

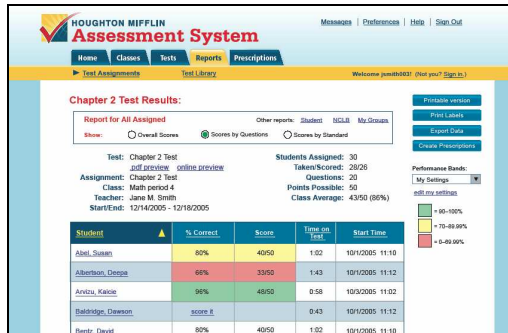
General Product Questions

Q. What is the Houghton Mifflin Online Assessment System?

The **Houghton Mifflin Online Assessment System** is a flexible, web-based program that allows you to use assessment as a teaching tool.

This easy-to-use system helps you:

- **Test** students with custom built, standards-based program, diagnostic tests
- **Score** tests automatically online, or use our unique plain-paper scanning system
- Provide standards-based or skills-based **Reports** for all your students
- **Intervene and Extend** with prescriptive assignments correlated to your standards



Student	% Correct	Score	Time on Test	Start Time
Abel, Sami	80%	40/50	1:02	10/12/05 11:10
Albertson, Debra	68%	33/50	1:43	10/12/05 11:12
Arvid, Kacie	96%	48/50	0:58	10/12/05 11:02
Baldridge, Dawson	score 0		0:43	10/12/05 11:12
Bentz, David	80%	40/50	1:02	10/12/05 11:10

The Houghton Mifflin Online Assessment System helps you use assessment to inform instruction—a tool to help all students achieve their potential.

Q. What subjects and grades are covered?

The **Houghton Mifflin Online Assessment System** is available for **Houghton Mifflin Reading**, **Houghton Mifflin Math** ('07), **Houghton Mifflin Science** ('07), and **Math Expressions** (available in January '07). The system supports Grades 1–6.

Q. What test content is in the system?

The **Houghton Mifflin Online Assessment System** includes curriculum-based tests from your textbooks. For our reading programs, we provide Weekly Skills tests. For our math and science programs, we provide unit and chapter tests.

Q. How do teachers give students a test?

Teachers can give the test using our unique plain-paper scanning system, where students “bubble” in their answers to test questions—just like their standardized state tests. Or, they can assign the test to be taken online, so students can take the test anywhere—in the lab, in class, even at home.

Q. Can teachers use different types of questions in their tests?

Yes. Tests can have a combination of multiple choice, true/false, matching, or teacher-graded items (e.g., essays, word problems, short answer). The **Houghton Mifflin Online Assessment System** grades close-ended questions. Open-ended questions are graded by teachers online, or by marking incorrect answers on the teacher-only section of the answer sheet.

Q. How can I access Help resources?

Help Text can be accessed from any page in the **Houghton Mifflin Online Assessment System**, by clicking “Help” in the upper right of the screen. You can also go to: www.eduplace.com/assessment/resources to get a complete copy of the Help Text.

Reporting and Remediation

Q. How are scanned test results uploaded to the Houghton Mifflin Assessment System?

First the scanner processes the answer sheets, and then the computer dedicated to that scanner uploads the results to the **Houghton Mifflin Online Assessment System** on the web. These results are available from the teacher's home page. For more information see the Scanner section.

Q. Will those results be available to anyone else (e.g., administrators)?

If the initial **Houghton Mifflin Online Assessment System** registration is handled by an administrator, then he/she will have access to results.

Q. Will the Houghton Mifflin Online Assessment System provide information on students that administrators can access (e.g., ethnicity, free lunch)?

Yes, and if teachers establish these categories for reporting purposes, the administrator can observe results accordingly.

Q. Will the reports show a bigger picture than just one question or test—and will it be cumulative?

Yes. A variety of reports will be available, including reports that show how students and classes are doing across multiple tests.

Q. Will students be able to see their results?

Yes, if the teacher enables students to see their results.

Q. Are remediation materials for students the same pages that are in the workbooks or do we have new remedial pages and activities for them to do?

Remediation will involve existing workbook pages for the program.

Q. Will teachers be able to see (in the case of multiple-choice questions) the number of students who have chosen a particular answer distractor?

Yes.

Q. Does the Houghton Mifflin Online Assessment System provide item analysis?

The **Houghton Mifflin Online Assessment System** allows teachers to see how individual students did on particular items (right or wrong), as well as how the entire class performed on particular items (percentage right).

