



# Next Generation Dashboards Guide

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## Next Generation Dashboards

The Teacher and Leadership Dashboards in the HMH SAM Suite Next Generation programs support teachers and administrators by providing accessible and current student data and resources for successful implementation, effective teaching, and differentiated instruction. The Dashboards provide a comprehensive toolbox of easy-to-use online resources for monitoring and supporting student progress in Next Generation programs.

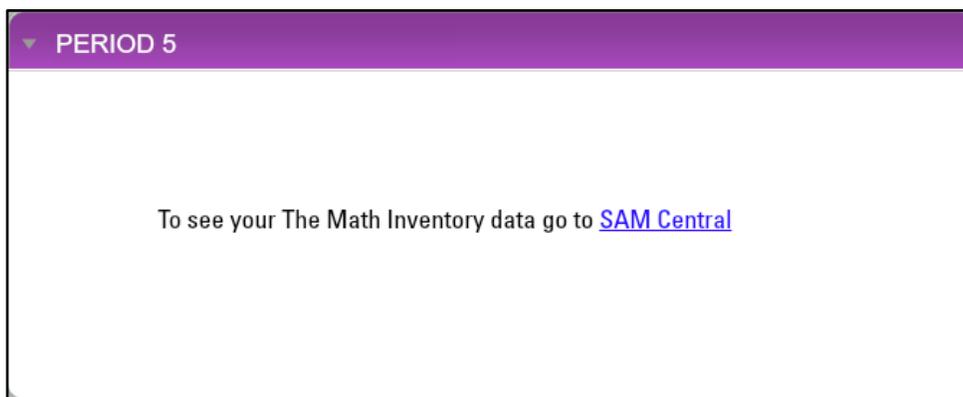
### Teacher and Leadership Dashboards

Teachers log in to the Teacher Dashboard (*page 7*) and view program data and features that correspond to the applications selected in the teacher's class profiles. For more information on adding or changing applications in a class's profile, see [Enrolling and Managing Students Using Student Achievement Manager](#) on the <https://www.hmhco.com/product-support/products/sam/manuals> website (*page 26*).

Administrators log in to the Leadership Dashboard (*page 21*) and view program data and features for literacy programs, math programs, and assessment programs.

### Using Dashboards With SAM Central

Teachers using *MATH 180*, *iRead*, or *Math Inventory* in their classrooms use SAM Central to view program data, features, and reports that correspond to these applications.

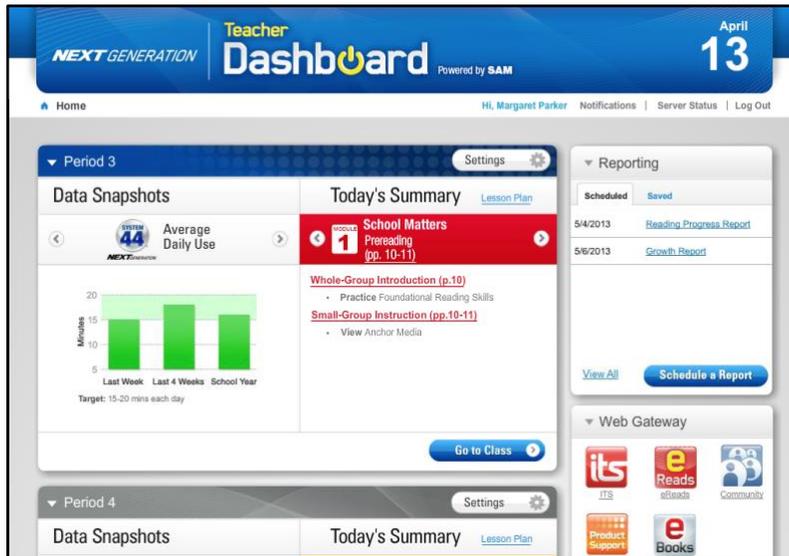


*Math Inventory* classes appear in the Teacher Dashboard with a link to the class and application data in SAM Central.

Data and features for all programs are visible in the Leadership Dashboard.



## Teacher Dashboard

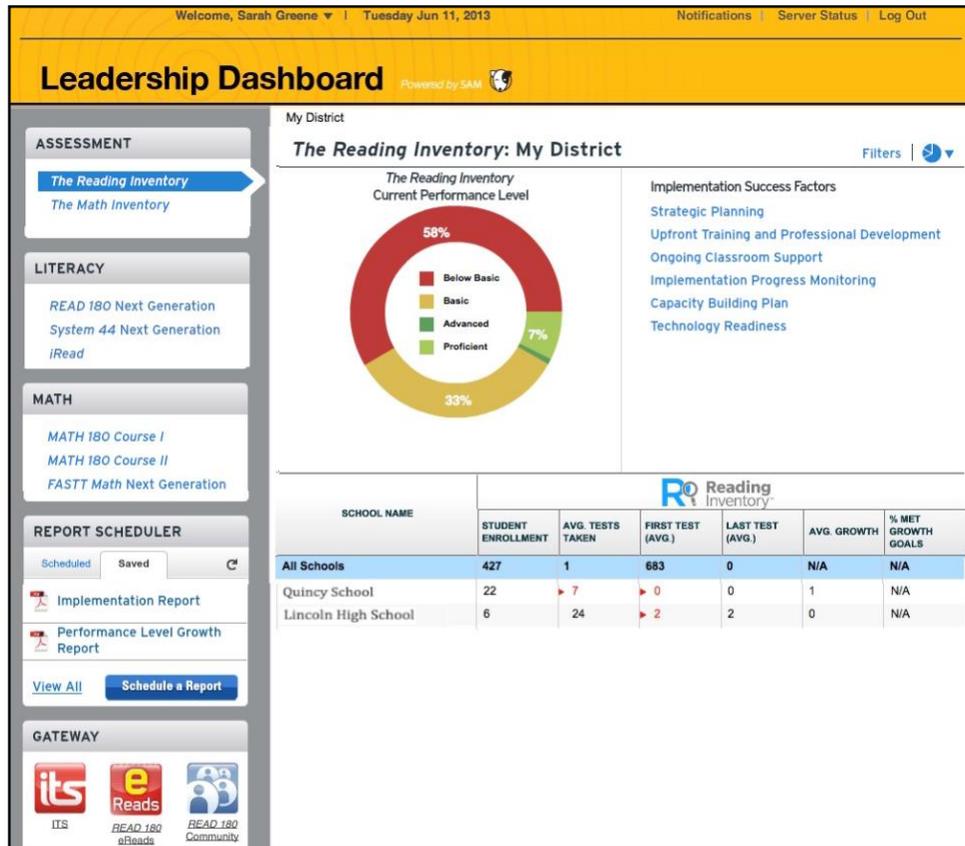


Teachers may use their Dashboard to:

