

**MathTutor 1.1**  
**for Classroom Suite**  
**Quick Start Guide**



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## **About MathTutor**

MathTutor is a set of IntelliTools Classroom Suite modules. Currently MathTutor includes the Addition, Subtraction and Learning Money module.

Each module consists of instructional units designed to help students, grades 2 to 3, achieve mastery in critical addition, subtraction and money skills. Each unit of short, ready-to-use activities provides sequenced and explicit instructions that align with national math standards. Math Tutor also includes Learning Money units for Canadian students.

Multiple manipulatives, including coins, base-ten blocks, number line, and hundreds grid, provide practice and promote concrete understanding of abstract concepts. Auditory feedback maintains student focus and provides encouragement.

Because MathTutor is layered onto Classroom Suite, it provides embedded assessment through Classroom Suite's answer tracking and reporting functionality, allowing you to easily monitor and adjust assignments based on each student's needs and progress.

MathTutor also uses Classroom Suite assignment functionality so you can quickly assign units to one or multiple students.

There are many ways to use MathTutor:

- For whole group instruction with an interactive whiteboard.
- As a supplement to core math curriculum, particularly for students who require additional practice.
- As part of a comprehensive Individualized Education Program.
- For students with motor and cognitive challenges, MathTutor activities can be made accessible via switches and IntelliKeys.
- As a monitoring tool for student progress.

## **Product Package Contents**

MathTutor Software Install CD and the Quick Start Guide in PDF format.

## **System Requirements**

- The latest version of Classroom Suite installed and activated.
- For Network Web License edition: if you have any version between 4.2 and 4.2.0.35 installed and activated, you must install patch 4.2.0.36. If you already have patch 4.3.02, you do not need patch 4.2.0.36.

## Classroom Suite MathTutor Quick Start Guide

- For Web License edition, you need Classroom Suite as well as MathTutor license properly activated.
- 52MB of hard disk space in addition to Classroom Suite requirements.

### **Installing MathTutor for a Standalone**

1. Ensure that the latest version of Classroom Suite is installed and activated on the machine you wish to install MathTutor.
2. Place the MathTutor product CD in the CD drive.
3. Open the Classroom Suite MathTutor Addition Subtraction Learning Money folder. In either the Windows or Macintosh folder, find and double-click the Standalone installer file.

### **Installing MathTutor for a Network Web License Client**

This process requires a site administrator or school IT specialist.

1. Ensure that the latest version of Classroom Suite NT Web License is properly installed on the Classroom Suite network.

With properly installed Classroom Suite, the client should be connected (mapped or mounted) to the SuiteSrv folder on the Classroom Suite server. Continue to step 2.

If a message appears saying Classroom Suite is not available, re-connect the client to the server by mapping/mounting it to Suitesrv in the Classroom Suite Server. Then continue with the MathTutor installation.

2. Ensure that your MathTutor Web licenses have been activated by Cambium Learning Technologies Customer Service (800-547-6747).
3. [Site Administrator] In the Web License Administrator program, open the User Management screen, find the user name (or add a user name) and in the LoginsAllowed column, change (or enter) the number of licenses to be granted.
4. Place the MathTutor product CD in the CD drive of any client machine. Note that MathTutor needs to be installed on only one client computer on the network.
5. Open the Classroom Suite MathTutor Addition Subtraction Learning Money folder. In either the Windows or Macintosh folder, find and double-click the Network and Web License installer file.

## Installing MathTutor for Take Home

1. Ensure that Classroom Suite 4.4 Classroom Suite NT Web License and Take Home Edition are properly installed on the Classroom Suite network.
2. Place the MathTutor product CD in the CD drive.
3. Open the Classroom Suite MathTutor folder. In either the Windows or Macintosh folder, find and double-click the MathTutor Take Home installer file.

Note: When a user uses MathTutor Take Home edition, one MathTutor license will not be available from NT Web License Edition.

## Finding MathTutor in Classroom Suite

1. You should have Teacher or Administrator privilege. Open **Classroom Suite**.
2. In the **Home** page, click the **Published** button. The **MathTutor** folder is in the Published folder.



## General Steps for Using MathTutor

### 1) Locate MathTutor units.

In the **MathTutor** folder, you will find MathTutor sets, currently there is **Addition, Subtraction, and Learning Money**. Open the set to find units. Open a unit to find activities.

Below is the list of units in **Addition, Subtraction, and Learning Money**.



