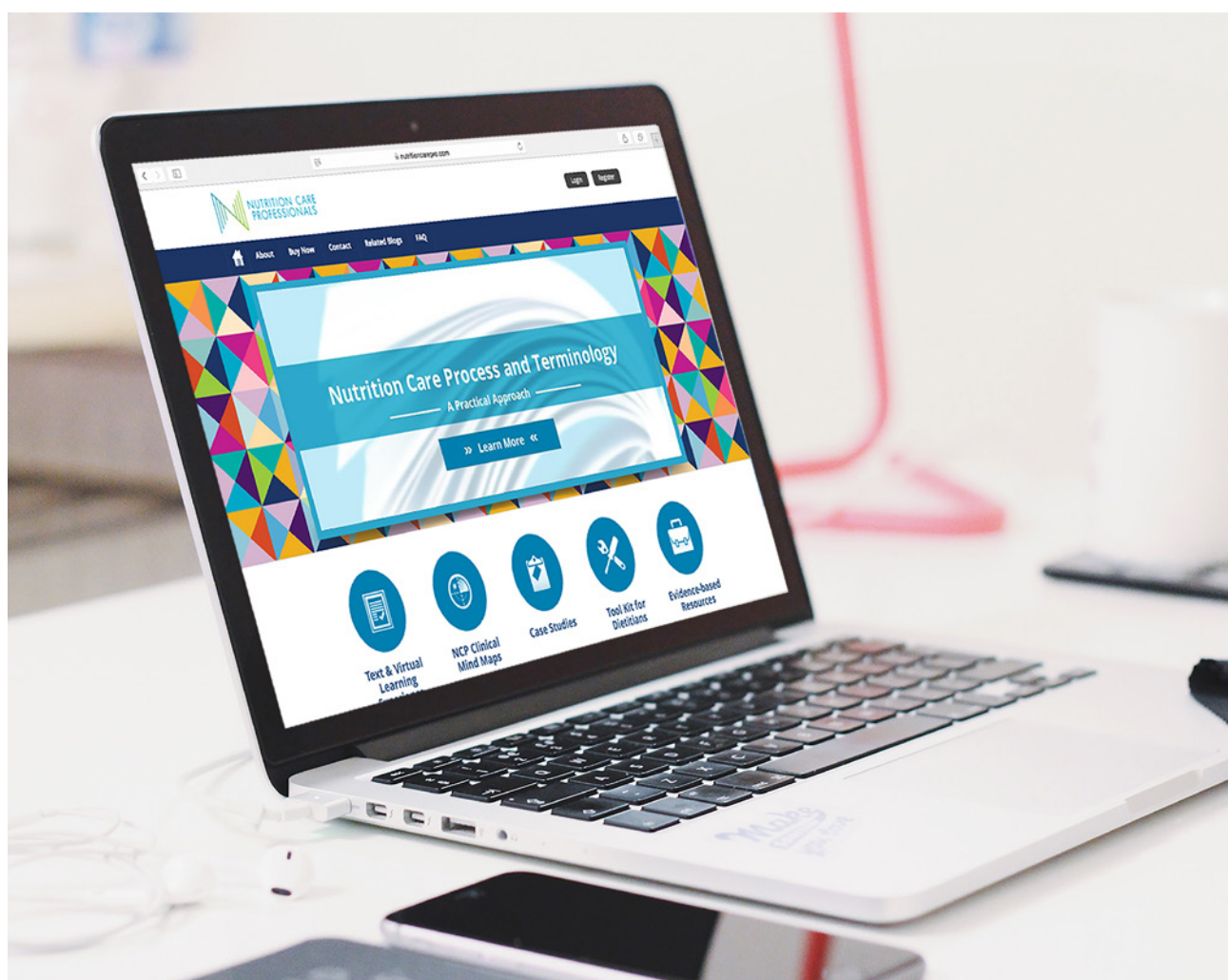


# BASIC GUIDE TO FUNCTIONS OF THE NUTRITION CARE PRO WEBSITE FOR STUDENTS

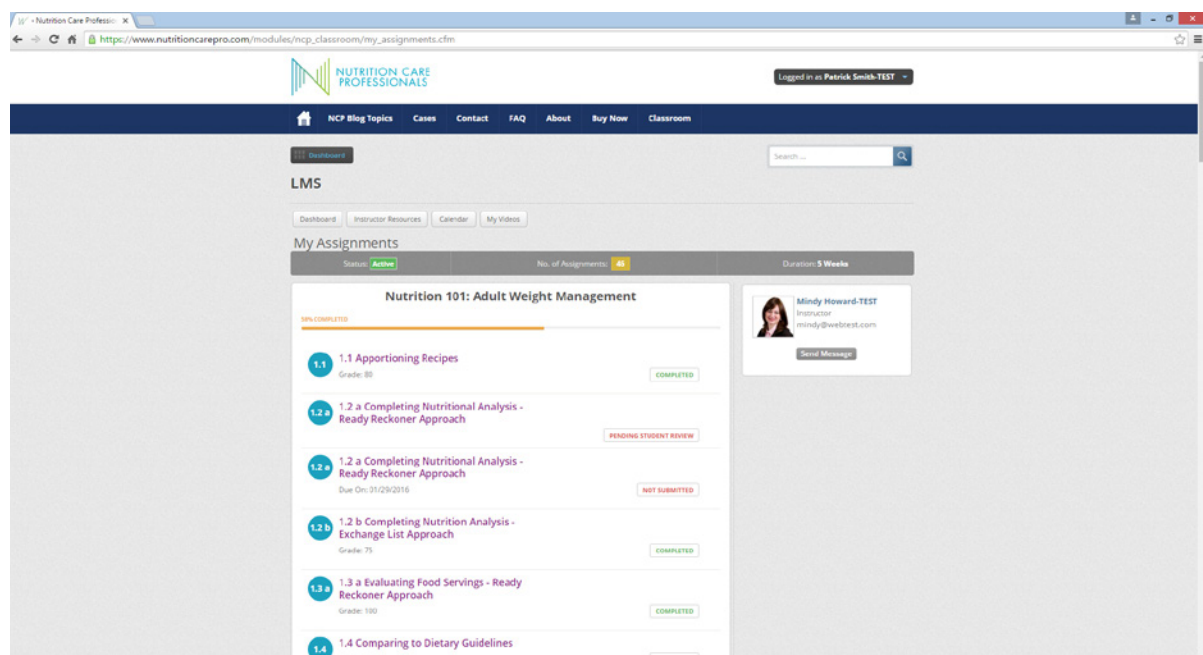