- Monitor the usage of each Next Generation program and component program
- Engage in daily professional development for continued learning
- Schedule reports in Next Generation programs to run at predetermined intervals
- Identify and prepare daily lessons for Whole- and Small-Group Instruction using the Interactive Teaching System (ITS)
- Group students for differentiated instruction based on their performance data
- Use the Individual Learning Plan widget to view student data and monitor progress toward goals



## Leadership Dashboard



The Leadership Dashboard contains three menus—Assessments, Literacy, and Math—to allow administrators to view program-specific data for all Next Generation programs on their SAM Servers, as well as *iRead* and *MATH 180*. Administrators may also use the Leadership Dashboard to:

- Monitor the usage of each Next Generation program and component
- View student data for all Next Generation programs aggregated from the classroom and schools on all SAM Servers in the district
- Schedule Next Generation programs reports

### SAM Connect

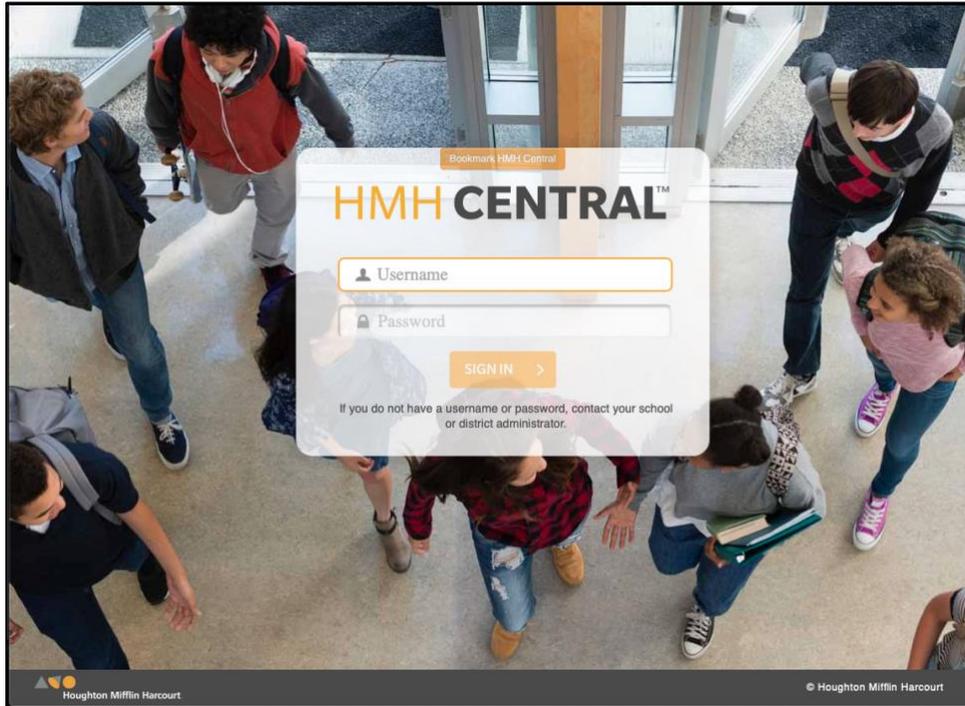
SAM Connect is a two-way, secure Internet connection between the SAM Central Server at HMH and customers' registered SAM Servers. All SAM Servers must be registered with SAM Connect to use the Educator Dashboards in Next Generation programs. Register servers when installing Next Generation programs or by using the registration wizard at: <http://samconnect.hmhco.com/regwiz>.



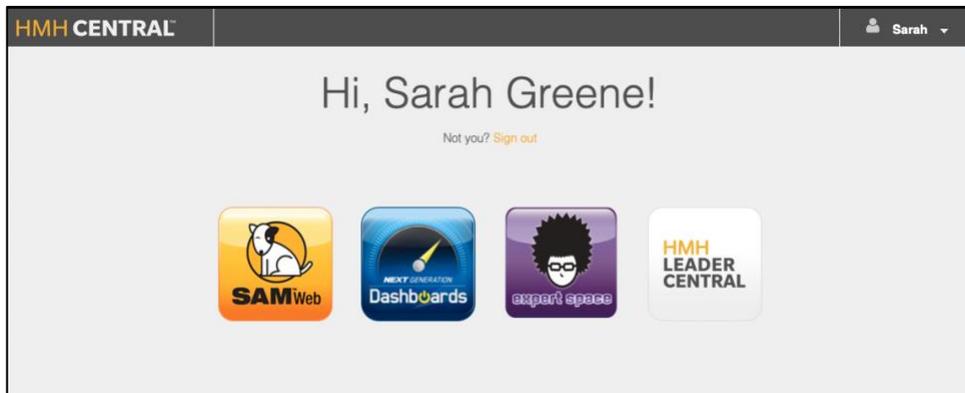
## Logging In to the Dashboards

Teachers and administrators may log in to their Dashboards through HMH Central.

### Using HMH Gateway



From the HMH Gateway screen, log in with the SAM or HMH Teacher Central or Leader Central username and password.

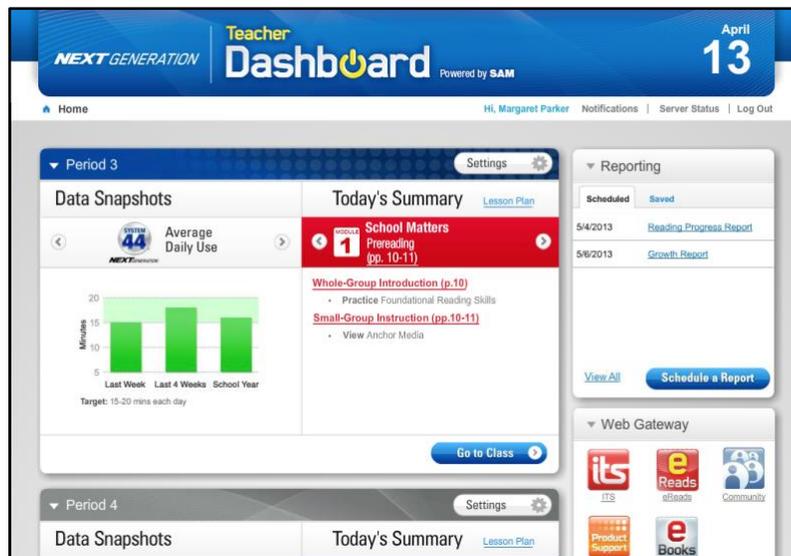


From the HMH Gateway screen, click the Next Generation Dashboards icon to open the Dashboards.



## Teacher Dashboard

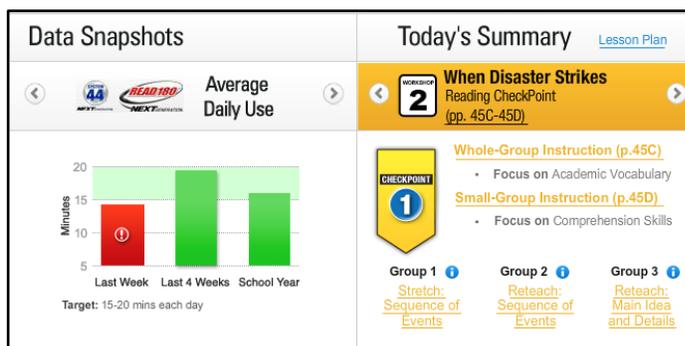
### Home Screen



Teachers logging in to the Teacher Dashboard first see the Home screen, which shows student progress and performance as well as instructional tools.

