Questions and Answers

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General

Answers

1. What is an eBook Class Set? What does it include?

Each eBook Class Set includes access to the Teacher Edition eBook, Student eBooks, portfolios, Curriculum Builder, the full Davis Art Images Subscription, and Student Accounts.

2. How long is the license for each digital purchase?

Davis Digital has 4, 6, and 8 year licensing options.

3. What does it cost?

Davis Digital pricing varies depending on the title purchased. For a full, updated price list, vist DavisArt.com

4. If I work at more than one school, do I need to purchase 1 class set per school?

No, class sets are sold per teacher. If one teacher works at multiple schools, they can use a single Davis Digital account.

Technical

Questions

1. What are the technical requirements for Davis Digital?

2. Does Davis Digital work on iPads / tablets / Chromebooks?

3. How do I install Davis Digital on my computer?

4. Will Davis Digital work with my school district's firewall or Internet security system?

Technical

Answers

1. What are the technical requirements for Davis Digital?

Davis Digital is compatible with most modern browsers and operating systems, including PC, MAC, and mobile devices. Following are the minimum technical requirements for platform operation.

Browsers
- Internet Explorer 7.0 or higher
- Safari 3.0 or higher
- Firefox 6.0 or higher
- Chrome 9.0.597 or higher
- Opera 10 or higher

Mobile Browsing
- The latest WebKit-based (Andriod)
- Mobile Safari (iOS) browser supported

Un-block these Web Addresses (if website filtering software is enabled)
- *DavisArtSpace.com

2. Does Davis Digital work on iPads / tablets / Chromebooks?

Yes, Davis Digital is compatible with most mobile devices and tablets.

3. How do I install Davis Digital on my computer?

Davis Digital is a cloud-based platform that is accessed online through a dedicated website. Therefore, no installation is required.

4. Will Davis Digital work with my school district's firewall or Internet security system?

Yes. In some cases, your school's IT department may need to make adjustments to the firewall to allow access to Davis Digital. The information needed can be found in the Davis Digital Technical Requirements document, and Davis Customer Support can work directly with your school's technical staff to ensure that teachers and students have full access to Davis Digital.

Account Information

Questions

1. How do I access my account?

2. I forgot my password. What do I do?

3. I can't access my account / I don't know my username or password.

4. How do I submit a support request?

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7. Can my school administrator or IT Specialist have a log in?

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9. How will teachers access Davis Digital?

10. How do I set up Student Accounts?

11. What should a student do if they forget their username/email address?

Account Information

Answers

1. How do I access my account?

Each School or District is given a custom website for accessing Davis Digital. When your account is set up, you will receive an email containing your username, password, and instructions. If you do not receive one, contact Support@DavisArt.com or call Customer Support at 1-800-533-2847. You can also contact your district's Davis Digital Administrator.

2. I forgot my password. What do I do?

You will need to reset your password. To do this, click the "Forgot your password?" link at the bottom of the "Sign In" pop-up box or contact Support@DavisArt.com.

3. I can't access my account / I don't know my username or password.

For multiple account questions, contact Support@DavisArt.com or call Customer Support at 1-800-533-2847. You can also contact your district's Davis Digital Administrator.

4. How do I submit a support request?

Simply send an email to Support@DavisArt.com. You can also click on the "Support Ticket" button when logged in to Davis Digital. Include as much information as possible, including your first and last name, school/school district name and complete description of the problem.

5. Can teachers share accounts?

No, teachers cannot share accounts for reasons of security and accountability.

6. Do I have to use an email address as a username?

While an email address is recommended for teacher accounts, usernames can be created that reflect your school's preferences, such as a student ID.

7. Can my school administrator or IT Specialist have a log in?

Yes, an Administrator account is included with your Davis Digital purchase. Please send a request to Support@DavisArt.com or call 1-800-533-2847

8. Can substitute teachers access Davis Digital?

You can designate one of your purchased teacher accounts as a generic Substitute Teacher account. Teachers can also share temporary access to any lesson in an eBook with a substitute teacher via the eBook Share feature.

Answers (continued)

9. How will teachers access Davis Digital?

Teacher accounts can be set up by your school's Davis Digital Administrator (typically a Supervisor, Administrator, or IT specialist) or by Davis' Customer Support team. For more information, see the Davis Digital Administrator's Guide.

10. How do I set up Student Accounts?

There are several ways to set up student accounts:

• Your school's Davis Digital Administrator can create student accounts.

• Davis Customer Support can set up student accounts.

Contact Davis Customer Support for more information (Support@DavisArt.com 1-800-533-2847)

11. What should a student do if they forget their username/email address?

If your school uses email addresses for usernames, they can reset their password by using the "Forgot your password?" link at the bottom of the "Sign In" pop-up box. If your school does not use student email addresses, they can contact your school's Davis Digital Administrator or email Support@DavisArt.com.

