

## **Registration and use of HNP webapp:**

The HNP webapp has been designed as a suite of exercises which can help students improve their understanding of numeracy and foundational mathematics (focus on numbers and rates/ratio/percent) for health science math and statistics courses.

### **Section 1: registration as teacher or researcher**

### **Section 2: teaching with the HNP webapp**

A description of the elements and options available to a teacher who wishes to use the HNP webapp to teach a class, or tutor one or more students.

**Section 3: Navigating the Classrooms page (life inside a classroom):** a visualized description of all the features available to you

**Section 4: manage assessments:** Assignments can be used for practice (as exercises) or as assessments if you wish. Tests are designed as assessments, but can be used as formative or summative assessments if you wish.

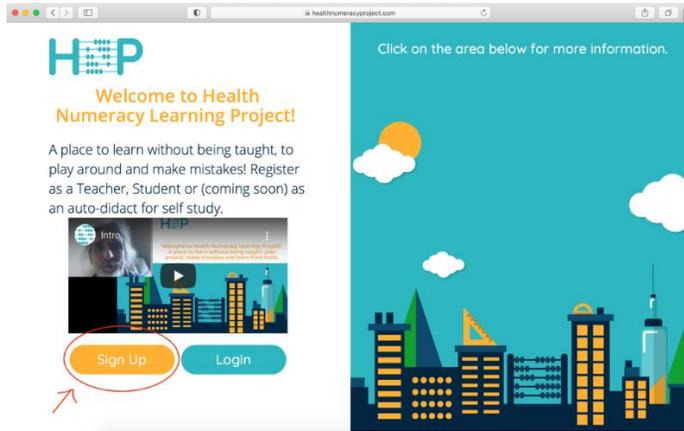
**Section 5: review content:** option that provides access to all of the content available on the site. (almost 5000 questions)

### **Research with the HNP webapp**

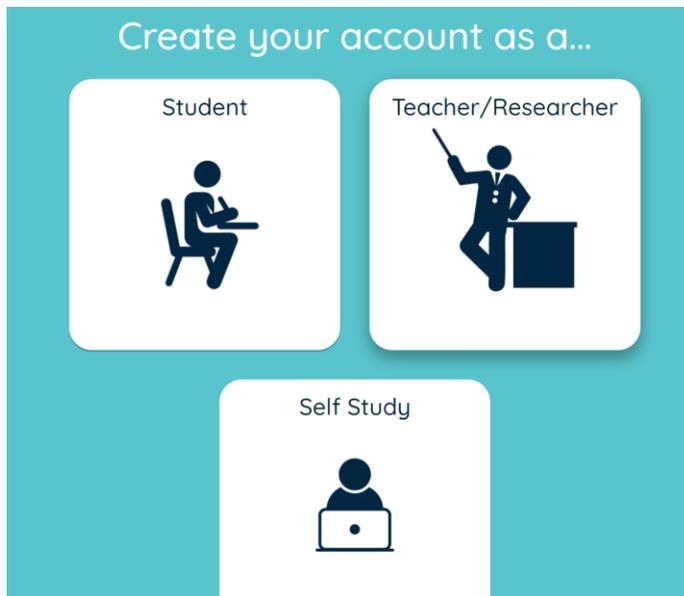
The HNP webapp is designed to give the teacher the authority to allow a non-teaching researcher to collect data on students who provide informed consent. There is no involvement of the teacher in the research of their students, but you should be asked to provide informed consent by the researcher as well.

## Section 1. Register a Teacher/Researcher Account:

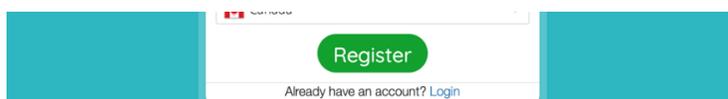
1. Go to [bit.ly/henupr](http://bit.ly/henupr) and click “Sign Up”



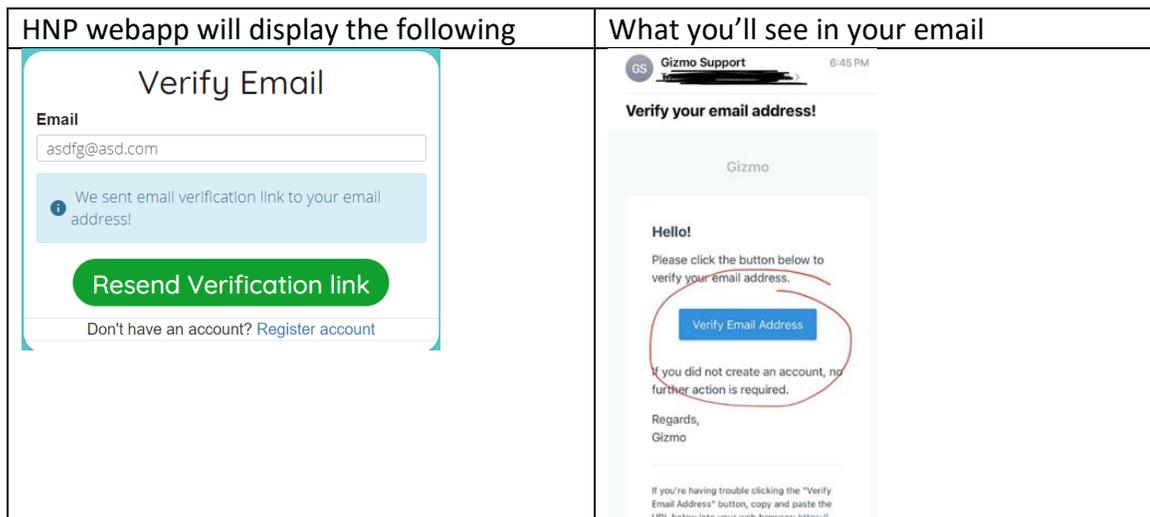
2. Choose: “Teacher/Researcher” by clicking on it