**Class Sections** are in the center of the Dashboard. Classrooms have a Class Section for each group of programs. Class Sections show **Data Snapshots** (page 9) and **Today's Summary** (page 10).

**Data Snapshots** are on the left; a summary of the day's lessons is on the right. Teachers may also click the **Lesson Plan** link to open a Lesson Plan (page 16) for the lesson, or **Settings** to open the Settings screen.



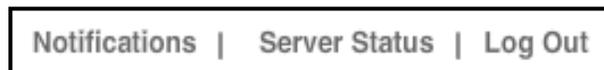


**Web Gateway:** The Web Gateway contains links to the [Product Support](#) website and other program-specific sites the district has purchased, including Expert Space and *Common Core Code X*<sup>®</sup>. Web Gateways on Math Program dashboards show the link to the Product Support website and any Internet-based programs.

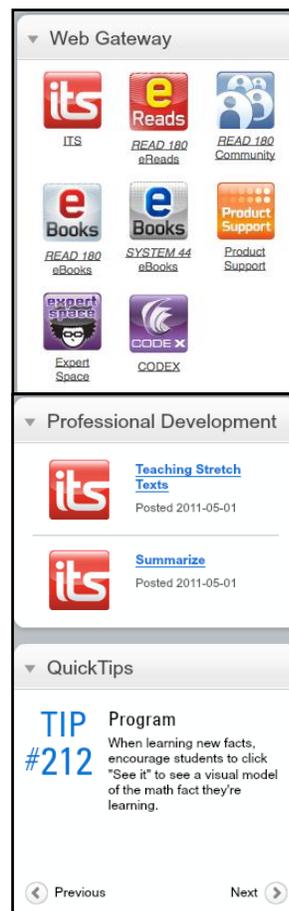
**Professional Development Widget:** The Professional Development Widget contains two areas:

- **Professional Development:** The Professional Development area provides links to videos, articles, and presentations connected to daily instruction from the Interactive Teaching System library.
- **QuickTips:** The QuickTips area shows a different tip that addresses a key implementation topic, such as setting up the learning environment and using Next Generation program software. QuickTips are program specific. Scroll through previous and future tips using the left and right arrow icons. Tips change daily.

At the top of the Home screen are Quick Links:

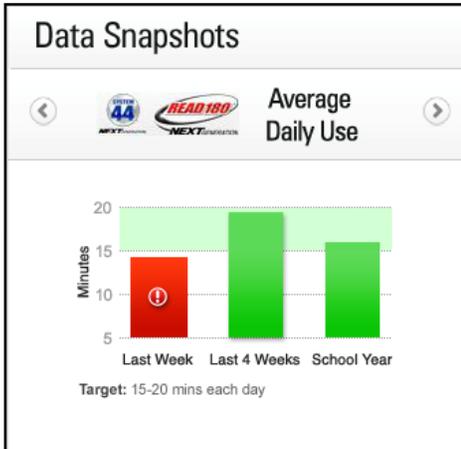


- **Notifications:** Set notifications preferences (*page 20*) for receiving email alerts about student progress, software usage, and other key factors.
- **Server Status:** Displays the status of the SAM Servers. Clicking the **Server Status** link displays a window showing how current the Dashboard data is.
- **Log Out:** Click to log out of the Dashboard.

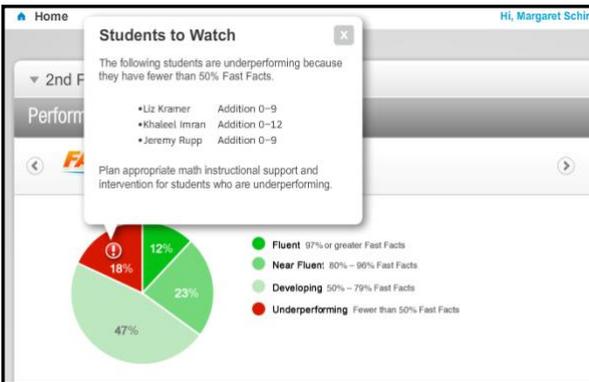




### Data Snapshots



Data Snapshots give an overview of student performance and usage. Click the left and right arrow icons next to the program name to scroll through the Data Snapshots.



Data that requires immediate attention is in red. Click the exclamation point icon in the red data graphic to open a window with further information.



## Today's Summary

Today's Summary, the right side of the Class Section, provides links to the program's Interactive Teaching System for that day's lesson. Click the **Lesson Plan** link to open a downloadable lesson plan (page 15) for the lesson. Click the **Whole-Group Instruction** or **Small-Group Instruction** links to open these *Teacher's Edition* or *44Book* pages in ITS.

Click **Settings** to select the material to populate Today's Summary. Choose the source from the pull-down menu, then navigate to the workshop or module. Selecting a new lesson repopulates the Today's Summary section. Click **Save** to save selections, **Cancel** to return to the window, or the "X" icon to close the window. Click **Automatically advance the lesson each day** to automatically repopulate the Settings box with the day's lesson.



The screenshot shows the '44Book TEACHER'S EDITION' interface. The main content area is titled 'MODULE 1 School Matters'. It features a central video player with a 'PLAY' button and a 'MUTE' button. To the left, there are sections for 'Do Now', 'Introduce the Module', and 'Read with One Class'. To the right, there are sections for 'Check for Understanding', 'Check for Understanding', and 'Classroom Support'. The interface includes navigation buttons like 'READ', 'TALK', and 'WRITE'.

Clicking the page links in the Today's Summary section opens the relevant pages in the program's Interactive Teaching System.

The screenshot shows the 'Today's Summary' section. It features a 'Data Snapshots' area with a bar chart titled 'Average Daily Use' showing minutes for 'Last Week', 'Last 4 Weeks', and 'School Year'. The 'Today's Summary' area includes a 'Lesson Plan' link, a 'CHECKPOINT 1' icon, and links for 'Whole-Group Instruction (p.45C)' and 'Small-Group Instruction (p.45D)'. Below these are links for 'Group 1', 'Group 2', and 'Group 3'. A prominent blue 'Go to Class' button is located at the bottom right.

Time Period	Minutes
Last Week	~12
Last 4 Weeks	~18
School Year	~16

Click **Go to Class** at the bottom of the Class Section to open the Class screen for more data about a class and for deeper analysis and grouping of class data.



## Class Screen

The screenshot shows the Teacher Dashboard interface for a Class Screen. The header includes the 'NEXT GENERATION Teacher Dashboard' logo, 'Powered by SAM', and the date 'April 13'. Navigation links include 'Home > Period 3', 'Hi, Margaret Parker', 'Notifications', 'Server Status', and 'Log Out'.

