



First Day 2.0 Instructor Dashboard Manual

Welcome to the First Day 2.0 Instructor Dashboard; your strategic partner for driving student engagement and improving learning outcomes. This comprehensive guide will walk you through how to access, understand, and leverage the dashboard's powerful analytics to track student interactions with YUZU eBooks, identify at-risk students early, and provide targeted support to enhance student success.

Dashboard Overview & Benefits

The First Day 2.0 Instructor Dashboard is more than just a data tool; it's a powerful analytics platform designed specifically for educators. By providing real-time insights into student engagement with eTextbooks, the dashboard empowers you to make data-informed decisions that directly impact learning outcomes.



Track Engagement

Monitor how students interact with YUZU eBooks to identify usage patterns and trends



Early Intervention

Identify at-risk students before they fall behind, enabling timely support



Course Refinement

Gain insights to improve content and teaching strategies for future courses



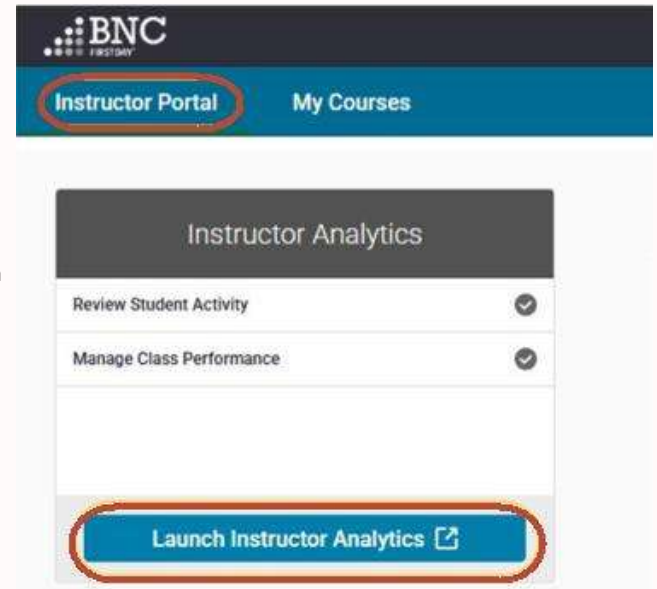
Data-Driven Decisions

Make informed instructional choices based on actual student behavior

Getting Started

Accessing the Instructor Dashboard is simple and integrated within your existing Learning Management System (LMS). Follow these simple steps to begin exploring your students' engagement data:

1. Navigate to the First Day 2.0 "Course Materials Link" in your LMS
2. Click on the "Instructor Portal" option
3. Select the "Launch Instructor Analytics" button
4. The dashboard will open, displaying data for your courses



Dashboard Access & Permissions

The First Day 2.0 Instructor Dashboard provides tailored access to course analytics and student performance data, ensuring you see only the relevant course data while maintaining appropriate privacy boundaries.

Course Visibility

The dashboard displays data only for courses you teach, ensuring focused and relevant analytics. When you launch First Day 2.0 using your instructor account, the system automatically identifies your role and grants access to your specific course dashboards.

Automatic Authorization

No manual setup is required to gain access. The course materials link in your LMS recognizes your instructor status and provides the appropriate dashboard permissions automatically, streamlining your workflow.

Privacy Considerations

Student data is managed in compliance with educational privacy standards. The system only tracks and displays information related to engagement with course materials, ensuring all data remains relevant and appropriately limited.

Student Activity Tracking

The First Day 2.0 platform employs detailed tracking to capture meaningful student interactions with their eTextbooks. Understanding how this data is collected helps you interpret the dashboard insights more effectively.

Online Reading

When students access their eTextbooks while connected to the internet, their activities are captured in real-time and reflected in the dashboard with the next hourly refresh cycle.

Offline Reading

The platform also accommodates offline studying. When students read in offline mode, their engagement data is stored locally and then synchronized with the dashboard when they reconnect to the internet.