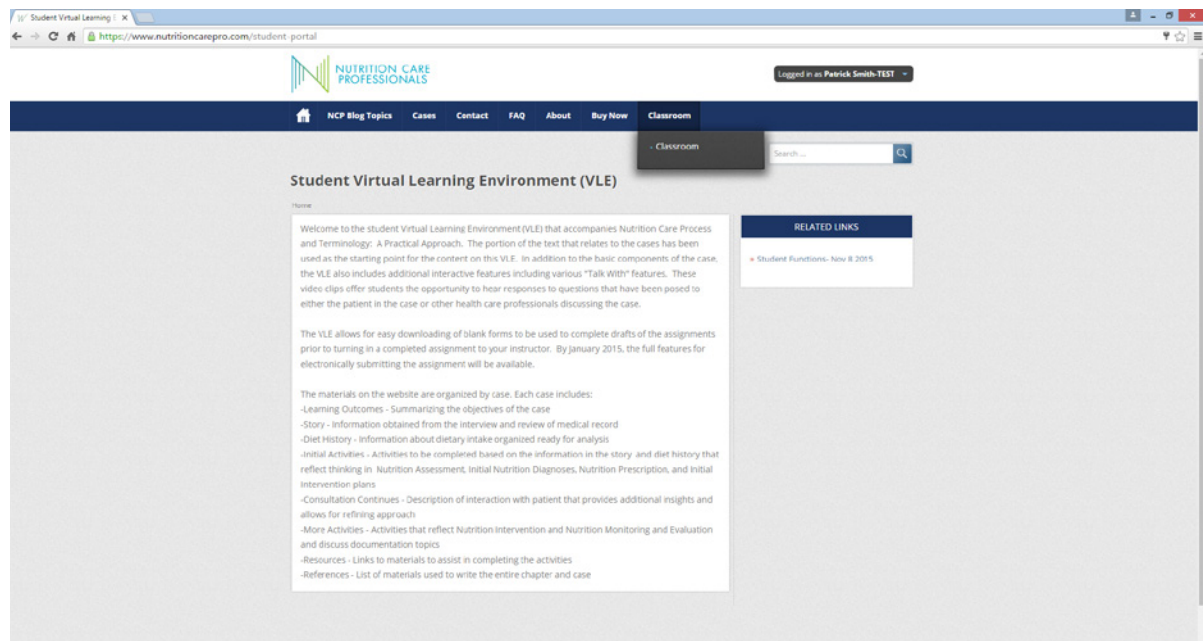
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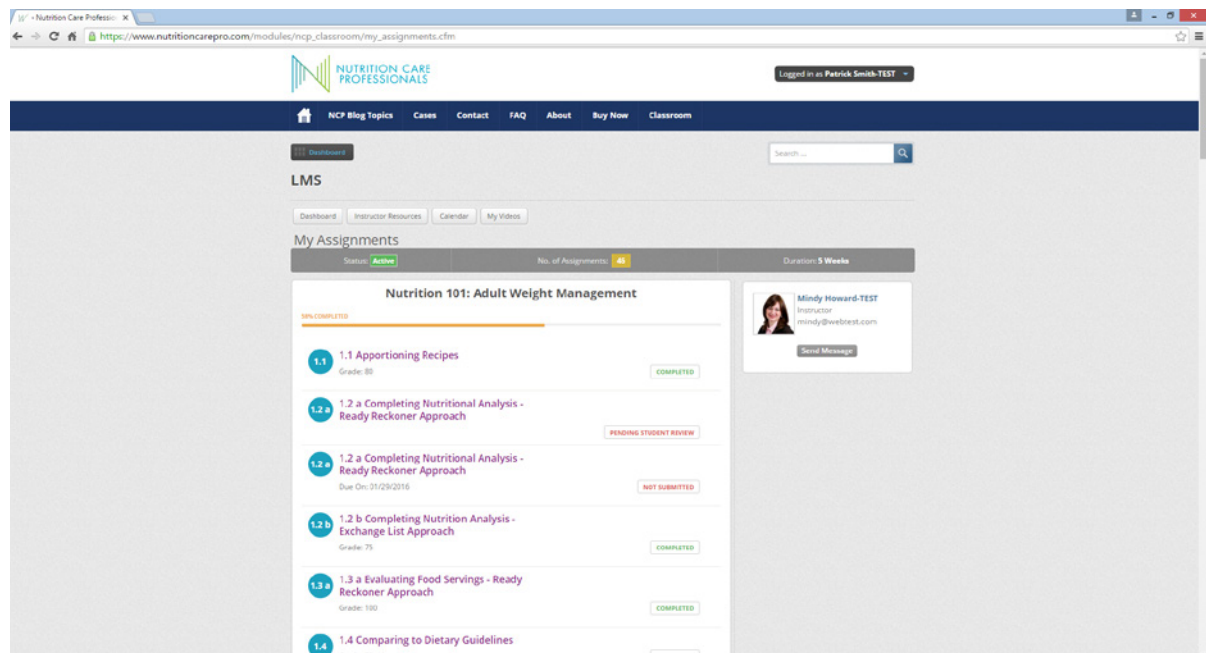
## Members Tab – Classroom