3. Next, fill out the registration information
  - If you are going to use this webapp as part of a course at your institution, it is suggested that you use your **institutional email** to set up an account.
  - Please create a password that you’ll remember – for added security, make an entirely new password that is not the same as any other password that you use.
  - After you’ve filled everything out, click Register.

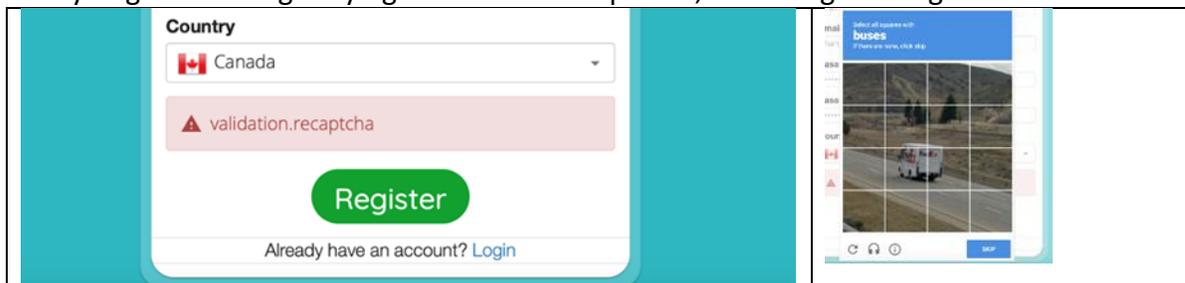


4. You will need to go the email you provided and look for the verification link.



you should receive an email (to the email you provided) from “Gizmo Support” asking you to “Verify Email Address” (above panel, right); click to verify and you are done! If you can’t find the email, please check your spam, or click “Resend verification link.”

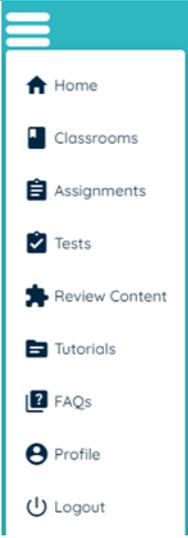
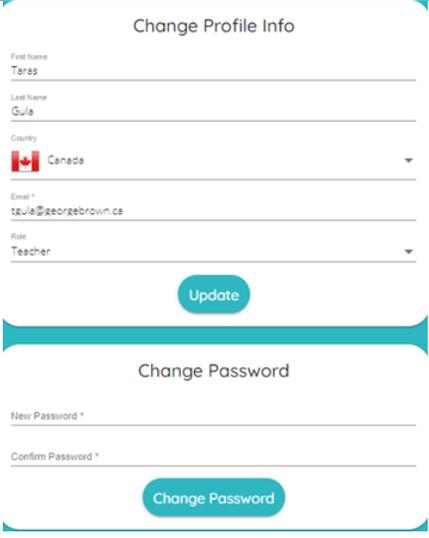
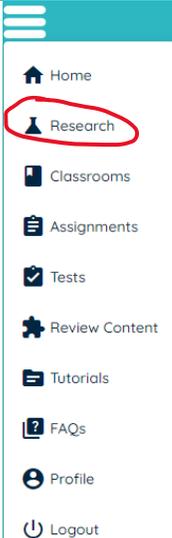
- 4a If you get a message saying “validation.recaptcha”, click “Register” again...



...and then complete the reCAPTCHA validation (such as the one in the above panel, right) if it pops up.

5. After your email is verified, you will be taken to the HNP webapp home page. If not, or if you wish to continue later, log in at [bit.ly/henupr](https://bit.ly/henupr) using your new credentials.

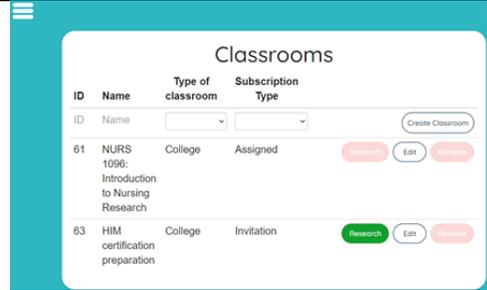
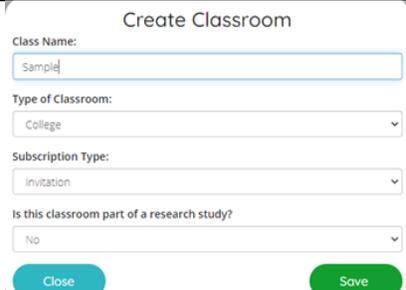
6. Click the dropdown menu icon  in the top left and notice all the options available (image to the left in the panel below). Choose *Profile* and notice the elements of your profile that you can change. If you plan to take on a role of researcher, click on the Role dropdown menu and set your role so that other teachers can invite you to their class as a researcher. (Note that you cannot select to be both researcher and teacher in the same classroom.) Click *Update* to save the changes you've made. If you designate the researcher option as your role in the HNP webapp, the option *Research* will appear in the dropdown menu (circled in red to the right in the panel below)

