

Ensuring Success with the *Personal Math Trainer*

Tips for Students and Family Members

For Middle and High School Students (Grades 6-12)

v1

1 Operating Systems and Browsers

- The Personal Math Trainer (PMT) is supported by and works best with the following operating systems and browsers.

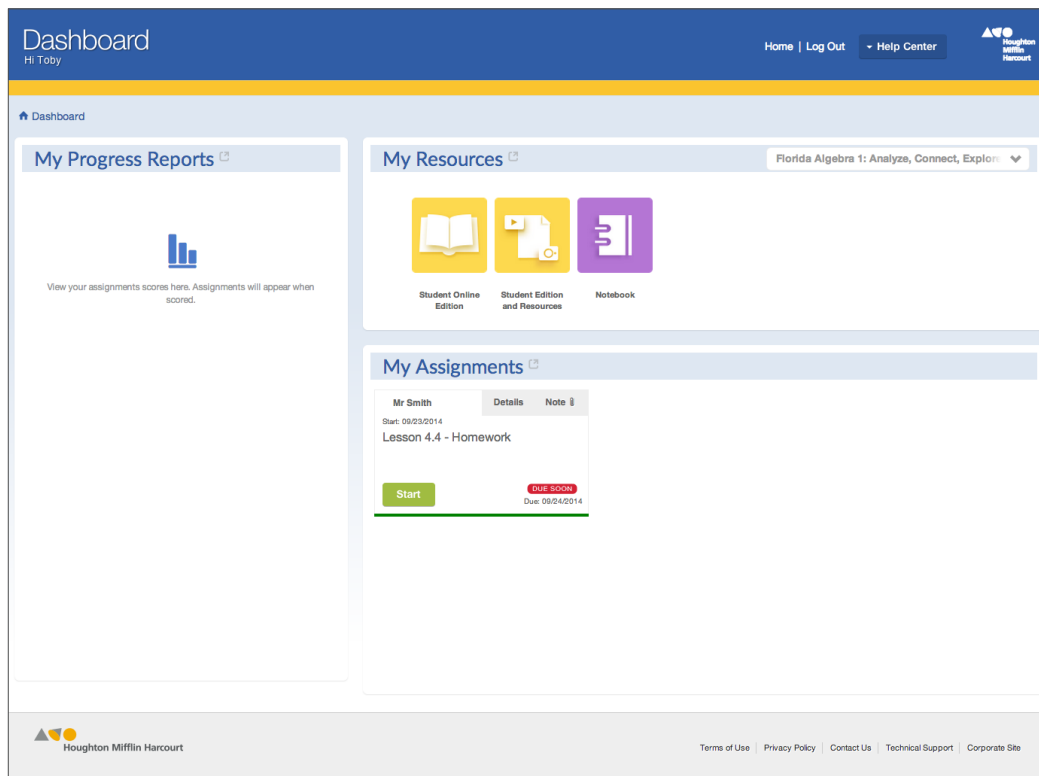
OPERATING SYSTEM	BROWSER
Chromebooks	Chrome v37 or latest
Windows 7	Internet Explorer 10 or 11 Chrome v37 or latest Firefox v32 or latest
Windows 8.1 • desktop and touch tablet	Internet Explorer 11 Chrome v37 or latest Firefox v32 or latest
Mac 10.7.x, 10.8.x, 10.9.x	Chrome v37 or latest Safari v7 or latest Firefox v32 or latest
Apple iPad (iOS7 and above) • versions 2-5 • M and Mini Retina Display	Chrome v37 or latest Safari v7 or latest
Android (4.x) • 7 inch + screen	Chrome v37 or latest

- PMT will work on most browsers and older versions of some browsers. However, in order to have the best possible performance of PMT, we recommend that you update your browser with the latest version, when available.
- Make sure that your browser preferences are set to allow pop-ups. Consult your browser's Help menu or other online resources for tips on how to allow pop-ups.

2

Launch a Personal Math Trainer Assignment

- Log in to your Dashboard.
- In the My Assignments section, you will find Personal Math Trainer activities that your teacher has given you. Take note of the date and time each one is due. Click *Start* for the assignment you want to begin.
- If you want to practice on your own with the Personal Math Trainer, you can do so through the Student Online Edition. Links to practice questions open when you click the Personal Math Trainer icons in the Online Edition. These links are for practice only. Your work will not be reported as a grade to your teacher.



3

While You are Working on Your Assignment

- **Work through the questions in your assignment.**

Questions may be answered in a variety of formats— entering an answer in an answer box, choosing from a set of multiple-choice answers, choosing a response from a drop-down box, or using the number line or graphing tool that appears on the screen.

- **Stay focused on your assignment.**

You will have better results with PMT if you have a designated time to work on your assignment. Stay focused and avoid multi-tasking. If you need to take a break or walk away from your device, be sure to click *Save & Close* first.

