



Diet & Wellness Plus

Instructor User Manual

June 2022

Contents

- Contents..... 2
- Introduction..... 3
- Diet and Wellness Plus 4
- Accessing Diet & Wellness Plus in MindTap..... 5
- Create a Profile 6
- Dashboard..... 7
- Reports 8
- Managing Assignments 13
- Viewing Student Submissions 15
- Editing the Course Nutrient List 16
- Edit DRI..... 17
- Contact Support 18

Introduction

The Purpose of this Manual

The “Diet & Wellness Plus User Manual for Instructors” was designed to provide you with a quick, step-by-step procedure for creating a new course, creating assignments, and reviewing and commenting on assignments, to give your students feedback on their work.

Diet & Wellness Plus is an application that runs on the MindTap platform. As such, you must log into MindTap in order to use Diet & Wellness Plus. All course management features, such as creating assignments and reviewing assignments that students have submitted, are performed within the Diet & Wellness Plus application. Detailed instructions for using these features are provided in the pages that follow.


Diet and Wellness Plus

Featuring a database with over 85,000 foods that can be personalized with recipes, Diet & Wellness Plus enables you to track your diet and activities, generate reports, and gain a better understanding of how nutrition and lifestyle choices relate to your personal health goals.

Diet & Wellness Plus features the following key improvements from previous versions:

- **Easier navigation:** The improved interface provides even easier navigation of Diet & Wellness Plus. The dashboard provides one-stop access to your profile, diet, activities, and reports.
- **New Activity Questionnaire:** You can create your own personal profiles based on height, weight, age, gender, and activity level. The Activity Questionnaire then assesses your true activity level and more accurately determines the proper Dietary Reference Intakes.
- **Track from 1 to 365 days:** The visual month-to-month calendar enables tracking of food intake for up to 365 days and allows you to quickly see the dates where you've entered food and activities.

Accessing Diet & Wellness Plus in MindTap

- 1 Log into your account at cengage.com to access the Cengage Instructor Center.
- 2 Add the book associated with your MindTap Course to your library by following these steps:
 - a Enter book title, author, or ISBN in search bar.
 - b Select the correct title and edition.
 - c Click the "+ MY LIBRARY" button to add the title to your library.
 - d Click the "MY LIBRARY" tab on the left side-bar. You'll now see the title in your library.
 - e Click "+ CREATE COURSE" to create a MindTap Course. Fill out the form and click "FINISH" in the bottom right corner.
 - f Click "SET UP MINDTAP" to access the Guided Setup and complete the process.
 - g Once you are in the MindTap course, you can access the Diet and Wellness Plus MindApp  on the right side-panel.

Note: After the initial course setup, you can go to the "My Courses" tab on the left side-bar of the Cengage Instructor Center for continued access to the MindTap course you've created.

Create a Profile

When any user (instructor or student) logs into Diet & Wellness Plus for the first time, they must create a profile.

- 1 Click Proceed.
- 2 Review and accept the User Agreement.
- 3 Complete the profile information.
- 4 Complete the Long Activity Questionnaire then click Submit.

Dashboard

The Dashboard is the main page of Diet & Wellness Plus, from which you can see your Weekly Net Calories, Daily Net Calories, and Nutrients for the week. The Dashboard also displays all assignments that have been assigned.

Reports

After you or your student track your food intake and your daily activity, you can generate a wide range of nutrient reports and spreadsheets.

- 1 Click Reports in the toolbar at the top of the screen.
- 2 Click on About Reports and Assignments for a detailed explanation of the difference between Reports and Assignments along with instructions for Students to follow so that they can complete their assignments.
- 3 Reports are divided into 2 groups: Diet & Activity Reports and Advanced Reports.

NOTE: Diet and Activity Reports utilize data that the user has entered on the Track Diet and/or Track Activity pages.