Teacher dropdown menu	Change profile window	Teacher + Researcher dropdown menu
 <p>A vertical sidebar menu with a teal header containing a dropdown icon. The menu items are: Home (house icon), Classrooms (book icon), Assignments (list icon), Tests (checkmark icon), Review Content (gear icon), Tutorials (book icon), FAQs (question mark icon), Profile (person icon), and Logout (power icon).</p>	 <p>A form titled "Change Profile Info" with fields for First Name (Teras), Last Name (Gula), Country (Canada), Email (tgula@georgebrown.ca), and Role (Teacher). Below the form is an "Update" button. A second section titled "Change Password" has fields for New Password and Confirm Password, with a "Change Password" button below.</p>	 <p>A vertical sidebar menu similar to the first one, but with an additional "Research" option (person icon) circled in red between "Home" and "Classrooms".</p>

**End of Section 1**

## Section 2: Using the HNP webapp as a teacher step 1 – create a classroom:

**To create a new classroom:** select Classrooms from the dropdown menu: In the example below you can see that the teacher is teaching 2 classes, one of which is involved in research and one which is not. To create a new class click on Create your first class or Create Classroom button.

Classrooms page (with 2 classes)		Create Classroom																
 <table border="1"><thead><tr><th>ID</th><th>Name</th><th>Type of classroom</th><th>Subscription Type</th><th></th></tr></thead><tbody><tr><td>61</td><td>NURS 1098: Introduction to Nursing Research</td><td>College</td><td>Assigned</td><td><span>Research</span> <span>Edit</span> <span>Remove</span></td></tr><tr><td>63</td><td>HIM certification preparation</td><td>College</td><td>Invitation</td><td><span>Research</span> <span>Edit</span> <span>Remove</span></td></tr></tbody></table>		ID	Name	Type of classroom	Subscription Type		61	NURS 1098: Introduction to Nursing Research	College	Assigned	<span>Research</span> <span>Edit</span> <span>Remove</span>	63	HIM certification preparation	College	Invitation	<span>Research</span> <span>Edit</span> <span>Remove</span>	 <p>Class Name: <input type="text" value="Sample"/></p> <p>Type of Classroom: <input type="text" value="College"/></p> <p>Subscription Type: <input type="text" value="Invitation"/></p> <p>Is this classroom part of a research study? <input type="text" value="No"/></p> <p><span>Close</span> <span>Save</span></p>	
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The pop-up requires that you **name the class** set its **level** (type of classroom), indicate that the class is part of a **research** project and set the **subscription type**. Subscription type options:

An OPEN class is open to anyone (from any institution) who is registered as a student in the HNP webapp.

A CLOSED class is one that is not taking any more students.

An ASSIGNED class requires that the teacher adds student emails to a list (or upload a CSV file). Only those students on the list will have access to the class. Choose this if you would like to be able to add or delete students throughout the time the classroom is active and/or if the class is small and has a dynamic population. You do not have to add any emails to the class right away, you can do it later by clicking on Edit button. Students will receive an email inviting them to register for the classroom. If they do not register, they will not show in class roster. If it is for a research, students will have to respond to a pop up to consent (or not).

An INVITATION class requires that a teacher distribute a link to students (the link and a sample invitation text are available within Classrooms/Invitation settings). Anyone with a link can join the HNP webapp classroom. Of course, there is a danger that students may join the class who are not registered in your formal course. Those students can be removed from within the Classroom/Students page. This option is a good one if you have a large class. The onus is on the students to register themselves with the proper email address to ensure that their work will be tracked and recorded.

Students who register in the HNP webapp as students will be able to see the classrooms they have been registered into as soon as they're added or through an 'Add class' function (see student instructions as a separate document)

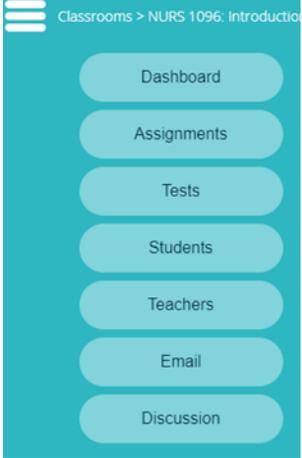
You can edit the settings of your classroom through Classrooms page **Edit function**. Note that the transparent (i.e., not fully coloured) Remove button indicates that the teacher who is

signed in is not the primary teacher in the classroom (i.e., they did not create the classroom, but were invited as a co-teacher)