Test Generator and Standards

Q. Will the Test Generator need to be installed?

The Houghton Mifflin ExamView® Test Generator does not need to be loaded to use the **Houghton Mifflin Online Assessment System**. However, teachers can use the test generator to publish additional tests to the **Houghton Mifflin Online Assessment System** test library.

Q. Is the Houghton Mifflin Online Assessment System networkable?

The **Houghton Mifflin Online Assessment System** is a web-based system, so it can be used on any computer that is connected to the Internet.

Q. If the teacher creates a test, is the test tied to their standards?

All questions in the test generator are correlated to specific standards. These correlations are removed if a teacher edits a question. The Houghton Mifflin ExamView Test Generator cannot assign standards to teacher created items. If a teacher using Houghton Mifflin ExamView Test Generator questions—without editing them—creates a test and publishes it to the **Houghton Mifflin Online Assessment System**, the system will read the existing questions and correlate them to the appropriate state standards.

If a question is teacher-created or edited, the teacher can publish that question to the Houghton Mifflin Online Assessment System, and the system will score the question, but it will not be able to correlate the question to standards or remediation materials.

Q. Will the Houghton Mifflin Online Assessment System score questions teachers create on their own?

Yes. These can be included and will be scored, but the reports will not show correlations to state standards or remediation materials for those questions.

Q. Can free response questions be included on a test in the Houghton Mifflin Online Assessment System?

Yes. Teachers will still have to evaluate a student's response and assign a score, but they can bubble in the grades on the **Houghton Mifflin Online Assessment System**-generated answer sheet, or grade them online.

Q. If a state has standards and benchmarks, will the Houghton Mifflin Online Assessment System be correlated to both?

Yes, the **Houghton Mifflin Online Assessment System** will go down to the smallest level of state standards.

Q. When giving a paper-and-pencil test, do teachers use the same answer sheet for all of the tests or does it generate an answer sheet for the test they have assigned?

The **Houghton Mifflin Online Assessment System** generates a unique answer sheet for the particular test and class that will take it. The system creates a student answer sheet correlated to the class members taking the test. The teacher should make enough copies of the answer sheet for the class, and the student will bubble in a circle next to their name so the system knows it is his/her answer sheet.



Scanner

Q. What equipment do we need?

A scanner and a dedicated computer connected to the Internet for that scanner are required if users wish to give plain paper assessments.

Q. Does it have to be a specific scanner?

We recommend the Brother DCP-8060 for use with the **Houghton Mifflin Online Assessment System**.

Q. How many other types of scanners can this be used with?

We can also recommend the Brother DCP-8040, DCP-8045D, MFC-8440, and MFC-8460N. We continue to investigate additional scanner options, and will post updates.

Q. How does the scanning software interface with the school or teacher's computer?

The **Houghton Mifflin Online Assessment System** scanning software will have to be installed on the dedicated computer for the scanner. This will enable the tests results generated by the scanner to be uploaded to the **Houghton Mifflin Online Assessment System** on the Internet. After uploading is complete, the teacher may access results and remediation from ANY computer with an Internet connection. The scanning software does not have to be installed on every machine.

Q. What kind of dedicated computer should be connected to the scanner?

The scanner must be connected to a dedicated PC-compatible computer (not a Macintosh®). Here are the system and software requirements:

Microsoft® Windows® 98 Second Edition, 2000, or XP operating system

A web browser: Internet Explorer 6.0 or later

Adobe® Reader 5, 6, or 7

Internet access

Q. How will the scanner know where to send the results?

The dedicated computer with the **Houghton Mifflin Online Assessment System** software installed will "tell" it what to do.

Q. Will it really work with just plain paper?

Yes, and this will be a huge cost savings for a school or district.

Q. What if the scanner breaks?

The scanner will come with a warranty program supported by the manufacturer. Customers should contact the manufacturer with any problems.

Implementation

Q. How is the Houghton Mifflin Online Assessment System ordered?

Like most other digital goods, the **Houghton Mifflin Online Assessment System** is ordered on a one license per student basis. If a school or district orders four hundred Pupil Editions of a program, they need to order four hundred licenses.

Q. Will there be in-service to teach teachers how to install/use the system?

Teachers will get training on how to use the system, from setting up classes to assigning tests, scoring them, and accessing reports.

Setting Up Student Information

Q. What kind of data does the Houghton Mifflin Online Assessment System need to get started?

The **Houghton Mifflin Online Assessment System** allows users to either manually create users and classes, or an administrator can use the import tools to import users and/or classes from their Student Information System (SIS).

