

# National Geographic Learning



Online Practice App  
Students/ Parents Guide

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## 1. Introduction

This document explains how to use the **Online Practice - NGL** app to access your Online Practice for an offline experience that syncs across devices and logins.

The app is available for students who want to complete Activities for the Online Practice without Internet connection (offline). Teachers and Institution Admins will not have access to the app.

The app allows students to complete Activities with or without Internet connection. Assignments and Activities completed in the app are synchronized between the app and the Online Practice. While offline, any data collected for completed Assignments and Activities are synchronized when students are connected to the Internet again.

Registering to the Online Practice, joining courses, checking progress and Activity scores, resetting passwords, and accessing the Messages section is only accessible through the Online Practice on your web browser at [learn.eltngl.com](http://learn.eltngl.com).

## 2. How to access the Online Practice app

This is what the **Online Practice – NGL** app looks like:



To access the app, download it from any app store:



- If you use an **Android device**: access **Google Play** and download the app. You can also click on the following URL, or copy and paste it into your browser:

<https://play.google.com/store/apps/details?id=com.cengage.mobile.onlinepracticengl>



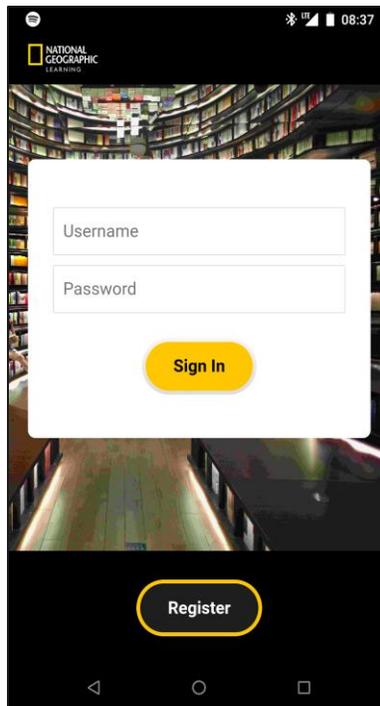
- If you use an **iOS device**: access the **Apple App Store** and download the app. You can also click on the following URL, or copy and paste it into your browser: <https://apps.apple.com/app/id1510954778>

The Online Practice app is designed and optimized for mobile phones. It is also compatible with tablets. The supported operating systems are:

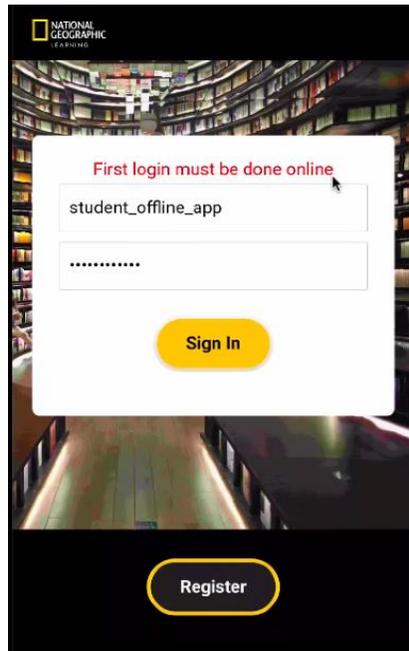
- For **iOS** devices: 12.0 or later
- For **Android** devices: 8.0 or later

### 3. Sign in

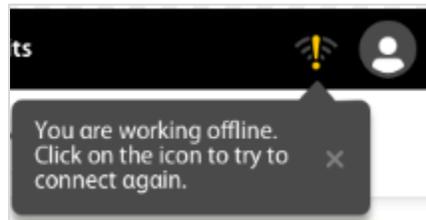
Upon opening the app for the first time, you will need to sign in and be connected to the Internet.



