

**Houghton Mifflin Harcourt School Publishers**  
**ThinkCentral**  
**Guide for Family Involvement**



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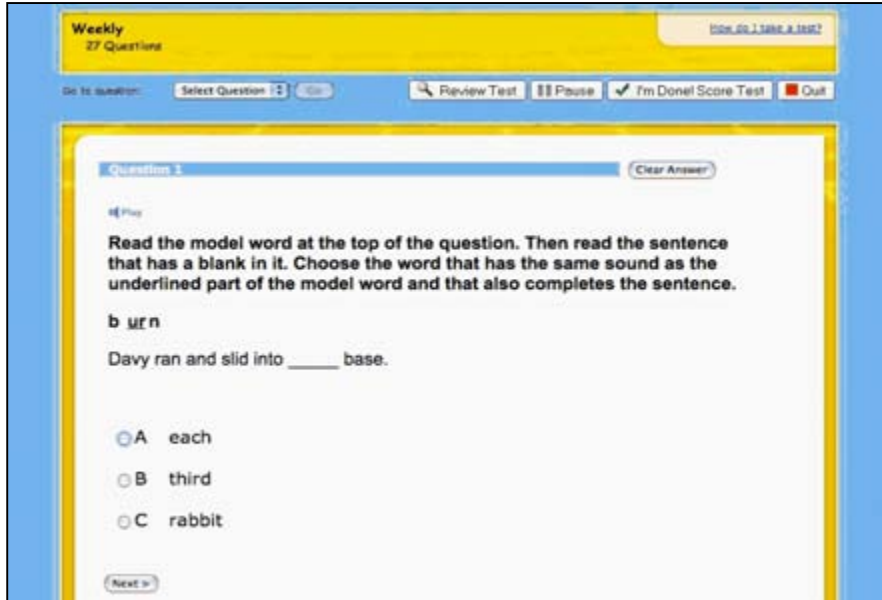
## ***Welcome to ThinkCentral!***

ThinkCentral is Houghton Mifflin Harcourt's all-in-one learning website. One user name and password gives you access to digital books, activities, readers, and more in all subject areas. ThinkCentral is a one-stop source for all your classroom needs.



**The Synergy of Curriculum and Learning**

ThinkCentral’s online assessments offer a simple and proven method of testing students. Your teachers can assign assessments directly from their grade-level materials or create custom tests to meet your learning needs.



**Online Assessment**

ThinkCentral presents Houghton Mifflin Harcourt materials in a digital, online format. In addition to online versions of print books, you will also find additional components that are provided only in digital format, such as enrichment activities, enrichment videos, and more.



**Curriculum Materials Available Online**

## ***Family Involvement Guide Overview***

The purpose of this guide is to assist parents and students in logging in to the Houghton Mifflin Harcourt School Publishers ThinkCentral website and to provide information on how to do the following:

- log in as a user
- participate in classes
- explore assignments
- complete assessments
- view progress

To complete these tasks, you will need the following items:

- the ThinkCentral Guide for Family Involvement (this manual)
- your user name and password (provided by the student's teacher)
- student information, including full name and grade
- class information, including class name and grade level

## ***CHECKLIST FOR FAMILY INVOLVEMENT***

With ThinkCentral, students are able to carry out several important tasks to promote their learning. Parents are able to keep up with student progress, explore resources, and view student lessons, activities, assessment, and instruction.

The student's responsibilities include the following:

- logging in to the Houghton Mifflin Harcourt ThinkCentral website
- exploring available resources and assignments
- completing all assessments on time
- viewing results and keeping up with progress

## Teacher Responsibilities

Teachers are able to manage all the students in their classes through their ThinkCentral accounts. The district administrator/system manager and school administrator/system manager can also manage teachers' classes and students from their accounts.

Teachers must

- have basic computer knowledge and experience in using the Internet.
- be knowledgeable of district- and/or school-level support personnel.

Teachers have several important responsibilities when using ThinkCentral in the classroom. Some of these tasks may instead be the responsibilities of the district administrator/system manager or the school administrator system manager.