Enter the classroom from the Members Area Navigation tab as shown below. Then you will see the three navigation options: Dashboard, Instructor Resources, Calendar and My Videos



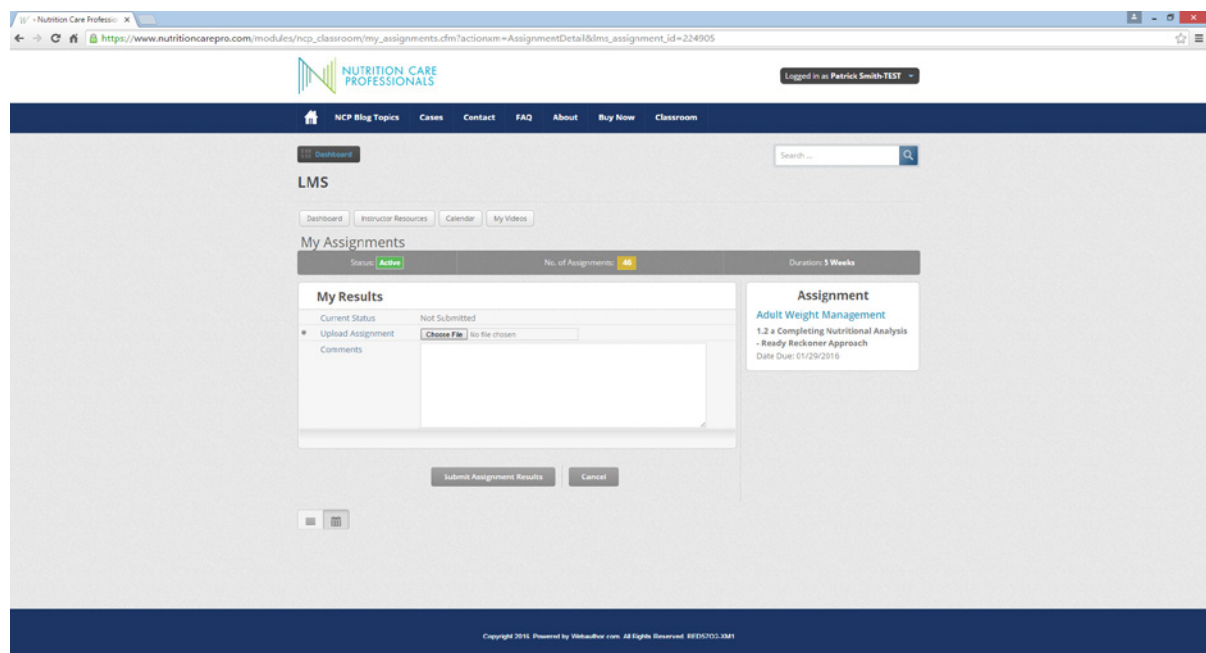
## Dashboard Feature

This feature shows number of assignments received, list of each assignments showing status (not submitted, submitted, completed (when graded)), instructor panel with button to send message to instructor



## Submitting Assignments

Submitting Assignments is accomplished from the Classroom tab using the Dashboard feature. Find the listing of the assignment that has not been submitted. Click on the title of the assignment and upload the file from your computer using the Choose File and Submit Assignment Results buttons. (NOTE: The computer will not verify that you have the correct file linked to the assignment you have selected.)



## Accessing Assignments Submitted

You can access assignments already submitted and the panel to the right shows the activity and dates that activities were completed. If you click on the name of the File Uploaded you can access the file by using the download and print button

The screenshot shows the Nutrition Care Professionals LMS dashboard. The user is logged in as Patrick Smith-TEST. The dashboard includes a navigation bar with links to NCP Blog Topics, Cases, Contact, FAQ, About, Buy Now, and Classroom. Below the navigation bar, there's a search bar and a 'Dashboard' button. The main content area is titled 'LMS' and includes tabs for 'Dashboard', 'Instructor Resources', 'Calendar', and 'My Videos'. The 'My Assignments' section shows a status of 'Active', 44 assignments, and a duration of 5 weeks. The 'My Results' table shows a completed assignment with a grade of 80.00. The 'Assignment' section lists 'Adult Weight Management' with a date due of 10/30/2015. The 'File Uploaded' section shows 'Activity 1.1 Adult Weight Manag...' with a date of 09/30/2015. Below these sections, there are two email notifications from Esther Riffers dated 27 OCTOBER 2015, one regarding a graded assignment and another regarding a graded assignment.

If you click on the name of the File Uploaded you can access the file by using the download and print button.  
NOTE: You will need to do this during Activity to Re-Evaluate. You have to download previously submitted assignments identifying the potential nutrition diagnoses, developing PES statements, and creating list of interventions.