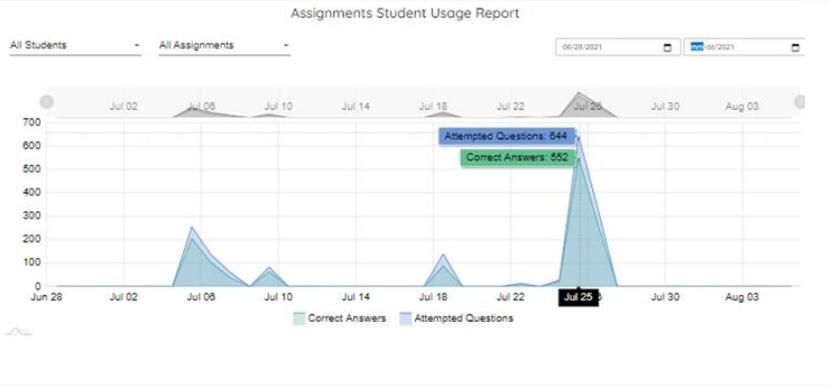
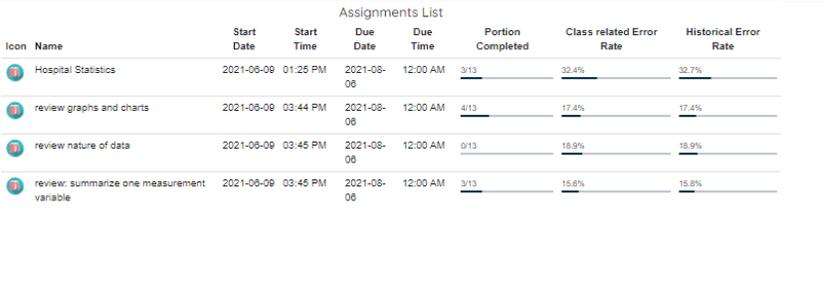
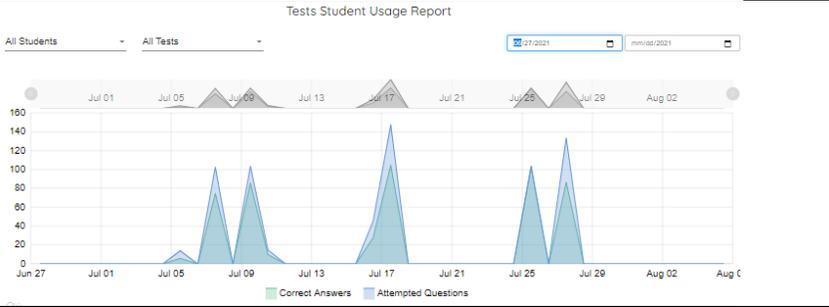
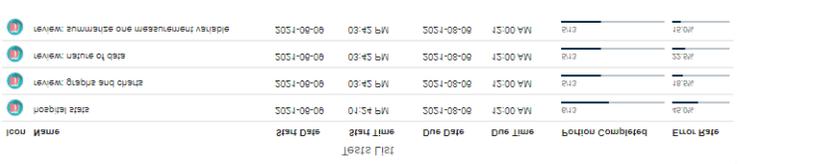
### Classrooms

ID	Name	Type of classroom	Subscription Type	
ID	Name	<input type="text"/>	<input type="text"/>	<a href="#">Create Classroom</a>
61	NURS 1096: Introduction to Nursing Research	College	Assigned	<a href="#">Research</a> <a href="#">Edit</a> <a href="#">Remove</a>
63	HIM certification preparation	College	Invitation	<a href="#">Research</a> <a href="#">Edit</a> <a href="#">Remove</a>

**Section 3: Navigating the Classrooms page (once inside a classroom):**

Elements available in classroom designated as <b>Invitation</b> and <b>Research=yes</b>	Short Description of each element (see below for details)
	<p><b>3.1 Dashboard:</b> page that shows activity as a timeline/graph, and summary stats for assignments and tests.</p> <p><b>3.2 Assignments and Tests:</b> choose assignments and tests that you created from main dropdown menus to add to the classroom, set start and due dates and times, and the number of attempts, download progress reports in CSV format. Also you can check their status (Pending, Closed), and to whom the assessment is given (all students, or some)</p> <p><b>3.3 Students:</b> See summary progress broken down by students, adjust test length multiplier for students with extra time accommodations, or add/remove students from your course.</p> <p><b>3.4 Teachers and Researchers:</b> add or remove teachers/researchers from your classroom. Only available to lead teacher (i.e., the one who created the classroom)</p> <p><b>3.5 Email:</b> Write an email to some or all of your students from within the application. Email will show as coming from your teacher email address.</p> <p><b>3.6 Discussion:</b> If there is a particular topic or challenge or concern, you may start a discussion board which is visible to the teacher(s) and all students in the class. Anyone using the app can respond, discuss and start new discussions. Teachers can delete their own and student messages, whereas students can only delete their own messages.</p>
Elements available in a classroom designated as <b>Assigned</b> and <b>Research = No</b>	
	