NOTE: The Diet & Wellness Plus database derives information from several sources. The data for brand name foods often comes directly from the companies that make them. Some of those foods have data for many nutrients. Others have data for only the nutrients the companies are required by regulation to report.

- 4 Click on any report after you have entered food data via the Track Diet tab and activity data via the Track Activity Tab.
 - a Select date for which you entered the food and/or activity data (when applicable)
 - b To print a report, click the Print button.
 - c To save a report, click Save as PDF.

Energy Balance

The Energy Balance Report compares number of kCal consumed based on the foods eaten and burned based on activity for any given date range. Calories are different from nutrients in an important way. Their consumption is affected not just by food eaten, but also by energy expended in activity. Note that you can select which meals are to be included in the calculations.

The Energy Balance report shows net caloric intake over time. It lets you see whether you retained more calories than you needed, fewer calories than you needed, or used about the same amount as you ate.

The kCal Consumed column shows how many calories were eaten. The kCal Burned (Activities) column shows how many calories the student used performing activities. The kCal Burned (BMR) shows how many calories the student used based on their Basal Metabolic Rate. The Net Calories column shows whether the student ate more than they burned or burned more than they ate. The table shows the average daily gain or loss of calories.

Here are three things to consider when working with Energy Balance Reports:

1. Only days where food was eaten are included in calculations.
2. The Summary at the bottom averages the totals divided by the number of days included in the report.
3. The report accounts for 24 hours each day. Any time for which an activity was not recorded is assumed to have been spent resting and will be counted at the BMR rate.

Daily Activity Log

The Daily Activity Log is a list of activities you've tracked for any specified date. The entries here are used to calculate values in the other reports.

MyPlate Analysis

The MyPlate Analysis report compares the student's dietary intake with the recommendations of the My Plate guidelines provided by the USDA. Diet & Wellness Plus stores the My Plate values for all foods in the database. The My Plate Analysis report shows a recommended number of daily servings for the food group categories of grains, vegetables, fruits, dairy, protein foods, and empty calories. It also includes recommendations for eating whole grains, various types of vegetables, oils, and going lean with protein.

For detailed explanations of the My Plate recommendations, click the links to specific items on the report screen, or click the My Plate logo to go to the www.myplate.gov home page.

Note: Custom foods and recipes added using the Create or Edit Foods and Recipes section of the Track Diet tab do not have My Plate values and are not included in the MyPlate Analysis report.

Exchanges Spreadsheet

The Exchanges Spreadsheet report details how each of the foods eaten on a selected day contribute to the exchange values calculated for your profile. The exchange values for each food are provided by the Diet & Wellness Plus database.

Note: Custom Foods and Recipes added using the Edit Foods and Recipes section of the Track Diet tab do not have exchange values.

Fat Breakdown

The Fat Breakdown report shows how much of each fat you've consumed as a percentage of your total caloric intake. Fat calculations are reported differently by different food producers. Trans fats may not be included in the triglycerides, but may be included in Other fats. Some foods do not report all the fats they contain. Glycerol, phospholipids, and other related compounds may also be included in Other/Unspecified Fats.

This report only includes days that have at least one food tracked in Diet & Wellness Plus.

Activities Spreadsheet

The Activities Spreadsheet details how each of the activities on a selected day contribute to the kCal burned for the day. The report lists the rate at which calories were burned by the activity (in calories per kilogram per hour), the duration of the activity, and the total number of calories burned.

This report also shows the MET (Metabolic Equivalent) value for each activity. A MET value is defined as the ratio of the work metabolic rate to the resting metabolic rate. One MET is defined as 1 kCal/kg/hour and is roughly equivalent to the energy cost of sitting quietly.

The report accounts for 24 hours each day. Any time for which an activity was not recorded is assumed to have been spent resting.

DRI Report

The DRI report is a summary of the AMDR (Acceptable Macronutrient Distribution Range) calculation described in the AMDR and DRI Calculations section. If a custom value is specified for any DRI, that custom value is displayed here. These custom values are also used for any reports which use a DRI. All other reports use these DRI values as the baseline for comparison with actual dietary intake.