The screenshot shows the Nutrition Care Professionals LMS file viewer. The user is logged in as Patrick Smith-TEST. The file viewer displays 'Activity Title Sample 1.2' with a size of 414 KB and a date updated of 10/27/2015. The file is a PDF document titled 'STEP 1 NUTRITION ASSESSMENT' and 'ACTIVITY 1.1 COMPLETING NUTRITION ANALYSIS, MONDAY THROUGH SATURDAY (6 DAYS A WEEK)'. The document includes a table with columns for 'MEAL', 'FATS/NEUTRAL', 'STARCHES', 'FIBERS', 'VEG LOW', 'DAIRY', 'MEAT/EGG', 'FATS/NEUTRAL', 'EXTRA FIBERS', and 'OTHER OCCASIONAL'. The table is currently empty.

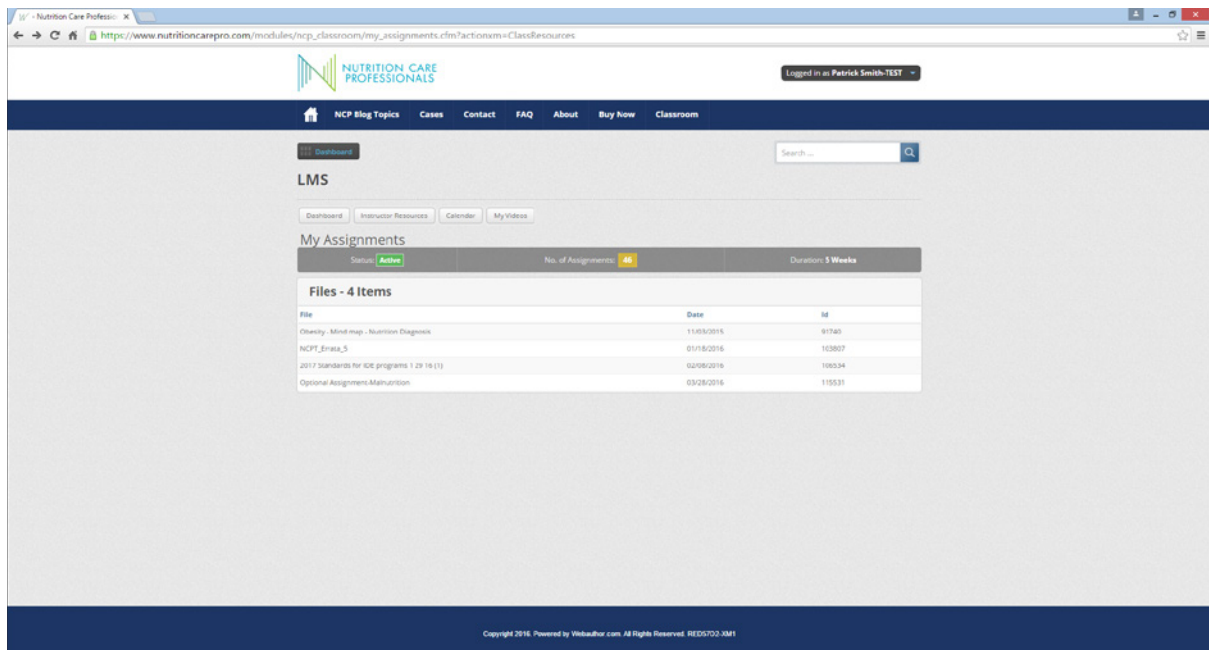
## Reviewing Grades and Instructor Feedback

You can access assignments "completed" to see the grade and any comments from instructor



## Finding Additional Resources from Instructor

Resources provided by Instructor can be accessed by the button called Instructor Resources. The files can be downloaded.

