About CourseSmart
CourseSmart is an Educational Services Platform that saves students money, time, and hassle on textbooks so they can focus on achieving academic success. We offer the world’s largest catalog of eTextbooks and digital course materials at significant cost savings when compared to new print textbooks. CourseSmart’s content is available across a wide range of devices – from laptops, to tablets and eReaders, to smartphones – providing students easy access to the digital course materials they need, when and where they need them.

Prepared for: American College of Commerce
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“CourseSmart has saved students more than $100M on eTextbooks and digital course materials since it was founded in 2007.”

- Good eReader (July 24, 2012)

Introduction
This document presents a guide for students who wish to take advantage of Digital Course Materials from CourseSmart and your institution’s integration between your Learning Management System (LMS) and the CourseSmart platform. Your institution currently utilizes Moodle as your LMS.

CourseSmart users have access to over 90% of core higher education titles used today in as eTextbooks, and the largest catalog of eResources and digital course materials available, with the latest titles constantly being added. We're always striving to improve the educational experience by offering all users, including those with print–related disabilities, access to the course content they need anytime, anywhere and with the best overall experience:

- Read eTextbooks online or offline – in the classroom, at the library, on a bus, just about anywhere.
- Use on multiple devices – laptops, tablets, smartphones, within a browser or with free apps.
- Highlight, take notes, search topics, print pages and more.
- eTexts support assistive technologies for accessibility by users with vision, hearing or mobility impairments.
- Customer support is always available to all users 24/7.

Student Benefits
CourseSmart offers the following unique benefits for students:

- Confidence - Assures that students are purchasing the exact materials assigned by instructors for use in class.
- Instant Access - Allows for digital course materials to be accessed anytime, day or night.
- Digital Convenience - Provides full text search, copy/paste, integration with most word processing programs, and the ability to print just what is needed for the purposes of studying and preparation for class.
- Choice - Multiple formats available that support anytime, anywhere access to course materials on a variety of computers and devices.
- Fidelity - CourseSmart eTextbooks maintain the valuable aspects of the print textbook including page numbers and page layout, as well as the ability to take notes and highlight passages.

And more innovation is on the way as we continue to bring you products, features and services to help you get the most out of your course materials.
LMS Integration
Your institution has chosen to integrate your LMS with the CourseSmart platform.

Accessing CourseSmart from your LMS
You can log into your LMS as you normally would.
The first time you access CourseSmart from your LMS, one of two screens will appear. If you do not have an existing CourseSmart account that uses the same email address as your LMS account, you will be prompted to complete the following “Complete Your Profile” page. Please note this is only necessary the first time you access CourseSmart – all subsequent times you will be placed into CourseSmart directly.
If you have an existing CourseSmart account that uses the same email address as our LMS account, you will be asked to “pair” your account. Please note this is only necessary the first time you access CourseSmart – all subsequent times you will be placed into CourseSmart directly.

You will be taken to the Complete Your Profile page where you will only need to input your CourseSmart password.
You will be taken to your Bookshelf when you first enter CourseSmart. Your Bookshelf contains your purchased (or trial) digital course materials.
Accessing Digital Course Materials to Your Course in the LMS

Students will see the assigned course materials, lesson plans, or other course activities created by their instructor. Students benefit from anytime, anywhere access to their LMS course page and CourseSmart’s digital course materials.

See example screenshot below.
eReader Experience
We will now go over the major functionality in CourseSmart’s eReader.

To view a quick video on CourseSmart’s eReader, please access:
http://www.coursesmart.com/go/reader

Please note that CourseSmart enables the concept of “page fidelity” which means the digital course material is identical to the print version. In most cases, the digital course material viewed through the browser-based eReader will bear no difference from the print version. However, on smaller mobile devices, CourseSmart serves up “reflowable” versions of the digital course material for easier reading. In these cases, the view is not identical to the print version.

Supported Operating System and Browsers

For Desktop and Laptop Computers

Reading online is supported within:

- IE 7.0 or higher (Windows)
- Firefox 3.5 or higher (Windows/Mac)
- Safari 3.0 or higher (Mac)
- Chrome (Windows/Mac)

Reading offline is supported within:

- Firefox 19 (Windows/Mac)
- Chrome 19.0 or higher (Windows/Mac and Google Chrome OS)
- Safari 5.1 or higher (Windows/Mac)

For the latest supported browsers, please access http://www.coursesmart.com/go/browsers

How to Videos

www.coursesmart.com/go/videos
Navigation

Upon entering the eReader, you will see several actionable buttons across the light blue bar. The middle set of buttons allow for simplified navigation of the digital course material. There are several ways to navigate the digital course material.