Student Accounts

Questions

1. What is a Davis Digital Student Account? What comes with a Davis Digital Student Account?

2. How many Student Accounts come with a class set?

3. How can I add additional Student Accounts? Can I purchase more Student Accounts than what was included with a class set?

4. Can two or more students share an account?

5. Can Student Accounts be purchased separately?

6. What happens to Student Accounts at the end of the year/semester?

7. How do I set up Student Accounts?

8. Do student usernames need to include an email address?

9. How can I protect student privacy when using Davis Digital?

10. Can students keep their Portfolios after they graduate or leave my school?

11. What should a student do if they forget their username/email address?

Student Accounts

Answers

1. What is a Davis Digital Student Account? What comes with a Davis Digital Student Account?

Student accounts include access to the Student Editions of the eBooks your school has purchased, Portfolios, and the full Davis Art Images subscription.

2. How many Student Accounts come with a class set?

Davis Digital has class sets of 30, 60, and 200 student accounts.

3. How can I add additional Student Accounts? Can I purchase more Student Accounts than what was included with a class set?

Additional Student accounts can be purchased in sets of 25 and 200.

4. Can two or more students share an account?

K–5 students may share generic accounts if they do not use Portfolios. Students in grades 6–12 and students that use Portfolios cannot share accounts due to security and accountability requirements. If your school has or plans to complete a Single Sign-on Integration with Davis Digital, all students must have their own account.

5. Can Student Accounts be purchased separately?

You must purchase an eBook class set in order to purchase Student Accounts. If you have already purchased and need additional accounts contact Customer Support, (Support@DavisArt.com)

6. What happens to Student Accounts at the end of the year/semester?

Student Accounts can be recycled each school year, semester, or as needed. Recycled Student Accounts can then be assigned to new students.

7. How do I set up Student Accounts?

See Account Information: Question 10

8. Do student usernames need to include an email address?

No, students can be given any username that fits your school's needs.

9. How can I protect student privacy when using Davis Digital?

The Davis Digital platform is FERPA and COPPA compliant, there are many additional options for safeguarding student privacy and information. Portfolio access can be limited to students, teachers, and administrators from your school, and student usernames can be created without using student names or email addresses. For more information, contact Davis Customer Support (Support@DavisArt.com 1-800-533-2847).

Student Accounts

Answers (continued)

10. Can students keep their Portfolios after they graduate or leave my school?

Students can export and download their ePortfolios as a PDF document at any time. They may also purchase an individual ePortfolio account and request to transfer their school ePortfolio to their individual account.

11. What should a student do if they forget their username/email address?

First, check with your teacher. If your teacher does not have a record of your Davis Digital information, send a request to Support@DavisArt.com including the student's first and last name, school name, and school district name.

eBooks

Questions

1. Can I print out an eBook?

2. Can I download the images from an eBook?

3. Can I download and offline version of an eBook?

4. How can I search for content in an eBook?

5. How can I share lesson from an eBook with someone else?

eBooks

Answers

1. Can I print out an eBook?

No. eBooks cannot be printed out due to copyright restrictions. Print books may be purchased from DavisArt.com.

2. Can I download the images from an eBook?

No. Images in eBooks cannot be downloaded due to copyright restrictions.

3. Can I download an offline version of an eBook?

No, eBooks are available online only. Print books may be purchased from DavisArt.com.

4. How can I search for content in an eBook?

You can easily search by entering text in the Search box at the top left of your eBook control bar, then hitting the Enter or Return key.

5. How can I share a lesson from an eBook with someone else?

Open an eBook and go to the lesson you would like to share. Click the Share icon at the top right of your eBook control bar. Enter the required information and click Share to send an email link to the lesson to your chosen recipient. The link will give temporary access to one lesson or two pages in the eBook. The link will remain active for 14 days.

Curriculum Builder

Questions

1. What is the Curriculum Builder?

2. Can I print, download, or export a lesson from the Curriculum Builder?

3. What is the difference between a Portfolio and a Curriculum Builder Class?

4. Can I make my Curriculum Builder accessible to my students?

5. How do I create a Curriculum Builder Class?

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7. Can I add a lesson that I have already created to the Curriculum Builder?