The teachers' responsibilities may or may not include the following:

- self-registering and maintaining their own accounts
- setting up and maintaining their students' accounts, including resetting passwords
- distributing user names and passwords to their students
- distributing all necessary manuals, including the ThinkCentral Guide for Family Involvement, to students
- allowing access to products for themselves and students
- creating and managing their classes
- creating and managing instructional groups
- managing the teacher planner, including creating lessons
- managing student assignments and assessments
- running all necessary class and student reports
- providing the first line of ThinkCentral technical support for their students, and contacting their school and/or district administrator/system manager for further technical help

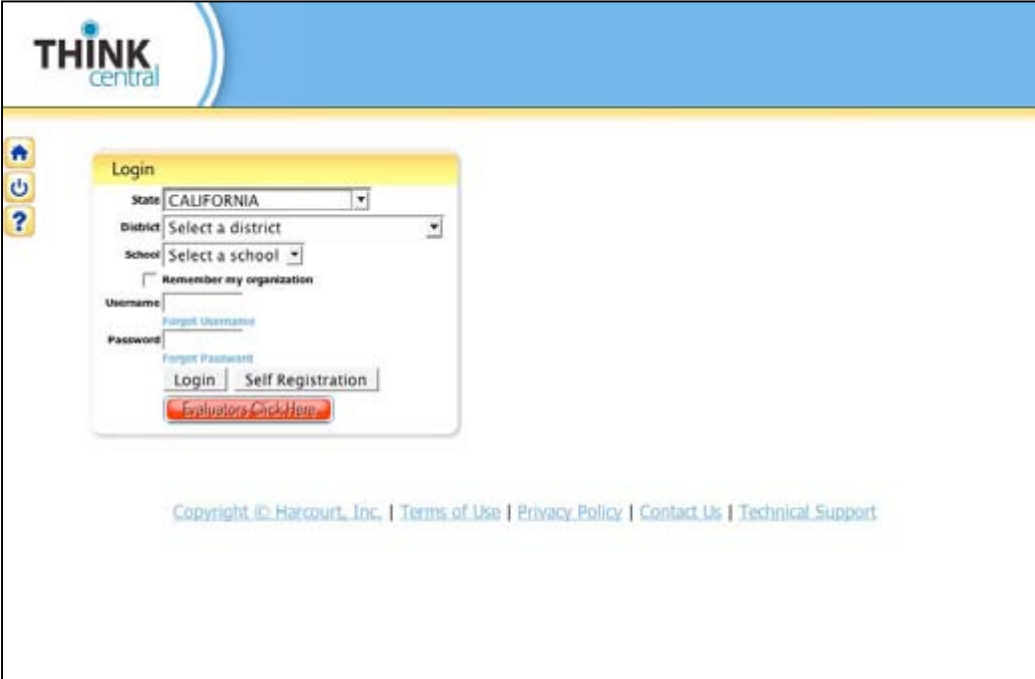
## **THINKCENTRAL STARTUP**

1. The ThinkCentral website address is **www.thinkcentral.com**. Type the website URL in to your web browser.
2. Your teacher will give you your user ID and password. Please see your teacher for your login information. You will need to know your state, district and school information to log in. You can save these selections by clicking **Remember my organization**.
3. Once you log in, you will be able to look at all of your Houghton Mifflin Harcourt class materials online.



# Getting Logged In

1. Enter **www.thinkcentral.com** in your browser to visit the ThinkCentral log in page.
2. Select your **State, District, and School.**
3. Enter your **User Name and Password.**
4. Click **Login** .



The screenshot shows the ThinkCentral login interface. At the top left is the 'THINK central' logo. Below it are three navigation icons: a home icon, a power icon, and a question mark icon. The main content area is a 'Login' form with the following fields and options:

- State:** A dropdown menu with 'CALIFORNIA' selected.
- District:** A dropdown menu with 'Select a district' as the placeholder.
- School:** A dropdown menu with 'Select a school' as the placeholder.
- Remember my organization:** An unchecked checkbox.
- Username:** A text input field with a 'Forgot Username' link below it.
- Password:** A text input field with a 'Forgot Password' link below it.
- Buttons:** 'Login' and 'Self Registration' buttons are positioned below the password field. A red button labeled 'Evaluators Check Here' is located at the bottom of the form.