This report shows the basic profile information that affects the recommendations, and then lists all the nutrients. Some nutrients have an asterisk next to them instead of a number; these nutrients do not have a recommendation.

Intake Spreadsheet

The Intake Spreadsheet report details how each of the foods eaten on a selected day contribute to your diet's nutrient intake. It shows all the foods eaten on the selected date and the amount of each nutrient contained in each food.

Your actual intakes of some nutrients, such as vitamin E, may be higher than those shown in the report because of incomplete food composition data provided by manufacturers.

Intake vs. Goals

The Intake vs. Goals Report compares actual dietary intake with the DRI goals for your profile.

This report compares the student's intake of nutrients (based on the food tracked in Diet & Wellness Plus) to the DRI values. Where there is a recommendation, Diet & Wellness Plus generates a percentage bar to show how intake compares to the DRI. When averaged over multiple days, the report only includes days that have at least one food tracked.

The DRI column shows the recommended amount of each nutrient the student should have consumed based on the data in their profile. The Intake column shows the amount of each nutrient that was actually consumed. The graph shows the percentage of the recommended DRI consumed of each nutrient.

Keep in mind that data is not always available for all nutrients for all foods, so nutrients may be under-represented. Your actual intakes of some nutrients, such as vitamin E, may be higher than those shown in the report because of incomplete food composition data provided by manufacturers.

Source Analysis

The Source Analysis report details how each food eaten on the selected day contributed to the day's intake of the selected nutrient. It provides a graphic representation in the form of a percentage bar for each food's contribution to the day's total intake. Any nutrient on the DRI list can be viewed.

Some foods may appear with a gold or silver star next to their name. A gold star marks foods containing more than 20% of the DV (Daily Value). A silver star marks foods containing 10% to 20% of the DV. Note that the KiloCalorie report does not assign stars.

The Amount column shows how much of each food you ate.

The column named for the Nutrient shows how much of the nutrient was contained in the amount eaten.

The graph shows how each food contributes to the total intake of the nutrient selected. The graph does not show the percentage of the DRI or the percentage of the Daily Value.

NOTE: "100%" on the graph is equal to everything you consumed that day. It does not mean the total recommended amount.

Daily Food Log

The Daily Food Log is a list of foods you've tracked for any specific date. The entries here are used to calculate values in the other reports.

Macronutrient Range

The Macronutrient Range report compares your dietary intake for the energy yielding nutrients with the Acceptable Macronutrient Distribution Ranges (AMDR). The table compares the recommended range of calories with your actual caloric intake for each macronutrient. Note that it does not compare the percentages, as the recommended percentages are based on the total recommended caloric intake. If you ate too many or too few calories, your percentages could be "right," but you may actually have consumed too much or too little of each macronutrient.

Calories come from the three macronutrients: protein, carbohydrates, and fat. (Calories can also come from alcohol, which is not a nutrient).

The AMDR are the minimum and maximum percentages of each macronutrient that should comprise total caloric intake. Those percentages are:

- 45% to 65% from carbohydrates

- 10% to 35% from protein

- 20% to 35% from fat

3-Day Average

The 3-Day Average report combines nutrient intake data over a three day period. The 3 days selected do not have to be sequential. For example, you could select Monday, Wednesday, and Thursday.

Combination Report

A Combination Report can be generated for a specific time period by selecting different reports to combine as well as specific meals. This report combines any or all of the other reports so that you have them in one place.

Managing Assignments

From the Manage Assignments page, you can create and edit assignments that are based on the Reports offered in Diet & Wellness Plus.