8. Will the Curriculum Builder integrate with my school's Lesson Planner program?

9. Can I re-use the lessons I create this school year in the future?

Curriculum Builder

Answers

1. What is the Curriculum Builder?

The Curriculum Builder allows you to easily customize lessons from your Davis eBooks by adding additional content such as text, images, video, and slide show presentations. You can easily combine all of your resources for introducing a lesson in one convenient place. Simply choose a lesson from your Student or Teacher eBook or start from scratch to build a lesson on your own

2. Can I print, download, or export a lesson from the Curriculum Builder?

Yes. You can export any or all of the lessons as a PDF file that can be printed, emailed, or uploaded to another program.

3. What is the difference between a Portfolio and a Curriculum Builder Class?

While ePortfolios and the Curriculum Builder share many important features such as text modules and image galleries, they are different in several significant ways:

• The Curriculum Builder is designed to create and share Lessons with your students and your colleagues. ePortfolios are designed to share your student's artwork and your classroom with parents, community members, family members, colleagues, administrators, and the world.

• The Curriculum Builder allows you to import links to your favorite lessons directly from your Davis eBooks. ePortfolios do not include this feature.

• Curriculum Builder Classes can be created by teachers and shared with students and colleagues. ePortfolios can be created by any student or teacher with a Davis Digital Account.

4. Can I make my Curriculum Builder accessible to my students?

Yes, students can view a Curriculum Builder Class. You can assign them access in the Curriculum Builder by navigating to the Curriculum Builder section of the platform and clicking Edit next to the class you wish to share. Next, click the Add Viewers button to add your students as Viewers. Search for your students by name, click Add, then click Confirm.

5. How do I create a Curriculum Builder Class?

Locate the Curriculum Builder on your Davis Digital home page and click the title or icon to access the Curriculum Builder. Click the Create button to create your Class. For more information, see the Curriculum Builder: Create a Class guide.

Curriculum Builder

Answers (continued)

6. Can I add a slideshow to a lesson?

You can create a slideshow from any Gallery module. Create your class, add a Gallery module, upload images, and then save. To view the slideshow, click the View Slideshow button. For more information, see the Portfolios: Add Content Guide.

7. Can I add a lesson that I have already created to the Curriculum Builder?

Yes. First open the lesson plan document that you would like to use. Next, open your Curriculum Builder, click edit and add a new Text module. Copy the desired text from your document and paste it into the Curriculum Builder Text module. Make any formatting changes needed and then click Save.

8. Will the Curriculum Builder integrate with my school's Lesson Planner program?

There are a wide variety of programs that may be used for Lesson Planning. The Curriculum Builder allows you to export your lessons for sharing or uploading to another program.

9. Can I re-use the lessons I create this school year in the future?

Yes, you can re-use your lessons each year. Classes created in the Curriculum Builder will remain in the user's account year after year, unless deleted by the user. Users can also copy existing classes when creating new ones if they want to use the same layout for the new class.

Portfolios

Questions

1. What is a Portfolio?

2. Do Portfolios come free with a Davis Digital purchase?

3. Can Portfolios be purchased separately?

4. How do I share a Portfolio with parents, administrators or community members?

5. How Portfolio permissions work?

6. Can I download a Portfolio for offline use?

7. Can students have private Portfolios?

8. What can we do if a student posts something inappropriate?

9. Is there a Davis Digital App for Android phones or other tablet devices?

Portfolios

Answers

1. What is a Portfolio?

Portfolios are easy to use, customizable online portfolios designed for sharing your students' artwork and important information about your art program with parents, administrators, community members, or the world.

2. Do Portfolios come free with a Davis Digital purchase?

Yes. Teacher and Student ePortfolios are included with each Davis Digital Class Set.

3. Can Portfolios be purchased separately?

Yes. Individual Portfolios are available as a yearly subscription at $19.95 per user. You can order an individual Portfolio on DavisArt.com.

4. How do I share a Portfolio with parents, administrators or community members?

Each Portfolio you create has a unique URL, or web address. To share your site with others, make sure your Portfolio permissions are set to Public can view, and then share your URL with them. Links to your portfolio can also be placed on your school's website or shared via email.

5. How do Portfolio permissions work?

Portfolio permissions determine who has access to your Portfolio and what they can do. Public permissions determine if your portfolio can be viewed by anyone who knows the URL, or if they must have a Davis Digital account to see it. You can also add other Davis Digital users to your Portfolio as collaborators and set their ability to View, Edit (make changes or add content), Publish (make and save changes and make them viewable), or Administer (Edit, Publish, and add/remove users) your Portfolio.

6. Can I download a Portfolio for offline use?

Yes, you can download your Portfolio as a PDF. To do this, open your Portfolio, click the Edit button (at the top right), then Export.

7. Can students have private Portfolios?

No. All students must add a teacher to their Portfolio as an Administrator.

8. What can we do if a student posts something inappropriate?

The teacher who has been assigned to the ePortfolio as and Administrator can easily delete inappropriate content. You may also send a support request including the student name and the URL for the ePortfolio in question to Support@DavisArt.com.