At the bottom of the page, there is a footer with the text: Copyright © Harcourt, Inc. | [Terms of Use](#) | [Privacy Policy](#) | [Contact Us](#) | [Technical Support](#)

Figure 1. ThinkCentral Login Page

## STUDENT DESKTOP




Your Student Desktop has five clickable icons that you can use to do different things.

- **Library** – In the Library, you will find all the Houghton Mifflin Harcourt products that are available to you.
- **Things to Do** – You may explore all of your assignments and complete assessments in the Things to Do section.
- **My Test Scores** – On the My Test Scores page, you may view your test scores and keep up with personal progress.
- **Getting Started** – This section offers an introduction movie to get to know ThinkCentral.
- **Take a Tour** – This is an online tour of ThinkCentral.



**Figure 2. Student Desktop**

The Desktop also offers navigation buttons (on the left side of the screen) for you to move around ThinkCentral

- Click  to return to your Student Desktop.
- Click  to log out.
- Click  to see the Online Help.

## Things to Do

You can click the Things to Do icon to view a list of your scheduled assignments.

1. Click the Things to Do robot icon on the Student Desktop or on the top tab of any other page to visit the Things to Do page.



Figure 3. Things to Do Icon

2. In the list, click the assignment you wish to work on. The item will appear in a separate window.



Figure 4. Things to Do Page

## Library

You can click the Library icon to view the resources available to you.

1. Click the Library computer monitor icon on the Student Desktop or on the top tab of any other page to visit the My Library page.



Figure 5. Library Icon

2. Click the drop-down arrow next to **Select a Subject**, and choose a subject from the list.
3. Click . The activities and assignments for that subject will appear.
4. Click the resource you wish to view. The resource will appear in a separate window.

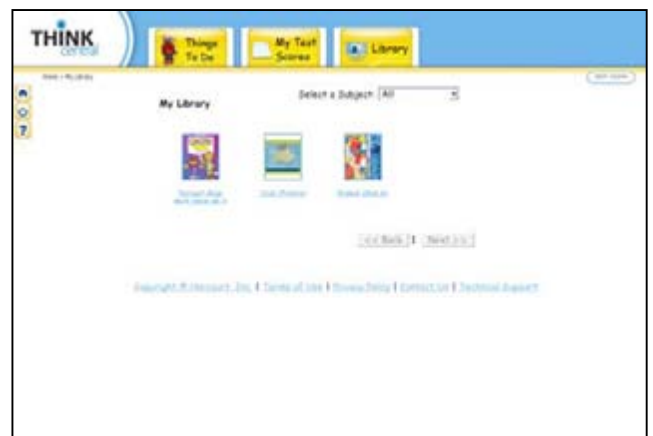


Figure 6. My Library Page



# STUDENT ACTIVITIES

## Student Resources

ThinkCentral offers you a variety of resources for learning. You can view these resources in the Library.



1. From the Student Desktop, click

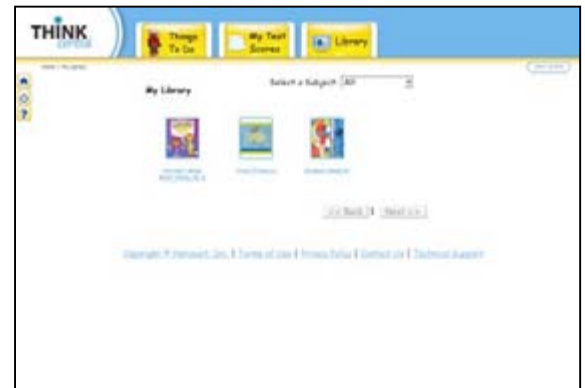
You can also click the Library tab,



, from any page that isn't the Student Desktop. The My Library page will display.