**Data Snapshot:** A bar chart titled 'Average Daily Use' shows minutes per day for 'Last Week', 'Last 4 Weeks', and 'School Year'. The y-axis is labeled 'Minutes' and ranges from 0 to 20. The 'Target' is 15-20 mins each day.

**Today's Summary:** Features a red header for 'MODULE 1 School Matters Prereading (pp. 10-11)'. It lists activities: 'Whole-Group Introduction (p.10)' with sub-points 'Practice Foundational Reading Skills' and 'Small-Group Instruction (pp.10-11)' with sub-point 'View Anchor Media'. There are 'Lesson Plan' and 'Settings' buttons.

**Individual Learning Plans:** A dropdown menu shows 'Andy Sullivan'. It displays 'Academic Goals' (Decoding: 93/160, Spelling: 35/133, Independent Reading: 7/23) and 'Behavioral Goals' (Effort: 14/16, Responsibility: 14/16, Respect: 15/16) with progress bars. A 'Benchmark 1' label is at the bottom.

**Groupinator™:** Shows '44Book Groups' and 'CheckPoint Groups'. It states: 'The groups below are based on recent software monitoring data. To move a student, click and drag the student name into a new group. Click Save to see these groups next time and make these groups part of your Lesson Plan.' It displays two groups: 'Group 1' (Anderson, Michael 14.7; Benson, Carol 17.4; Ellison, Roland 15.1; Garcia, Matt 14.3; Imran, Khaleel 12.6) and 'Group 2' (Charles, Riko 22.5; Dunley, Sarah 19.7; Felix, Tonya 20.5; Lowell, Sarah 19.1; Sullivan, Andy 18.5). Buttons for 'See Groups', 'Clear Groups', 'Reset Groups', and 'Save' are at the bottom.

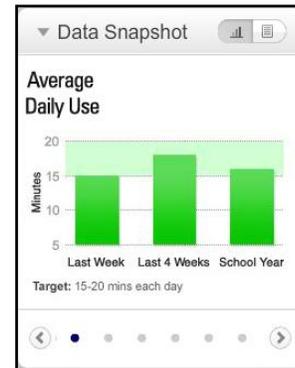
**Reporting:** Has 'Scheduled' and 'Saved' tabs. A list of reports includes: '4/26/2013 Reading Progress Report', '4/21/2013 Reading Progress Report', '4/19/2013 Grading Report', '4/16/2013 Comprehension Skills Report', and '4/15/2013 Growth Report'. There are 'View All' and 'Schedule a Report' buttons.

Clicking **Go to Class** from the Class Section of the Home screen opens the Class screen.



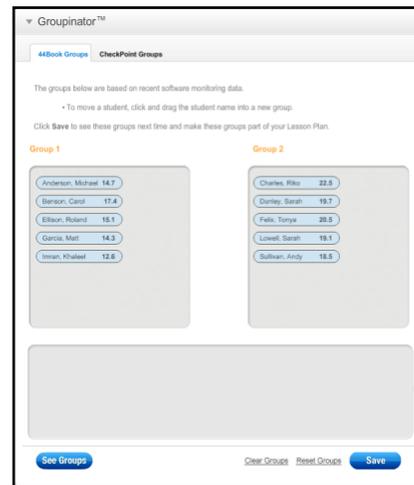
Depending on the class's programs, the Class screen is divided into different sections:

**Data Snapshot:** Data Snapshots (page 9) provide additional student data for each *READ 180* Next Generation program.



**Today's Summary:** Today's Summary (page 10) provides a digest of daily Whole- and Small-Group instruction links to the program's *Teacher's Edition* in the Interactive Teaching System.

**Groupinator:** The Groupinator (page 16) allows teachers to group students for *rBook*, *44Book*, and CheckPoint instruction.



**Individual Learning Plans Widget:** The Individual Learning Plan widget (page 19) allows teachers to view student data and monitor progress toward goals.

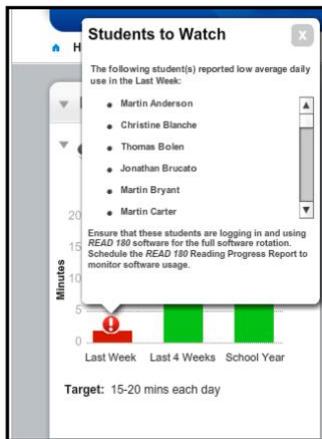
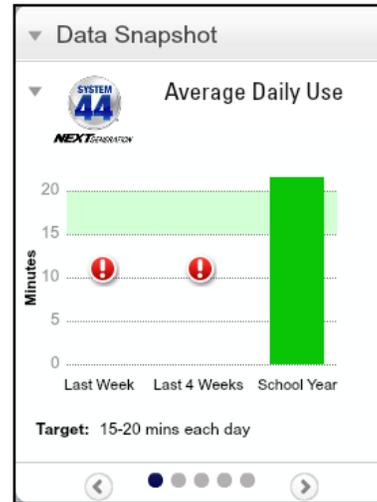


### Data Snapshots

Data Snapshots on the Class screen offer an expanded view of student data from the Class Section of the Home screen.

Click the left or right arrows to scroll through the different Data Snapshots.

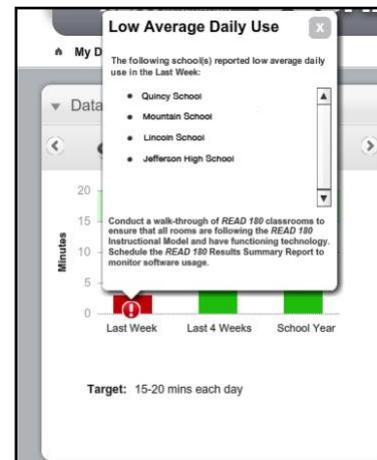
Data may be viewed either in graph view or list view. Click the graph or list icons in the section header to switch between the two views.



In list view, click the information (“i”) icons to see detailed student data. Data in the Data Snapshots is refreshed through SAM Connect weekly.

Data that requires immediate attention is in red. Click the exclamation point icon in the red data graphic to open a window with further information.

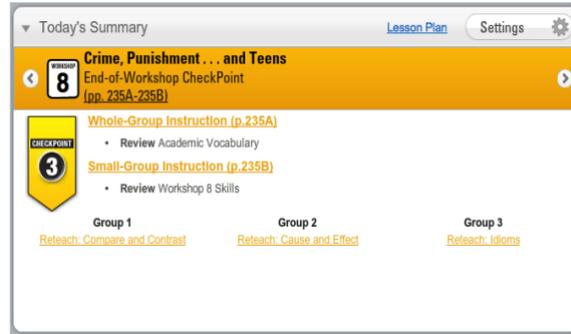
Click the “X” in the upper right corner to close the window.