9. Is there a Davis Digital App for Android phones or other tablet devices?

All Davis Digital features work well on web browsers for mobile devices and no app is needed.

Images Subscription

Questions

1. What is an image subscription?

2. What images come with an eBook Class Set?

3. How many images do I have access to?

4. Can I download images?

5. Can I print out images?

6. Can I compare and contrast two images side by side?

7. How do I tag images?

8. Can I give the same image multiple tags?

9. Can I tag multiple images at once?

10. How do I create a slideshow of images?

11. How do I share tagged images with students?

12. Can students tag images?

13. Can students download images?

14. Can I add images to a Curriculum Builder Lesson?

Images Subscription

Answers

1. What is an image subscription?

A Davis Digital Images Subscription gives you access to more than 35,000 high-quality fine art images from prestigious museums and galleries. You can easily search, discover, and categorize these images to use with your curriculum. You can tag images to create collections, create instant slideshows, and compare and contrast two images at a time. Teachers can also download jpeg files of the images for educational use.

2. What images come with an eBook Class Set?

As of September 1st, 2017 each eBook Class Set includes access to the complete Fine Art Images Subscription.

3. How many images do I have access to?

More than 35,000 images are included with the subscription. More images will be periodically added to the collection at no additional cost.

4. Can I download images?

Yes, teachers can download images and use them for educational purposes.

5. Can I print out images?

No. Davis' licensing agreement with the image rights holders (museums, galleries, artists) only allows for digital use and projection.

Images Subscription

Answers continued

6. Can I compare and contrast two images side by side?

Yes.

1. Search for the images you would like to compare or open a Tagged group of images that you have previously created.
2. Check the boxes at the top right of the two images you would like to compare.
3. Click the Compare & Contrast button at the top right of the search results box.
4. Both images will appear side by side in full screen view for easy comparison.

7. How do I tag images?

1. Conduct an image search.
2. Click the image you would like to tag to view the image details.
3. Enter any tag you wish into the Add Tag box found directly above the image.
4. Click the Add button to save your tag.
See question #12 to tag multiple images at once.

8. Can I give the same image multiple tags?

Yes, just repeat the tagging process described in the answer to question #10.

9. Can I tag multiple images at once?

Yes. You can select as many images as you like by checking the box at the top right of each thumbnail and then clicking the Tag Images button (at the top right of the search results).

10. How do I create a slideshow of images?

1. Search for the images you would like to view in a slideshow and Tag them.
2. Go to the Images home page and click the name of the Tagged group you would like to view in the Tagged Images box at the top right of the page.
3. Click and drag the image thumbnails to arrange them in the order you prefer.
4. Click the Run Slideshow button at the top right of the page.

Images Subscription

Answers continued

11. How do I share tagged images with students?

1. Select and Tag a group of images that you would like to share.
2. Go to the Images home page and click the name of the Tagged group you would like to share in the Tagged Images box at the top right of the page.
3. Click and drag the image thumbnails to arrange them in the order you prefer.
4. Click the Share Slideshow button at the top right of the page.
5. Enter a keyword. This can be the same as the Tag used to group the images, or anything you choose.
6. Click Sumbit.
7. Be sure to write down your keyword, then share it with your students.
8. Direct your students to the Shared Image Slideshow box at the bottom right of the Images home page.
9. When students enter the keyword and click Sumbit, a slide show containing the Tagged images will open automatically.

12. Can students tag images?

Yes. This is an optional feature that can be turned on or off at your school's request.

13. Can students download images?

No, only teachers can download images.

Images Subscription

Answers continued

14. Can I add images to a Curriculum Builder Lesson?

Yes, you can select images to add to a lesson in the Curriculum Builder.

1. Open a Curriculum Builder Class.
2. Open the Lesson to which you would like to add images and click the Edit button at the top right of the page.
3. Select the Fine Art Images module from the Add Content menu.
4. Click the Search button to search for images.
5. Enter the desired keywords and terms, then click Search.
6. Click the Select button at the bottom left of each image you would like to add to your lesson.
7. After you have selected your images, click Save to add the images as a Gallery module. Click and drag the images to put them in your desired order.
8. Click Save to add the images to your lesson. You can now view the images individually or as a slideshow.

If you have already created the Tagged Image set that you would like to add to your lesson, you can do the following:

1. Follow steps 1-4 above.
2. Navigate down to the Tag dropdown and select one of the tagged sets you have created.
3. Click search to pull up all of the images in your tagged set.
4. Click the Select button to select individual images or Select All to select all images in the set.
5. Click Save to add the images as a Gallery module.