A gap junction allows cells to communicate. A gap junction is formed when two identical plasma membrane channels join. The channel of each cell is lined by ion-permeable membrane proteins. A gap junction leads strength to the cells, but it also allows small molecules and ions to pass between them. Gap junctions are important in heart muscle and smooth muscle because they permit a flow of ions that is required for the cells to contract as a unit.

Plant Cell Walls

In addition to a plasma membrane, plant cells are surrounded by a primary cell wall that varies in thickness depending on the function of the cell. All plant cells have a primary cell wall. The primary cell wall contains cellulose fibers in which microfibrils are held together by noncellulose substances. Primary walls are rigid and contain cellulose microfibrils, which is a layer of adhesive substances that holds the cells together.

Some cells in woody plants have a secondary wall that forms inside the primary cell wall. The secondary wall has a greater quantity of cellulose microfibrils than the primary wall, and layers of cellulose microfibrils are laid down at right angles to one another. Lignin, a substance that adds strength, is a common ingredient of secondary cell walls in woody plants.

As a plant, the cytoplasm of living cells is connected by plasmodesmata (plg., plasmodesmata), narrow, membrane-lined channels that pass through the cell wall (Fig. 5.15). Osmotic strands within these channels allow direct exchange of water and ions between adjacent plant cells and...
There are several views available for viewing digital course materials:

- **Single Page** (using the arrows on each page)
- **Continuous** (scrolling up and down, similar to a Web page)
- **Side by Side** (two pages side-by-side)
- **Thumbnails** (may be useful for finding a page with a particular chart or picture on it)

An example of the Thumbnail view:
There is also a “pan” button and regular zoom in and zoom out buttons for navigation.

Additionally, the viewer can jump to any page in the digital course material.
The Table of Contents can also be used for simplified navigation.

The Search functionality allows for the searching of keywords, similar to an index in a traditional print version of the title. Users can search for keywords in the entire book, current chapter, or current page.
Chagall
The paintings of Marc Chagall (1887–1985) do not fit neatly into a category or movement, but their sense of fantasy testifies to the persistent legacy of Symbolism. Chagall was born to a large and poor Jewish family in Vitebsk, Russia. He acquired a large repertoire of Russian-Jewish folktales and a deep attachment to the Jewish religion and traditions, from which his personal and poetic visual language emerged. He attended various art schools in St. Petersburg, but derived little benefit until 1908, when he enrolled in an experimental school directed by the theater designer Leon Bakst, who was influenced by the new ideas emanating from France. In 1910, after two years of study, Chagall departed for Paris, a popular destination for progressive Russian painters since the late nineteenth century. Aesthetic ideas moved between the two capitals, thanks not only to the presence of Russian artists in Paris but also because of the proliferation of artistic manifestos and treatises that helped keep artists abreast of new currents.

Once in Paris, Chagall entered the orbit of Guillaume Apollinaire and the leaders of the new Cubism (see Chapter 7). Chagall’s Russian paintings had largely been intimate genre scenes, often enriched by elements of Russian or Jewish folklore. His intoxication with Paris fueled his experi-
The paintings of Marc Chagall (1887–1985) do not fit neatly into a category or movement, but their sense of fantasy testifies to the persistent legacy of Symbolism. Chagall was born to a large and poor Jewish family in Vitebsk, Russia. He acquired a large repertoire of Russian-Jewish folk tales and a deep attachment to the Jewish religion and traditions, from which his personal and poetic visual language emerged. He attended various art schools in St. Petersburg, but derived little benefit until 1908, when he enrolled in an experimental school directed by the theater designer Léon Bakst, who was influenced by the new ideas emanating from France. In 1910, after two years of study, Chagall departed for Paris, a popular destination for progressive Russian painters since the late nineteenth century. Aesthetic ideas moved between the two capitals, thanks not only to the presence of Russian artists in Paris but also because of the proliferation of artistic manifestos and treatises that helped keep artists abreast of new currents. Chagall entered the orbit of Guillaume Apollinaire (see Chapter 7). Chagall's genre of Jewish art was largely an intimate expression of his Russian identity. In Paris, Chagall met Apollinaire and a group of poets who admired his style and his subjects. Chagall's paintings were often inspired by his own life and the lives of people he knew. Chagall's works were often influenced by his Jewish background and his Russian heritage. Chagall's works were often characterized by their use of bright colors and his ability to create a sense of movement and emotion in his paintings.
Outline View

The Outline View shows all user-created information for a digital course material. This information is categorized by the following:

- Table of Contents
- My Notes
- Bookmarks
- Resources (if applicable)

This is an easy way for a user to see all notes, highlights, and bookmarks they have added to a title.