**Section 3.1 The Dashboard page:** shows summary statistics for the class

<p><b>Visualization of assignments activity:</b> default is all students over all assignments for the previous week. Can be adjusted to visualize any range of time, and filtered to represent only one assignment. Also visualizes #attempted questions and #correct</p>	 <p>Assignments Student Usage Report</p> <p>All Students   All Assignments   06/28/2021   06/28/2021</p> <p>Attempted Questions: 844 Correct Answers: 552</p>																																													
<p><b>Assignments list</b> provides data about completion rate and difficulty students are having with each assignment. Historical error rate is the error rate for that particular assignment in all classes where it was used.</p>	 <p>Assignments List</p> <table border="1"> <thead> <tr> <th>Icon</th> <th>Name</th> <th>Start Date</th> <th>Start Time</th> <th>Due Date</th> <th>Due Time</th> <th>Portion Completed</th> <th>Class related Error Rate</th> <th>Historical Error Rate</th> </tr> </thead> <tbody> <tr> <td></td> <td>Hospital Statistics</td> <td>2021-06-09</td> <td>01:26 PM</td> <td>2021-08-06</td> <td>12:00 AM</td> <td>3/13</td> <td>32.4%</td> <td>32.3%</td> </tr> <tr> <td></td> <td>review graphs and charts</td> <td>2021-06-09</td> <td>03:44 PM</td> <td>2021-08-06</td> <td>12:00 AM</td> <td>4/13</td> <td>17.4%</td> <td>17.4%</td> </tr> <tr> <td></td> <td>review nature of data</td> <td>2021-06-09</td> <td>03:45 PM</td> <td>2021-08-06</td> <td>12:00 AM</td> <td>0/13</td> <td>18.9%</td> <td>18.9%</td> </tr> <tr> <td></td> <td>review: summarize one measurement variable</td> <td>2021-06-09</td> <td>03:45 PM</td> <td>2021-08-06</td> <td>12:00 AM</td> <td>3/13</td> <td>15.6%</td> <td>15.6%</td> </tr> </tbody> </table>	Icon	Name	Start Date	Start Time	Due Date	Due Time	Portion Completed	Class related Error Rate	Historical Error Rate		Hospital Statistics	2021-06-09	01:26 PM	2021-08-06	12:00 AM	3/13	32.4%	32.3%		review graphs and charts	2021-06-09	03:44 PM	2021-08-06	12:00 AM	4/13	17.4%	17.4%		review nature of data	2021-06-09	03:45 PM	2021-08-06	12:00 AM	0/13	18.9%	18.9%		review: summarize one measurement variable	2021-06-09	03:45 PM	2021-08-06	12:00 AM	3/13	15.6%	15.6%
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<p><b>Visualization of tests activity:</b> similar to assignment activity except for tests</p>	 <p>Tests Student Usage Report</p> <p>All Students   All Tests   07/27/2021   08/01/2021</p> <p>Correct Answers   Attempted Questions</p>																																													
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Bottom panel in table above shows report on all tests. You can see that the teacher is allowing 4 attempts for each test, and the first attempt was not a very good score (4/15) corresponding to the activity displayed above.

**Section 3.2 Assignments and Tests pages:** allows you to set the parameters for assignment and test writing for the class (start date and time, due date and time for both assignments and tests, and test duration and number of attempts for tests only). Note that you cannot change the content of assignments & tests; those changes need to be done outside a classroom).

<p>This was for a class in which the assignments and tests were not mandatory. Note the add assignment button to the top right which, of course, allows you to give additional assignments to your class.</p>	
<p>The csv report can be easily integrated into your mark books. Report button on the right produces a pop up with detailed, sortable progress for each student</p>	
<p>Image to the right is a pop up report (with email identifiers cut off). In this case 4 attempts at the test were allowed. Amber button shows a test that is still in progress. You can click reset to select a test result for deletion.</p>	

**Section 3.3 Students page:** Allows you to see the email addresses and names (not shown in image below) and the progress of the students who have registered in the HNP webapp and have been assigned, or invited to your classroom. You can also add students manually, and remove students if needed. Given that some students have test accommodations (usually time and a half) you can also add time (as a multiplier, so 1.5 is time and a half) to any individual student’s test duration.

Students of HIM certification preparation

Finished Assignments	Finished Tests	Test Duration Multiplier	Registration Date	<a href="#">Add Students</a>
0	0	<input type="text" value="1"/>	12:21 AM 2020-09-04	<a href="#">Remove</a>
0	0	<input type="text" value="1"/>	8:05 AM 2019-10-02	<a href="#">Remove</a>
2	4	<input type="text" value="1"/>	11:44 AM 2020-05-31	<a href="#">Remove</a>
0	0	<input type="text" value="1"/>	1:33 PM 2021-01-16	<a href="#">Remove</a>
3	3	<input type="text" value="1"/>	1:43 PM 2020-09-02	<a href="#">Remove</a>
3	4	<input type="text" value="1"/>	6:31 PM 2020-09-05	<a href="#">Remove</a>
2	0	<input type="text" value="1"/>	2:55 PM 2019-09-13	<a href="#">Remove</a>
0	0	<input type="text" value="1"/>	7:50 PM 2017-11-02	<a href="#">Remove</a>
0	1	<input type="text" value="1"/>	6:50 AM 2020-09-04	<a href="#">Remove</a>
0	0	<input type="text" value="1"/>	1:40 PM 2020-06-25	<a href="#">Remove</a>
0	4	<input type="text" value="1"/>	10:09 AM 2020-09-04	<a href="#">Remove</a>
0	1	<input type="text" value="1"/>	7:46 PM 2020-10-27	<a href="#">Remove</a>
0	4	<input type="text" value="1"/>	9:13 PM 2020-09-02	<a href="#">Remove</a>

**Section 3.4 Teachers and Researchers pages:** Allows the lead teacher to add other teachers (called co-teachers) and researchers to the classroom. Remember that teachers cannot be researchers and vice versa.