This comprehensive tracking ensures you have visibility into student engagement regardless of their internet connectivity status, providing a complete picture of course material usage.

Data Refresh & Synchronization



LMS Roster Synchronization

Course rosters are automatically updated from your LMS. Synchronization frequency varies based on your specific LMS type and class size.



Hourly Dashboard Updates

The dashboard refreshes with new course and student information every hour, ensuring you have access to relatively current data.



Engagement Data Timing

Student engagement metrics typically appear on the dashboard within 1-2 hours of the activity occurring.

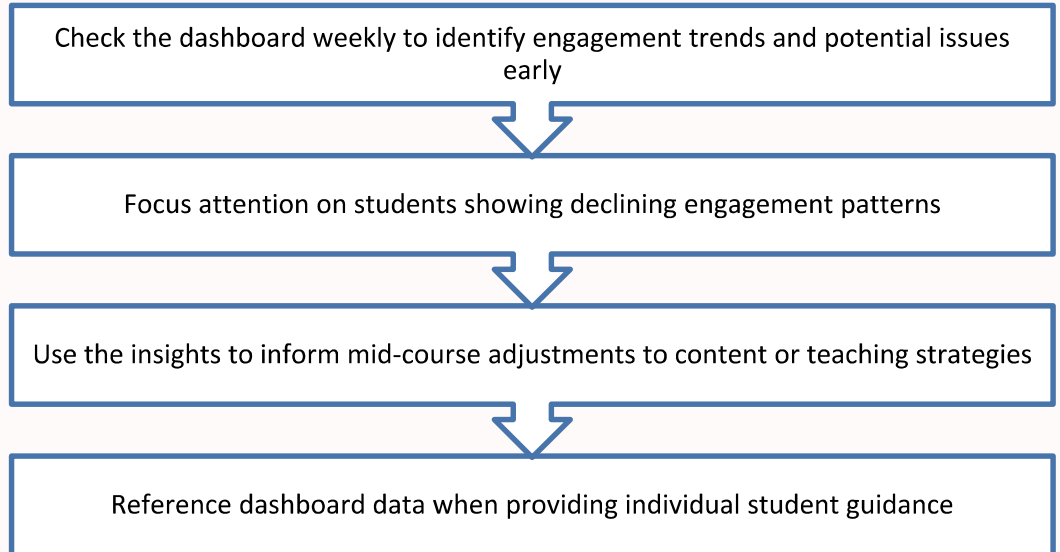


Course Date Determination

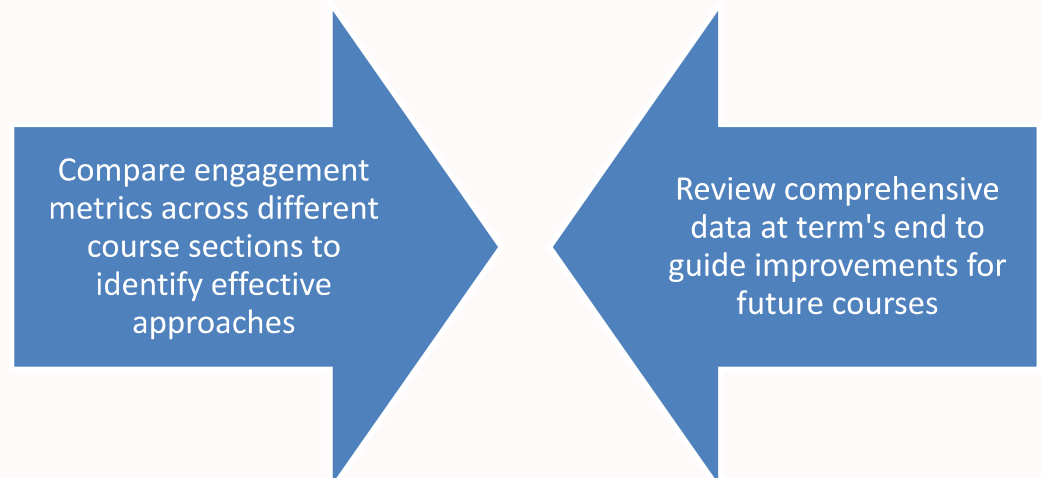
Course start and end dates are imported from your LMS when available. If not available, the system estimates dates based on first recorded activity.

