Scholastic Reading Pro Library User's Guide

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Overview

Scholastic Reading Pro Library is a browser-based eBook reader for students. Reading Pro Library allows students to select eBooks from the online library collection and read them in an eBook viewer. Students keep their eBooks in their own custom bookshelf area. Students also have an online profile showing their Lexile measure, books read, and other important reading data.

Reading Pro Library is a companion program to **Scholastic Reading Pro**, which has both student software and teacher software that allows teachers to assess student reading levels, administer book quizzes, track student progress, and generate reports for their students and classes. Administrator software allows administrators to view data and measure progress across the entire school. For more information on Scholastic Reading Pro, see the *Scholastic Reading Pro User's Guide*.

Like Reading Pro, Reading Pro Library has a student program and a program for teachers.

Reading Pro Library, like Scholastic Reading Pro, is accessed through **Scholastic Learning Zone (SLZ)**. For more information on Scholastic Learning Zone, see the *Scholastic Learning Zone User's Guide* by clicking the **Quick Start Guide** link on the SLZ Login Screen (*page 4*).

Logging in

Log in to Scholastic Reading Pro Library using the SLZ Login Screen.
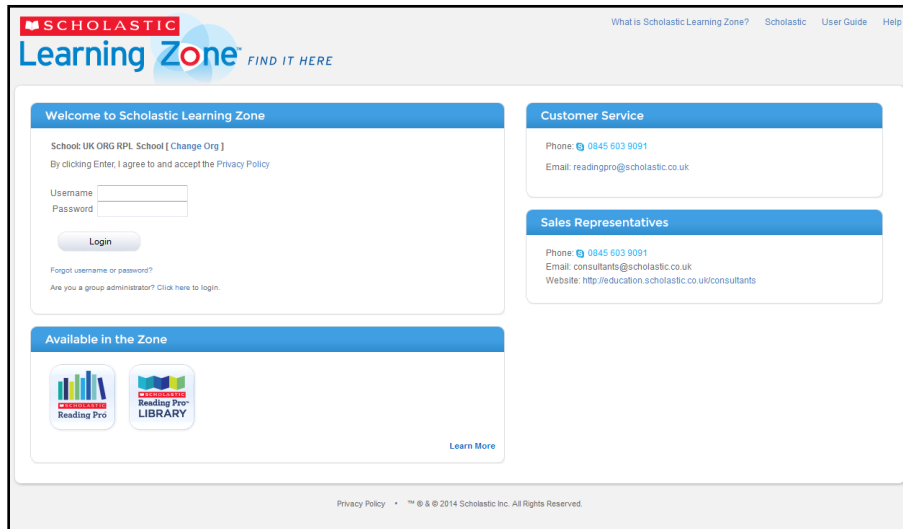
1. Go to www.scholasticlearningzone.com or your institution's unique login URL. Enter the SLZ profile username and password.
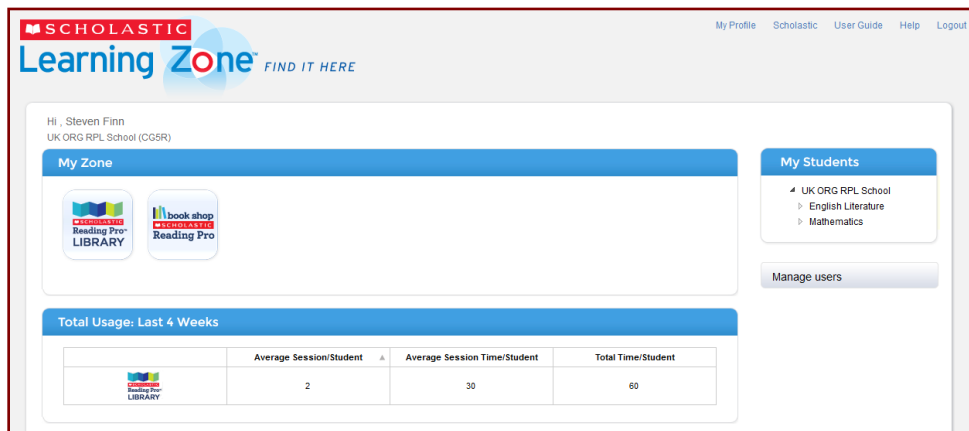
2. Click the Scholastic Reading Pro icon in the **My Zone** field to open the program.

Usage details

The Scholastic Learning Zone home screen also shows **Usage Details** for Scholastic Reading Pro. Use the pull-down menu to view usage data in either number of sessions or number of minutes.

Student program

There are two versions of the program: one for younger students (grade/year K to 3) and another for older students (grade/year 4 and up). The program functions the same for both younger and older students, but the older students' version has a different design scheme:

Younger Students:

Older Students:

After students log in to the Reading Pro Library, they can access links to the three sections of the student program:

- **My profile**: This tab shows the student's profile information, as well as the eBooks he or she is currently reading and has finished.

- **My bookshelf**: This tab shows the eBooks assigned by the teacher and checked out by the student from the Library.

- **Library**: This tab shows the complete library of eBooks available to students, except for those that have already been checked out to their bookshelves.

The program opens on the **My profile** screen. The screen also contains the following commands:
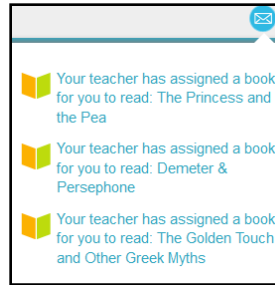
Younger Students:

Older Students:
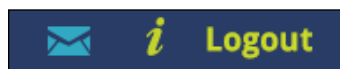
- **Information**: Click to access the *Scholastic Reading Pro User's Guide* and *Scholastic Reading Pro Library User's Guide*.

- **Message**: This icon turns blue when students receive teacher feedback on their recordings (*page 8*) or when teachers assign students a new eBook.

- **Logout**: Click to log out of Reading Pro Library.

My profile screen

Younger Students:

Older Students:

The My profile screen shows the eBooks the student is currently reading on the **Books I am reading** tab, and the eBooks the student has completed on the **Books I have finished** tab. Check marks indicate eBooks assigned by the teacher.