### Today's Summary

The Today's Summary section shows ITS links to the day's lesson for Whole- and Small-Group Instruction in the program's *Teacher's Edition*. Click **Settings** to change the lesson. Click **Lesson Plan** to open a printable lesson plan. Click the **Whole-Group Instruction** or **Small-Group Instruction** links to open pages in the ITS.

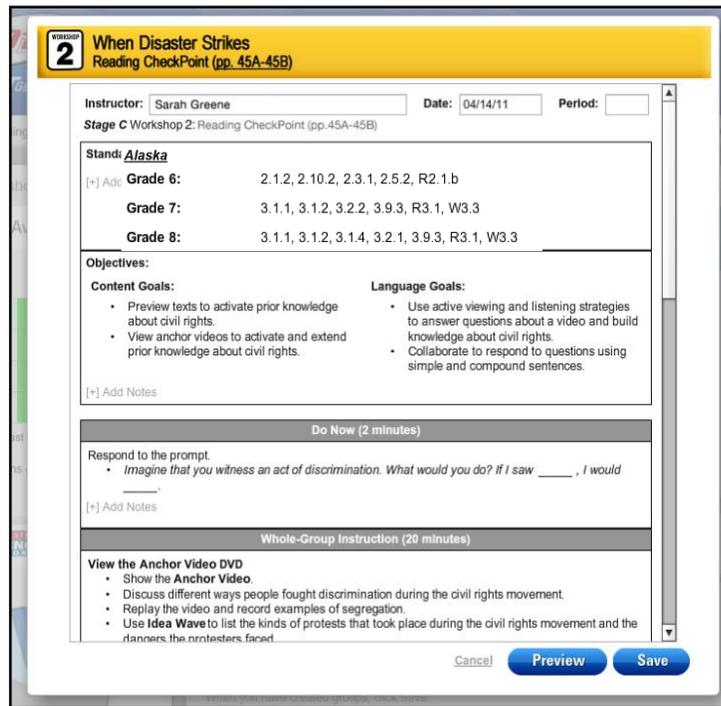


### Lesson Plans

Clicking **Lesson Plan** opens a lesson plan for the selected lesson in a separate browser window. Add notes and comments to the plan by clicking the [+] icon to open the Add Notes fields.

Each Lesson Plan prepopulates with state standards and/or Common Core State Standards.

Groups saved in the Groupinator (page 16) also appear on the Lesson Plans.



When finished, click **Preview** to open the file as a printable PDF. Click **Save** to save the file on the computer as a PDF. Click **Cancel** to close the Lesson Plan without saving changes. When finished with the Lesson Plan, click the "X" icon to close the browser window.



## Groupinator®

The screenshot shows the Groupinator interface with the following details:

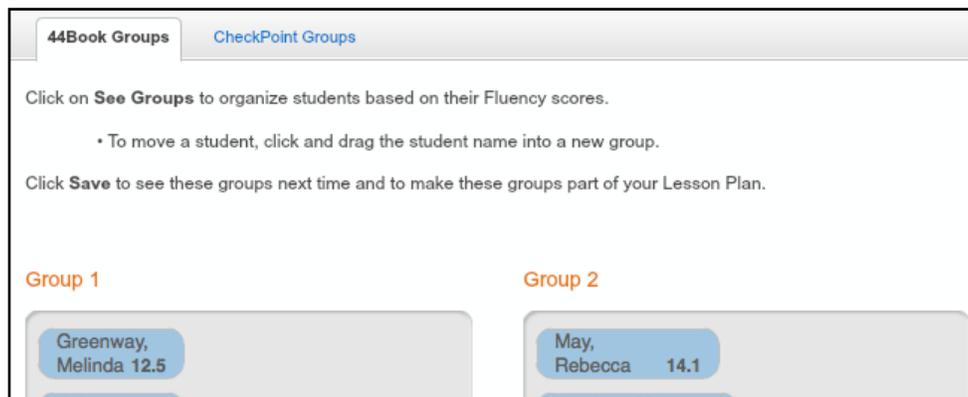
- Navigation Tabs:** rBook Groups, Reading CheckPoint (selected), Writing CheckPoint, End-of-Workshop CheckPoint.
- Instructions:**
  - Click **See Groups** to organize students based on their comprehension scores from the *READ 180* software.
    - To select a different skill, use the drop down menu.
    - To move a student, click and drag the student name into a new group.
  - Click **Save** to see these groups next time and make these groups part of your Lesson Plan.
- Group 1:** Stretch: Cause and Effect
  - Amy Chu 460L
  - Chris Collins 490L
  - Matt Garcia 680L
  - Jeremy Rupp 550L
- Group 2:** Main Idea
  - Luis Fernandez 700L
  - Liz Kramer 570L
  - Justin Palermo 560L
  - Gabriella Ramirez 480L
- Group 3:** Sequencing
  - Jamal Evans 630L
  - Tonya Felix 680L
  - Khaleel Imran 350L
  - Rachel Sanchez 570L

The Groupinator is used to group students for daily instruction based on different data points. Teachers may also drag and drop student names to form groups.

HMH recommends teachers use each tab of the Groupinator for different class groupings:

### **READ 180 Next Generation Groupinator**

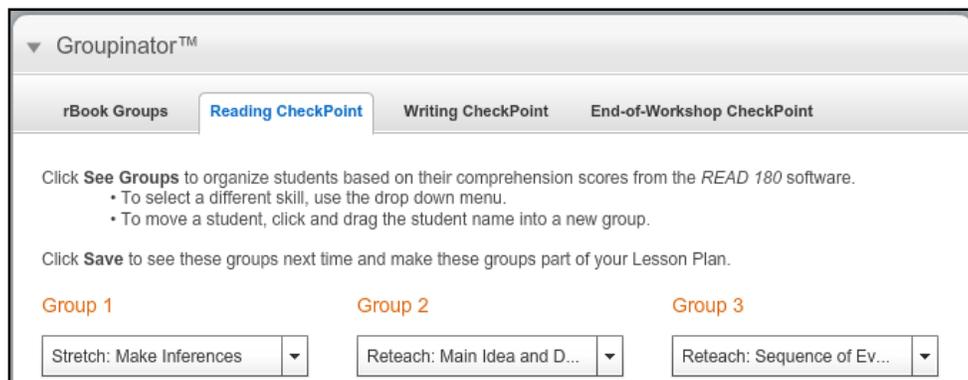
- **rBook Groups:** For use during regular *rBook* instructional days. Clicking **See Groups** at the bottom of the Groupinator will create recommended groups based on students' most recent Lexile® measures.
- **Reading CheckPoint Groups:** For use during the Reading CheckPoint. Clicking **See Groups** will create recommended groups and skills based on students' comprehension scores in the Topic Software.
- **Writing CheckPoint Groups:** For use during the Writing CheckPoint. Students are grouped based on writing needs.
- **End-of-Workshop CheckPoint Groups:** For use after students have finished an rSkills Next Generation test. Clicking **See Groups** will create recommended groups and skills based on students' rSkills test scores.