2. All the products and resources that are available to you will display on the My Library page.

3. To open a resource, click it. The resource will open, sometimes in a new window.



**Figure 10. My Library Page**

## Student eBooks

Welcome to your Houghton Mifflin Harcourt eBooks. These fun and interactive digital versions of your traditional print textbook are sure to be your favorite electronic resource through *Think Central*. Every day, at home or at school you will be able to log into *Think Central* and immediately be able to see and complete all of your assignments and activities.

At first glance your eBook may look different than your traditional print textbook, but wait until you look inside. You will see that your eBook has everything from your print textbook and MORE! As you explore your new eBooks, look for the exciting interactive features offering live links to additional resources, games, activities, and extra help.



Figure 11. Math eBook

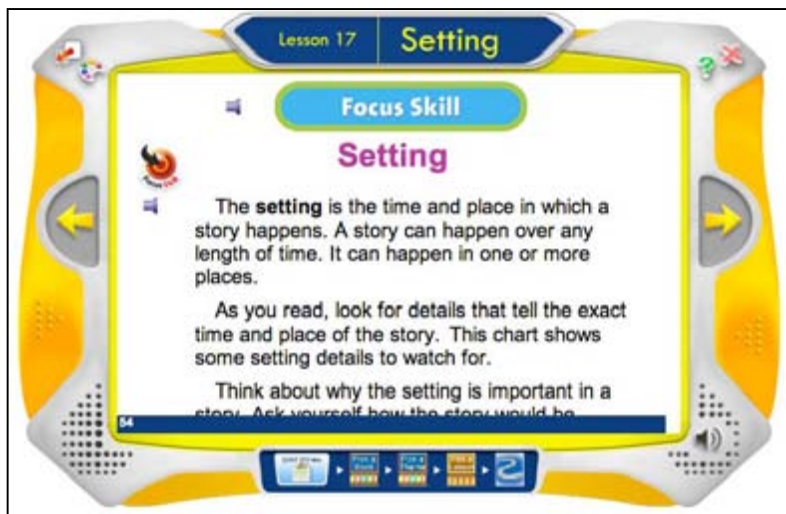


Figure 12. Reading eBook

## Readers Online

Readers Online are an important part of your learning process. Your teacher may have assigned a reader for you to read.

You can read and listen to the Leveled Readers online and print them to read offline.

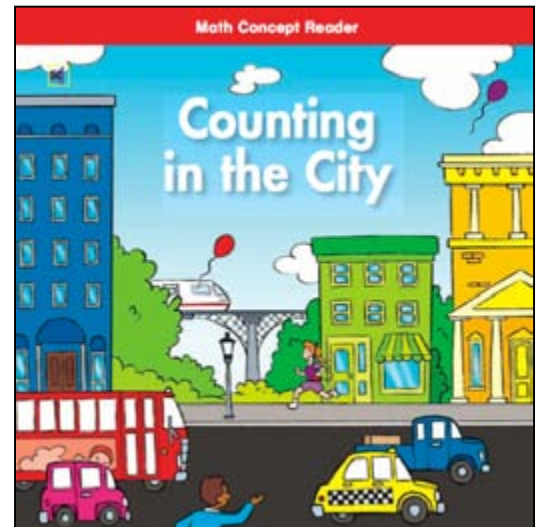


Figure 13. Readers Online

## Strategic Intervention Interactive Readers Online

Strategic Intervention Interactive Readers Online are special reading selections that give extra reading practice to students who read below their grade level. You can listen and follow each selection at a faster speed or a slower speed. Phrases in the text are highlighted to help you practice reading. You can also read or listen to definition of vocabulary words.

