.org).

1.1. Introduction to Genetics

7 of 7 goals completed

- ✓ Genetics Now and Then
- ✓ The First Century of Modern Genetics
- ✓ Video: The First Century of Modern Genetics
- ✓ Frederic Griffith: Bacterial Transformation
- ✓ Avery, McCarty, and MacLeod: Identifying the Tra
- ✓ The Hershey-Chase Experiments
- Concept Quiz: Modern Genetics
- ➔ ✓ Question: Griffith Experiment
- Question: Hershey-Chase Experiment

Your current assignment grade is 4.00

1.1. Introduction to Genetics

7 of 7 goals completed

- ✓ Genetics Now and Then
- ✓ The First Century of Modern Genetics
- ✓ Video: The First Century of Modern Genetics
- ✓ Frederic Griffith: Bacterial Transformation
- ✓ Avery, McCarty, and MacLeod: Identifying the Tra
- ✓ The Hershey-Chase Experiments
- Concept Quiz: Modern Genetics
- ➔ ✓ Question: Griffith Experiment
- ⊗ Question: Hershey-Chase Experiment
- ➔ ✓ Question: Hershey-Chase Experiment Findings

Your current assignment grade is 8.00

1.1. Introduction to Genetics

7 of 7 goals completed

- ✓ Genetics Now and Then
- ✓ The First Century of Modern Genetics
- ✓ Video: The First Century of Modern Genetics
- ✓ Frederic Griffith: Bacterial Transformation
- ✓ Avery, McCarty, and MacLeod: Identifying the Tra
- ✓ The Hershey-Chase Experiments
- Concept Quiz: Modern Genetics
- ➔ ✓ Question: Griffith Experiment
- ⊗ Question: Hershey-Chase Experiment
- ➔ ✓ Question: Hershey-Chase Experiment Findings
- ➔ ✓ Question: Chargaff

Your current assignment grade is 12.00

The calculated assessment score will be an average of all assessments.

- Click the Save Changes button at the bottom right of the screen.
- Once you have saved changes, you will be directed to “Go to Push Grades”. Or in other words, push out the updates made.
- Once the grade push has gone through, there will be a timestamp.

Courseware Tools > Courseware Settings

Note: Learner grades are outdated! Push learner grades after you have updated all Courseware settings. [Go to Push Grades](#)

Push Grades

Last push on: May 17, 2022 at 15:57 - Success

**NOTE:** Any of these grade settings can be edited at any time. Go to Courseware Tools and select “Course Material” and pick on the assignment you want to edit. Just remember to save changes and Push Grades.

**Need help?**

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or contact [coursewaresupport@cambridge.org](mailto:coursewaresupport@cambridge.org).