The screen also shows the student's reading data:

- **Lexile level**: The student's Lexile® measure, as measured in the Scholastic Reading Pro Lexile test

- **Class**: The students' class from their Scholastic Learning Zone profile

- **Books assigned by teacher**: The eBooks assigned to the student by the teacher

- **Books read**: The number of eBooks read by the student in Reading Pro Library

- **Words read**: The total count of all words read by the student in Reading Pro Library

- **Time spent**: The amount of time the student has spent reading eBooks in Reading Pro Library

Colin Jenkins

Lexile level 300L

Class English Literature
Mathematics
Social sciences

Books assigned by teacher 16

Books read 3

Words read 842

Time spent 58 mins
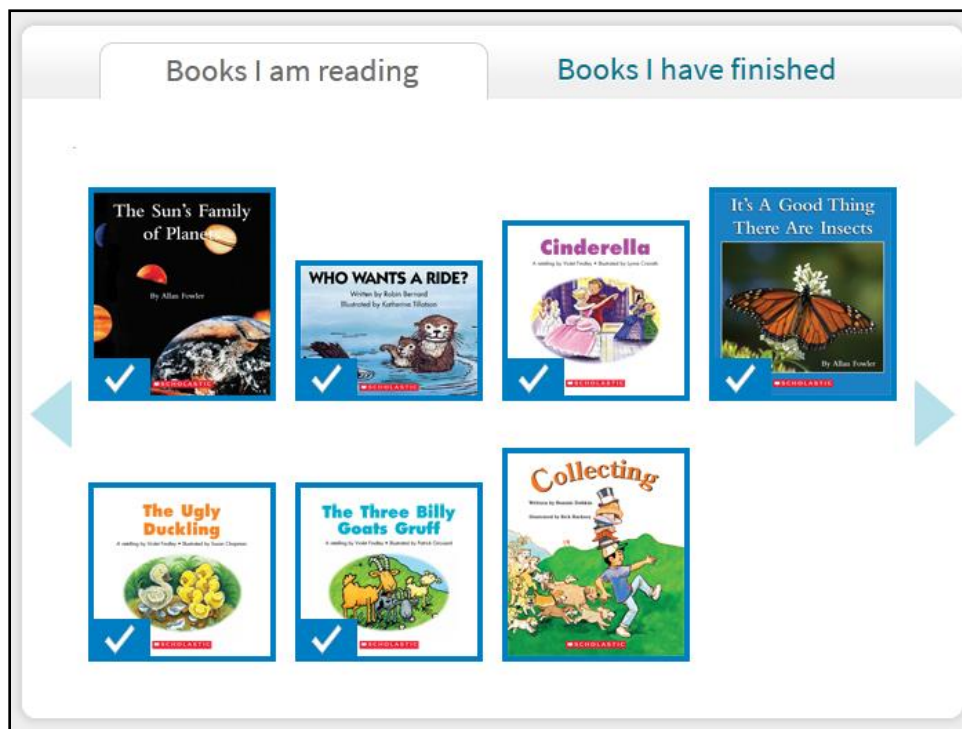
The Books I am reading tab shows eBooks that students are currently reading. eBooks the student has completed are found on the Books I have finished tab. Use the blue arrows to scroll through the eBook covers.

Books I am reading are eBooks assigned to students by their teacher, or eBooks selected by the students themselves, that they are currently reading. Once the student has started the eBook, it moves from **My bookshelf** (*page 9*) to the Books I am reading tab.

Books I have finished shows eBooks students have completed. (A completed eBook is an eBook of which students have reached the last page.)
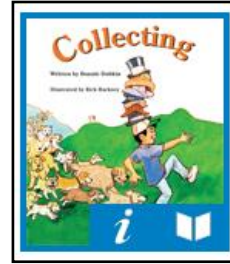
Each tab contains thumbnails of eBook covers. Check marks indicate eBooks teachers have assigned. Scroll over an eBook cover (or tap it on an iPad or tablet device) to show the read book and book information icons.

Clicking the read book icon opens the eBook in the eBook viewer (*page 20*).

Clicking the book information icon opens the Book detail screen. The screen shows information and data about the eBook, including how many pages the student has read so far, how much time the student has spent reading, the eBook's Lexile measure and other measures, as well as its authors, genre, word count, and Scholastic Reading Pro interest categories.
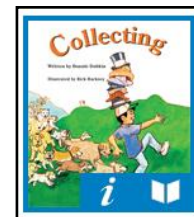
Click **Read book** to open the eBook in the eBook Viewer (*page 20*). If the eBook has been previously opened by the student, click the buttons to choose whether to open the eBook on the last page read or at the beginning. Click the **Remove**

button to return the book to the Library. If the eBook has been previously opened, click **Start again** to return to the beginning of the book, or **Continue reading** to continue reading from the page last opened.

Notes the student makes using the Note pad function in the eReader (*page 22*) are also visible on the screen in the **My book notes** field.

Students may also listen to their recorded eBook readings (*page 23*) for eBooks assigned by the teacher, and view teacher feedback on their recordings by clicking the recording link. Clicking the link shows the teacher's feedback for that recording. Clicking Play plays back the students' recordings. The Play button toggles between Play and Pause, so students may pause the recording by clicking the button again. Use the slider bar next to the Play/Pause button to move forward or backward in the recording.

Click the speaker icon to mute or activate the volume; use the slider bar to adjust the volume level.

My bookshelf
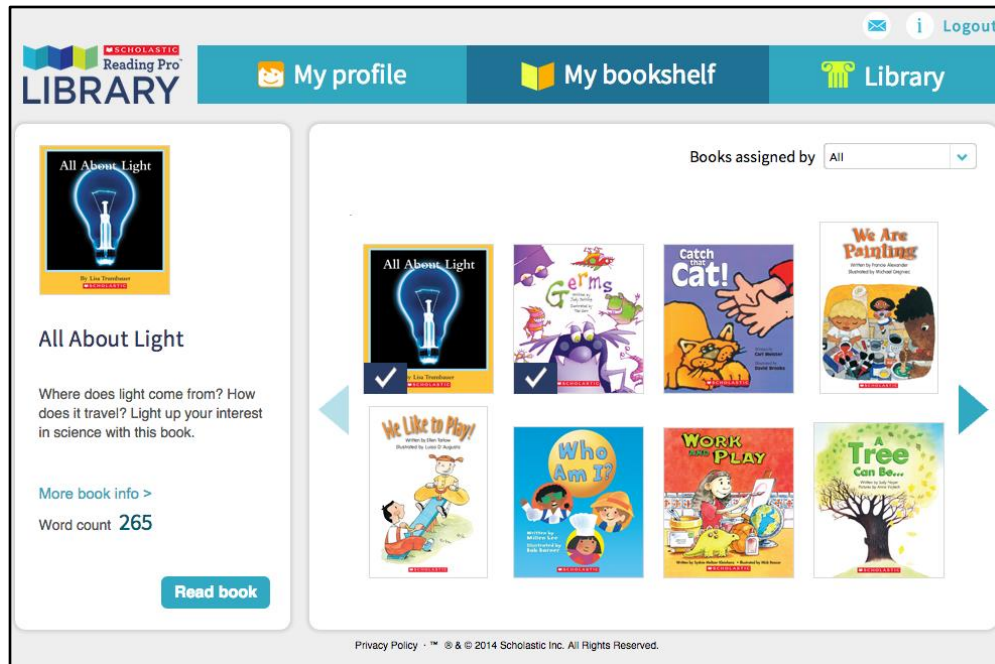
The My bookshelf screen shows all of the student's assigned eBooks. Use the blue arrows to scroll through the eBook covers. Use the pull-down menu to limit the eBooks displayed to ones selected by the student or by the teacher. Click **All** to show all assigned eBooks.
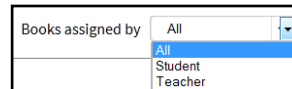
To view eBook information:

- Click the book information icon on an eBook cover to open the Book detail screen.

or

- Click an eBook cover to view the book information (description and word count) on the left of the My bookshelf screen. To open the Book detail screen, click **More book info**.

To open the eBook in the eBook viewer (*page 20*), click **Read book**. When the student opens the eBook in the eBook viewer, the eBook moves to the Books I am reading tab.

Library screen
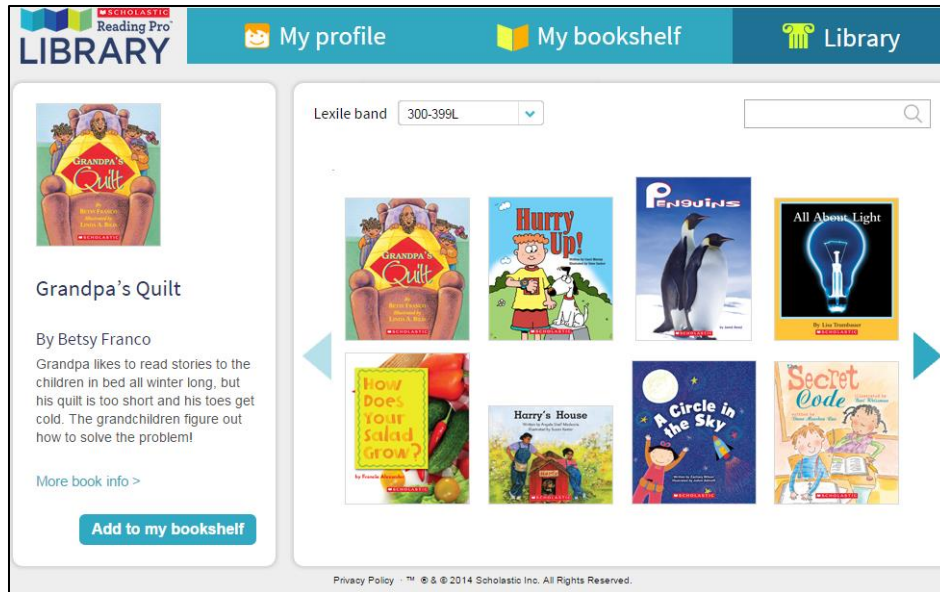
The Library screen shows eBooks available to students. Use the blue arrows to scroll through the eBook covers. Use the Lexile band dropdown menu to see only books within the selected Lexile band.

To search for eBooks by title, author name or keyword, enter the search term in the search field and press Enter.

Click the eBook cover to see a profile of the eBook in the left side of the screen. Click **More book info** to open the eBook's details screen. The details screen lists the eBook's page count, Lexile measure, Reading Pro interest category, and other data.

To add the eBook to the Bookshelf, click **Add to my bookshelf** from the profile or the Details screen.
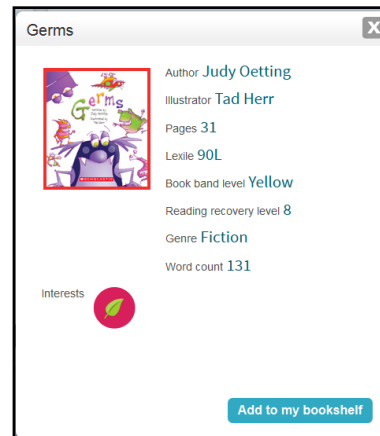
Teacher program

When teachers log in to the Reading Pro Library, they see links to the three sections of the student program:

- **Home**: This tab shows individual class and student data

- **Search & assign**: This tab allows teachers to assign eBooks to students, and

- **Library**: This tab shows the eBooks available to be assigned.

The program opens on the Home screen.
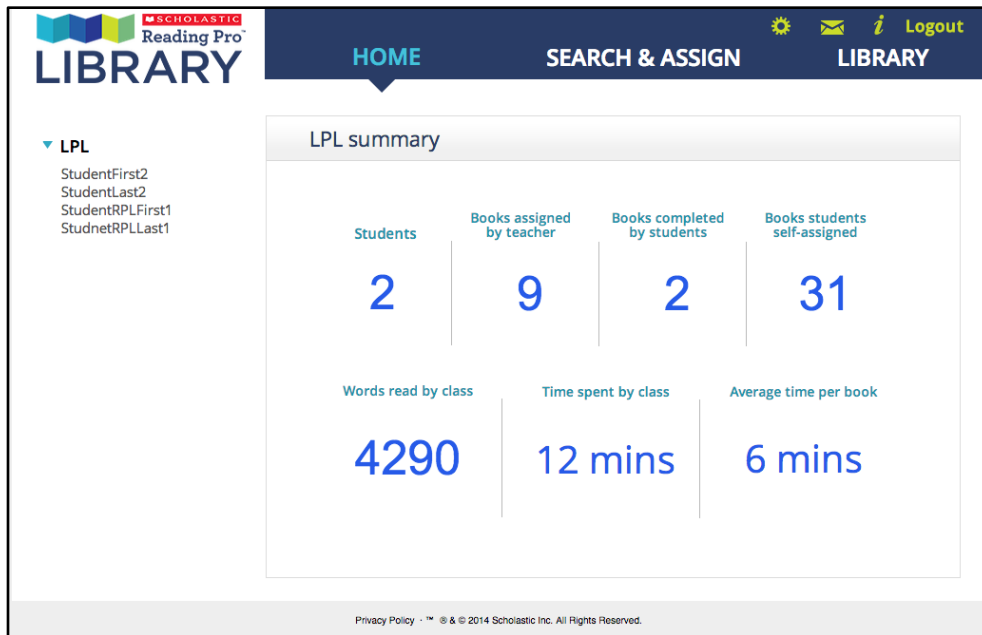
The Home screen contains a list of students and classes, and data for the selected class or student.

