

# ThinkCentral

## Teacher Dashboard, mySmartPlanner & Search

**Houghton Mifflin Harcourt** is pleased to announce the release of *Teacher Dashboard*, *mySmartPlanner* and new Search tools.

The *Teacher Dashboard* makes it easier for you to manage your classes and assignments by giving you quick access to key resources and student assignment progress and performance information.

*mySmartPlanner* is an exciting, new planning tool for *ThinkCentral* and will provide entitled teachers with a more robust and intuitive planning experience than they've had previously.

HMH has combined the best of internet searching and online shopping with our new search tools, making it easier to find resources by standard or keyword. You can now browse all the resources in a table-of-contents-like view too!



### What's changed?

- *Have my products changed?*
  - No. We have not changed anything about your account. All your materials and resources remain the same. You can now access them in more ways.
  - Your previously adopted content will not have the detailed information about the resources in Search and Browse that new content has.
- *Why did HMH make these changes?*
  - We updated these tools to make it easier for you to plan, find resources to add to your lessons and manage your assignments to students.
- *Can I still search for materials and create assignments?*
  - Yes. Searching for resources to add to assignments is still available on the Assignments page as well as from the Dashboard and *mySmartPlanner*. However, now it's even better than before with more advanced search and filtering capabilities.
- *Is anything else new?*
  - Yes. We've added a keyword search, search by standard, and filtering of search results.
  - With new HMH products created for *mySmartPlanner*, you have a year's worth of lesson plans that pull together resources around specific skills or standards in one place.
- *How do I get started?*
  - Watch the tutorial video. See page 4 for details.



# Teacher Dashboard

## Old Desktop



The Teacher desktop has been redesigned as the *Teacher Dashboard*, making it easier for you to manage your classes and assignments.

All *ThinkCentral* features and functions can still be accessed easily, but the new *Teacher Dashboard* provides you with the tools to quickly view today's plans and performance and progress indicators in the various gadgets described below.

## mySmartPlanner

View today's plans and quickly access *mySmartPlanner* to manage instructional plans.

## Resources

Launch eBooks, workbooks, professional development videos, and other resources directly from the *Teacher Dashboard*. Click the gadget title "Resources" to see the *ThinkCentral* Resources page with a full list of resources.

## Assignments

View the status of recent assignments and quickly access all *ThinkCentral* assignments and prescriptions.

## Reports

View class performance on assessments and easily access full *ThinkCentral* reporting features.

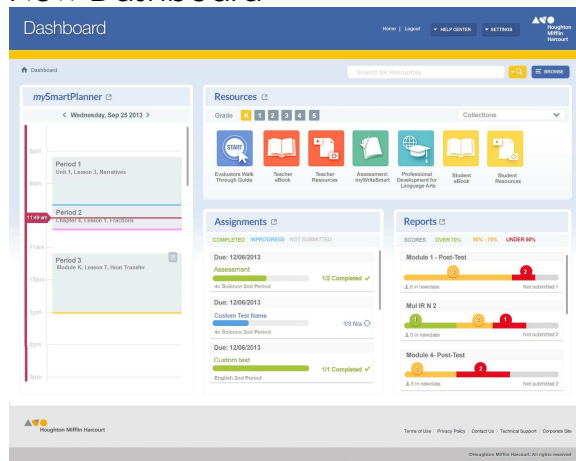
## Search

Search for resources and lessons by standard or keyword, just like your favorite Internet search engines, and filter results as you "shop" online for resources.

## Browse

Find resources in a table of content view or view by standards.

## New Dashboard



## Help Center

When you first enter the *Teacher Dashboard*, the *Getting Started* tool walks you through the new features. You can access *Getting Started*, *Quickstart Guides*, online *Help* and *Guides and Tutorials* at any time from the *Help Center* on your *Teacher Dashboard*.

## Settings

Manage your account and classes just as before.

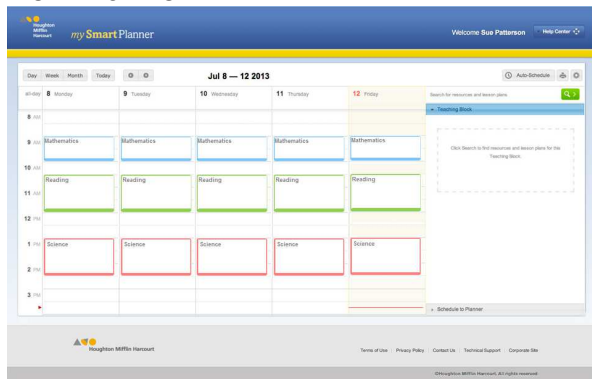
# mySmartPlanner

## Old Planner



You will still be able to access your old planner from a link on the ThinkCentral Planning tab.