The following message will be displayed if you try to **Sign in** and you are not online:



The app will also display a warning  in the top-right of your screen if you are not connected to the Internet (offline):



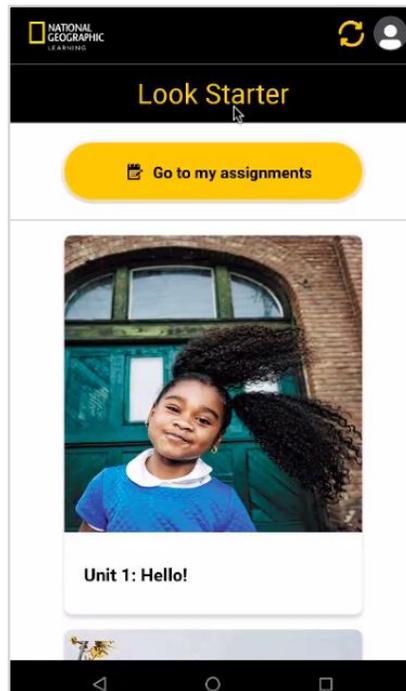
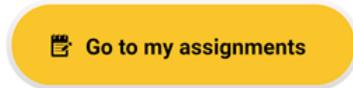
You will be asked for your username and password, which are the same as the credentials you use to access the Online Practice through your web browser at [learn.eltngl.com](https://learn.eltngl.com).

If you have not registered to the Online Practice on your web browser before, click on **Register** to do so, or ask your institution for the credentials.

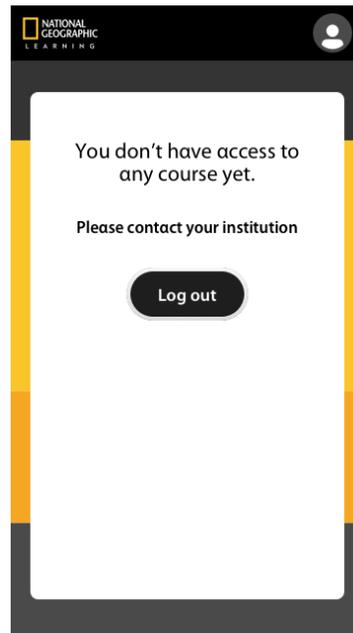
**NOTE:** Once you click on **Register** and after you have submitted your registration form, make sure you go back to the app and **Sign in** from to gain access to the contents of the **Online Practice - NGL** app.

## 4. Dashboard

After login, you will land on the dashboard with a view of any accessible Unit(s), which are represented by tiles. If you are on a teacher-led course, you can access the Assignments created by your teacher by clicking on the following button:



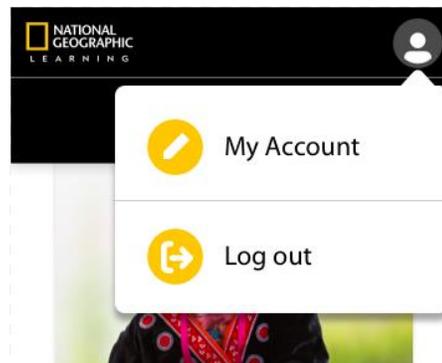
If you don't have access to any courses, the following message will be displayed:  
"You don't have access to any courses, please contact your Institution."



## 5. Profile

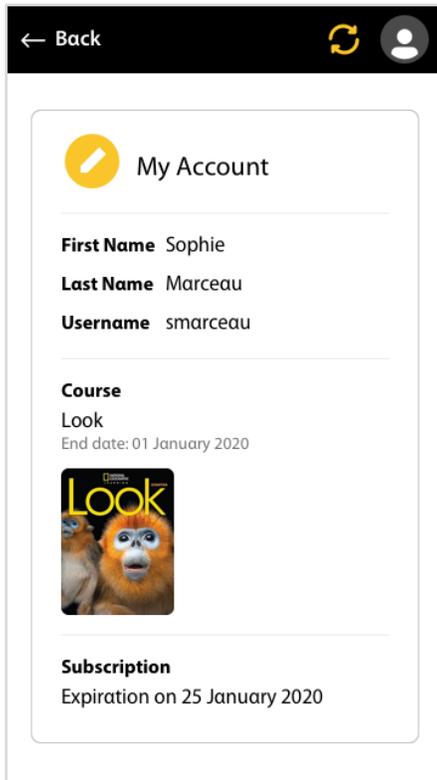
The **Profile** icon  allows you to navigate to:

- My account
- Log out



## 6. My Account

In **My Account** you will find information related to your user credentials, course(s), and subscription, including:



- First Name
- Last Name
- Username
- Course(s) you are enrolled in
- Course end date
- Subscription expiration date (the date when your access code will expire and you will need a new one to access the Online Practice).

## 7. Units, Lessons, and Activities

### 7a: Units

From the dashboard, click into any Unit represented by a tile to view the Lessons available.

Once you have opened a Unit, at the top you will find the name of the Unit and a button  to download the full contents of the Unit. This allows you to complete all the Unit's Lessons and Activities offline. You can also see the Unit's total package size for all Lessons and Activities listed below the Unit name (i.e. "Size: 1009 MB").

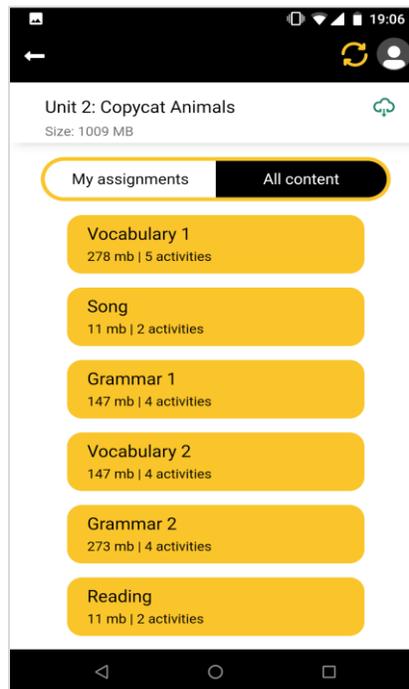
To navigate back to the previous view of all Units, click on the *left* arrow button  in the header.

## 7b: Lessons

Inside each Unit is a series of Lessons.

The information provided for all Lessons includes:

- Name
- Size
- Number of Activities



If you click on a Lesson from a Unit page, you will navigate to that Lesson's **Lesson** view. Within the **Lesson** view, you will find the name of the Lesson and a button  to download the entire Lesson, allowing you to complete it offline. Like with Units, below the Lesson name you can see the total size of the package that will be downloaded.

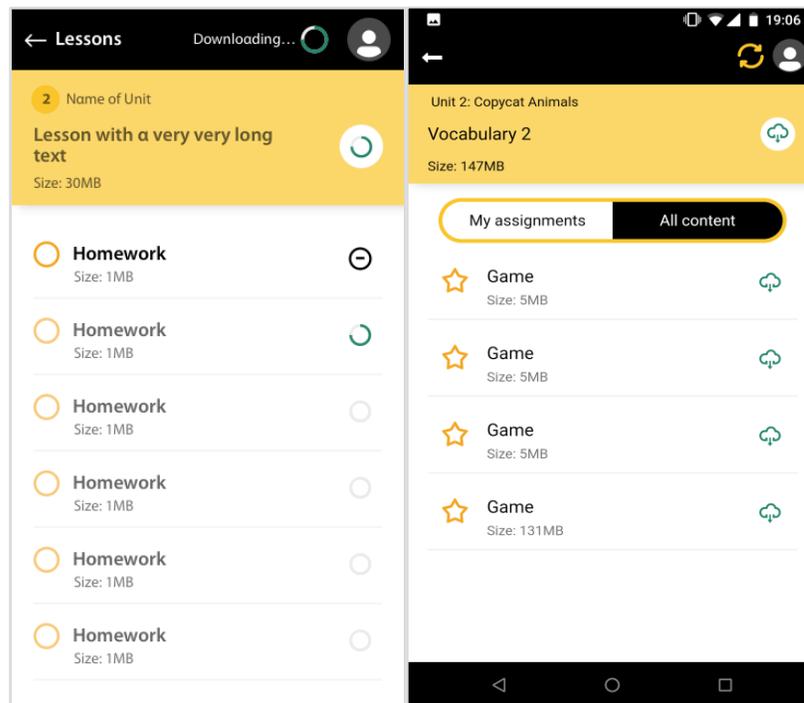
## 7c: Activities

You will also see information for all Activities contained in the Lesson, including:

- Activity Name
- Size

To the left of an Activity's name you will see one of two icons. Homework Activities are represented by a circle icon (○), while Game Activities are represented by a star icon (☆).

To download a single Activity, click the download button: 



## 8. Assignments

**NOTE:** This section applies only to students in **teacher-led** courses.

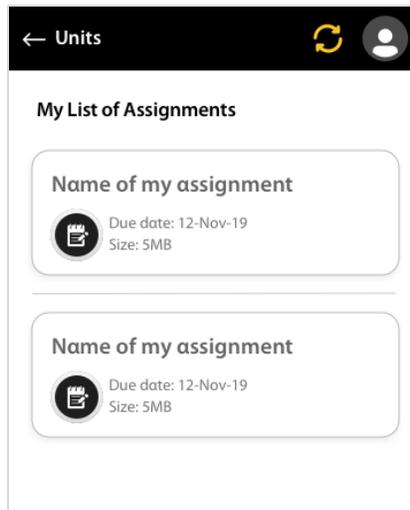
In the Unit overview, you can click on the **Go to my Assignments** button to see a list of all your teacher Assignments:



Here, you will see **My List of Assignments**.

**My List of Assignments** includes the following items:

- Tiles with active Assignments
- Name of the Assignment
- Due date
- Size of the package file if you want to download it and complete it offline
- The note button  to see your teacher's notes



Click on any of the Assignments to open it and complete its Activities.

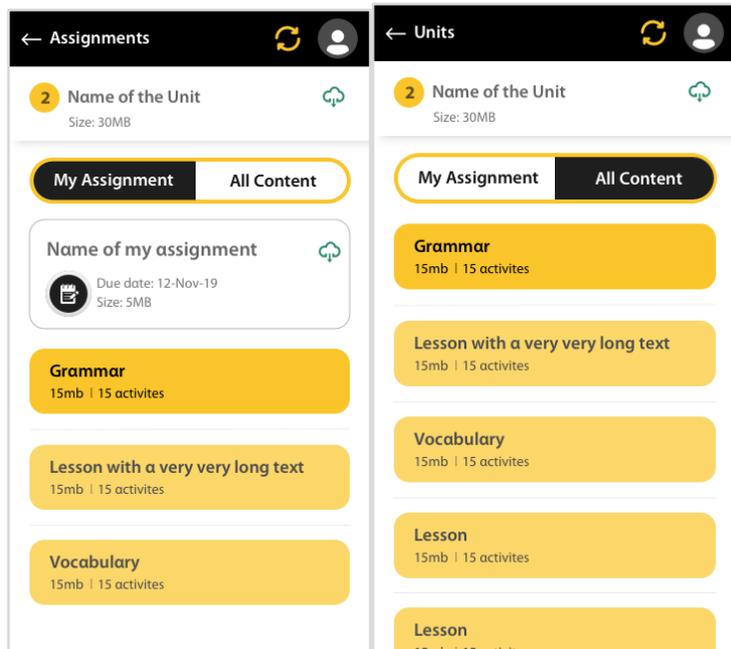
You can also access an Assignment by clicking on the specific Unit to which it belongs.