The screen also contains the following commands:

- **Settings**: Click the Settings button to open the Settings screen:
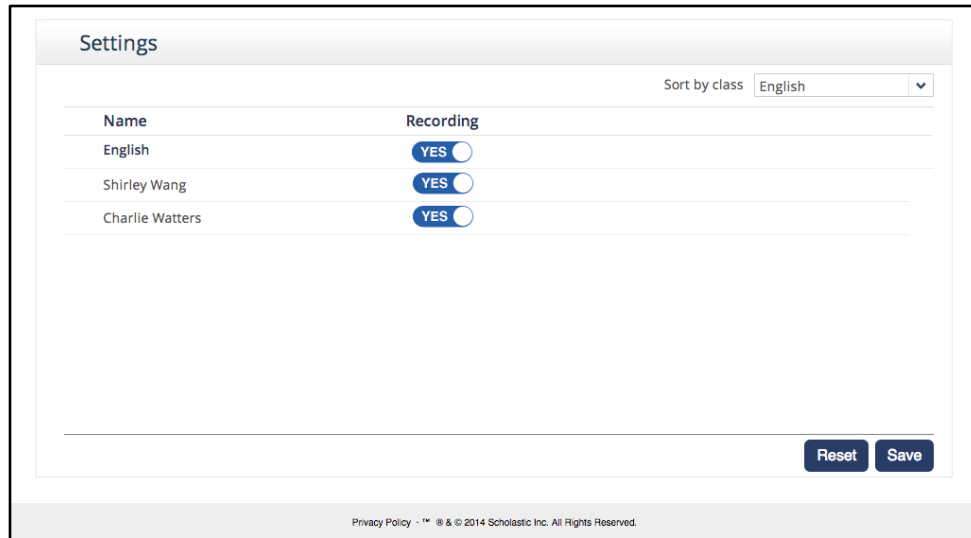
From the Settings Screen, teachers may set permissions for student recordings by sliding the button to **Yes** or **No**. Sort the class displays using the pull-down menu at the top right.

- **Message**: This icon illuminates when student book notes or recordings have been submitted.
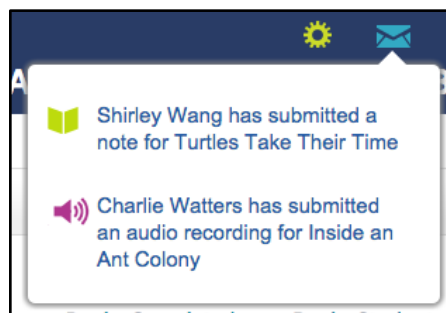
Scroll over the icon to view a list of the submitted work. Click the link to view the submitted item on the Student information screen (*page 15*).

- **Information**: Click to access the Scholastic Reading Pro User's Guides.

- **Logout**: Click to log out of Reading Pro Library.

The Home Screen
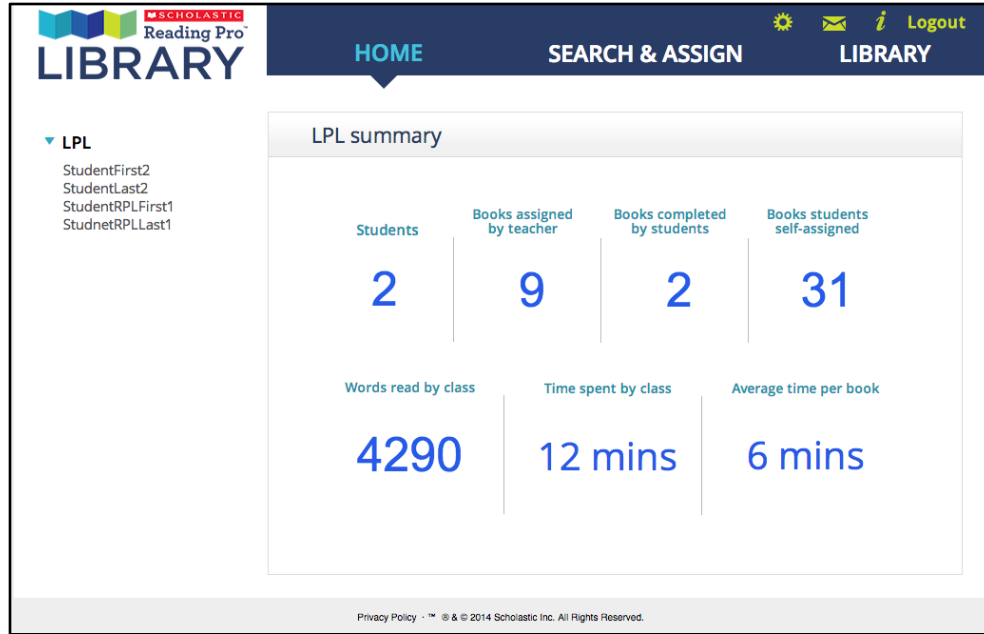
The Home screen displays data for the class or school.

For teachers, the data shows:

- **Students**: How many students are in the class

- **Books assigned by teacher**: How many eBooks have been assigned to students by the teacher

- **Books completed by students***: How many eBooks have been completed

- **Books students self-assigned**: How may eBooks students have selected and assigned to themselves

- **Words read by class***: The class's total word count

- **Time spent by class***: The total time spent in the program by the class

- **Average time per book***: The average time each student has spent reading an eBook

* these statistics are only for books assigned by the teacher
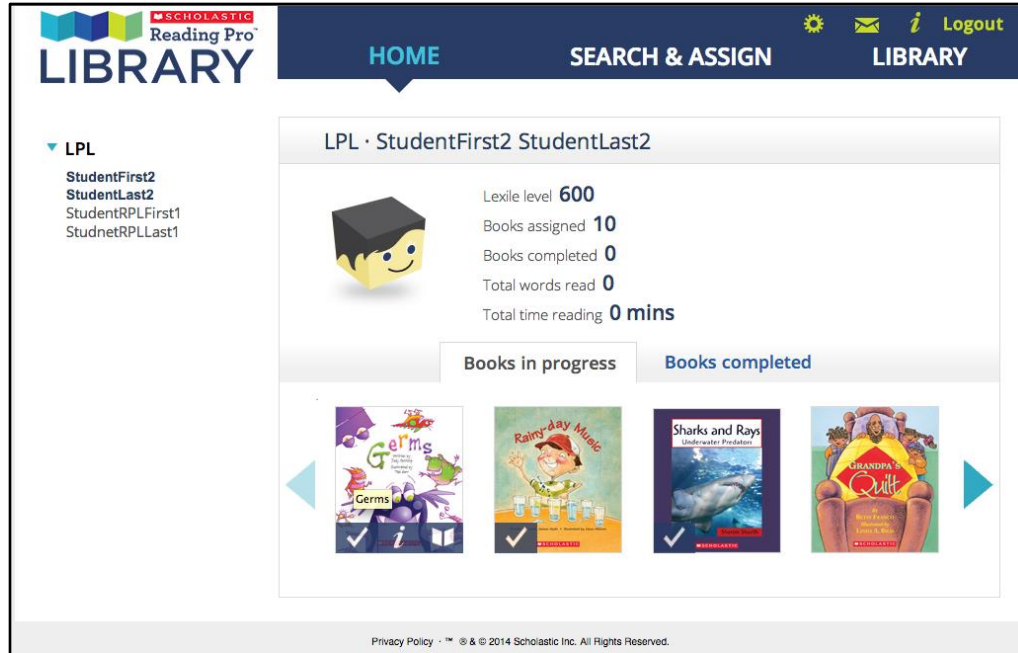
To drill down through the data and view the data points and view data for individual students, click the top of the class list to open it. Click the student name to view the data for that class or student.