Maximizing Dashboard Effectiveness

Best Practices for Instructors



To get the most value from the First Day 2.0 Instructor Dashboard, consider these strategic approaches:



By regularly engaging with these analytics and acting on the insights they provide, you can create a more responsive, effective learning environment that promotes student success and continual course improvement.

Course Dashboard



Overview and Metrics

The Course Dashboard provides an overview for each course you instruct with eTextbooks, including key student engagement metrics. You will have access to data for the students in your specific courses and sections.



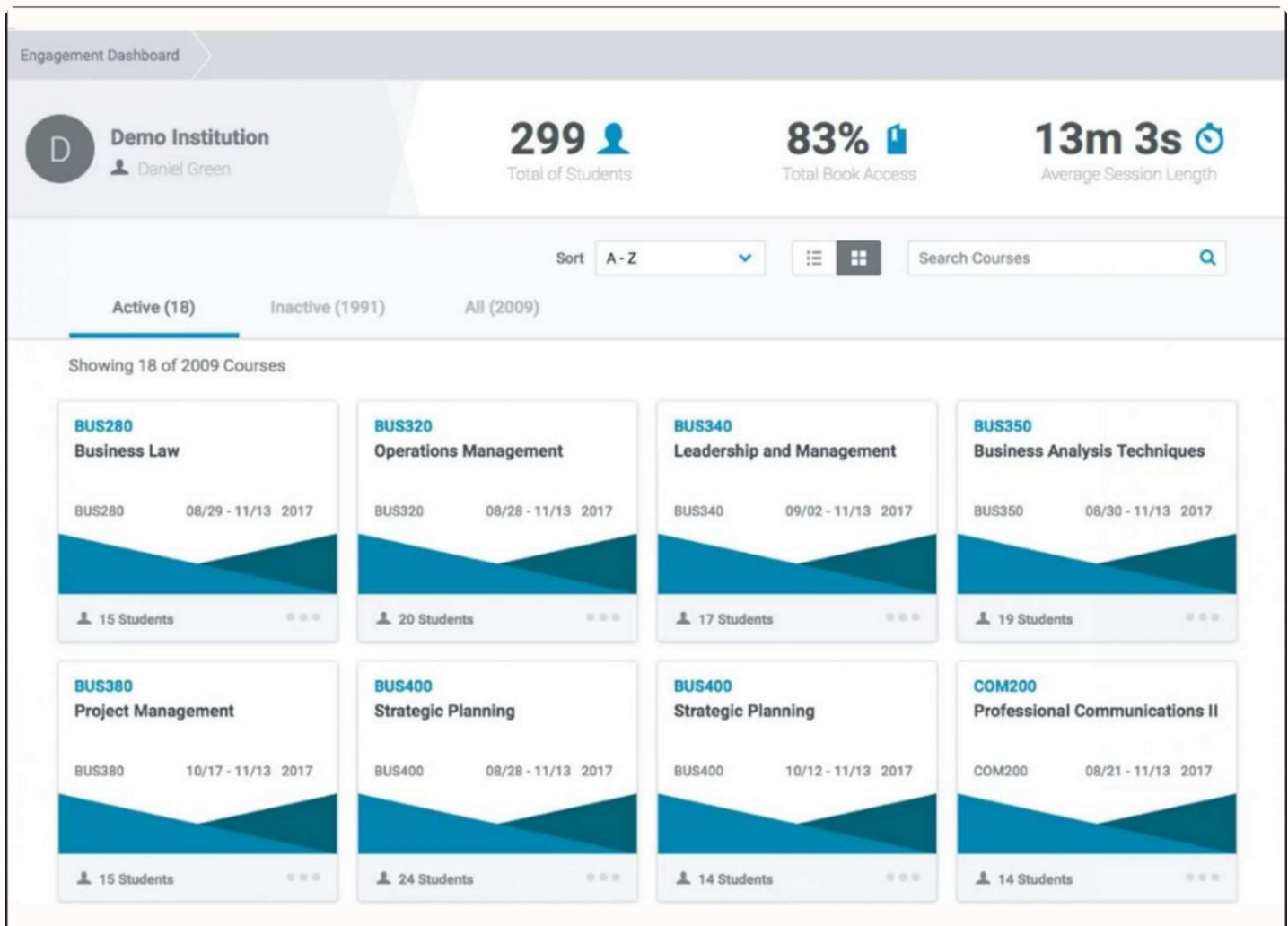
Course Cards

Each course section is represented as a different card, allowing you to quickly compare courses. Clicking on a course card will direct you to the course details page for a specific course. Each course card shows key information about a course. Course names and labels come directly from your LMS. You can click the three dots (ellipses) to see a quick course summary.



Guided Tour

Upon first access, you can take a self-guided tour to explore the dashboard's features and functionality. If you would like to revisit the tour later, just select Guided Tour from the user menu at the top right of the screen.



Course Dashboard Features

The Instructor Dashboard provides high-level statistics for each course. The summary metrics section at the top of the page is designed to provide quick insights into the active, inactive, or overall courses.



Summary Metrics

Total Students

The "Total Students" shows the number of unique students in your courses based on your selected filters.

Total Book Access

The "Total Book Access" shows the percentage of students who have opened at least one eTextbook in your courses.

Average Session Length

The "Average Session Length" displays the overall average session length for all students given course filters.

Search & Sort

Search

The "Search" field allows you to search for a course using the course's name or identifier.

Sort

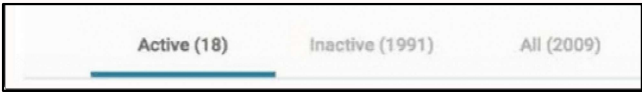
The "Sort" option allows you to order the courses in a specific tab by course name or course start date.

Display

The "Display" option allows you to toggle the course listing into either a grid of cards or a list view.

Course Status