As shown above, there are several filtering options available to search and/or print specific highlights or notes.
Printing

Users can print up to 10 pages at once and up to 150% of a digital course material. This means if the title is 200 pages long, up to 300 total pages can be printed. This should allow for any printer jams, etc. The product information on the bookshelf will let a user know how many pages have been printed and how many pages remain.

To print pages from the e-Book simply click the print button at the top right of the screen and select the pages to print.

was indebted to Cubism, and also related to Italian Futurism in its emphasis on dynamic, linear forms. Laktionov and his circle emphasized its Russian origins. His paintings were among the first non-objective works of art made in Russia. In them he sought to merge his studies of nineteenth-century color theories with more recent scientific experiments (such as radiation). His 1913 manifesto titled Rayonism, which extolled this style as “the true liberation of painting,” was the first published discourse in Russia on non-objectivity in art.

Like Laktionov, Goncharova was drawn to ancient Russian art forms. In addition to icons and babushka prints, she studied traditional examples of embroidery. This non-hierarchical distinction between craft and “high” art is a key characteristic of the Russian avant-garde and is perhaps one of the reasons why so many women were at the artistic forefront along with their male colleagues. After her Neo-Primitive phase, Goncharova produced paintings in a Futurist and Rayonist vein. Her colorful 1912 canvas Liaton (fig. 9.23) reveals a knowledge of Cubist painters such as Gleizes and Metzinger, but the Cyrillic letters add a distinctively Russian touch. She also continued to make paintings in a folk style, as can be seen in Tom Painting Motsf (fig. 9.24). The conceptual nature of such images explains, to some degree, how an ancient heritage of icon and flat-pattern design prepared Russians to accept total abstraction.
SHARING YOUR NOTES AND HIGHLIGHTS

Enable sharing your notes and highlights.

In the reader, click on the ‘Share’ icon in the top right corner of the tool bar.
You will be presented with an option to “Start Sharing” your notes and highlights. Click “Start Sharing” to activate the setting that enables the ‘Share’ feature for that title.
Distribute the provided custom link to people you want to share with.

1. **A custom link** is provided for you to distribute. Invite other students and instructors to view your notes and highlights for the selected eTextbook by giving them the link. Copy and paste the link into an email, shared website or document for students or instructors you want to share with.

   Anyone who clicks on your shared link can choose to view your notes and highlights if they have the same eTextbook active on their CourseSmart Bookshelf.

2. You can also distribute the link via the email option within the reader.

3. A passcode is NOT required for sharing. However, you have the option to limit sharing with others by giving out a passcode that they have to enter after they click on the custom link. To create a passcode, click "Set Passcode".

4. After you have enabled sharing notes and highlights for a selected eTextbook, you can stop sharing anytime by clicking "Stop Sharing". Students and instructors will no longer be able to view your notes and highlights for that book.

To stop or start sharing notes and highlights for a particular book, just return to this dialog box by clicking on the “Share” icon in the top right corner of the toolbar in the reader.
VIEWING SHARED NOTES AND HIGHLIGHTS

View shared notes and highlights.
Click on the eTextbook link posted by your instructor or classmate to view their shared notes and highlights. Before you click on the link, first make sure that you are signed into your CourseSmart account and have an active digital rental on your CourseSmart Bookshelf for the same eTextbook being shared.
You will be taken into the CourseSmart reader with a prompt to view the shared notes and highlights. Click ‘OK’ to add the shared notes and highlights to your eTextbook for viewing.

NOTE: If you don’t have the eTextbook, you can rent it at www.coursesmart.com, and then click on the shared link again.
Distinguishing your own notes and highlights from shared ones.

When reading an eTextbook that has shared notes and highlights, your own highlights will be in yellow and highlights that someone else has shared with you will be in pink.

Additionally, in the outline view, shared notes and highlights are tagged to show the person who shared them.
Show/Hide shared notes and highlights.
To see all notes for a particular page, click ‘View Notes’ in the right margin to display them along the left panel.

Show or hide shared highlights by toggling between the two in the right margin. If you hide shared highlights, you will only see your own highlights in yellow. To see shared highlights again, click “Show”.

Stop viewing shared notes and highlights.
To stop viewing someone’s shared notes and highlights, click on one of their shared notes or highlights in the left panel. You will be presented with the option to “Stop Viewing” the notes and
highlights from that person. Selecting this option will remove all shared notes and highlights by that particular user.