The screenshot shows the Personal Math Trainer interface. At the top, it says "Personal Math Trainer Lesson 1.1 - Homework - Assessment" and "HMH". Below the title bar is a navigation bar with buttons for back, home, question numbers 1-10, forward, and next. The main area contains a question: "Enter the opposite of the number." followed by "3" and "The opposite is ". To the right of the question is a "Print" button. At the bottom right, there are two buttons: "Turn It In" and "Save & Close". Red arrows point from text annotations to these buttons. The text annotations are: "Turn It In sends the assignment for grading after you are finished." and "Save and Close keeps it in your assignments list so you can come back to it later without losing your progress." At the bottom of the screen, it says "Question 3 of 14" and a "Next" button.

- **Be sure to save your work frequently by clicking the *Save & Close* button. We recommend clicking *Save & Close* every 15 minutes.**

Like most websites, the www.my.hrw.com site will time out and automatically end your session after 30 minutes of inactivity. If you take a break from your work in the PMT and go to another screen or leave your device for a few minutes, the site may time out. The PMT screen may appear active, but you may not realize that your session on www.my.hrw.com has closed.

Intermittent Internet connections can also affect whether or not your *Save & Close* action has been successful.

- **Remember to turn in your assignment once it is complete by clicking *Turn It In*.**

By clicking *Turn It In*, you will let your teacher know that you have completed your assignment. Your teacher can then allow you to see your answers and grades. This will show up under *My Progress Reports* on your *Dashboard*. If your score does not show up immediately, refresh your browser to update the view. Your completed assignments will no longer appear under *My Assignments*.

The screenshot displays a student dashboard with a blue header and a light blue main area. The header includes the text "Dashboard Hi Toby" on the left, "Home | Log Out" and a "Help Center" dropdown in the center, and the Houghton Mifflin Harcourt logo on the right. Below the header, the dashboard is divided into three main sections: "My Progress Reports", "My Resources", and "My Assignments".

- My Progress Reports:** Shows a progress bar for "Lesson 4.4 - Homework" by "Mr Smith" with a score of 88%.
- My Resources:** Features a dropdown menu for "Florida Algebra 1: Analyze, Connect, Explore" and three resource icons: "Student Online Edition" (book icon), "Student Edition and Resources" (document icon), and "Notebook" (notepad icon).
- My Assignments:** Contains a blue checkmark icon and the text "Find your assignments here. Your teacher must first create assignments for you."

The footer of the dashboard includes the Houghton Mifflin Harcourt logo on the left and a row of links: "Terms of Use", "Privacy Policy", "Contact Us", "Technical Support", and "Corporate Site" on the right.

- **Avoid using the backspace or delete key on your keyboard when you are working on a question.**

If you are working on a question with the answer palette, use the eraser or trashcan at the bottom of the answer palette rather than the backspace/delete key on your keyboard.

If you use the backspace or delete key on your keyboard, it may erase your work and force you back to the first question.

The screenshot shows the 'Personal Math Trainer' interface for 'Lesson 3.3 - Homework - Homework'. The main area displays the question: 'Find the equivalent simplified fraction for the number below.' Below this, the number '0.8' is shown with a fraction $\frac{4}{5}$ entered in a text box. To the right of the text box is the 'Answer Palette', which contains various mathematical symbols and functions. At the bottom of the palette are icons for an eraser and a trashcan, labeled 'Eraser and Trashcan'. On the right side of the interface, there are 'Learning Aids' buttons: 'View Example', 'Step-by-Step', 'Textbook', and 'Print'. At the bottom right, there are 'Turn It In' and 'Save & Close' buttons. The bottom status bar shows 'Question 1 of 16', a 'Check Answer' button, and a 'Next' button.

- **Question/Homework Help**

Make sure you use the Learning Aids if you need help with a question.

View Example and *Step-by-Step* will show you how to solve the problem you are working on. After you use those Learning Aids, click the *Try Another* button. You will be given another version of the same question to answer.

Video Tutor and *Textbook* will pull up additional resources for you to reference.

- **Personal Study Plan and Enrichment**

Based on your responses to questions, you may be given additional assignments, especially if you need to review a concept. The assignments will be automatically generated and will appear under *My Assignments* with *Personal Study Plan* or *Enrichment* in the title.

The screenshot shows a student dashboard with the following sections:

- Dashboard:** HI Babbs, Home | Log Out, Help Center, Houghton Mifflin Harcourt logo.
- My Progress Reports:**
 - 93% Lesson 1.4 - Homework(Personal Study Plan) Peggy's Class
 - 92% Lesson 1.4 - Homework (Re-test) Peggy's Class
 - 50% Lesson 1.1 - Homework Peggy's Class
 - 38% Lesson 1.4 - Homework Peggy's Class
- My Resources:** Florida Algebra 1: Analyze, Connect, Explore. Includes Student Online Edition, Student Edition and Resources, and Notebook.
- My Assignments:** Peggy's Class, Details, Note. Start: 09/23/2014. Lesson 1.1 - Homework(Personal Study Plan). Start button. Due: 09/29/2014.

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For technical support please contact us at 800.323.9239 M-F, 7 AM – 11 PM Eastern