- 1 Click on the Profile Menu in the upper right corner of the screen
- 2 Select Instructor
- 3 If this is your first time accessing the Instructor menu within a session, select your Course
- 4 Click on Create/Edit Assignments to proceed
- 5 On the Assignments page, click Assign New Report
- 6 Name the report
- 7 Select a Report Type by using the drop down menu

NOTE: Selecting a Due Date is optional. If you do not select a due date then the assignment will still appear in the Student's Assignments list, but the student will not receive a notification that the assignment is due soon and they may submit it at any time.
- 8 Select a Start Date and an End Date

NOTE: The Report Start and End Dates are the dates that the student's reports will be based. The report that is generated when the student submits their assignment will be based on the Diet and Activity data the student has entered between those two dates. The Report Start and End Dates are also option. If you do not select them, then students are free to base their Assignments on any dates.
- 9 Click Save at the bottom to create the assignment
- 10 Your assignment will appear under "Manage Assignments." To edit your assignment, click on the assignment name hyperlink.

NOTE: Only the Assignment Name and Due Date can be edited on existing assignments. This is because once you've created and saved an assignment, students can begin working on it and changing the Report Type or report start and end dates could invalidate work that the student has already done.
- 11 To delete an assignment click the Delete button (the trashcan) to the right of the assignment.

After you have assigned a report it will appear under Assigned Reports. Only assignments that have not yet be completed appear on the student's dashboard. The number of overdue assignments will be displayed next to the Reports tab at the top of the page. If the student clicks on the Reports tab, they will see all of their assignments, including those that they have completed, those that are overdue, and those that have not yet been submitted.

The Reports students can create are located below the Assignments.

Reports vs Assignments:

	Reports	Assignments
Can be assigned to students	No	Yes
Can be submitted by students	No	Yes
Can be printed	Yes	Yes
Can be saved as a PDF	Yes	Yes

Viewing Student Submissions

You can view assignments that your students have submitted.

- 1 Select Instructor from the Profiles menu
- 2 Click on View Student Submissions.
- 3 You will see a table that displays all of the students and their assignments for the section you selected. The dates that appear in the table indicate the date that the student submitted the assignment. To review and comment on an assignment click the hyperlinked date.
- 4 Submit an optional comment by writing in the box under New Instructor Comment and clicking Submit Comment.
- 5 Click the Instructor Home hyperlink in the upper-left corner to return to the Student Submissions page.

NOTE: Once you have commented on a student's assignment "instructor comment" appears under the date.

Editing the Course Nutrient List

You can edit the nutrients that are included in Reports and Assignments for your course.

- 1 Select Instructor from the Profiles menu.
- 2 Click the Edit Course Nutrient List button
- 3 Place a check mark in the boxes next to nutrients to include them. If the box is empty, the nutrient will not be included.

NOTE: You may change your selections at any time, including while your course is in progress.

- 4 Click Submit at the bottom of the page.

Edit DRI

Your Daily Recommended Intake (DRI) of each nutrient is based on the latest published U.S. Food and Drug Administration (FDA) data for your age, height, weight, sex, and other factors that you specified in your profile. The “Full DRI” function allows you to override these DRI values with values of your own choosing. It is recommended that you and your students do not edit these values unless you have a specific reason for doing so.

- 1 In the Profile menu, click **Full DRI**.

NOTE: Your initial DRI is based on the data you provide in your profile.

- 2 Click **Edit**.
- 3 Change desired DRIs.
- 4 **Optional:** To restore initial values in the DRI, click **Reset to Default** for each value to reset.
- 5 Click **Save**.

NOTE: “Custom Value” displays next to any value you changed.

Contact Support

If you have trouble using or accessing Diet & Wellness Plus, you can contact Cengage Technical Support to get further assistance.

- 1 Go to <http://support.cengage.com>.
- 2 Either create an account or sign in using an existing account with your email address and password.
- 3 Click **New Case**.
- 4 Complete the fields that pertain to your issue and click **Submit**.
- 5 **Optional:** In the email field, enter other participants' emails to add them to the case.

To contact Technical Support, call 800-354-9706.