To restore someone's shared notes and highlights after you have removed them, click again on the link that they gave you to start sharing.
FAQs

1. Can people who see my notes and highlights also change them?
   No. People who can view your shared notes and highlights will not be able to edit or change them.

2. Can people who see my notes and highlights also share them with others?
   Students and instructors who can view your notes and highlights will not be able to share them with others within the eTextbook on their Bookshelf. However, anyone who clicks on the custom link you provided for sharing, and enters your passcode if required, will be able to view your notes and highlights if they also have the eTextbook on their CourseSmart Bookshelf.

3. I already shared another custom link for this book with others. Will they be able to view my notes and highlights?
   If you shared or referred an eTextbook to other students or instructors using another custom link without first enabling sharing notes and highlights, they will not be able to see your notes and highlights. However, anyone who clicks on the link again after you enable sharing of notes and highlights will have the option to view them.

4. Can I share my notes and highlights from any device?
   Sharing notes and highlights is available only when you are accessing your eTextbook in a browser from laptops, desktop computers and mobile devices. The share notes and highlights feature is not available on CourseSmart mobile apps at this time. We are actively working on adding it to our iOS and Android apps.
Offline Reading
When your computer or device is not connected to the Internet, you can read your eTextbook offline. This video provides you step-by-step detail.

To view the offline reading video, please access: http://www.coursesmart.com/go/offlinevideo

Digital Course Materials can be checked out using the browser’s cache or through a mobile app.

From the CourseSmart Bookshelf, users should click the “Checkout Book” option on the bookshelf.
Users can check-out the entire book or specific chapter(s).

The browser will then begin a download to create the offline bookshelf in its cache. A message will appear like the window on the right below to confirm that the checkout process was successful.

As indicated on the checkout success message, a bookmark or desktop link to My Bookshelf (Offline) should be created by the user. This can be done by clicking the View Offline Bookshelf button and then
from the browser, create a bookmark (Add to Favorites) or click on desktop link to My Bookshelf (Offline).

When offline, simply open the browser and select the bookmark to read offline.

NOTE: Any notes or highlights made in the offline version will not be available in the online version until the e-Book is checked in and synced.
To check a digital course material back in, user must be online and logged in to CourseSmart. After selecting the title from the CourseSmart Bookshelf, click “Manage Offline Book” in the middle section.

When prompted, then click “Check In Book.” Note that the check boxes next to the chapters will be grayed out.
A progress box will appear while Check In is running.

Once complete, a message will appear confirming a successful check in process.

The digital course material is now ready for online viewing again.
Mobile Applications

CourseSmart digital course materials can be read on supported mobile devices such as Android mobile devices, iPhones and iPads. The user will need to download a free application and have an active Internet connection. They can also use their mobile device to search the CourseSmart catalog and purchase digital course materials.

Android mobile video is now available!
You now have both the Android and Apple videos which give thorough walk-throughs of the mobile capabilities including accessing our reader through a browser, the native app as well as online/offline.

For more Information on mobile devices http://coursesmart.com/go/mobile

Read Textbooks on iPad, Kindle Fire And Other Mobile Devices

Take your eTextbooks to go, no backpack required. Read anytime, anywhere on almost any device optimized for mobile reading on CourseSmart.com or with FREE apps.

No matter what device you prefer, you'll always enjoy these features and more.

- Convenient Bookshelf
  Pages look exactly the same as print.
- Easy Navigation
  Find what you need fast.
- Study Tools
  Search topics, take notes and more!
Accessibility

CourseSmart’s mission is to connect content creators with content consumers in the emerging market for digital products in Higher Education. Our mission is supported by the commitment to provide access to our website, products, and technologies for all users, including those with disabilities.

For the most up-to-date information and how to access accessible digital course materials, please visit:

http://instructors.coursesmart.com/508compliance

www.coursesmart.com/go/accesshelp
eResources
CourseSmart can seamlessly deliver access to not just eTextbooks but deliver access to publisher products like MyMathLab, CengageNow, WileyPlus and McGraw-Hill Connect.
CourseSmart Support
CourseSmart offers elevated support for integration customers.

SUPPORT FOR STUDENTS AND FACULTY
Your students and faculty should contact CourseSmart Solutions’ Customer Support via the following methods:

- Phone: 877-216-7231
- Solutions Support site: Includes self-service options, help topic articles and other modes to contact customer support (chat and email) 
- The Solutions Customer Support team is available 24/7.