



# Quick Start Guide for Students

## LOGGING IN

1. Go to <https://www-k6.thinkcentral.com>.
2. Select your state, district, and school.
3. To make it easier to log in later, check **Remember My Organization** (optional).
4. Enter your user name and password.
5. Click **Login**.

*Note: You should have already received your user name and password from your teacher. If you have not received them, please contact your teacher.*

The screenshot shows the 'Things to Do' section of the ThinkCentral interface. At the top, there's a message: 'Click the 'Done' button to let your teacher know you've completed your assignment.' Below this, a table lists assignments with columns for Assignment, Teacher, Subject, and Due Date. One assignment is marked as 'Done'. There are also buttons for 'Search Success', 'Previous Items', 'Old Assignments', and 'All Assignments'.

## THE STUDENT'S DESKTOP

The screenshot displays the ThinkCentral Student Desktop. It features three main sections: 'Things to Do' (a list of assignments), 'My Library' (a collection of books and materials), and 'My Test Scores' (a history of test results). Each section has a small thumbnail preview.

- **Things to Do** opens a list of all your assignments.
- **My Library** shows all your available materials.
- **My Test Scores** displays all scores you have received.

## NAVIGATING THINKCENTRAL

The links on the left side of the page match those on the Desktop. Other navigation at the top of the page includes:

- **Home** – return to the your Desktop
- **Help** – instructions for current page
- **Logout** – exit ThinkCentral

## THINGS TO DO

The **Things to Do** list is where you will see any assignments that your teacher has given you, including old ones.

The next assignment that is due is shown at the top of the list. Only four **To Do** items are shown at a time. To see more items, you can use the buttons at the bottom of the screen. You may also choose to find only tests by choosing **Tests Only** in the dropdown next to **Show**.

- Read the items listed under **Assignment**. To see details, click the assignment's name.
- The next columns tell you which **Teacher** gave you the assignment and in what **Subject**.
- The next column, **Due Date**, tells you when you have to complete the assignment.
- The **Done** column lets you keep track of what you have completed. When you take a test, ThinkCentral marks it **Done** for you. For assignments other than tests, you can click the **Done** button yourself.
- **Old Assignments** allows you to see a list of previous assignments. When you click **Old Assignments**, an extra column called **Start** displays, indicating when the assignment began. You can view old assignments for other grades using the **Grade** selection box.

## TAKING A TEST

To take a test that has been assigned to you, click on the test assignment's name. The test will open and display instructions. When you are ready to begin, click **Start Test**. Answer each question and click **Next**. The next question will appear. When you are finished, click **Score Test**. To submit your test, click **OK**. A test report will show you how you did on questions scored by ThinkCentral. Some tests may also contain questions that your teacher needs to score. Once your teacher scores your test, you can view his or her comments through **My Test Scores**.



## MY TEST SCORES

My Test Scores shows all the scores you have received on tests.

The screenshot shows the 'My Test Scores' section of the ThinkCentral interface. At the top, it displays 'The Test I Took Last' with a grade of '1st grade'. Below this is a table for 'All My Test Scores' showing one entry: 'demo Test' taken on May 18, 2012, with a score of 43%. On the left sidebar, there are links for 'Things To Do', 'My Test Scores', and 'My Library'. A magnifying glass icon is at the bottom right of the main area.

- Your most recent test is shown at the top of the page.
- Previous tests are listed beneath your most recent test.
- To navigate through all test listings, click Next, Back or the page numbers.
- To see your test results, click on the test name.

The screenshot shows the 'Test Results: Unit 1 Test' screen. It displays a single question: 'Which list shows all the factor pairs for 35?' with four options: A (1 and 35), B (1 and 35, 7 and 5), C (1 and 35, 7 and 5, 6 and 6), and D (7 and 5). Option B is marked with a green checkmark, indicating it is correct. The question type is 'Multiple Choice' and the points available are 0/1.

The Test Results screen shows the name of the test, the date on which you took it, the number of questions on the test, your score, teacher comments and all of the test questions. If you click on the name or number of a question, the question will open. You may not see the questions and answers if your teacher has set the test to not display them.

Your answer will be marked with a small icon:

- A green check ( ) shows that it was correct.
- A red X ( ) shows that it was incorrect.

*Note: Some tests contain items that require your teacher to score them. If a test displays in My Test Scores as 'Not Scored' you will need to wait for your teacher to finish grading the test before being able to see the final score.*

## MY LIBRARY

My Library allows you to view and access all of your materials, including your online book.

- Click **My Library**.
- Click a subject on the left to view the materials for that subject.
- Click an image to open it.

The screenshot shows the 'My Library' section. It features a search bar with a magnifying glass icon and a star icon for bookmarks. Below the search bar are several resource icons: 'CA TRIMESTER TESTS GR 2 MATH 09', 'HSP Math Spanish CA Intervention Online', 'HSP Matemáticas Intervención TX', and 'Math Concept Readers G2 CA'. On the left sidebar, there are links for 'Things To Do', 'My Test Scores', and 'My Library'. A magnifying glass icon is at the bottom right of the main area.

Search Library lets you search for resources within your Library.

- Choose your Subject.
- Type a keyword to search.
- Click Find.

Click on any of the results to view a resource.

The screenshot shows the 'Just Looking' search results screen. The search criteria are set to 'Subject: Mathematics' and 'Text Search: tens'. The search results list includes titles such as 'Subtracting Whole Numbers - Regroup Tens as Ones or Hundreds as Tens', 'Adding Whole Numbers - Regroup Ones as Tens or Tens as Hundreds', 'Multiplication, Unit 4 Basic Ten-Structured Concepts, Tens and Tens, Lesson 1: Introduction to Tens Groupings, p. 119 (includes)', and 'Adding Decimals - Regroup Ones as Tens'.

## FURTHER INFORMATION

This Quick Start Guide is meant to help you get started using ThinkCentral.

If you need further assistance, please see your teacher.

## TECHNICAL SUPPORT

For technical questions, call 800-419-3900.  
Support Hours: 7:00 AM to 10:00 PM CST  
Email: [techsupport@hmhpub.com](mailto:techsupport@hmhpub.com)