The screen also shows the eBooks students are currently reading and eBooks they have finished. Click the tabs to view the **Books in progress** and **Books completed**. Use the blue arrows to scroll through the different titles. Check marks indicate eBooks assigned by the teacher.

Click the Books completed tab to review student work on the Student information screen. Click an eBook cover from the tab to view students' recordings made in the eBook viewer (*page 20*).

Student information screen
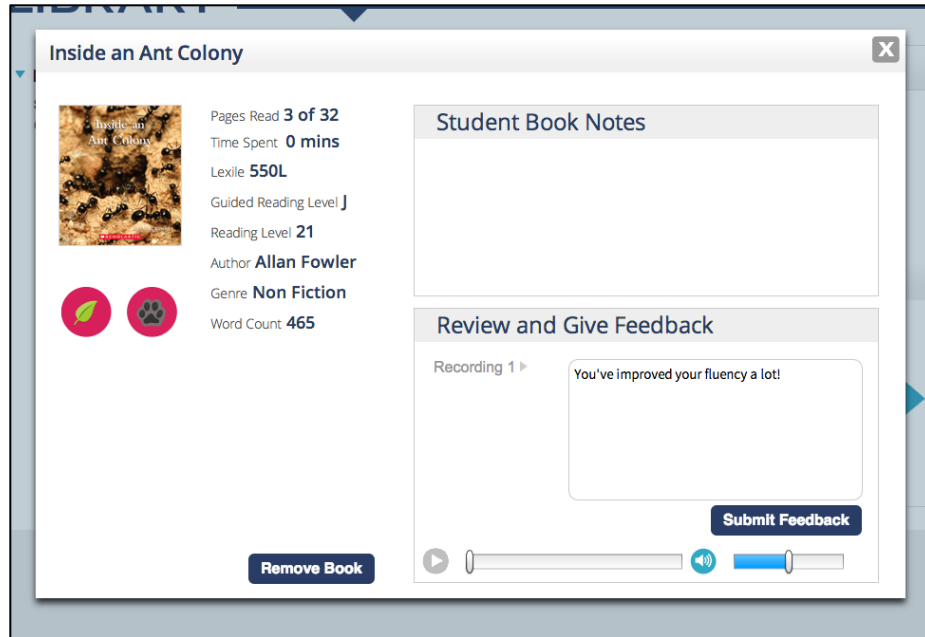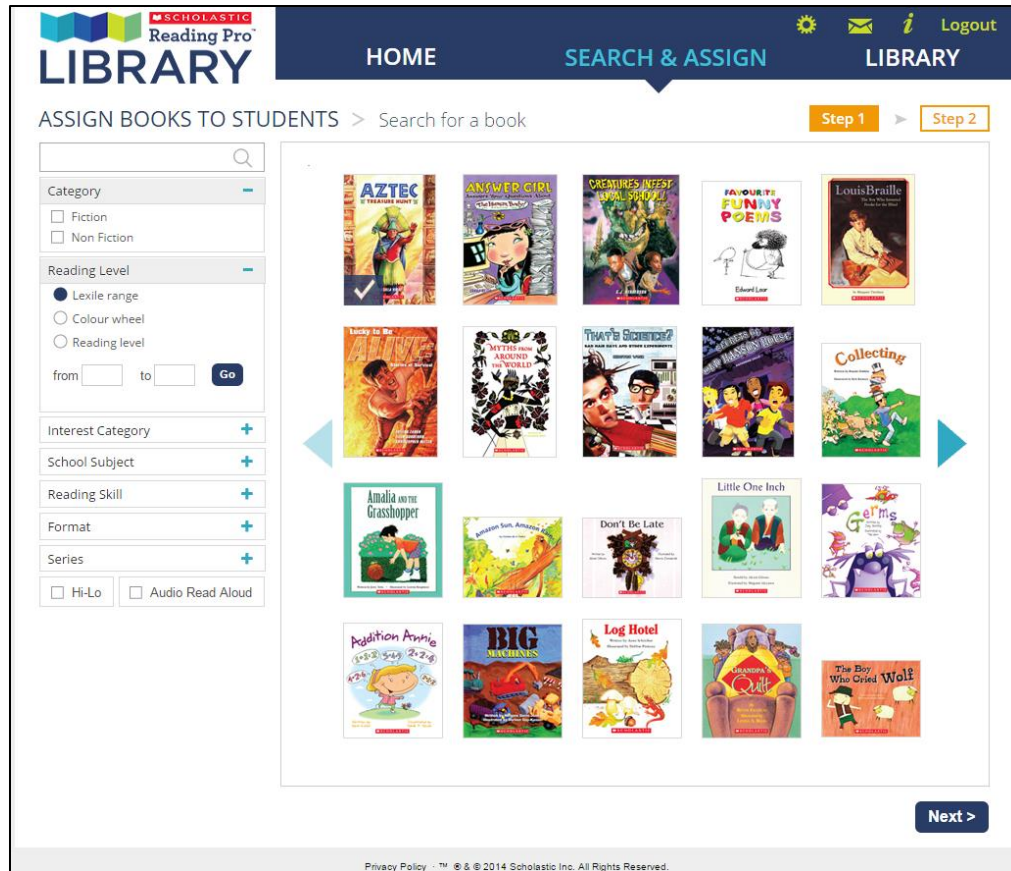
Clicking the information icon on an eBook cover in the Books completed tab shows students' work with the eBook.