Co-teachers have access to the same information, and reports as a lead teacher, but they cannot add other teachers, researchers, tests or assignments to the classroom. They can add/remove student's email (unsubscribing them from the class) and participate in discussions.

Only researchers have access to the data from students that have consented to allow a particular research project to collect data on their progress and communicate with them. In the image below you can see that the course had one lead teacher (Taras Gula) and two co-teachers that were both designated as potential recipients of emails from students. Add teacher and remove teacher buttons are only available to a lead teacher.

Teachers of HIM certification preparation			
Email	Name	Receive emails from students	
<a href="#">Add Teacher</a>			
Email			
tgula@georgebrown.ca	Taras Gula	<input checked="" type="checkbox"/>	<a href="#">Remove</a>
[REDACTED]	[REDACTED]	<input checked="" type="checkbox"/>	<a href="#">Remove</a>
[REDACTED]	[REDACTED]	<input checked="" type="checkbox"/>	<a href="#">Remove</a>

**Section 3.5 Email page:** Allows any teacher to send an email to some or all students. Note that the email will show as coming from the teacher who sent the email, and will not be recorded (there is no sent email box). Student replies will go to the email that the teacher used to register and sign into the HNP webapp.

Email to students

**Subject:**

**Body:**

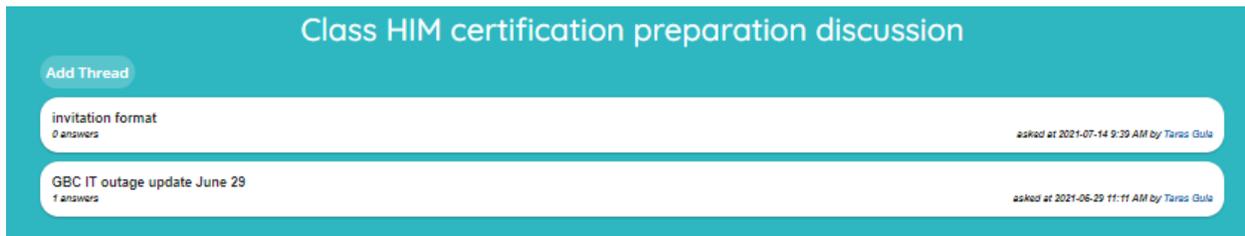
Paragraph

For all students

[Send](#)

**Section 3.6 Discussions page:** Allows any teacher (or student) to set up a discussion thread, or add comments to a thread. Discussions are not anonymous and can be deleted by any teacher (but not by students); students can only delete their own posts.

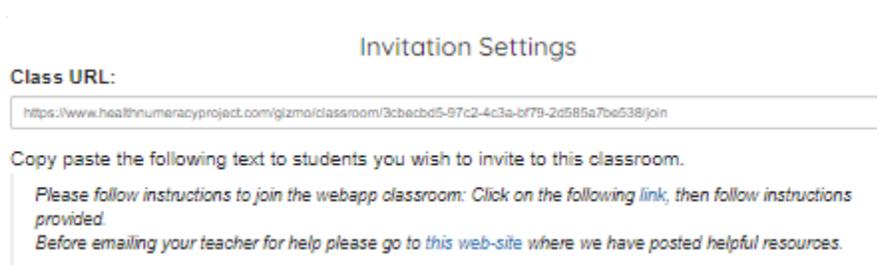
Below is an example of a few discussion/announcement posts made by the teacher as part of a preparation for exam classroom that took place in July 2021.



The screenshot shows a discussion board interface with a teal header. The title is "Class HIM certification preparation discussion". Below the header is a button labeled "Add Thread". There are two threads listed:

- Thread 1: "invitation format" with 0 answers, asked at 2021-07-14 9:39 AM by Tareq Gula.
- Thread 2: "GBC IT outage update June 29" with 1 answer, asked at 2021-06-29 11:11 AM by Tareq Gula.

**Section 3.7 Invitation settings page:** Allows any teacher copy the invitation url and send to some or all students.



The screenshot shows the "Invitation Settings" page. It includes a section for "Class URL:" with a text input field containing the URL: <https://www.healthnumeracyproject.com/gizmo/classroom/3cbeebd5-97c2-4c3a-bf79-2d585a7be538/join>. Below this, there is a section titled "Copy paste the following text to students you wish to invite to this classroom." with the following text:

*Please follow instructions to join the webapp classroom: Click on the following link, then follow instructions provided.  
Before emailing your teacher for help please go to [this web-site](#) where we have posted helpful resources.*

**Section 4. Manage Assignments and Tests Pages:** You need to be outside of all classrooms to be able to manage the assignments and tests.