**System 44 Next Generation Groupinator**

- **44Book Groups:** For use during regular *44Book* instructional days. *44Book* groups are based on fluency scores. Clicking **See Groups** at the bottom of the Groupinator will create recommended groups based on monitoring data in *System 44* Next Generation.
- **CheckPoint Groups:** Groups students by performance in the *System 44* Next Generation student software.

Classrooms using both *READ 180* Next Generation and *System 44* Next Generation use the *READ 180* Next Generation Groupinator with *System 44* Next Generation skills added to the *rBook* Group and Reading CheckPoint Group tabs.



To use the Groupinator to group students, use Today’s Summary to select the workshop lesson for grouping. The appropriate tab will then appear in the Groupinator by default.



At the bottom of the Groupinator, click **See Groups** to group students. The Groupinator will use the selected tab’s data point to group students with similar learning needs. Click **Clear Groups** to clear the Groupinator and move all students back to the ungrouped area, or click **Reset Groups** to revert to the last saved group.



**Group 1**

12.4 Ending -ed (with dou... ▼
Independent Reading ▼

A	B
Anderson, Michael 14.7	Benson, Carol 17.4
Garcia, Matt 14.3	
Imran, Khaleel 12.6	

**Group 2**

18.1 long i (igh) ▼
Independent Reading ▼

A	B
Dunley, Sarah 19.7	Charles, Riko 22.5
Lowell, Sarah 19.1	Felix, Tonya 20.5

Sullivan, Andy 18.5

Ellison, Roland 15.1

See Groups
Clear Groups
Reset Groups
Save

To move students from group to group, or remove them from a group, click and drag the students from group area to group area, or to the ungrouped pool at the bottom of the Groupinator. To set groups manually, drag and drop student names in the different groups and click **Save**.

When satisfied with the group rosters and focus skills, click **Save** to save the group settings. The groups now appear on the Lesson Plan for the corresponding day.

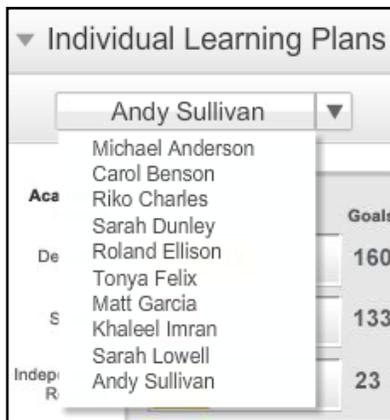
Click **See Groups** to see recommended groups based on program data.



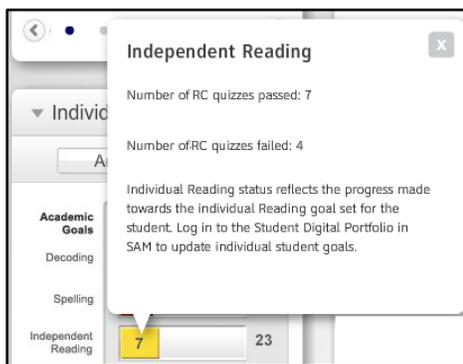
### Individual Learning Plan Widget

The Individual Learning Plan Widget on the Class screen shows a snapshot of students' progress toward their academic and behavioral goals as set in the Student Digital Portfolio.

The Widget displays each individual student's progress as a bar graph, with progress assessed by color: red indicates goal progress that requires immediate attention, green indicates good progress, and yellow indicates progress that may require attention.



Select a student from the pull-down menu at the top of the widget to view that student's goal progress. Teachers may also scroll through student graphs by clicking the arrow icons at the bottom of the widget.



Click the bars of the graph to see a fuller explanation of the goal as well as details of the student's progress.



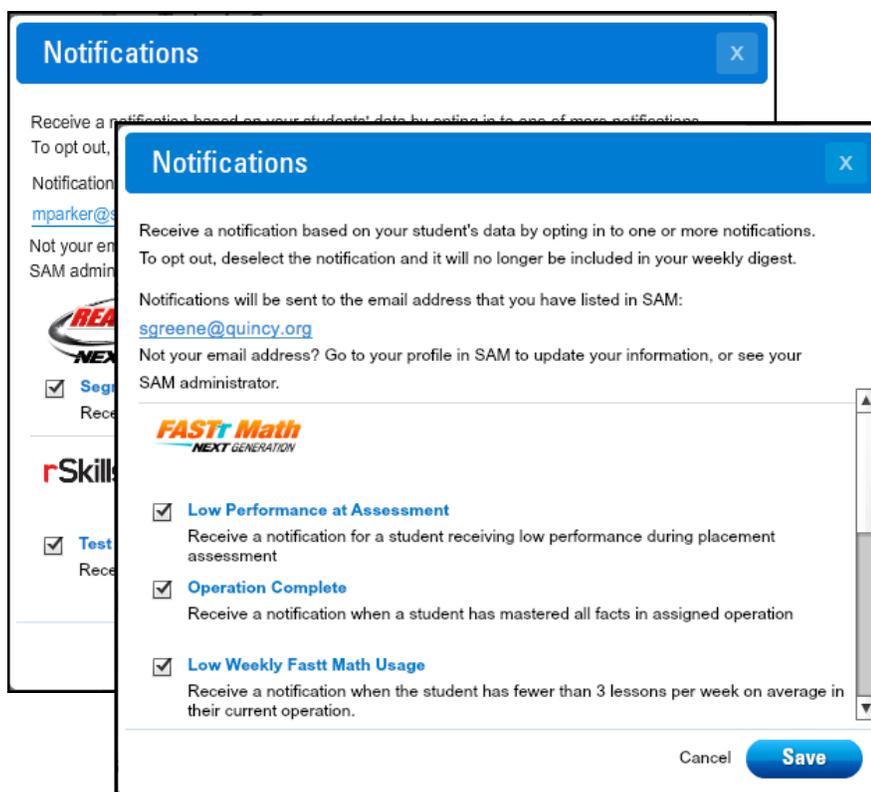
## Notifications

Notifications allow teachers and administrators to select updates on software use and student data that will be emailed to them. Teachers and administrators may select which notifications to receive, or may choose to opt out of notifications entirely.