To listen to students' recordings made in the eBook viewer, click the Play button (this button toggles between Play and Pause; click the Pause button to pause the recording). Use the volume slider to adjust the volume.

Click the appropriate link to enter feedback on the recording in the **Review and give feedback** field. To send the feedback to the student, click **Submit feedback**.

To unassign the eBook from the student at any time, click **Remove book**.

Search & assign screen

Click the **Search & assign** tab to open the Search & assign screen. From this screen teachers may assign eBooks to students.

Assigning a book to a student is a two-step process:

Selecting an eBook
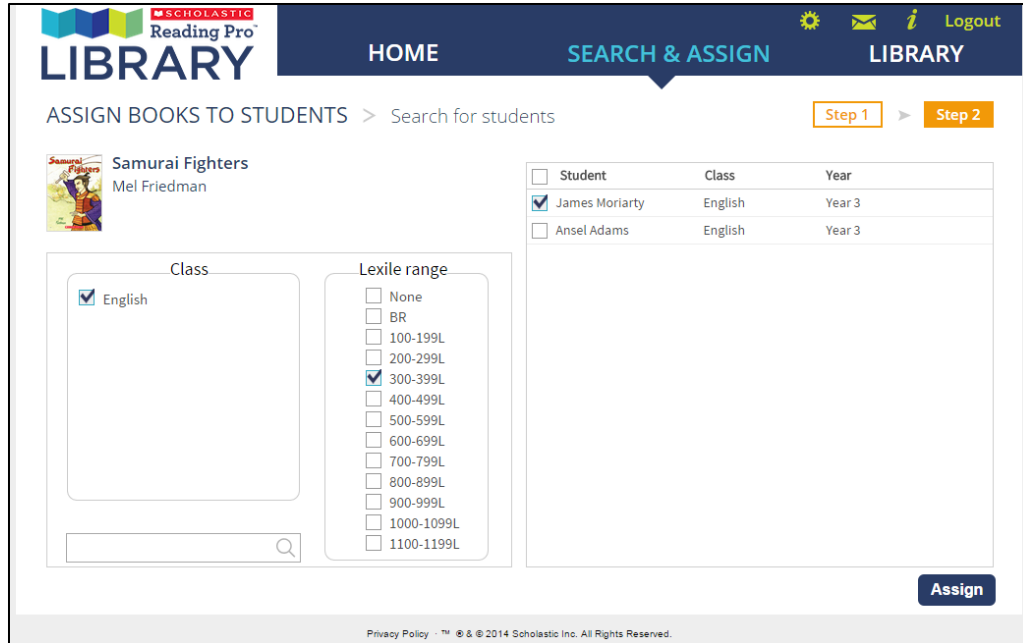
To search for eBooks to assign to students, enter a keyword (title or author) in the search field and click the search icon, or use the search filters to narrow search selections. To use the search filters, first click the "+" icon for the filter, which expands the selection. Then use the checkboxes and text boxes to choose your filter parameters.

To filter searches by Lexile measure or other reading level data, select a specific range by clicking the appropriate checkboxes, or filling in the text box with a numerical range.

To filter search by age range, genre (fiction or non-fiction), click the appropriate checkboxes.

Search results appear on the right side of the screen. Use the blue arrows to scroll through the selected eBooks. To select an eBook to assign, click the cover so a check mark appears. Click **Next** or **Step 2** to assign the eBook.

Assigning an eBook
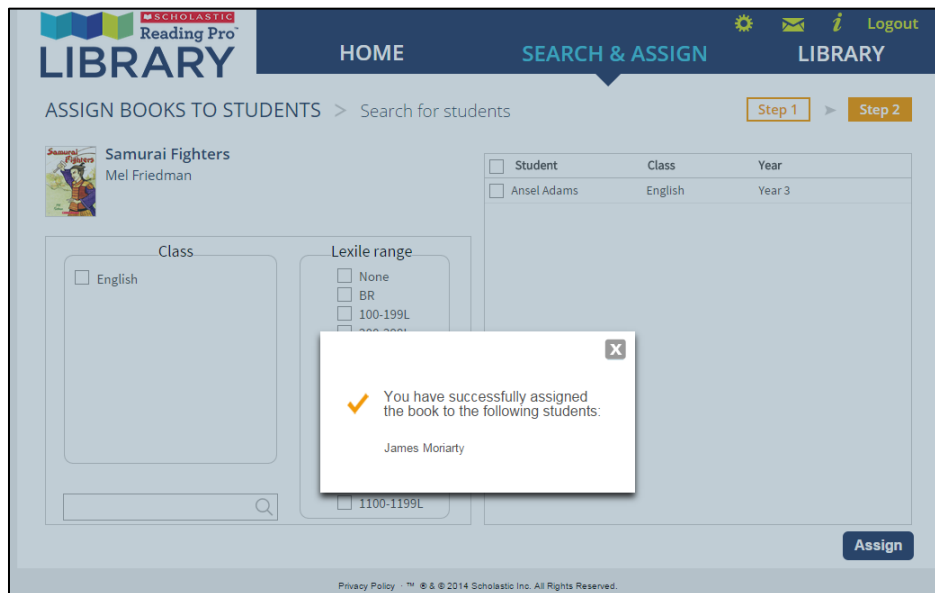
To assign an eBook to students, click the checkbox corresponding to the students' class in the **Class** field. The students in the class appear in the field to the right. Click the checkboxes next to the students' names to assign the eBook to students. To filter the student list by Lexile range, click the checkbox next to the range. To assign the eBook to the entire class, click the select all checkbox at the top of the student list. To search for individual students, enter the student name in the search field and click **Search**.

Click **Assign** to assign the eBooks. A confirmation window opens showing the students to whom the eBook has been assigned. Students also receive a

message in their message centre alerting them that the teacher has assigned an eBook to them, and the assigned eBook will then appear in the student's **My bookshelf** screen (*page 9*).