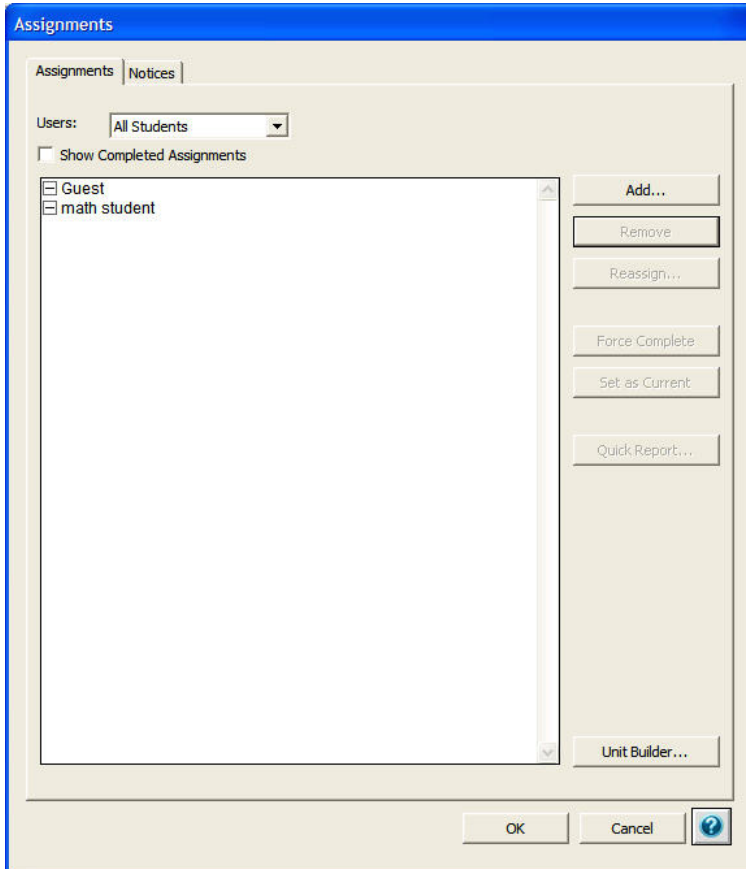
**2) Assign the unit(s) to student(s) using the Assignments dialog.**

The **Assignments** dialog is accessible by selecting **Assignments** from the **Home** page.

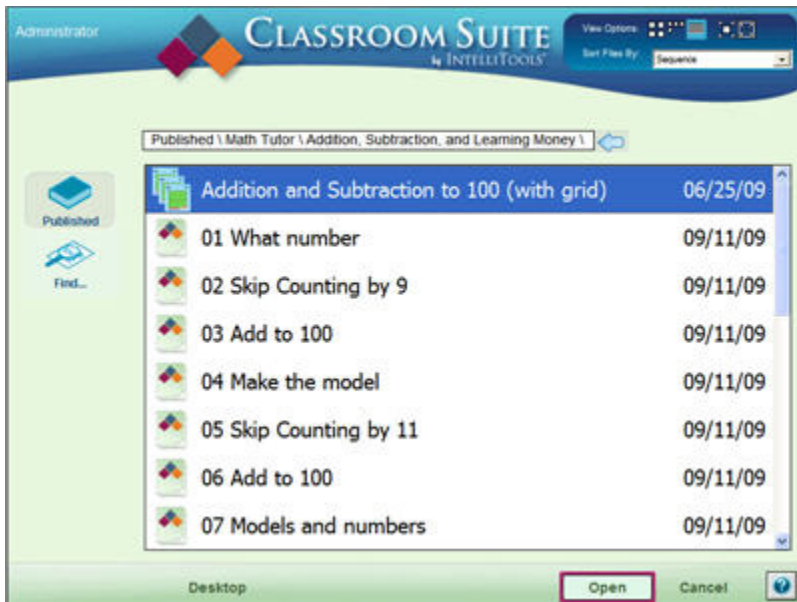


## Classroom Suite MathTutor Quick Start Guide

In the **Assignments** dialog, select the student(s) to whom you want to make assignments.



In MathTutor, select the unit(s) you want to assign.

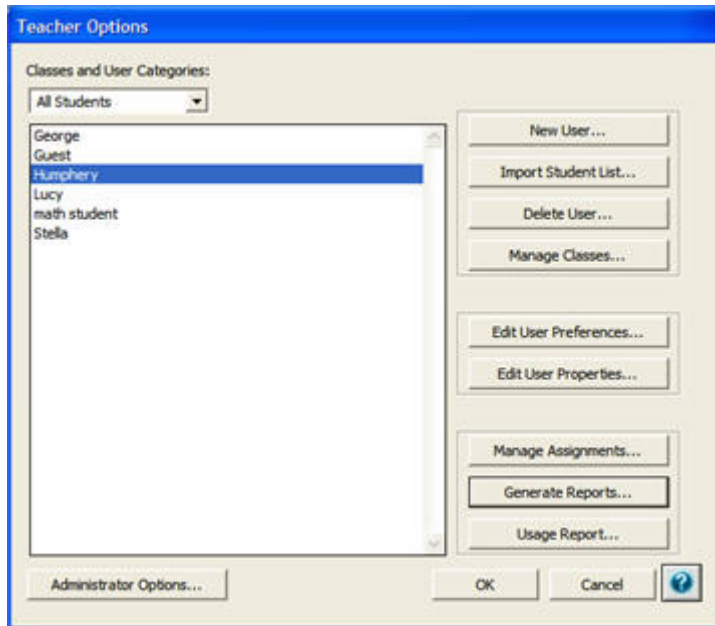


### 3) Track student performance using the Teacher Options dialog or View Reports.

When students finish activities and units, you can **Generate** performance reports and **Usage** reports from the **Teacher Options** dialog (accessible by selecting **Teacher Options** from the **Home** page).