**Selecting Notifications:** To select which notifications to receive:



1. Click the **Notifications** link in the Quick Links section of the Home screen or the Class screen.

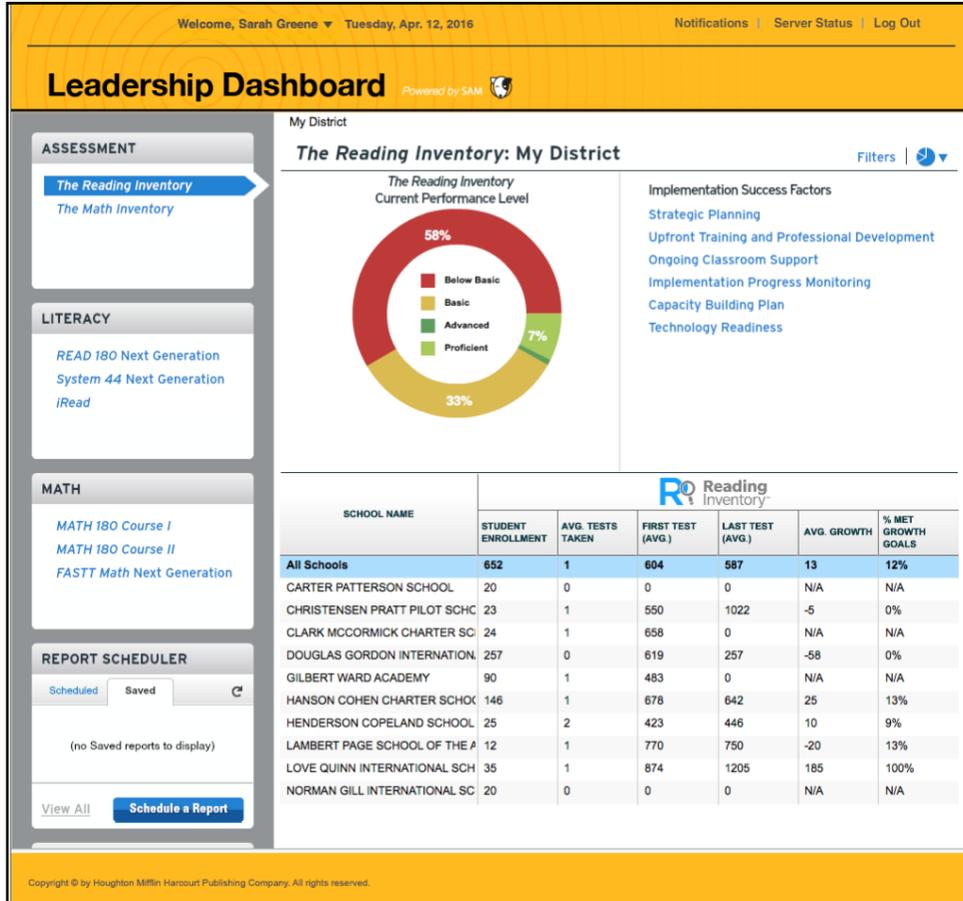


2. Use the checkboxes to indicate which notifications to receive in a weekly email. Notifications are organized by program component and are sent to the email address in the user's profile in SAM. The default setting for all notifications is checked. To opt out of the notification and not receive this notification as an email, click the box to uncheck the notification.
3. Click **Save** to save selections and return to the Home screen or Class screen.



# Leadership Dashboard

## Home Screen

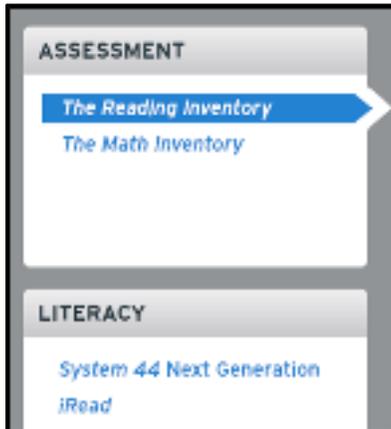


The Leadership Dashboard Home screen shows a summary of all data at the user’s level of access. District administrators may view data for the district, schools, and classes. School administrators may view data for the school, classes, and students.

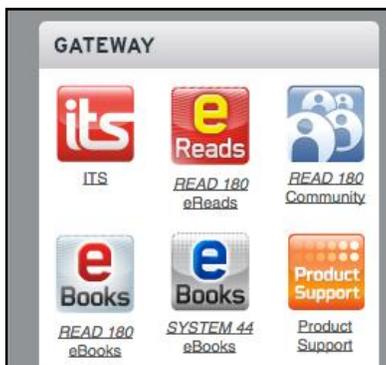
Note that the Leadership Dashboard includes district- and school-wide data and reporting for programs that work with SAM Central: *iRead*, *MATH 180*, and *Math Inventory*.



### Program Menus



District administrators may view data for all programs on their SAM Servers by clicking the program name.

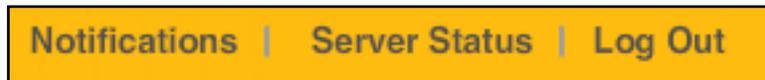


### Gateway

Below the Program menu is the Gateway, which contains links to the district’s web-based programs, the Interactive Teaching System, the [Product Support](#) site, and program-specific websites.

### Quick Links

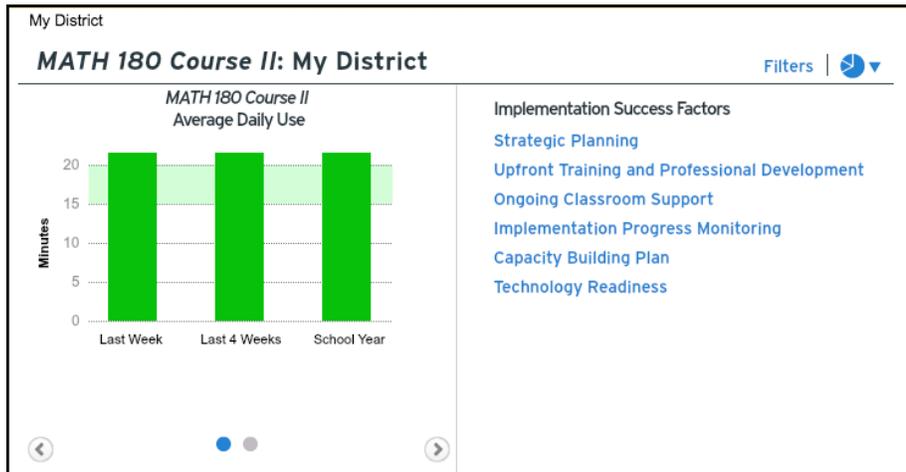
At the top of the Home screen are Quick Links:



- **Notifications:** Sets notifications preferences (*page 20*) that allow teachers and administrators to receive emailed alerts.
- **Server Status:** Displays the status of the SAM Servers.
- **Log Out:** Click to log out of the Dashboard.



## Data Snapshots and Implementation Success Factors Field



The Leadership Dashboard Data Snapshot shows district- and school-wide usage data for all Next Generation programs.

In the Data Snapshots, click the arrow icons on the left side of the screen to scroll through and view district-wide data for the selected program, and related programs in the program’s suite. Scroll over graphs to view data details.

Data requiring attention is in red. Click the exclamation point icon to view detailed school data. Click the “X” icon to close the data window.

The Implementation Success Factors area offers tips and links for successfully implementing and maintaining the district’s SAM implementation.

**Low Average Daily Use** X

The following school(s) reported average daily use under the benchmark of 15 minutes daily during the Last Week:

- Quincy School
- Lincoln School
- South Middle

Conduct a walk-through of *System 44* classrooms to ensure that all rooms are following the *System 44* Instructional Model and have functioning technology.