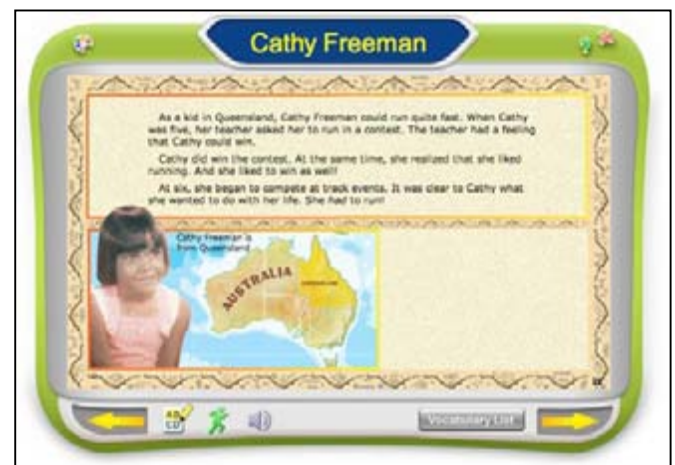


Figure 14. SIIR Online

## Harcourt Mega Math

**Harcourt Mega Math** is another exciting interactive feature available right from your Math eBook. With a click on the icon, you will discover a series of fun, engaging math activities that provide:

- Interactive math adventures that let you practice skills and apply concepts.
- Leveled activities that help you meet state and national standards



Figure 15. Mega Math Activity


## iTools

*iTools* are another fascinating way to interact with the math concepts and skills taught in the classroom. These digital manipulatives and mathematical tools allow you to model and apply key math skills and concepts right from your eBook. You may find yourself using *iTools* in the classroom as part of the lesson or at home to help with assignments, practice or review.



Figure 16. iTools Activity



Your eBooks offer fun, interactive activities. Look for the  icon. Click it anytime to open up a new activity!

## Comprehension Activities

The comprehension activities (found in your eBook) have reading passages and multiple-choice questions.



Figure 17. Comprehension Activity

## Phonics Activities

The phonics activities (found in the student eBook) give students practice with consonant and vowel sounds.



Figure 18. Phonics Activity

## Vocabulary Activities

The vocabulary activities (in your eBook) have multiple-choice, matching, and drag-and-drop questions. They help you practice recognizing high-frequency words and vocabulary words.

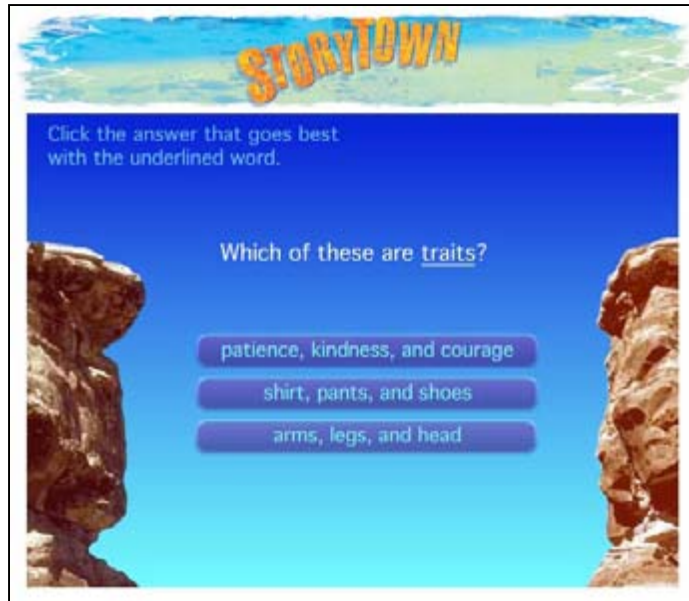


Figure 19. Vocabulary Activity

# STUDENT ASSESSMENTS

Assessments let you to view your learning progress. They can show you how well you have understood the concepts and ideas for a particular subject. You, your teacher, and your parents can check your results to see how well you are doing.

1. When you open an assessment assignment, you will see the Assessment Intro Page.

Click **Start Test>** to begin the assessment.

2. The questions will display, in order, for you to answer.

3. When you have answered all the questions,

click **I'm Done! Score Test** to score the test and display the Assessment Results Page.