## New Planner



The planner has been redesigned to make it easier for you to plan your entire daily, weekly, monthly, or yearly schedule and easily populate lesson plans for the year.

### **Teaching Blocks**

Easily create teaching and non-teaching blocks, which can be customized right in your planner view.

### **Resources**

Drag and drop lesson plans and resources directly from Search or from one block to another.

### **Planning**

Auto-schedule a set of recommended lesson plans for the entire year.

Customize lesson plans and save them for next year.

### **Reports**

Print daily and weekly plans containing details of standards covered and the resources and lessons scheduled.

### **Search**

Search by keyword and standard ID and filter your results to quickly find the best resources.

### **Set-Up**

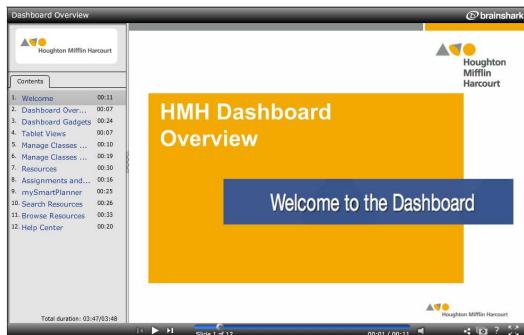
Customize your planner with Non-Teaching Days, Holidays, and School Breaks.

### **Help Center**

When you first enter mySmartPlanner, the *Getting Started* tool walks you through set up and describes new features. You can access *Getting Started*, *Quickstart Guides*, online *Help* and *Guides and Tutorials* at any time from the *Help Center*.

# Getting Started

## Teacher Dashboard

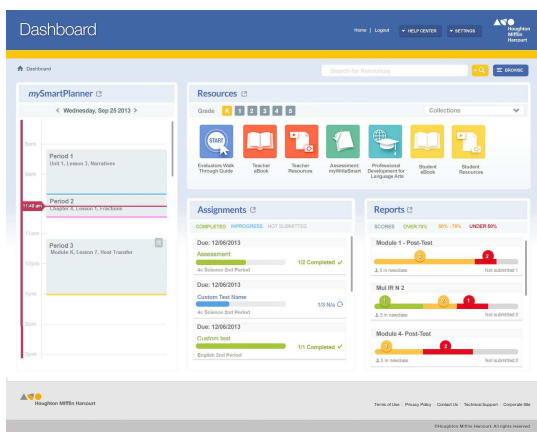


Below are several tutorial videos to help you learn the new *Teacher Dashboard* and *mySmartPlanner*. While viewing the videos, you can navigate back to any part of the video by clicking on the slide pane numbers on the left side of the screen. Pause during any part of the video by clicking on the pause button at the bottom of the screen. The videos will be located on the *Guides & Tutorial* link from the *Help Center* buttons.

### Teacher Dashboard Overview

Runtime: 3:48

<http://www.brainshark.com/hmhsupp/dashboardoverview>



The first tutorial in the series provides you an overview of all the *Teacher Dashboard* gadgets—*mySmartPlanner*, *Resources*, *Assignments*, and *Reports*—as well as *Search*, *Browse*, *Help Center* and *Settings*. More detailed information on each new feature is provided in the other tutorial videos.

### Dashboard Resources Gadget

Runtime: 6:24

<http://www.brainshark.com/hmhsupp/DashboardResources>



The HMH Dashboard tutorial on resources demonstrates how to view your resources by program and grade level. Icons link to resources for each program and grade level that you have access to.

### Dashboard Assignment and Report Gadgets

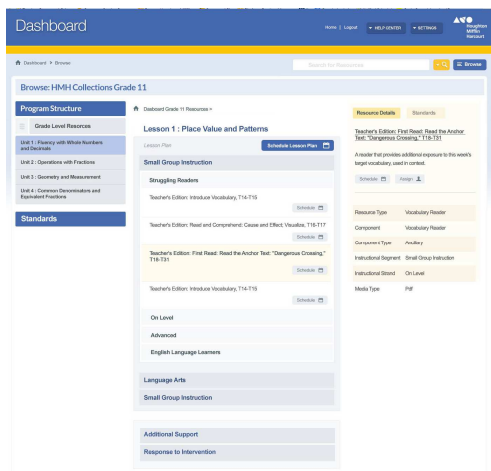
Runtime: 3:17

<http://www.brainshark.com/hmhsupp/Assignmentsreports>



The Dashboard tutorial on Assignments and Reports demonstrates how the Assignments gadget provides a quick view of recent and upcoming assignments and how the Reports gadget lets you view student assessment results.