Courses are organized based on their status on the current day.



Active

The "Active" tab shows courses that are happening right now. A course is considered active if today's date falls between its start and end dates.

Inactive

The "Inactive" courses tab contains courses that are not currently in progress. If the current date is either before or after the course start or end dates, the course is considered inactive.

All

The "All" courses tab contains all the courses you instruct, irrespective of whether or not the course is active.

Course Summary

Summary Tab

Clicking on a course card opens the Course Summary page, which provides detailed metrics for that course section. If your school uses LMS roster integration, you will see all enrolled students, along with a highlight of those who have not opened the book. If roster integration is not set up, you will only see data for students who have accessed the book.



Book filter

By default, the Course Details page shows overall data from all the books used in your course. This gives you a big-picture view of student activity across all materials. If you want to focus on just one specific book, you can use the book filter at the top of the page. Simply select the book you are interested in to see metrics related only to that title.

Secondary navigation menu

Use the secondary menu to move around quickly between different students and courses. From the dropdown menu, you can view another student within the same course. To quickly switch to another course you teach, click the course name in the secondary menu. If you'd like to return to the main course list, click the "Engagement Dashboard" link.

Student search

Use the "Search All Students" field to find a student within the current course. Clicking on a student from the search results will take you to their detail page.

Summary Tab Features

Open Rate

Students tend to perform better the earlier they start reading in a course. You can click on this chart to see who has or hasn't opened the book. The "Open Rate" donut chart allows you to quickly see how many students have accessed at least one of the books in the course. Clicking on a section of the donut chart or the chart legend will display the corresponding students in the course roster: either those that have opened the book or those that have not opened the book.