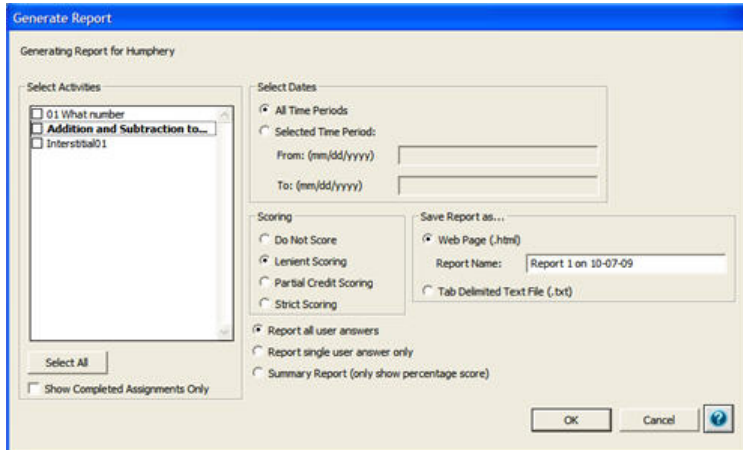


In the **Teacher Options** dialog, select the student for whom you want to generate a report.

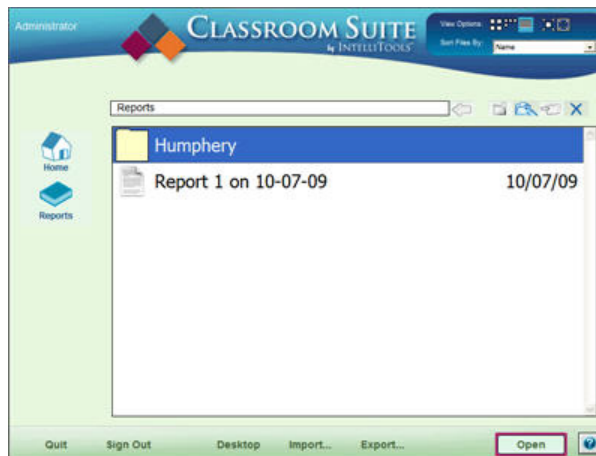


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In the **Generate Report** dialog, select the unit(s) (bolded text) and/or units (regular text) to include in the report.



Once you have generated reports, you can **View Reports**, accessible from the **Home** page.



## MathTutor Units and Activities

The following is a list of MathTutor units which are presented as subfolders in the Published folder.

- **Addition and Subtraction to 100 (with grid)** uses the hundreds grid to teach, reinforce and review addition and subtraction (including skip counting) up to 100.
- **Addition and Subtraction to 100 (with number line)** uses the number line to teach, reinforce and review addition and subtraction (including skip counting) up to 100.
- **Base Ten Blocks - Addition** uses base ten blocks to solve addition problems with 2 and 3 digits, with and without regrouping.
- **Base Ten Blocks - Subtraction** uses base ten blocks to solve up to 3-digit subtraction problems, with and without regrouping.
- **Learning Money Canada - Unit 1** teaches coin identification up to C\$1.00, counting and representing values of individual and groups of coins up to 50 cents.
- **Learning Money Canada - Unit 2** teaches counting and representing values of coin equivalencies up to C\$1.00, as well as skip counting using hundreds chart.
- **Learning Money US - Unit 1** teaches coin identification up to \$1.00, counting and representing values of individual and groups of coins up to 50 cents.
- **Learning Money US - Unit 2** teaches counting and representing values of coin equivalencies up to \$1.00, as well as skip counting using hundreds chart.

Each unit contains 8, 9 or 10 sequenced activities. As students successfully complete an activity, MathTutor presents the next activity in the sequence. Instruction comprises six sessions of 20-minutes each. Students may stop and go at their own pace. All together, the units provide approximately two hours of instructions.

Units include answer tracking and report generation via Classroom Suite 4.2.

### NOTE:

Each folder also contains files entitled, "Interstitial," which are presented to users. These files contain the user's status, including the number and titles of activities that have been completed, along with encouraging words and motivational graphics. You can ignore these files.

## Finding Help

### *Help System at Any Time*

To access the MathTutor Help pages click the MathTutor Instructions icon in any module folder.



To access Classroom Suite Help system, from any of the units folders, click the **question mark button** in the lower right-hand corner; or from any of the activities pages, go to the **Help menu** and choose Help.