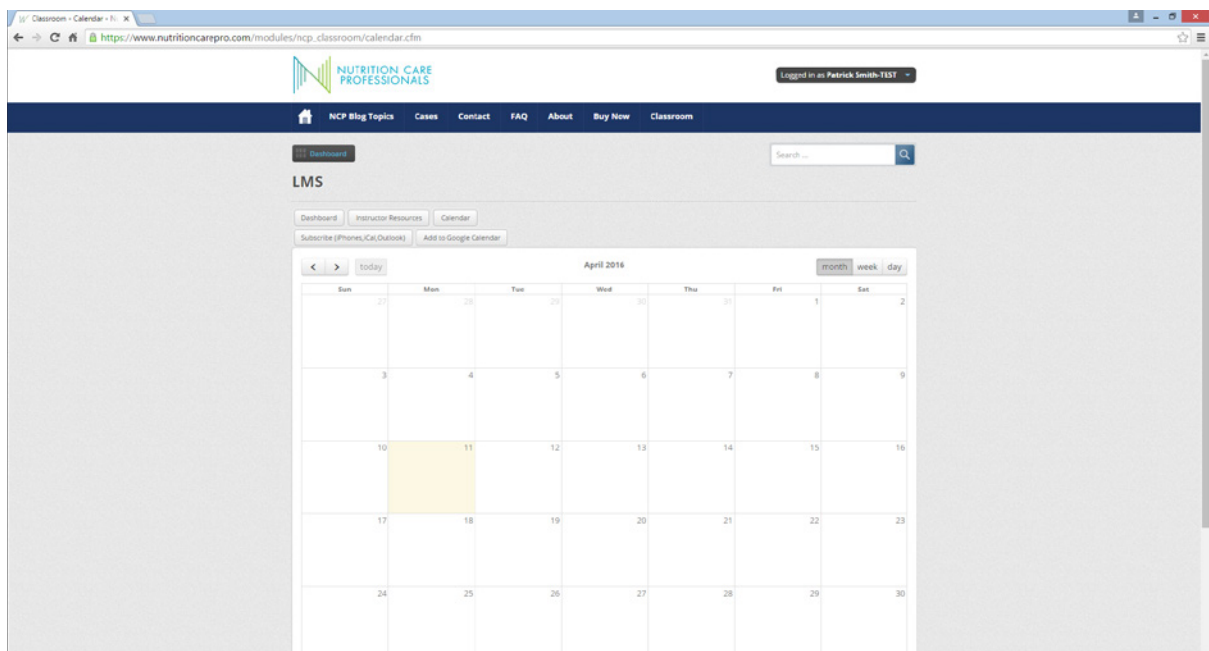


The screenshot shows the Nutrition Care Professionals LMS dashboard. The user is logged in as Patrick Smith-TEST. The dashboard includes a search bar and tabs for Dashboard, Instructor Resources, Calendar, and My Videos. The 'My Assignments' section shows a status of 'Active', 46 assignments, and a duration of 5 weeks. Below this is a table titled 'Files - 4 Items'.

File	Date	Id
Obesity - Mind map - Nutrition Diagnosis	11/05/2015	91740
NCP_Srta_5	01/15/2016	103807
2017 Standards for diet programs 1 29 19 (1)	02/09/2016	100334
Optional Assignments Manual	03/28/2016	115531

## Calendar Feature

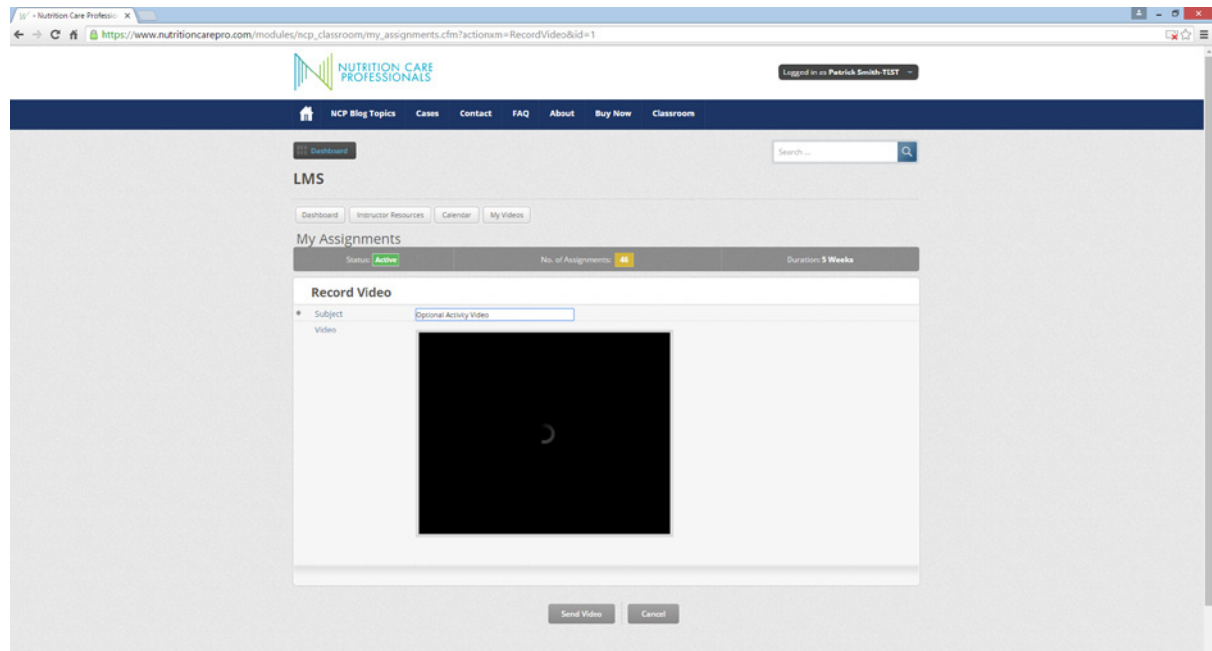
Calendar showing assignments is access through the Classroom feature under the Members tab. Assignments made by instructor are shown on calendar. There is a separate function to add appointment to outlook or Google Calendar available



The screenshot shows the Nutrition Care Professionals LMS calendar view for April 2016. The user is logged in as Patrick Smith-TEST. The calendar is displayed in a monthly view, showing days from Sunday to Saturday. The date 11 is highlighted in yellow. There are buttons for 'Subscribe (iPhones, Cal, Outlook)' and 'Add to Google Calendar'.