Library screen
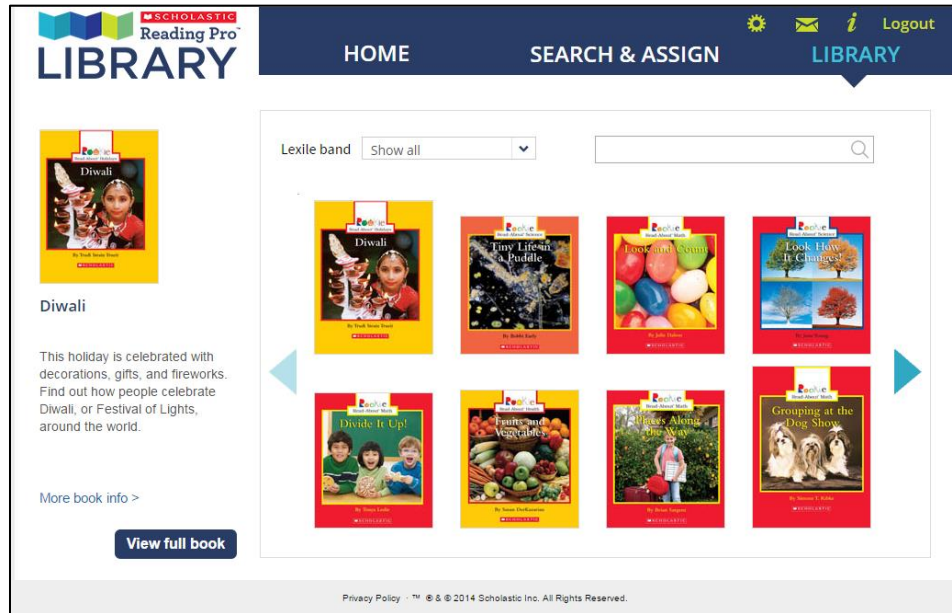
The Library screen shows all available eBooks. Use the blue arrows to scroll through the eBook covers. To filter the books you see by Lexile Band, you may use the dropdown menu in the left corner, above the books.

To search for eBooks by title, author, or keyword, enter the search term in the search field and press Enter.

Scroll over (or tap on iPad or tablet) an eBook cover to reveal two icons. Click the information icon ("**i**") to open the eBook's details screen (*page 19*). Click the book icon to open the eBook in the eBook viewer (*page 20*). Click the cover to see a profile of the eBook in the left side of the screen. Click **More book info** to open the eBook's details screen. Click **View full book** to open the eBook in the eBook viewer.

The Details screen lists the eBook's page count, Lexile measure, Reading Pro interest category, and other data.

Click **Read book** to open the eBook in the eBook viewer. Click the "X" icon to close the Details screen.

School

Author **Gay Su Pinnell**
Illustrator **Peggy Tagel**
Pages **8**
Lexile **BR**
Book band level **Pink**
Reading recovery level **1**
Genre **Fiction**
Word count **21**

Read book
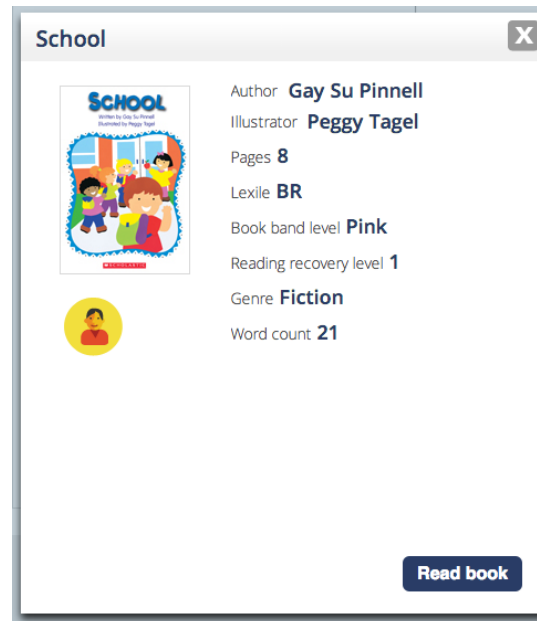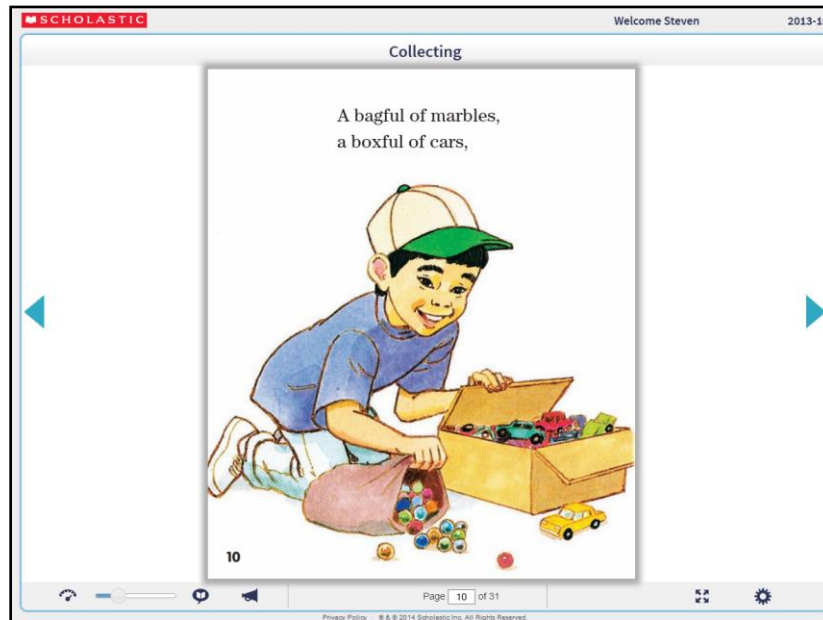
The eBook viewer

Students view their Reading Pro Library eBooks in the eBook viewer. Students may read the eBook to themselves or may read along with the recorded audiobook feature.

To open the eBook in the viewer, scroll over the cover of the eBook in the My profile or My bookshelf tabs, then click the book icon (in the right) to open the viewer.

Students may also open the viewer by clicking the **Read book** button from the eBook's Details screen on the My profile or My bookshelf tabs.
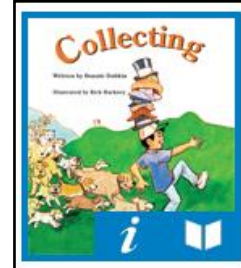
The eBook viewer has many functions to help students navigate the eBook. The two arrows on either side of the eBook allow students to turn pages.
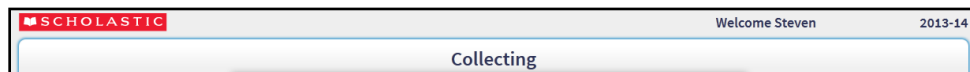
The top of the eBook viewer screen shows the student's name and class as well as the title of the eBook.

The bottom of the eBook viewer contains a toolbar that allows students to use the eBook viewer functions.

Audiobook tools

The first three tools in the toolbar control the Reading Pro Library eBook audiobook functions.

To turn the audiobook feature on or off, click the voice bubble icon. When the icon is green, the audiobook feature is on. When the icon is gray, there is no audio for the page.

To control the speed at which the eBook is read, use the slider bar. To increase the speed, slide it to the right.