-  Home
-  Classrooms
-  Assignments
-  Tests
-  Review Content
-  Tutorials
-  FAQs
-  Profile
-  Logout

Click on the assignments or tests icon to enter the management of assignments/tests dialogue. Allows for the creation, copying, deletion, and editing of assignments and tests.

In the top right of the dialogue to the right you can see the 'Create Assignment' button. (Create test process is very similar)

### Manage Assignments

Icon	Name	
	Name	<a href="#">Create Assignment</a>
	1.1 core Numbers	<a href="#">Copy</a> <a href="#">Edit</a> <a href="#">Remove</a>
	1.2 core Portions of Numbers	<a href="#">Copy</a> <a href="#">Edit</a> <a href="#">Remove</a>
	1.3 core Convert Numbers U1&U2	<a href="#">Copy</a> <a href="#">Edit</a> <a href="#">Remove</a>

**Create Assignment:** Key aspects are choosing the content you wish the students to practice with (see content structure document for details). Most importantly you need to set whether you wish students to work on the assignment linearly (from simpler to more complex) or to jump around as they wish.

Other important settings include:  
 Number of attempts at testout.  
 For each topic an algorithmic semi-smart 😊 testout option for students is available for students. You may choose not to use this feature, or limit the number of attempts (default is 2)

Create Assignment

Name:

Icon: 

- Numbers
- Portions of Numbers
- Convert Numbers
- Measures and Units
- Numbers in Action
- Uncertainty, Chance and Risk
- Numbers and Our Health
- Numbers in the World
- Hospital Services

Topics/Lessons need to be completed in linear order

Topics/Lessons can be completed in any order

Number of attempts to testout (-1 - means unlimited attempts; 0 - for not testout):

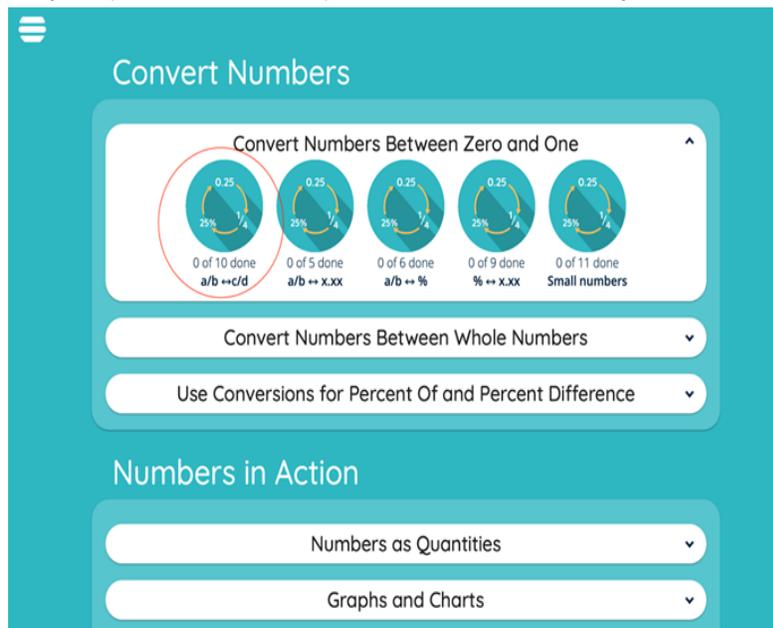
Number of consecutive correct answers which will signify lesson completion (0 - to answer all questions):

[Close](#)

<p>Number of consecutive correct answers within lesson to demonstrate mastery. Default is 3, but you can go higher, or lower. (note that many lessons have 5 questions only).</p>	
<p>Create Test: Key aspects are posted to the right. Number of questions is the product of the number of lessons which are chosen in content selection multiplied by the number of 'questions per lesson (default = 1)'</p>	<p>Questions order:  <input checked="" type="radio"/> Linear order  <input type="radio"/> Random order</p> <p>Back-tracking:  <input checked="" type="radio"/> Disallow back-tracking  <input type="radio"/> Allow back-tracking</p> <p>Duration in minutes (0 - means unlimited time):  <input type="text" value="0"/></p> <p>Questions per lesson:  <input type="text" value="1"/></p>

**Section 5. Review Content:** It is crucial that you review the content before setting up assignments and tests to ensure that the HNP webapp fits with your course. It will also give you a sense of the student experience in using the HNP webapp and help you design better assignments and tests.

**Below is a screenshot of a Unit called Convert Numbers.** Units (the white rectangles) and topics (the circular icon) can be accessed in any order in the review content process.



Browse around this page a bit. You'll see the material organized in units (white rectangles with their titles in black letters) and topics (with the content indicated below each icon). The topics don't have to be completed in any particular order. Each topic contains multiple lessons that start at easier and move toward more challenging questions!

