

McGraw-Hill
Mathematics
Test Generator
 CUSTOMIZED COMPUTER TESTING

Featuring **Test Check** Computer Software

Quick Start

System Requirements

Macintosh®

Power Macintosh or higher
 System 7.1 or higher
 12 MB RAM available
 45 MB hard drive available
 CD-ROM drive
 Monitor: 640 X 480; 256
 color
 Laser printer

Windows® 95 (or higher)

Pentium processor or
 equivalent
 Win 95 or higher
 16 MB RAM available
 45 MB hard drive available
 CD-ROM drive
 Monitor: 640 X 480; 256
 color
 Laser printer

Installation

Macintosh®

1. Insert the CD-ROM.
2. Double-click *Test Check 2.0 Install* in the CD window. The Welcome screen appears. Click to continue.
3. Follow the onscreen instructions. The *Test Check* folder will open on the desktop.

Windows® 95 (or higher)

1. Insert the CD-ROM.
2. Double-click the CD-ROM icon or open the CD-ROM drive.
3. Double click Setup.exe.
4. Follow the onscreen instructions. The *Test Check* folder will appear in the Programs Menu from the Start button on your taskbar.

Viewing the User's Guide

A complete *User's Guide* is provided on the disc with the program. Once the Test Check and Acrobat Reader programs are installed, any part of the *User's Guide* may be viewed by following these steps: **Mac:** Open the TestCheck 2.0 Folder then double-click on the *TestCheck User's Guide.pdf* icon. **Windows:** From the start button on the taskbar, point to Programs, TestCheck, then TestCheck Users Guide.

Creating Tests with Worksheet Builder

Test Generator Customized Computer Testing Software allows teachers to create customized tests that match the style and format of conventional standardized tests, including ITBS, TerraNova, CTBS, and SAT 9. For information on formatting tests, refer to the User Manual. To create tests using Worksheet Builder, follow these steps:

1. **Mac:** Open the TestCheck 2.0 folder, then open the Worksheet Builder folder. Double-click the Test Check Worksheet Builder icon. **Windows:** From the Start button on the taskbar, point to Programs, TestCheck, then Worksheet Builder. Click the Test Check Worksheet Builder icon.
2. To view library questions, open folders on left side of screen, then double-click an entry. To add a question to a worksheet, click Add or click and drag a question from the left side of screen to the right side.
3. To search the library by keyword or objective, click the Library pull-down menu and choose Find.
4. The software includes saved chapter tests you can preview or print. To access the saved chapter tests, from the File pull-down menu, choose Open and select the chapter test you want. The test questions cannot be changed.
5. Save or print worksheets from the File pull-down menu.

Online Testing with Test Check Management

Test Check allows students to take tests online. The software also will score, record, and analyze the results. To use these features, follow these steps:

A: Starting Test Check Management

1. **Mac:** Open the TestCheck 2.0 folder. Double-click the Test Check Management icon.
Windows: From the Start button on the taskbar, point to Programs, then to TestCheck. Click the Test Check Management icon.
2. Click anywhere in the CD window. Follow the registration instructions.
3. Enter the password at the prompt. (The default password is ADMIN). The main menu for Test Check Management will appear.

B: Adding Students to Database

1. From the main menu, click the School button then click Students.
2. To add students, click Add. Only a student's name and password are required. If you need to change the database, use Edit or Delete.
3. Click the School button in the lower left corner to return to the School menu.

C: Enrolling Students in Class

1. From the main menu, click Classes, and then click Add.
2. Enter fields for Class, Name, and Password. Click Assign Teacher to enter a teacher's name. Click OK when finished.
3. Click Enroll to assign students to classes. Select students individually, or hold the shift key to select blocks of students.
4. Click the School button in the lower left corner to return to the School menu.

D: Assigning Student Worksheets

1. From the main menu, click the Classroom button. Select a class, if prompted.
2. Click Record Book. If you receive a message that no worksheet has been assigned, click OK.
3. From the Record Book pull-down menu, choose Import Worksheet.
4. Click Select Worksheet and navigate to the worksheets you created with the Worksheet Builder application.
5. Click Next and follow the onscreen instructions. When finished, choose Quit or Exit from the File pull-down menu.

E: Student Test-Taking Online

1. **Mac:** Open the TestCheck 2.0 folder. Double-click the Test Check Student icon.
Windows: From the Start button on the taskbar, point to Programs, then to TestCheck. Click the Test Check Student icon.
2. Click anywhere onscreen
3. Click log-in, then click the box with a student's name.
4. Enter the teacher-assigned password, then follow the onscreen instructions.
5. When taking a test, use the Unsure button to skip a question and the Scoreboard button to view your progress. Use the forward and backward buttons at the lower left to navigate from question to question.
6. When finished with a test, click Score Now or click Finish Later.