Q. How will the class roster be transferred? Will the teachers have to input each student?

The **Houghton Mifflin Online Assessment System** offers users two ways of getting student information into the system:

1. Users can upload their own data using a spreadsheet that we provide—and this is recommended for large or medium-size adoptions or for schools and districts that use an electronic SIS.
2. Users can input student information manually—this is recommended for smaller adoptions or for districts that don't use an electronic database system for student information.

Q. Where does the Houghton Mifflin Online Assessment System get the demographic data about students in the system?

The school tech administrator will provide any demographic data such as gender, ethnicity, and/or educational programs. They may have this information in their SIS or the administrator or teacher may choose to manually add it to each student's profile.

Q. How are usernames and passwords created?

Whether the administrator imports the users or a teacher creates them manually, the **Houghton Mifflin Online Assessment System** simplifies the process by creating usernames and temporary passwords for each user. We use the naming convention:

firstname.lastname

If more than one user has the same first name and last name combination, then the **Houghton Mifflin Online Assessment System** will use:

firstinitial.lastnameX (*where x is a number incremented by 1*)

Remember, because districts have their own personalized URL, usernames only need to be unique within the organization (district).

Q. How are class rosters created in the Houghton Mifflin Online Assessment System?

Once the raw data is in the system, teachers can build a class roster by picking out the students that are in their class. Users will see the list of students entered, and assign them to their classes.

Q. What Student Information Systems does the Houghton Mifflin Online Assessment System work with?

The Houghton Mifflin Online Assessment System allows users to import data from a tab-delimited file.

Q. How often is it updated?

Since the school or district does the importing, the institution can decide how often to make import updates. They can also choose to make changes manually within the **Houghton Mifflin Online Assessment System** and run the import as a yearly update.

Q. What about student mobility (especially between schools)?

As students move between classes, the teacher can easily remove the student from his/her roster. The new teacher can quickly search for the student and add the student to his/her roster. If a student changes schools, an administrator can change the student's school location and then the new teacher(s) can add the student to class roster(s).

Interface with Other Grade Book Systems

Q. How does the Houghton Mifflin Online Assessment System software interface with other grade book software?

There will be no direct link between the **Houghton Mifflin Online Assessment System** and other grade book systems. However, we will provide various file export options that will allow for the transfer of data (first export from the **Houghton Mifflin Online Assessment System**, then import into the other grade book system).

Q. Can the Houghton Mifflin Online Assessment System scores/reports be imported into our district's internal system of assessment?

Yes, as described above.

Q. Can a teacher export data from the Houghton Mifflin Online Assessment System to the school's grade book system?

Yes, as described above.

Technology

Q. How do I access the Houghton Mifflin Online Assessment System?

The **Houghton Mifflin Online Assessment System** is a web-based application. When you activate an order for the system, you'll be given a special URL just for your district. You will log in using a username and password.

Q. What are the technology and system requirements?

PC

- Microsoft Windows ME, 2000, XP
- Intel Pentium III/500MHz or higher
- Minimum 128MB RAM
- Display with 16-bit colors and 800 x 600 resolution
- J2SE 1.4.2 or higher
- Microsoft Internet Explorer 7, Mozilla Firefox 1.5, Netscape 7*
- Adobe Reader 6.0 or higher
- Macromedia Flash Player 6 or higher
- QuickTime 6 or higher

Macintosh

- Mac OSX 10.2, 10.3, 10.4
- G3/350MHz processor or higher
- Minimum 128MB RAM
- Display with thousands of colors and 800 x 600 resolution
- Microsoft Internet Explorer 5.2.3 (for 10.2 only), Safari 1.2 or 2.0, Mozilla Firefox 1.5
- J2SE 1.4.2 or higher
- Adobe Reader 6.0 or higher
- Macromedia Flash Player 6 or higher
- QuickTime 6 or higher

** In order for Netscape to allow full applet functionality, you may need to download the JavaEmbeddedPlugin that enables all browsers to work with Java 1.4.2 (<http://sourceforge.net/projects/javaplugin/>)*

Q. Are any other settings required?

You must have JavaScript enabled, and Java applets must be enabled. The **Houghton Mifflin Online Assessment System** is a cookie-less web application. The Adobe Acrobat free plug-in is also required, and some content may be displayed in Macromedia Flash.

Q. How do I get upgrades to the Houghton Mifflin Online Assessment System?

Because the **Houghton Mifflin Online Assessment System** is a web application, any time a new feature, new content, or new state standards are added, you have access to it the next time you sign in to the website. There is no need to download any software or make system adjustments.