Student Usage

Reading consistently throughout the course can help improve outcomes. Use this graph to monitor overall course engagement by week in the current course. The student usage chart helps instructors track whether students are reading consistently throughout the semester. Engagement is displayed in weekly groups based on the course start date, and several course-level metrics are shown next to the chart. Clicking on these metrics will add the selected metric to the chart by week.



Avg. Session Length

The Average Session Length shows the average time spent per session by all students in the course.



Avg. Pages / Session

The Average Pages Per Session shows the average number of pages students read in one study session for the current course.



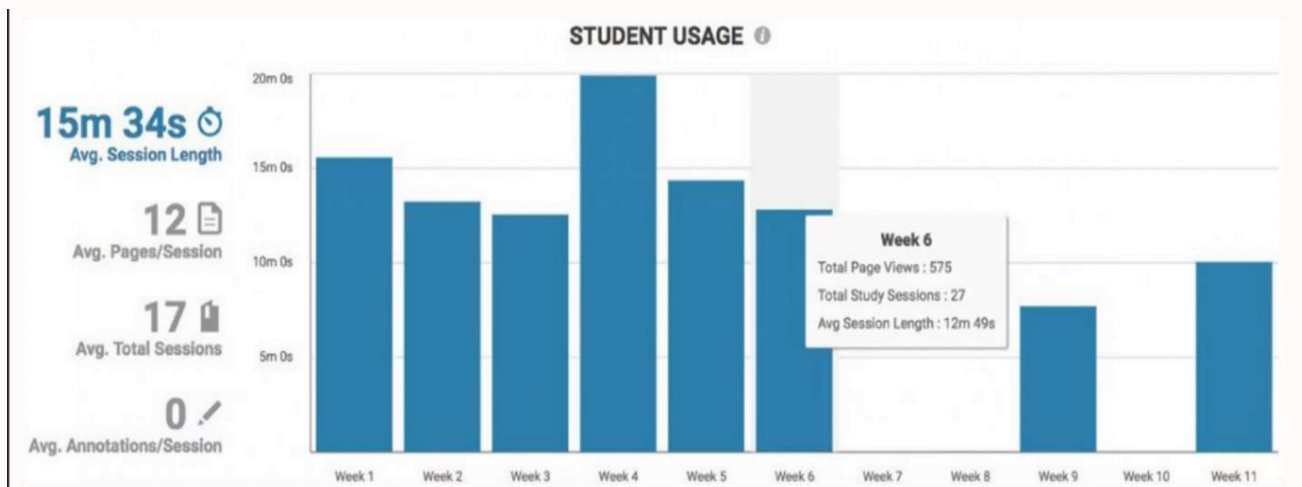
Avg. Total Sessions

The Average Total Sessions displays the average number of study sessions per student in the current course.



Avg. Annotations / Session

The Average Notes Per Session shows the average number of notes made by students in a single study session for the current course.