When you click a topic icon, you'll see a variety of lessons inside. The number of lessons varies by topic and is indicated by the number

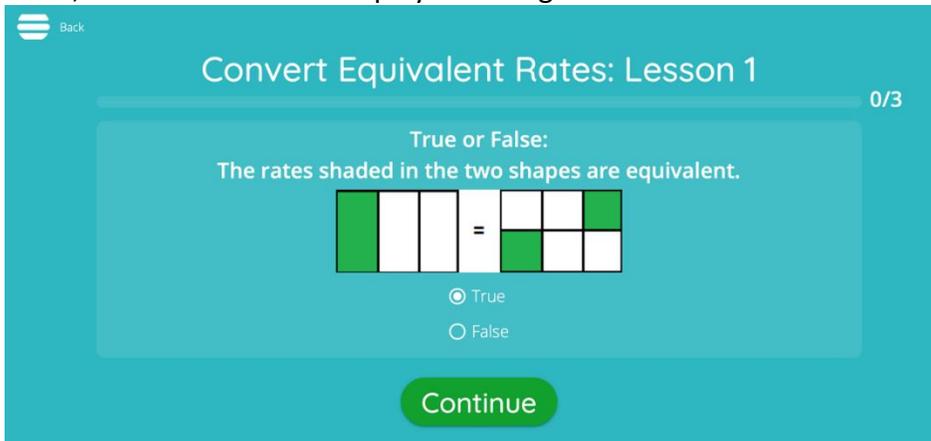
below the topic icon.

For each lesson, you must give a correct answer to 3 questions in a row in order to master the lesson (it does not have to be 3, it can be any number between 1 and 5). An incorrect answer will reset the number of correct answers counter to zero. Once a lesson is completed successfully, its token changes to gold, and you can move on to the next lesson. The lessons increase in difficulty as you move through them in order.

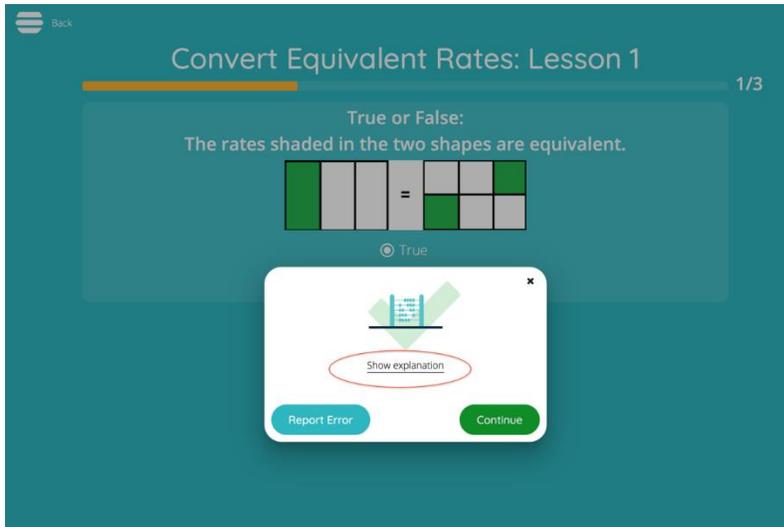


Inside the lesson the app will randomly generate a series of questions (the idea is that you learn by doing so the lesson is actually an activity).

The number of consecutive questions answered correctly is visualized as a progress bar above the question, and as a numerical display to the right of it.



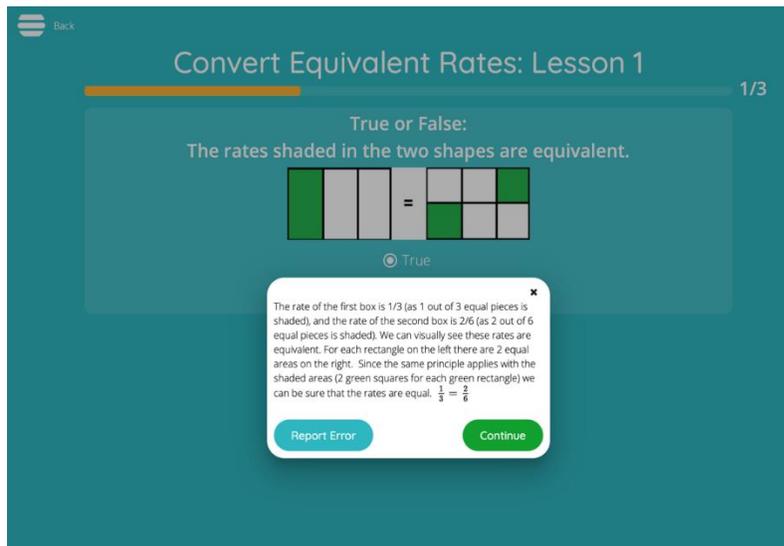
**Answering Individual Questions:** After you enter your answer, click continue. You will get immediate feedback telling you if you got the question correct or incorrect:



Whether or not you answered the question correctly, you have the option to view an explanation (Note: most questions have explanations; some (mostly elementary questions) do not). To see it, click “show explanation”.

it will look like this:

With explanation window open,



The rest of the sections pictured to the right, help support teachers using the HNP webapp and are not ones that will be explained in this document.

-  Tutorials
-  FAQs
-  Profile
-  Logout

If you have any questions about using the web app, email Taras Gula at [tgula@georgebrown.ca](mailto:tgula@georgebrown.ca)