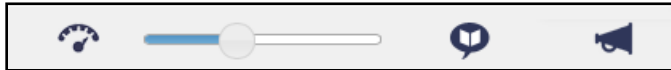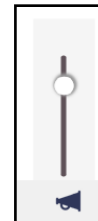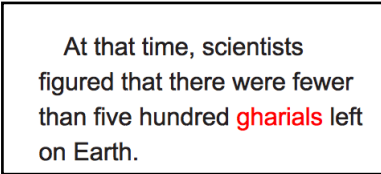To control the audiobook volume, click the right megaphone icon. This opens a vertical slider bar. Move the slider bar up to increase the audiobook volume, down to decrease it.

When the audiobook feature is on, the words in the eBook text are highlighted as they are read.

At that time, scientists figured that there were fewer than five hundred gharials left on Earth.

eBook vocabulary words are in boldface. When the audiobook feature is on, students may click the vocabulary word to pause the audiobook reading and open a screen showing the word and its definition. Click the speaker icon to hear the word and its definition read aloud. Click the "X" icon to close the screen and restart the audiobook reading.

conservationists
people who help preserve and protect wildlife

Navigation tools

In the centre of the toolbar are navigation tools.

32%   Page 10 of 31
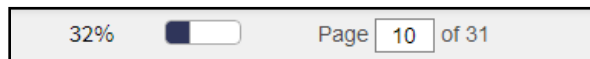
The first two tools indicate how much of the eBook has been read both as a percentage and in a progress bar. As students read the eBook for the first time using the blue arrows to move to the next page, the percentage gets higher and the progress bar moves closer to the right.

The page search tool allows students to move directly to a page by entering the page number in the field and pressing Enter. Moving around the eBook pages using the page search tool does not affect the percentage or the progress bar.

Other tools

On the right of the toolbar are other eBook viewer tools:

Recording tool

Click the microphone icon to launch Student recordings (*page 23*). Student recording is enabled on eBooks assigned by the teacher. When the recording tool is disabled, it appears greyed out. NOTE: The recorder feature is only enabled for use on teacher assigned books.

Notes tool

Click the notebook icon to open the Note pad function. To leave a note in the eBook, enter the text in the field and click **Save**. When a student writes a note in a book, the teacher can see it on that student's profile in the book pop-up for that book. To close the Notes, click the "x" icon.
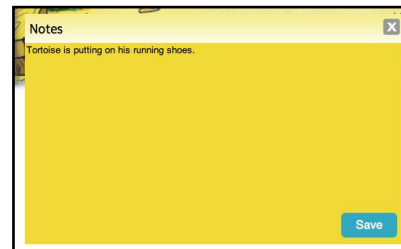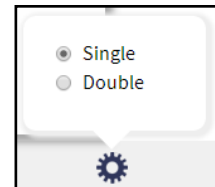
Full screen

Click the full-screen icon to display the eBook viewer full screen. This is helpful if using the eBook viewer on an interactive whiteboard.

Book settings

Click the Book settings tool to choose to view the eBook as a single-page spread or a double-page spread.

iPad and tablet device tools

When viewed on an iPad or other tablet device, the eBook viewer tools work in much the same ways.

Tap the blue arrows to move between pages in the eBook. Use the volume control on the device to adjust the volume. Tap a vocabulary word to view the definition window.
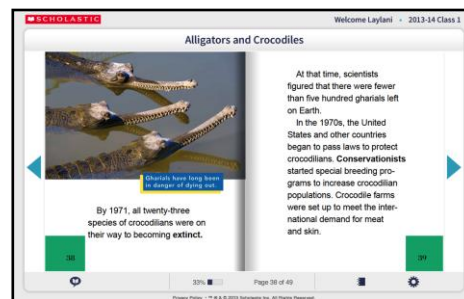
Tap the voice bubble icon to turn the audiobook feature on or off. Tap the notebook icon to open the Notes tool; tap the settings icon to view Settings (Note: there are no recording, audio speed control, or full-screen tools in the eBook viewer for tablets).

Student recordings
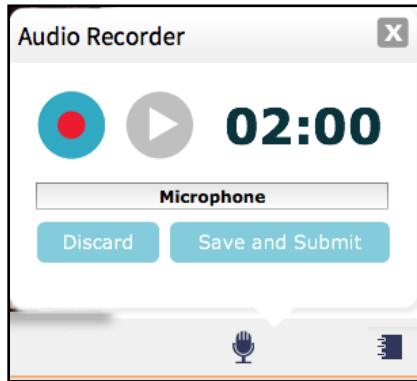
Click the microphone button to launch the Student recording tool.

Using the Student recording tool, students may make audio recordings of their reading eBooks assigned by their teacher. They may also review their recordings and save and submit them for teacher feedback.
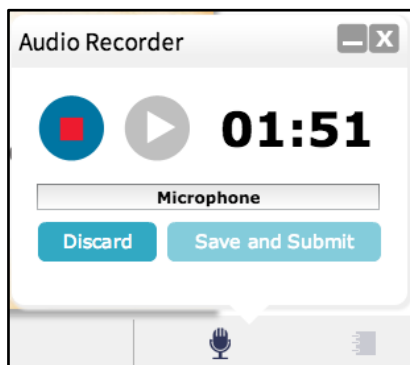
Clicking the microphone icon opens the Student Recording tool functions. When the program is ready for recording to start, the word **Ready** appears above the Record button. Click the red Record button to begin recording.

To hide the recorder box so as not to obscure the book text, click the minimize button that appears in the top right corner of the box when the Record button is activated. This will hide the recorder box until you are finished your recording. When you are finished recording, click the microphone button again to maximize the box.

The timer below the Record button shows the length of the recording. Students have two minutes to make their recording.

When students are finished with their recordings they click the square stop button. Students may click the Play button to review their recording (this button toggles between Play and Pause; click the Pause button to pause the recording). Clicking the volume button activates the volume slider, which allows students to adjust the volume.

To delete the recording and rerecord the eBook, click **Discard**. To save the recording and submit it to the teacher for feedback, click **Save and submit**.

Clicking Save and submit sends the recording to the teacher, where it may be reviewed on the Student information screen (*page 15*). When students submit work, teachers see a notification in the message centre on their Home screen (*page 11*). When teachers send feedback, students see the notification on their Profile screens.

Customer services

For questions or other support needs with Scholastic Learning Zone and its affiliated products, contact Scholastic Customer Services to speak to a representative.

For the United Kingdom:

- By phone: 0800 212 281

- By email: readingpro@scholastic.co.uk

For answers to specific questions about using Scholastic Learning Zone and associated Scholastic products, click **Help** at the top of the Scholastic Learning Zone Dashboard.