Student Getting Started Guide
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CREATE A DENTAL CARE DECISIONS ACCOUNT

Dental Care Decisions is web based and compatible with Internet Explorer 9.0 or greater or the latest versions of Mozilla Firefox, Google Chrome, and Apple Safari. This program utilizes responsive design and provides full functionality on Windows, Mac, Android or iOS computer, tablet, or smartphone.

Creating an account only takes a moment. Please note that if you are an existing DavisPlus member, you do not need to create a new account. Your DavisPlus account credentials will work here.

To begin, go to www.DentalCareDecisions.com and click the “Login / Join” button at the top right corner of the page.

Click the “Create Account” button.

Next, enter your account credentials:

1. **Do not** check the box for Instructor Access.
2. Enter your email address.
3. Create your password.
4. Enter your name.
5. Enter your school information.
6. Click the “Create Account“ button.
EXISTING DAVISPLUS MEMBERS

Once you have created an account, log into Dental Care Decisions by clicking the “Login / Join” link. Enter your email address and password then click the “login” button.
RESETTING PASSWORDS

You can reset your password by clicking the “FORGOT PASSWORD” link. Enter your e-mail address, and a link to reset your password will be e-mailed to you. If the e-mail doesn’t arrive, please check your spam folder.

Or, you can log in and change your password at any time by going to “My Account” using the dropdown in the upper right corner. Here, enter and confirm your new password, then click “Save.”
ACCESS CODES
After you have successfully created the account, you should be taken directly into the site. However, you still need to enter an Access Code to work and utilize the product.


CLASS ID
You must enter your instructor’s unique Class ID number in order to access your instructor’s class, take your instructor’s assignments, and submit work to your instructor’s gradebook. The Class ID will be provided to you by your instructor. Your class ID can be added after you create an account and log in.

After you have entered the Class ID number, your instructor will admit you into the class. Please note that work conducted outside of your instructor’s class will not be reported to your instructor’s gradebook.
DASHBOARD
After logging into Dental Care Decisions, the dashboard will be displayed. Initially the student will not see any classes. However, upon entering the Class ID and receiving the instructor’s acceptance, the class will appear.

ACCESSING MODULES
A Dental Care Decisions class includes modules, where students will complete the activities. After the instructor admits the students into the class, they can access the “Next Due Assignment” by clicking the link, or view the overall class by clicking the “Enter” button on the dashboard.

CLASS DASHBOARD
The Class Dashboard will display all modules. Students click the module they would like to work on.
ACCESSING ACTIVITIES
To access an activity, students click the module to expand its content. There are many activities available in each module. Students click on each to expose the activity links and begin working.

Progress
Each module has a progress bar that turns green as activities are completed.
**Activity Types**

Dental Care Decisions offers a number of activity types for the students to complete.

**e-Book by Module**

The interactive e-Book can be accessed directly in the product, divided by module.

**Hot Spot**

Hot Spot exercises introduce students to both anatomy and physiology as well as equipment. Students will be asked to identify specific aspects of the anatomy or the specific pieces of equipment by moving their cursor to the correct location on the screen and clicking on it. The results screen will show if students have selected the correct location. If students select the incorrect location, the results screen will show where they should have selected (shaded in green).
Fill-In Procedure
Students use this activity to practice the procedures that they read in the text by selecting the missing step. The student has to know the procedure well enough to select the missing step over the distractors.

Audio Scenario
These case studies introduce students to various scenarios that they are likely to encounter in professional practice, where they would need to make a decision. They are professionally recorded audio scenarios (one to four minutes long) between either a Dental Hygienist and a patient, or a Dental Hygienist and a colleague. These teach important aspects of dental hygiene care and expose students to situations that they might not be exposed to within their regular clinical rotations. The student can listen to the audio as many times as they need to and will be prompted to answer critical thinking questions directly related to what they just listened to. A rationale is provided for the answer to each question.

Communication Exercises
Students type answers to the question in the free text field provided, then click "Submit."
Communication Exercises gives students the opportunity to freely write how they would impart patient education or how they might communicate with their health care colleagues. Instructors may
choose to assign these activities to small groups, which allow students to view and respond to the submissions of others.

