

CPR™ Student Handout

Basic Information

<http://cpr.molsci.ucla.edu/cpr/cpr/login.asp>

Getting Started with CPR:

- You need a browser (Netscape Navigator v. 4/later or Internet Explorer v. 4/later) and an Internet connection (Bruin Online, EarthLink, etc.).
- You will need to know your CPR Username and your password to access the CPR program. If you have already accessed the program in a previous term and have forgotten your login information, then you can retrieve this information by connecting to the CPR login page (see URL above) and selecting “Users: forgot your login information?” If you are a new user and do not know your CPR ID, then you must complete the account profile. **All New Users MUST complete their account profile.**

To complete an account profile:

1. Go to the following URL: <http://cpr.molsci.ucla.edu/cpr/cpr/login.asp>
2. Select “New Users: first time logging in?”
3. Select **YOUR SCHOOL** from the pull down menu and enter your Student ID.
(Your instructor may have given you this ID.)
4. Next, you will select a password. You will also need to enter a challenge question and answer. If you forget your login information, this challenge question will be asked of you to confirm your identity, so choose a question/answer that you will not forget and that others do not know.
5. Next, there is a field to enter your email address; this is optional.
6. Upon completion of your account profile, you will be given your unique **CPR username**. Make sure that you save your **CPR username**. You will need it every time you access CPR.

Before starting your first CPR assignment:

- After entering your CPR username and password, you will be directed to take a 10-minute tour.
- Click on the "CPR Guided Tour" link and then the "Taking an Assignment" link.
- Take the short PreTest for new users.

All information necessary to complete the PreTest can be found in the CPR Tour: “Taking an Assignment.” You must take this tour prior to taking the PreTest.

Assignment Structure – Both stages are required to complete the assignment.

There are two parts to a CPR assignment:

Stage 1: <Assignment Start Time: _____>

During this stage you will

- a) explore source material about the assignment topic.
- b) write about the topic.

SUGGESTION: Save your text to your local computer or to a floppy disk before submitting it. This will serve as a backup should a problem occur during the submission process.

<Text Entry End Time: _____>

Stage 2: <begins with Text Entry End Time>

During this stage you will evaluate

a) example texts written specifically for this assignment. These evaluations are

called "**calibrations.**"

b) three texts written by your classmates. This stage is called "**reviews.**"

c) your own text. This stage is called the "**self-assessment.**"

<Assignment End Time _____>

After the assignment ends:

You can now check your assignment results.

To access CPR technical support:

1) Check with your instructor.

2) Send email to _____.

If you are a student, include your CPR username, instructor's name, and course.

Important Points:

- CPR uses a centralized UCLA time and does **NOT** use the time on a local computer (i.e. your home computer). You can check the CPR time by clicking on the "CPR Time" link on the top of the assignment screens.
- CPR depends on **ALL students** finishing assignments. Problems should be reported immediately to your **INSTRUCTOR** to insure the highest possible completion rate by students.
- **Always** save your text entry on the local computer, a separate computer, and/or a floppy disk before submitting it to CPR.
- Most Internet Service Providers (ISP's, like Bruin On-Line, Earthlink, and MSN) terminate Internet connections that have not been used for more than 15 - 20 minutes. If a connection is terminated and you try to submit work, it will be **LOST**.
- CPR does **NOT** work with the AOL browser. Make your internet connection with AOL, then switch to the Internet Explorer (4.x or 5.x) or the Netscape (4.7x) browsers.

HTML Tags for formatting your text:

 text Displays the enclosed text in boldface; Hi gives **Hi**.

<I> text </I> Displays the enclosed text in italics; <I>Hi</I> gives *Hi*.

_{text} Displays the enclosed text subscripted; H₂O gives H₂O.

^{text} Displays the enclosed text superscripted; Na⁺¹ gives Na⁺¹.

 text </BR> Inserts a line break.

<P> text </P> Defines a paragraph.