Depending on how your teacher configures the course, there is a toggle within the Unit that allows you to see either:

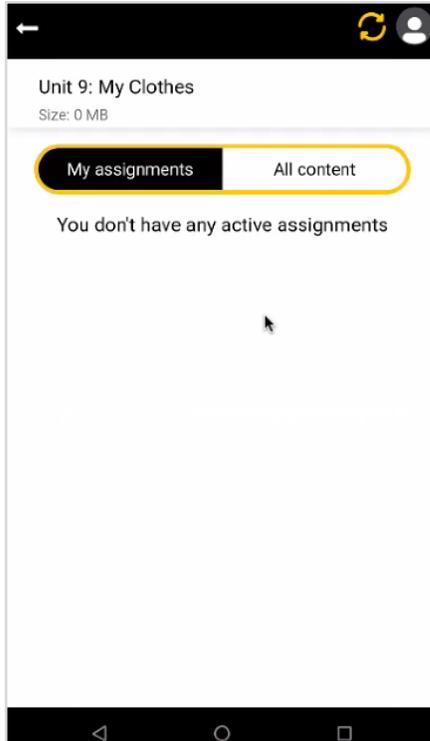
- My Assignment** (a list of all your Assignments within the Unit).
- All Content** (all Lessons within the Unit. This option is only available if your teacher enables it for the course).

*\*On the left: 'My Assignment' view.*

*\*On the right: 'All Content' view (when you have at least one Assignment for that Unit).*

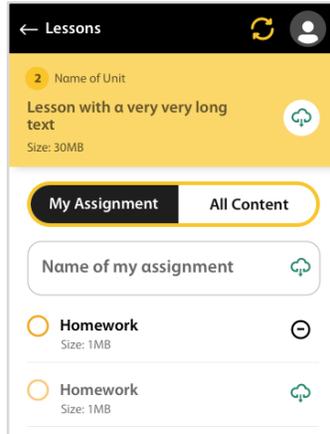


If you do not have any active Assignments, the following message will be displayed:



From any of these two views (**My Assignments /All Content**), you can click on any Lesson to see the Activities within that Lesson, including:

- The Activities that are part of an Assignment in **My Assignments**
- All Activities within a Lesson in **All Content**. This option is only available if your teacher enables it for the course.



## 9. Completing Activities

There are two types of Activities:

- Homework: represented by a circle (○)
- Games: represented by a star (☆)

You can begin an Activity by clicking on it.

When you've complete the exercise on the screen, click the check button  to see whether your answers are correct or not.

To go to the next screen, click the *right* arrow button: 

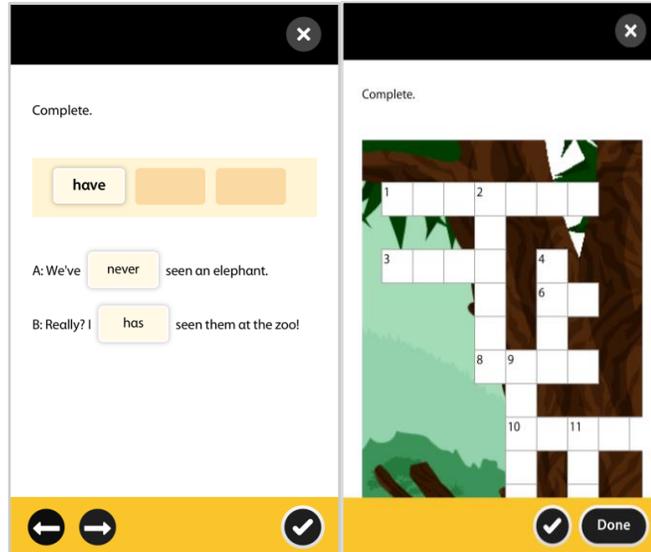
To go to the previous screen, click the *left* arrow button: 

To submit your answers and complete an Activity, click the "Done" button:



To retake an Activity, click the redo button:  .

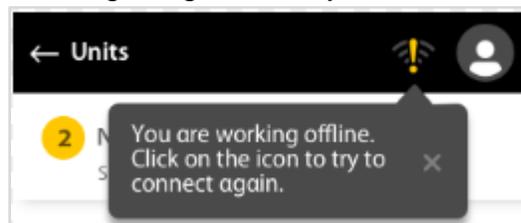
To begin another Activity, close the current Activity by clicking the “X” button at the top-right of the screen.