Figure 20. Assessment Intro Page

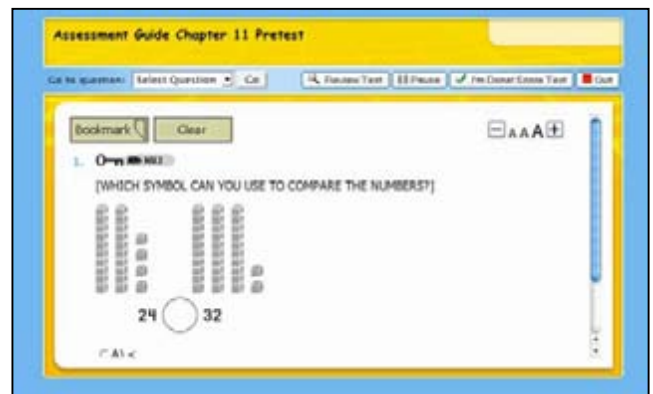


Figure 21. Assessment Question Page

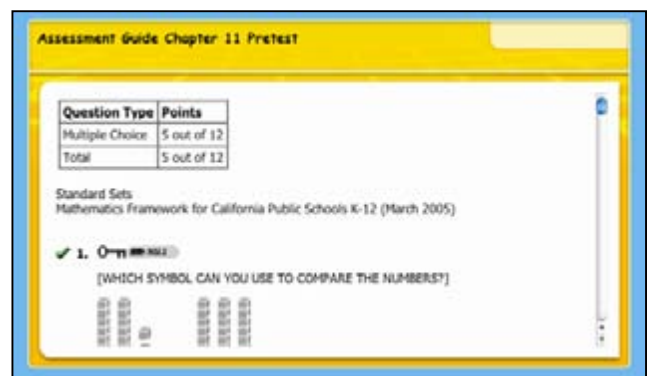


Figure 22. Assessment Results Page

## Tools for Student Success

ThinkCentral offers prescriptions to help students who have not mastered a particular topic or skill. Prescriptions are generated based on students' performance on a specific assessment. If a student performs below mastery level, ThinkCentral will recommend additional assignments that will enable the student to remediate his or her deficiencies.

## HELPFUL INFORMATION

### System Requirements

Each PC or Mac that will be used by teachers, students, administrators, and/or parents to access Web products must meet the following set of minimum system requirements.

<u>Operating System</u>	<u>Browser</u>
Windows 2000, or XP	Internet Explorer 6.X
Mac OS X	Firefox 1.5
	Safari 2.0

All browsers must have the latest version of the following free plug-ins:

- Macromedia Flash 9 or later (<http://www.adobe.com/downloads/>)
- Macromedia Shockwave 10 or later (<http://www.adobe.com/downloads/>)
- Apple Quicktime 7 or later (<http://www.apple.com/quicktime/download/>)
- Adobe Acrobat Reader 8 or later (<http://www.adobe.com/downloads/>)

All browsers must have the following enabled:

- cookies
- Java script
- pop-ups from [www.eharcourtschool.com](http://www.eharcourtschool.com) and [www.thinkcentral.com](http://www.thinkcentral.com)

Computers used by students will require the following:

- screen resolution of 800 x 600 or higher
- audio capability in the form of speakers or headphones

Computers used by teachers or administrators will require the following:

- screen resolution of 1024 x 768 or higher
- audio capability in the form of speakers or headphones

**PCs or Macs that do not meet minimum requirements cannot be used successfully with web products.**

If you need assistance, please ask your school's technical coordinator or contact Houghton Mifflin Harcourt School Publishers Technical Support. See page 22 for contact information.

# Frequently Asked Questions

## 1. How do I register?

Your teacher will supply you with a user name and password to login to ThinkCentral.

## 2. How do I get back to the Desktop menu?

If you wish to return to the main desktop menu of ThinkCentral, click the  button on the left side of your screen.

## 3. Can I share my user identification and password information?

No. You should not share your personal user name and password. Your access to ThinkCentral is secure and individual to you.

## 4. Is ThinkCentral Smartboard compatible?

Yes. Your Smartboard materials will complement in-class ThinkCentral learning.

## 5. Can the Student Edition be resized?

The Storytown Student Edition (for example) requires a minimum screen size of 800 x 600. It is not resizable. A screen resolution of 800 x 600 is optimal. Check your web browser settings to verify your screen resolution

## Contact Information for Help

Your teacher will be able to assist you with any technical issues.

TSC Sales Support Hotline: 1-800-410-3900

E-mail: [support@thinkcentral.com](mailto:support@thinkcentral.com)

Website: <http://support.harcourt.com/school>

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