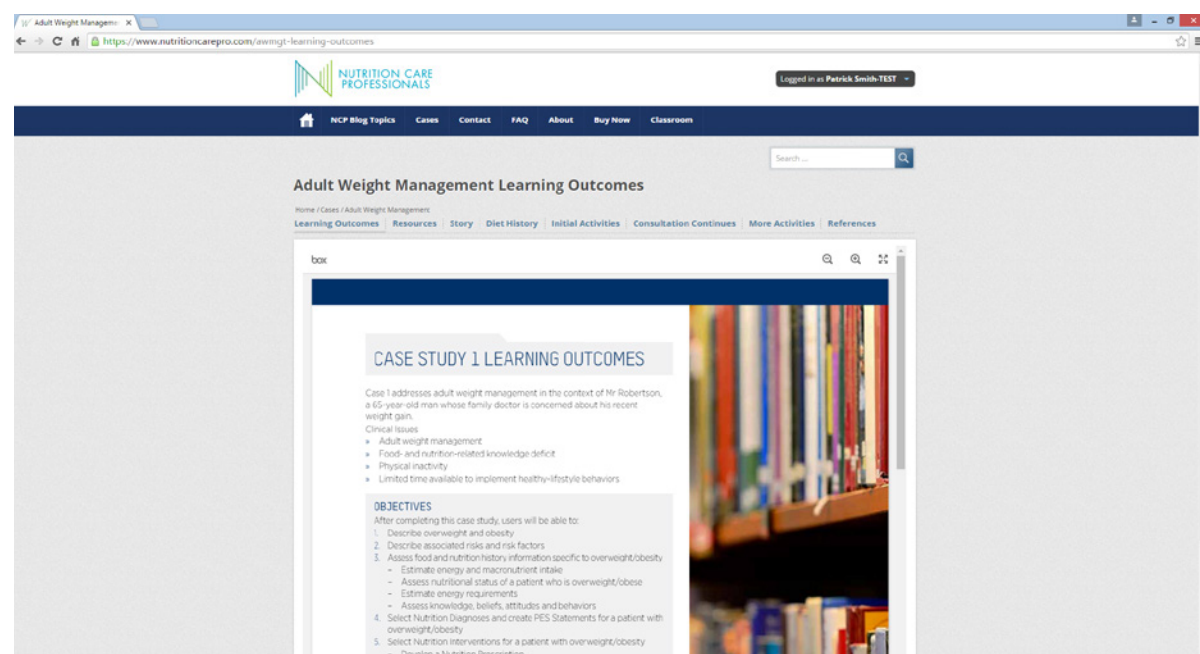
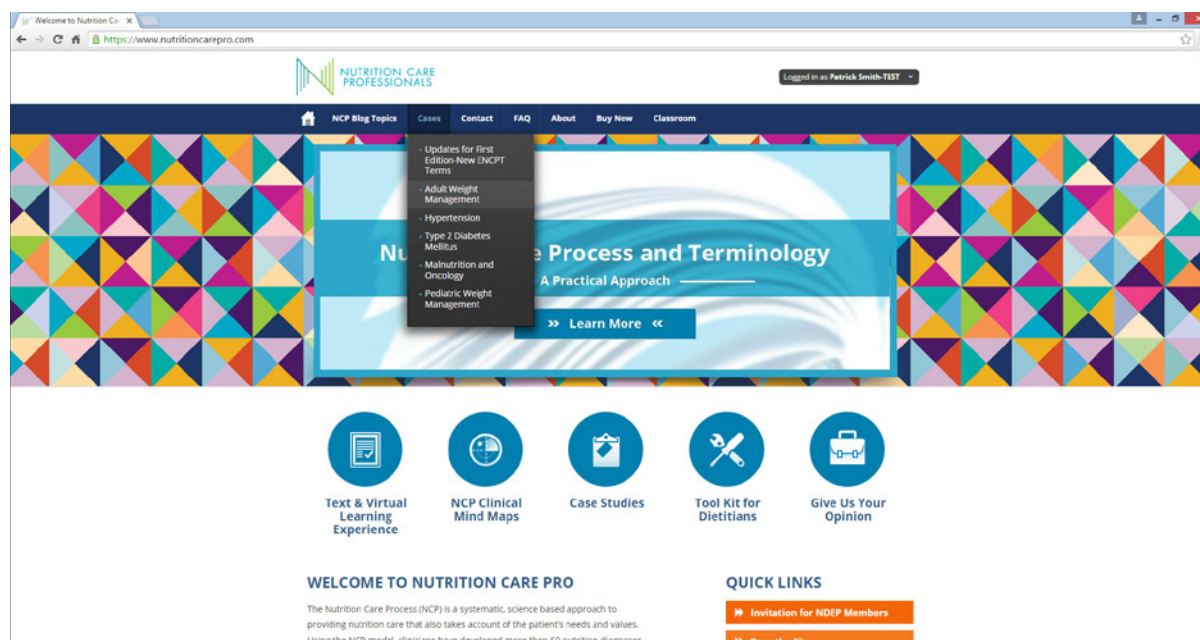
## Record and Submit Video (If you have internal webcam in computer)

If you use the last tab you will have the opportunity to record and submit a video assignment. Use the red button to start recording and the submit button at the bottom to submit it. The computer will have a pop-up box asking you permission to access your webcam and if you allow, then you can start recording. NOTE: You must put in a title for video .... It will not save a video without a title. It take about 30 minutes for video to be processed and uploaded so you can access it to send it. If you have an external webcam this feature may not work...but if your camera is internal to your computer it will work.



## Case Studies

Cases are accessed through the drop down menu under the navigation tab “Cases”. Sub Navigation tabs are available for Learning Objectives, Resources, Story, Diet History, Initial Activities, Consultation Continues, More Activities and References.



## Downloading Assignment Forms (Interactive pdf to fill in with computer)

Downloading assignment forms is accomplished from either the Initial Activities or More Activities. Select from the hyperlinked list of activities displayed on the bottom of these two pages. Optional Activities are also displayed on these pages when available.