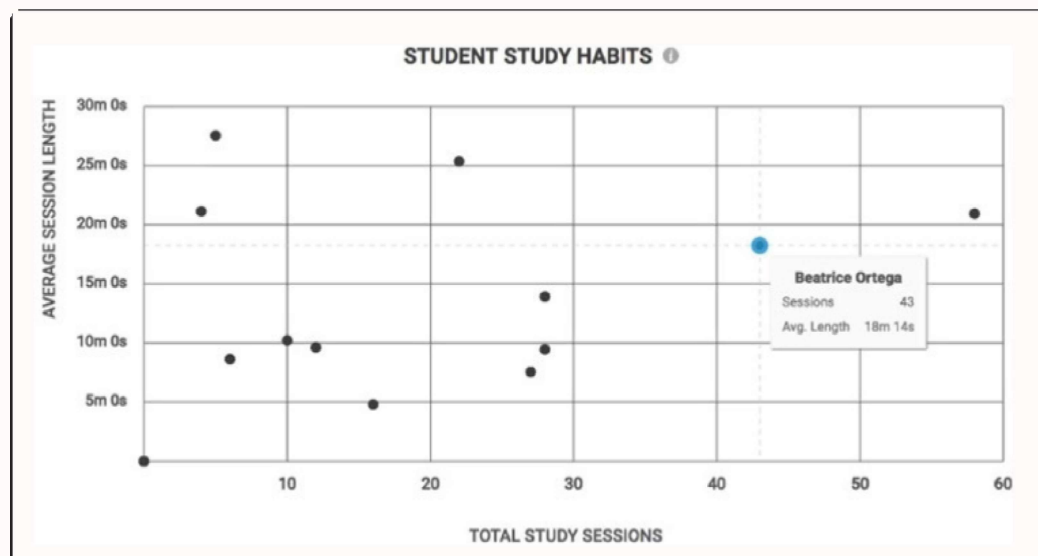
Summary Tab Engagement

The engagement groups section provides insight into how course engagement is distributed across the enrolled students. Students are segmented into quartiles based on their total time on task: the total amount of time the student has interacted with the eTextbook during the period in which the course is active. Aggregate metrics are provided for each quartile and clicking on a given quartile will display a list of students between the selected quartile and the quartile below the selected quartile. Clicking on a student in this list will navigate you to the student details page.

4th Quartile Students							28h 16m 27s	41	21m 31s	615	
							TOTAL TIME	SESSIONS	AVG SESSION LENGTH	PAGES	
Student	Total Time	Avg. Session Length	Sessions	Pages	Annotations	Last Activity					
Samir Benson	28h 16m 27s	20m 56s	58	597	0	10/11/17					View
Beatrice Ortega	23h 6m 39s	18m 14s	43	830	0	10/30/17					View
Karla Cherry	9h 18m 5s	25m 22s	22	419	0	10/10/17					View
See All											
3rd Quartile Students							9h 16m 51s	27	10m 18s	312	
							TOTAL TIME	SESSIONS	AVG SESSION LENGTH	PAGES	

Student study habits

The study patterns scatter plot provides visibility into how students are engaging relative to their classmates. Each student is represented as a dot on this graph. By juxtaposing a student's total number of study sessions against their average session length, students are distributed by their study habits. Students with relatively few study sessions that are relatively longer may be cramming. Clicking on any of the points will navigate you to the student details page.



Student Summary

Roster tab

Overview

The course roster contains a listing of students for the current course. Each student is represented as a separate row containing the student's aggregate engagement statistics during the course. Using the book filter, you can quickly filter to students that have opened the book or those that have not opened the book.

Note: This filter is also set when you click on the open rate donut chart in the header

Student Engagement

Student quartiles are determined by total time on task. The spark line on each row provides a visual indication of the student's engagement throughout the course. Clicking on a student's row will navigate you to the student details page.

The "Accessed" filter allows you to identify students who have or have not accessed the content during the course.

Total Students 15		Book: Accessed Not Accessed Both						Download
Student	Quartile	Total Time	Avg. Session Length	Sessions	Pages	Annotations	Last Activity	
Samir Benson	4	28h 16m 27s	20m 56s	81	597	0	10/11/17	
Beatrice Ortega	4	23h 6m 39s	18m 14s	76	830	0	10/30/17	

Student Detail Page

The student detail page provides comprehensive engagement information for a specific student within a particular course section, focusing solely on activities occurring during the active course period.

TOTAL ACTIVITY 09/06/17 - 10/11/17		28h 16m 27s	58	597	0	Download
		TOTAL TIME	SESSIONS	PAGES	ANNOTATIONS	
Session Date	Week	Book Title	Session Length	Pages	Annotations	
10/10/17 10:28:42 pm	6	Essentials of Business Law	25m 49s	2	0	View Details
10/10/17 08:32:31 pm	6	Essentials of Business Law	2m 11s	6	0	View Details

Overall Metrics

- 🕒

Total Time
The total amount of time the student engaged with course materials during the course
- 📖

Pages
The total number of pages a student viewed during the course. Page views less than 3 seconds in length are not counted.