## 10. Downloading Activities to complete them offline

To complete Activities offline you must download them first. Before downloading them ensure that you have a stable connection to the Internet.

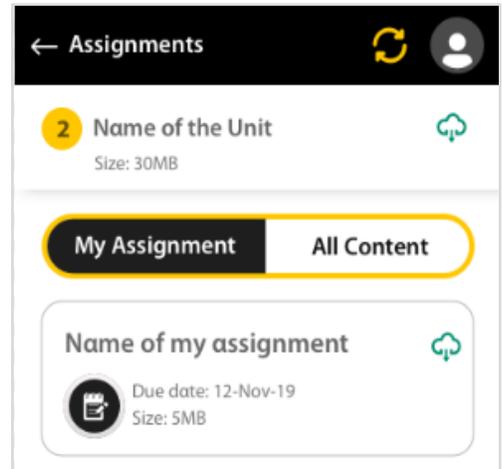
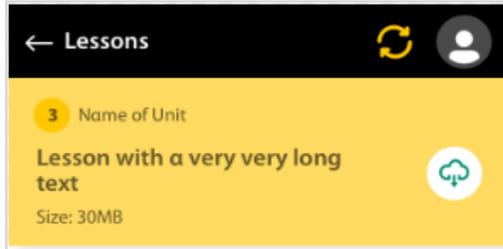
The app will display a warning image  if you are not connected (offline):



Click the download button  next to any:

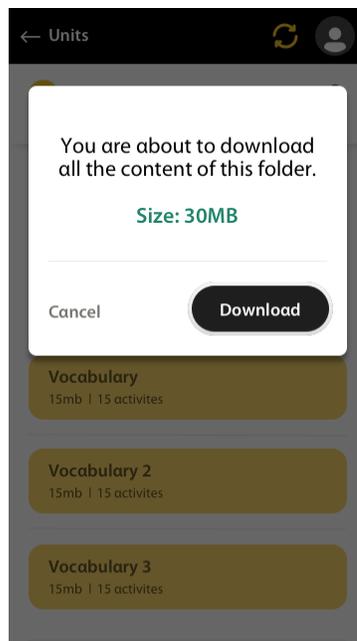
- Activity: to download a specific Activity.
- Lesson: to download all Activities within a Lesson.
- Unit: to download all Activities within a Unit.

- ❑ **Assignment:** to download all Activities within an Assignment.  
(**NOTE:** This option is only available if you are in a teacher-led course)

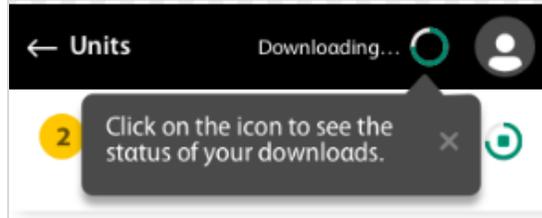


If you decide to download several Activities within a Lesson, Unit, or Assignment, take into account that you must have available space in your device to be able to successfully download them. The larger the size of the package (and the number of Activities you download at once) the longer it will take to complete the download.

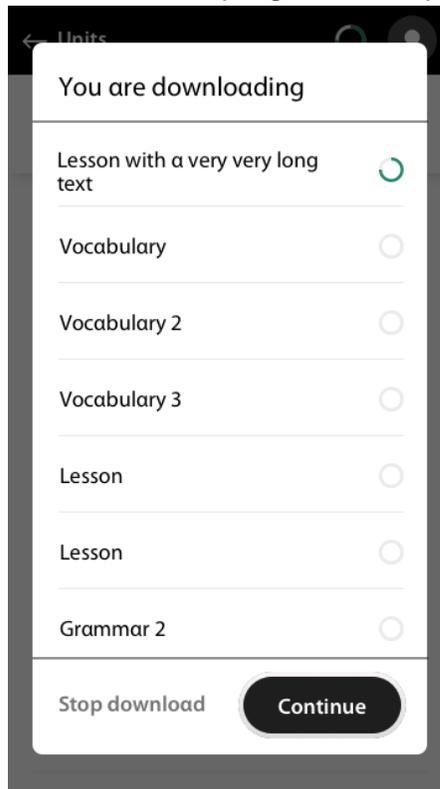
When downloading the contents of an entire folder, a message will prompt you to confirm that you want to download all the Activities. To proceed, click **Download**.