The case study activities are divided into two groups: those that you complete after perusing the recommended resources and reading the patient's story and diet history. At this point you'll make decisions about your initial approach to the nutrition care of your patient and answer the activities accordingly. Then there is a section called "The Consultation Continues" where you gain more information after further conversation with the patient. The second group of activities is for completion once you have gained these additional insights. You'll find these activities under the heading, "More Activities". It is intended that you do NOT look ahead at "The Consultation Continues" prior to completing the activities on this page.

REMEMBER TO DOWNLOAD AND OPEN THE FILE ON YOUR COMPUTER BEFORE COMPLETING YOUR ASSIGNMENT. It will not save if you complete the form before downloading it to your PC.

**ADULT WEIGHT MANAGEMENT-INITIAL ACTIVITIES**

LINK TO BLANK ACTIVITIES TO DOWNLOAD AND COMPLETE

- 1.1 Apportioning Recipes
- 1.2 a Completing Nutritional Analysis - Ready Reckoner Approach
- 1.2 b Completing Nutrition Analysis - Exchange List Approach
- 1.3 a Evaluating Food Servings - Ready Reckoner Approach
- 1.3 b Evaluating Food Servings - Exchange List Approach
- 1.4 Comparing to Dietary Guidelines
- 1.5 Plotting BMI Trends
- 1.6 Estimating Energy and Protein Needs
- 1.7 Impact of Physical Activity
- 1.8 Assessing Knowledge, Beliefs, and Attitudes
- 1.9 Summarizing Nutrition Assessment
- 1.10 Creating an Initial List of Nutrition Diagnoses
- 1.11 Developing PES Statements
- 1.12 Formulating a Nutrition Prescription and Aims
- 1.13 Creating an Initial List of Nutrition Interventions

» Estimating Energy Requirements  
» Selecting Body Weight for Energy-Prediction Equations  
» Involving the Patient in Nutrition Assessment  
» Fruits, Vegetables and Weight Loss  
» BMI Cut-off Points  
» Waist Circumference Cut-off Points  
» The Selection of Counseling Style  
» Evaluating PES Statements

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## Practice Considerations

In the right hand column you will see pertinent Practice Considerations from the text that may be helpful in the activities that are being displayed.

Logged in as Patrick Smith-TEST

NCP Blog Topics Cases Contact FAQ About Buy Now Classroom

Search...

**Adult Weight Management Initial Activities**

Home  
Learning Outcomes Resources Story Diet History Initial Activities Consultation Continues More Activities References

Your text book includes case studies with activities in a workbook format. There is provision within the text for you to write answers to the activities, make notes and store important resources and information. However if you are asked to turn in an assignment, you will likely want to have a clean form to fill out. For your convenience we have uploaded a blank activity form for each of the activities on this page. You can download and save these forms, complete them offline and then return to the website to upload and submit them to your instructor. Additionally interactive PDFs are provided on the NCP website so that you can complete activities online and submit them directly to your instructor. Your instructor will advise whether they would like the activities submitted by hard copy or online.

You will notice the nutritional analysis activity has two different formats. The first uses the Ready Reckoner approach and the second the Exchange List System. You'll find the template for completing the Ready Reckoner approach to nutrition analysis in the body of the activities. The templates for completing your analysis using the Exchange List system are in Appendix 1.

The case study activities are divided into two groups: those that you complete after perusing the recommended resources and reading the patient's story and diet history. At this point you'll make decisions about your initial approach to the nutrition care of your patient and answer the activities accordingly. Then there is a section called "The Consultation Continues" where you gain more information after further conversation with the patient. The second group of activities is for completion once you have gained these additional insights. You'll find these activities under the heading, "More Activities". It is intended that you do NOT look ahead at "The Consultation Continues" prior to completing the activities on this page.

REMEMBER TO DOWNLOAD AND OPEN THE FILE ON YOUR COMPUTER BEFORE COMPLETING YOUR ASSIGNMENT. It will not save if you complete the form before downloading it to your PC.

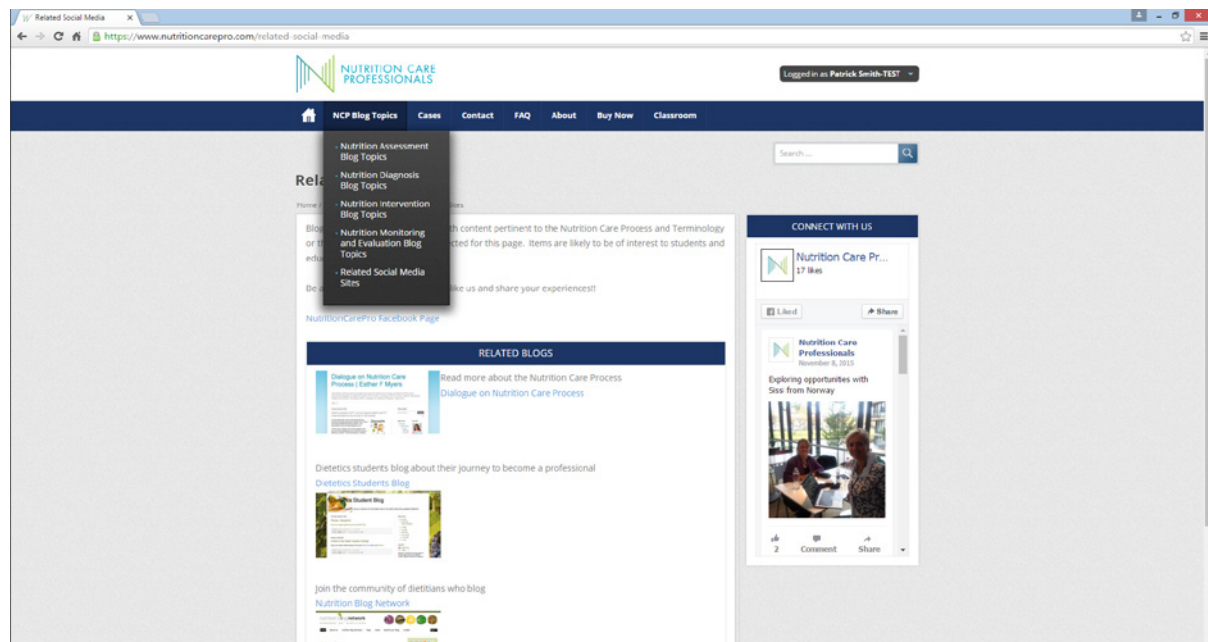
**ADULT WEIGHT MANAGEMENT-INITIAL ACTIVITIES**