- 📅

Sessions
The total number of study sessions completed by the student. Study sessions are delineated by 30-minute gaps in reading activity during the course
- ✎

Annotations
The total number of bookmarks, notes and highlights created in the content during the course

Student Metrics



Percentile Ranking

The "Percentile Ranking" metric displays the current student's percentile within the context of the current course, based on total time on task.

Average Session Length

The "Average Session Length" metric displays the overall average session length for the current student's activities in the current course. Data is formatted to display hours, minutes, and seconds.

Preferred Platform

This indicates the reading platform used most by the students. Options include:

- Online: The eTextbook is accessed via a web browser on any device.
- Mobile: The eTextbook is accessed via a native application on a phone or tablet.
- Laptop: The eTextbook is accessed via a native application on a laptop or desktop computer.

Student Usage

The student usage chart helps ensure students read consistently throughout the semester. Engagement is displayed in week-level groups relative to the course start date. Several course-level metrics are included alongside this chart; clicking any of these metrics will plot the selected data on the chart by course week.

- Avg. Session Length: The average duration of a study session for the current student in the current course.
- Avg. Pages / Session: The average number of pages the current student reads per study session in the current course.
- Avg. Total Sessions: The average total number of study sessions completed by the current student in the current course.
- Avg. Annotations / Session: The average number of annotations per session created by the current student in the current course.

Study Session Detail

The study session detail section enables in-depth analysis of student study habits. Each row represents a distinct study session, sorted by start time. Clicking on a row opens a modal displaying every learning event within that session.

Overall metrics:

- Total Time: The cumulative time the student engaged with course materials during the course.
- Sessions: The total number of study sessions completed by the student. Sessions are defined by 30-minute gaps in reading activity.
- Pages: The total number of pages a student viewed during the course. Page views shorter than 3 seconds are not counted.
- Annotations: The total number of bookmarks, notes, and highlights created within the content during the course.

Common Questions (FAQ)

1. How do I access the Instructor Dashboard?

To access the dashboard, go to your LMS and click on the First Day 2.0 "Course Materials" link. Then select "Instructor Portal" and click "Launch Instructor Analytics".

2. Which courses will I see in the dashboard?

You will only see the courses you are assigned to teach. The system automatically identifies your instructor role and shows only relevant course data.

3. How often is dashboard data updated?

The dashboard refreshes every hour with new engagement data and roster updates from your LMS. Most student interactions appear within 1–2 hours.

4. What if students read offline?

Offline activity is stored on the student's device and syncs with the dashboard once they reconnect to the internet, ensuring accurate engagement tracking.

5. What can I see on the Course Dashboard?

You can view total students, book access percentages, average session lengths, and week-by-week engagement trends. You can also drill into individual student activity.

6. How can I identify at-risk students?

Use tools like the "Open Rate" chart, engagement quartiles, and study habit scatter plots to identify students who may not be engaging consistently with the eTextbook.

7. Can I view data for individual students?

Yes, clicking on a student's name provides detailed metrics, including session duration, page views, annotations, and platform usage across the course.

8. Do I need to do anything to set up access?

No, access is automatic as long as you use the course materials link in your LMS, the system recognizes you as an instructor and grants the correct permissions.

9. What if I don't see one of my courses in the dashboard?

Make sure the course is using First Day 2.0 digitally delivered materials and that you're listed as the instructor in your LMS. The Instructor Dashboard is for eTextbooks only and will not show any courseware items. If issues persist, contact your Bookstore team.

10. How does the system know which students are enrolled?

The dashboard pulls roster data directly from your LMS. Enrollment updates happen automatically, but sync frequency can vary by system and course size.

11. Can I export any of the data?

Currently, data is view-only within the dashboard. If export options are added in the future, they will appear in the top menu or course-level settings.

12. Why are some students missing engagement data?

Only students who have accessed the eTextbook will show detailed activity. If a student hasn't opened the eTextbook yet, they'll appear as inactive.

FOR QUESTIONS OR MORE INFORMATION:

Please contact your bookstore manager

Or email support.bookstorecustomercare@bncollege.com