1. You and another dental hygienist are discussing your practice goals. The other hygienist is thinking about practicing in other states. Describe one consideration about licensure requirements that should factor into her decision.

**Interactive Electronic Flash Cards**

Key terminology is presented in electronic flash cards. Like the rest of the product, these can be accessed on handheld devices so that students on-the-go can review them wherever they are, whenever they want.

**Module Test**

Each module has a comprehensive test of 20 multiple choice questions that will assess students’ understanding of the content within the module.
1. Which of the following statements describes decision-making in health care today?

- A. It is paternalistic.
- B. It is dentist-centric.
- C. It is maternalistic.
- D. It is shared.

SUBMIT

PRACTICE MODE

Before students begin working on an activity, they should check to see if they are in “Practice Mode.” The words “Practice Mode” will be displayed on the top right corner of the screen.

In Practice Mode, students may practice as many times as desired by choosing “Review” when they complete an activity. They may choose to submit work to the gradebook by clicking “Grade” when ready (up to the deadline).

Important

You have reached the end of the activity.

Select GRADE to submit and record your score in your gradebook.

Select REVIEW to see how you did (Practice Mode).

Select CANCEL to exit and return to the activity.

GRADE  REVIEW  Cancel

Work completed in Practice Mode will not be submitted to the student’s gradebook until students click the “Grade” button. However, work performed in Practice Mode does count toward “viewed/attempts” and “time spent” in the gradebook. After initial review, the results in Practice Mode cannot be reviewed again after closing out of the feedback screen.
Activities appear as “complete” only after being submitted and after the feedback screen appears. It is recommended that students complete exercises completely before leaving the program, to avoid potentially losing work.

If a student is not in Practice Mode, the top right corner of the activity screen will be blank. In that case, the grade will be submitted to the student’s gradebook when “Grade” is clicked.

DISCUSSION FORUM
A Discussion Forum can be accessed from the Dashboard.

Students choose whether they want to view the Class Discussion Forum (where instructors post topics for students to comment on) or the Group Discussion Forum (where group discussion threads from Short Answer activities will post). The available topics will show the latest replies. Students click the topic to add their own response on the following page by clicking “reply,” entering text, and then clicking “Add.” The option to print is also available.
INSTRUCTOR’S FEEDBACK

When the instructor manually assesses the students’ answers to Communication Exercises, the instructor feedback will appear here. As new feedback is submitted, the number of pending pieces of feedback available for student review will appear next to the “Instructor’s feedback” link.

e-BOOK

Students can access the comprehensive e-Book through the “e-Book” link at the top of the page.
PRONUNCIATION GUIDE AND GLOSSARY

A Pronunciation Guide is available for every term in the text. Students can search by letter or module.

Clicking on the speaker next to a term will play the audio pronunciation. A glossary is also available here that students can click to access definitions.

GRADEBOOK

Students have access to a gradebook from the dashboard.
Gradebook Details
After students have accessed their gradebooks, they will be able to view the status of their work, grades, and time spent within a module. They may also click the “View Details” links to review their performance on each activity. The option to print is available.

<table>
<thead>
<tr>
<th>Module Name</th>
<th>Status</th>
<th>Grade (%)</th>
<th>Details</th>
<th>Time Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dental Hygiene as a Profession</td>
<td>Completed</td>
<td>14</td>
<td>View Details</td>
<td>0h 1m 42s</td>
</tr>
<tr>
<td>Legal and Ethical Considerations</td>
<td>In Progress</td>
<td>25</td>
<td>View Details</td>
<td>0h 0m 36s</td>
</tr>
<tr>
<td>Communication Skills</td>
<td>Not Started</td>
<td>NA</td>
<td>View Details</td>
<td>0h 0m 0s</td>
</tr>
</tbody>
</table>

Class Comparison
Students can compare their performance with the average performance of the rest of the class by clicking the “Compare with Class“ button, either on the Module Level or Activity Level gradebook pages.
TECHNICAL SUPPORT

If students have any problems with the product, they should call 888-323-2847 or e-mail support@fadavis.com. They should also review the online Support Center, which offers helpful videos and other support information. The Support Center link can be found at the top right of the dashboard, in the drop-down menu.

Students may choose from a variety of sources for help and support, including videos, documents, and connections to our customer service representatives.