» Managing Mixed Foods for Different Patients  
» Medications That Cause Weight Gain  
» Co-Morbidities of Obesity  
» Occasional Foods Using the Ready Reckoner Approach  
» An Alternative to Rounding  
» Energy Requirements  
» Estimating Activity Factor  
» Estimating Energy Requirements  
» Selecting Body Weight for Energy-Prediction Equations  
» Involving the Patient in Nutrition Assessment  
» Fruits, Vegetables and Weight Loss  
» BMI Cut-off Points  
» Waist Circumference Cut-off Points  
» The Selection of Counseling Style  
» Evaluating PES Statements



## Blogs and Related Social Media

Blogs Tab includes social media that may be of interest to students or instructors

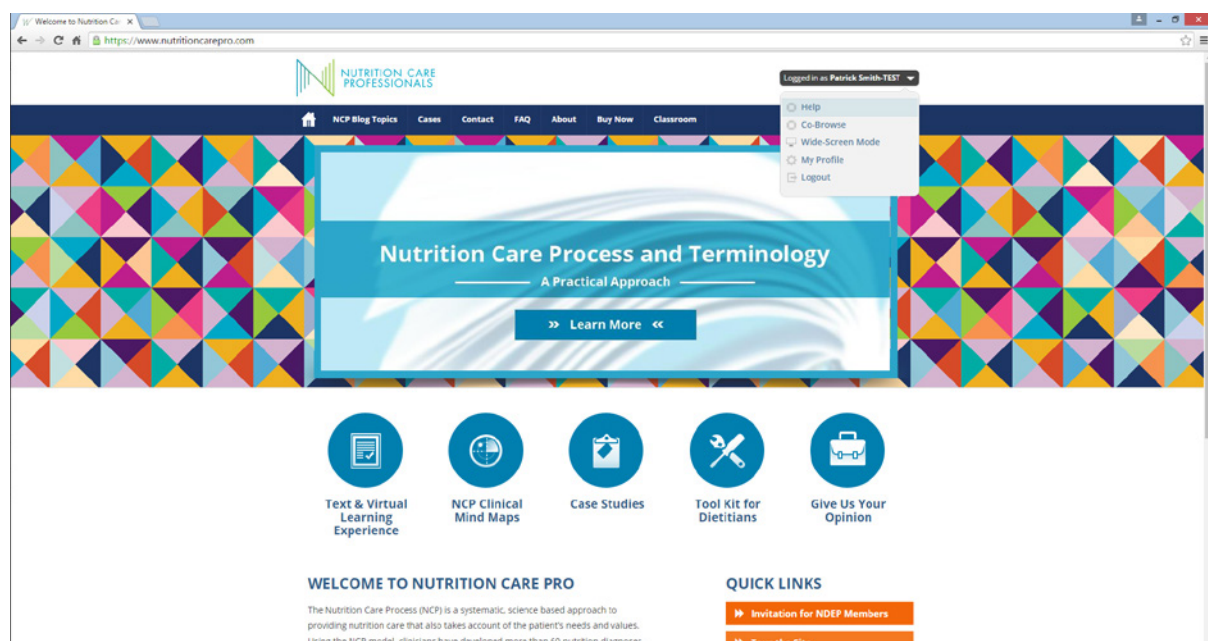


## Help or Contact Us

There are two ways to report issues or ask questions.

If you are experiencing difficulty with website please use the Help feature in the dropdown menu from your name in the upper right corner.

1. Help will display a separate window for you to submit a help request.




## 2. The Contact Us button

The screenshot shows a web browser window with the URL <https://www.nutritioncarepro.com/contact-us>. The website header includes the logo for Nutrition Care Professionals and a navigation menu with links: Home, NCP Blog Topics, Cases, Contact, FAQ, About, Buy Now, and Classroom. A search bar is located in the top right corner. The main content area is titled "Contact Us" and includes a breadcrumb trail "Home / Contact". Below the title, a message states: "Please complete the form below to contact us." The form itself is titled "Contact Us" and contains the following fields: Name, E-mail (with a placeholder "name@domain.com"), Phone, University, and a large text area for a Comment. A "Submit" button is positioned at the bottom of the form. The footer of the page contains the text: "Copyright 2016. Powered by WebAuthor.com. All Rights Reserved. REED5702-0001".

W Contact Us

← → ↻ 🔍 <https://www.nutritioncarepro.com/contact-us> ☆ ☰

 **NUTRITION CARE PROFESSIONALS** Logged in as Patrick Smith-TEST

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Search ... 🔍

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E-mail

Phone

University

Comment

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