To hide the Data Snapshots and Implementation

Factors, click the pie graph icon at the top of the field. Click it again to show the Data Snapshots and Implementation Success Factors.



### Data Breakdown

Average Daily Use and The Reading Inventory Data <span style="float:right">Average Daily Use and The Reading Inventory ▼</span>						
SCHOOL NAME						
	STUDENT ENROLLMENT	AVG. DAILY USE (MINS)	AVG. WEEKLY USE (DAYS)	AVG. TOTAL SESSIONS	AVG. TESTS TAKEN	% LEXILE GROWTH 50L+
All Schools	585	30	▶ 1	1	1	N/A
Quincy School	29	75	▶ 1	2	0	N/A
Lincoln High School	101	▶ 0	▶ 0	0	0	N/A
South Middle	63	▶ 0	▶ 0	0	0	N/A

The Data Breakdown shows sortable program data broken down by school and program.

Scroll over the headings to see an explanation of each data point. Click the chart headings to sort the data. Student data requiring immediate attention is listed in red. Click the red arrow icon to see the actionable data in greater detail.

District administrators may view data for the district, schools, and classes. School administrators may view data for the school, classes, and students.

SCHOOL NAME

**All Schools**

Jefferson High...

Mountain School

Lincoln School

Quincy School

CLASS NAME IN Quincy School

**All Classes**

3-302

3-303

3-304

3-301

STUDENT NAME IN Sarah's class

**All Students (Avg.)**

Collins, Chris

To drill down through the data, click a name in the school or class column to repopulate the Data Breakdown and Data Snapshot with data for the selection. Click a row to drill down into school, class, or student data.

To drill back up through the data, click **My District** at the top of the Home screen to return to district-wide data or the school link to view only the school data.

🏠
My District >
Quincy School >
3-301

Gains Data <span style="float:right">Gains ▼</span>					
SCHOOL NAME					
	STUDENT ENROLLMENT	AVG. DAILY USE (MINS)	AVG. WEEKLY USE (DAYS)	AVG. TOTAL SESSIONS	GROWTH

To change the data view, use the pull-down menu (available in *READ 180* Next Generation and *MATH 180*). Click the data view

Average Daily Use and The Reading Inventory ▼

Average Daily Use and The Reading Inventory

Average Daily Use and RC!

Average Daily Use and rSkills CC



link, then choose a different data view from the pull-down menu. The data in the Data Breakdown will change.

To use the Demographic Filter to filter student data, click the **Filter** button in the top right of the Dashboard. This opens the Demographic Filters screen.



Click the different checkboxes on the Demographic Filters screen to activate the different filters. (Data must be entered in student profiles in SAM first.) Student data may be sorted by one or more of the following: Adequate Yearly Progress (AYP) status, gender, ethnicity or grade. To save the filters, click **Save**. To close the screen without saving selections, click **Cancel**. To clear selections without closing the screen, click **Clear All**. To close the screen, click the “X” icon at the top right of the screen.

Demographic Filters
X

**Select one or many criteria to filter the data breakdown.**

**By AYP**

Economically Disadvantaged       Gifted & Talented

Limited English Proficiency       Migrant

Students with Disabilities

**By Gender**

Female     Male

**By Ethnicity**

American Indian / Alaskan Native       Asian

Black / African American       Hispanic

Pacific Islander       White / Caucasian

**By Grade**

5th     6th     7th     8th     9th     10th

[Clear All](#)    [Cancel](#)    Save



## Technical Support

For questions or other support needs, visit the [Student Achievement Manager Product Support](http://www.hmhc.com/sam/productsupport) website at: <http://www.hmhc.com/sam/productsupport>.

**EDUCATION PRODUCT SUPPORT** Programs Notices FAQs Contact Us Live Help

**STUDENT ACHIEVEMENT MANAGER (SAM) PRODUCT SUPPORT**

To access the latest technical information for the Student Achievement Manager (SAM), please select from our resources listed below. These resources include specific product information, the latest software updates, and detailed technical manuals.

Are you maximizing your technology investment? With Houghton Mifflin Harcourt's **Product Support Plans** your educators and technicians can communicate directly with our technical experts via phone, email or Web Chat. These cost effective plans also include access to free software point releases to ensure you have the latest features as they become available.

[Learn More About Product Support Plans \(PDF\) >](#)

**INSTALLATION AND TROUBLESHOOTING TIPS**  
 Tips for Installing and Implementing *READ 180* >>  
 Enterprise Edition Troubleshooting Guide >>  
 Technical Implementation Guide >>

**FREE MONTHLY TECHNICAL WEBINARS**

NEW for customers with an active Premium Support Plan, Hosting Services, or Web Subscription programs. Learn about best practices, known software issues, and troubleshooting tips from our software experts.

Upcoming Webinars:  
 May 17 1:00PM EST

To register, visit the [Training Zone](#). Log in with your SAM username and password. (SAM server must be registered with SAM Connect.)

**PRODUCT INFORMATION SOFTWARE UPDATE MANUALS**

Click on the appropriate document to download. PS 321 WILLIAM PENN SCHOOL edit >

Title	Date	Version	Size	Pages	
<b>SAM v2.4: Getting Started with Student Achievement Manager</b>					
Whole Book	01-01-16	v2.4	1.2mb	29	<a href="#">Download Now &gt;&gt;</a>
<b>SAM v2.4: Enrolling and Managing Students Using Student Achievement Manager</b>					
Whole Book	01-01-16	v2.4	2mb	32	<a href="#">Download Now &gt;&gt;</a>
<b>SAM v2.4: Using Resources in Student Achievement Manager</b>					
Whole Book	01-01-16	v2.4	596kb	14	<a href="#">Download Now &gt;&gt;</a>
<b>SAM v2.4: Using the Book Expert in Student Achievement Manager</b>					
Whole Book	01-01-16	v2.4	883kb	24	<a href="#">Download Now &gt;&gt;</a>
<b>SAM v2.4: Data Management Manual</b>					
Whole Book	01-01-16	v2.4	2.7mb	53	<a href="#">Download Now &gt;&gt;</a>
<b>Next Generation Dashboard Guide</b>					
Whole Book	01-01-16	v2.4	1.6mb	37	<a href="#">Download Now &gt;&gt;</a>

At the site, users will find program documentation, manuals, and guides, as well as Frequently Asked Questions and live chat support.

For specific questions regarding SAM, contact customer service to speak to a representative at 1-800-283-5974 or visit the [SAM Help Center](http://downloads.hmlt.hmco.com/Help/SAM/Administrator/#t=SAM_Administrator_and_Teacher_Help.htm) at [http://downloads.hmlt.hmco.com/Help/SAM/Administrator/#t=SAM\\_Administrator\\_and\\_Teacher\\_Help.htm](http://downloads.hmlt.hmco.com/Help/SAM/Administrator/#t=SAM_Administrator_and_Teacher_Help.htm).

For specific questions about using SAM and SAM Suite programs, click **Help** in the Quick Links section along the top of any screen in SAM.