You can track the status of the download by clicking on the status icon  in the header.

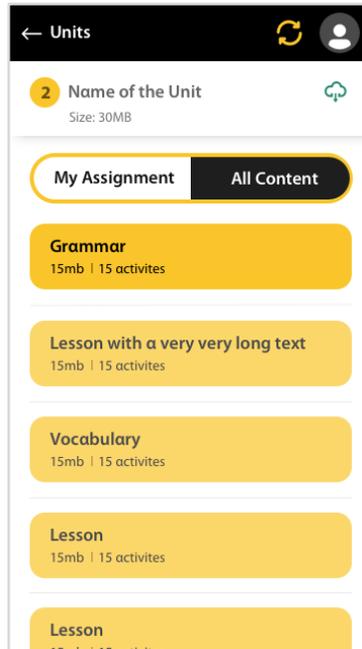


A list of all Activities and their download progress will appear:

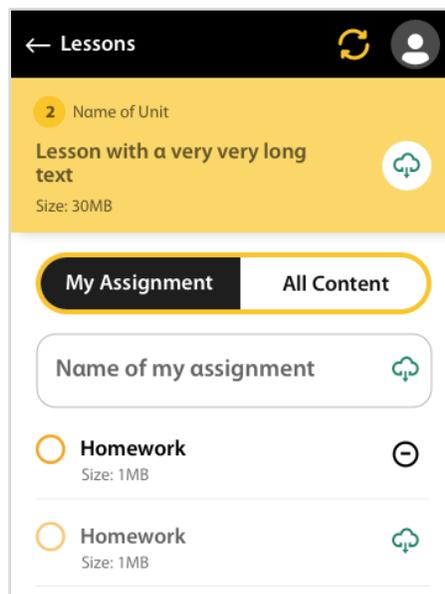


If you want to cancel a download, click **Stop download**.

Once an Activity within a Unit/Lesson has been downloaded, the Unit/Lesson tile will turn a darker shade of yellow to indicate that the download is complete and that the activity can be opened without Internet connection:



You will also know that an Activity has been fully downloaded when there is a minus button  next to the Activity.



You can now click on any downloaded Activity and complete it offline.

**NOTE:** Every student must download their own Activities when logged in to their profile, even if multiple students share the same device.

If you no longer need an Activity offline, or want to free up space on your device, you can delete an Activity. To delete an Activity from your device, click on the minus button . This will remove the downloaded Activity from your device, at which point the Activity will only be accessible for you to complete while connected to the internet.

**NOTE:** If you delete the app, all downloaded content will also be deleted. Any previously reported data will be kept on the Online Practice accessible through your web browser.

## 11. Online/ Offline Synchronization

Activities completed in the app will sync to the Online Practice available in your web browser at [learn.eltngl.com](http://learn.eltngl.com). If you are offline, the app will report any progress, scores, and answers in the app as soon as you connect to the internet again.

There is no need to click on the **Refresh** icon  if you are online.

Through the Online Practice in the browser, you can access:

- Parent's view with the gradebook
- Units and Student awards progress
- Messages

Results and Assignments are set to automatically synchronize.

Any data pertaining to progress made in an Activity is sent after completing the Activity and closing the content. If you do not have an Internet connection at the time during or following the completion of an Activity, the data will be sent as soon as you are back online.

## 12. Support

For more information, please visit [support.eltngl.com/onlinepractice](https://support.eltngl.com/onlinepractice).