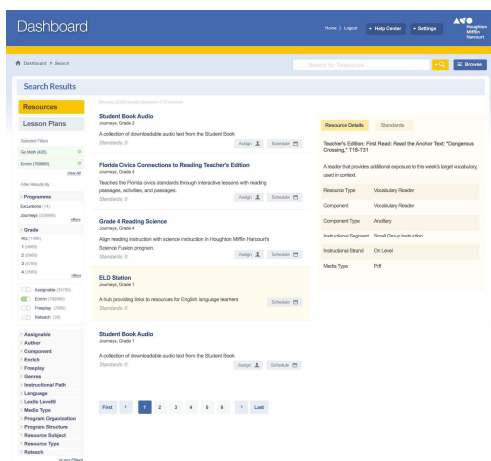


## Dashboard Browse Gadget

Runtime: 5:45

<http://www.brainshark.com/hmhsupp/browse>

The Dashboard tutorial on the Browse gadget demonstrates how to browse through a variety of resources for a program and grade by table of content view or by standards. This tutorial will also show you how to schedule to your mySmartPlanner or assign to students from the Browse page.

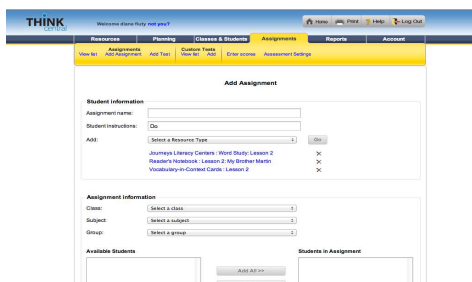


## Dashboard Search

Runtime: 6:23

<http://www.brainshark.com/hmhsupp/DashboardSearch>

The Dashboard tutorial on how to use the search engine demonstrates how to search for a particular student or teacher resource. View this tutorial to see how to search by keywords or standards and to refine your searches by adding additional filters.



## Making Assignments in ThinkCentral

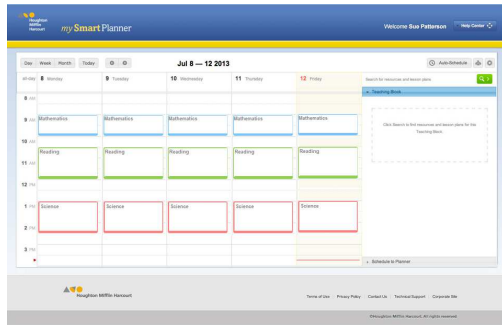
Runtime: 15:43

<http://www.brainshark.com/hmhsupp/makingassignments/zG9zma8fUz2C3Lz0>

This tutorial video demonstrates the various ways you can create assignments in *ThinkCentral*—from Gateways on the Resources page, from Search on the Assignments Page, as well as from the Dashboard Search and Browse and mySmartPlanner plans. It also addresses changes for user who have *Personal Math Trainer*.

# mySmartPlanner

HMH recommends you **watch this series through its entirety before beginning** the *Getting Started* walk-through on *ThinkCentral's mySmartPlanner*.

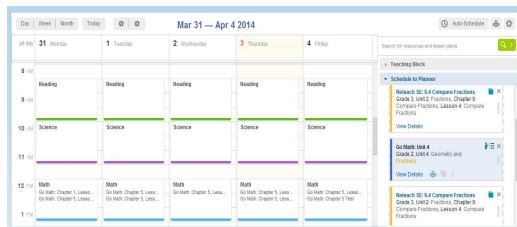


## **mySmartPlanner Overview and Set Up**

Runtime: 10:23

<http://www.brainshark.com/hmhsupp/smartplanner>

This Tutorial provides an overview of key features and demonstrates how to set up and customize your mySmartPlanner.

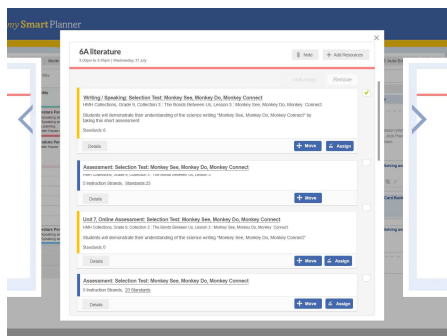


## **Adding Plans in mySmartPlanner**

Runtime: 17:57

<http://www.brainshark.com/hmhsupp/MYSMARTPLANNERaddplans>

This Tutorial describes the difference in HMH resources and lesson plans. It demonstrates how to search to add plans to your mySmartPlanner. The auto-schedule feature is also described.



## **Managing Plans in mySmartPlanner**

Runtime: 12:47

<http://www.brainshark.com/hmhsupp/Manageplans/zFd3wREaz2C3Lz0>

This Tutorial demonstrates how to edit, delete and print plans and assign resources to students from scheduled plans. The new teaching block and plan details view is demonstrated.