

# Instructional Materials Technology Information

Since EdReports released its first reviews five years ago, the materials landscape has changed dramatically, especially in the area of technology. District questions have evolved from ensuring materials could be accessed on older browsers and versions of operating systems to detailed questions about interoperability, compatibility, security, support, and digital design. These questions have become even more important during the pandemic as districts assess what instructional materials may work best in their communities not just in-person, but also remotely and in hybrid settings. Access to high quality instructional materials by all students is more important than ever, and technology plays an essential role in that access. To help provide technology information for materials that meet alignment criteria in Gateways 1 and 2, EdReports is requesting publishers answer the following questions to help consumers better understand the digital design and capabilities of their instructional materials.

- Section 1 provides broader questions most frequently asked of EdReports about the design of materials. These questions are meant to provide higher-level, summary information.
- Section 2 provides more fine-grained details on aspects of design and functionality.

EdReports is seeking the most accurate, descriptive information about curricular products. We are not evaluating quality or desirability, but documenting features in materials to empower local schools and districts with information to select materials that will work best for them given their technological capabilities and instructional vision.

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## Section 1: Usability Snapshot

This section includes questions on digital design and support that allows users quick access to essential information. Please do not exceed a 150 word limit per question. You may use or remove prompt text in providing additional details. Words in the detail prompt text will not count toward the word limit.

**\* Note:**

“**Yes with core product**” below should be used to indicate functionality in the materials purchased that are available without LMS integration.

“**Yes with dependencies**” below refers to functionality present or accessible only through working in a separate LMS, by utilizing other software as a plug-in, or linking externally to sites outside the materials.

Questions	Check Only One				Details
	Yes with core product	Yes with dependencies	No	Under Development	
Are the materials designed so that students are able to access and complete work online?	Yes				<ul style="list-style-type: none"> <li>• Our platform is completely web-based and all lessons are accessible after logging in without LMS integration.</li> <li>• Students normally complete assignments on their own device. An alternate option would be for students to share a device and take turns logging in to complete the lessons. A teacher can also project their screen to have the class work together to complete a lesson.</li> <li>• An internet connection is required.</li> </ul>

In what ways do the materials support learning in hybrid settings (both in-person and remote learning) concurrently?	Yes				Our platform is completely web-based so learning can easily occur in-person or remotely.
Are tasks, activities, and lessons able to be printed either for in-class use or for use in at-home learning?	Yes				
Is there instruction so students can work independently (or with an adult at home)?	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>Describe the instruction (written, videos, animations, etc.). <b>Lessons are delivered online and can be printed. Adults have the ability to use the Teacher Guidance to facilitate learning.</b></li> <li>Describe the work (practice, new lessons, assessments). <b>Students complete lessons online and receive feedback via automated scoring for multiple choice questions, adaptive hints, formative writing feedback, and automated scoring.</b></li> <li>Detail the level of adult support or involvement necessary. <b>Adults assign lessons. Whole units can be assigned at grade level with one click.</b></li> </ul>
Does the technology facilitate a teacher's ability to differentiate lessons, tasks, or other content for students?	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>Does the technology itself differentiate based on student responses? <b>Yes</b></li> <li>Does it provide feedback to students directly as they complete assignments? <b>Yes</b></li> <li>Does the technology provide recommendations to the teacher? <b>Yes</b></li> </ul>

					<ul style="list-style-type: none"> <li>What control does the teacher have over the content? (e.g., Can changes be made to a question's wording? Can teachers choose specific reading selections?) <b>Teachers can modify all the printables, but not the online lessons, unless they place the lesson text into the custom lesson tool.</b></li> </ul>
Are there tutorials, videos, or other integrated supports in the materials to help educators to understand and/or utilize the materials?	Yes				<b>Yes. Adults have detailed daily lesson plans with annotated guidance for facilitating learning. Also, they have on demand videos to illustrate best practices.</b>
Are there tutorials, videos, or other integrated supports in the materials to help parents/guardians to understand and/or utilize the materials?	Yes				If yes, <ul style="list-style-type: none"> <li>Are parent supports available in multiple languages? Specify which languages. <b>Materials for parents are available in Spanish and all materials can be translated to other languages upon request.</b></li> </ul>
Are all of the following audiences provided access to the product as part of the core purchase? <ul style="list-style-type: none"> <li>parents/guardians</li> <li>Educators (Teachers, Administrators, etc.)</li> <li>Students</li> </ul>	Yes				If yes, <ul style="list-style-type: none"> <li>Is activity within the system tracked and who can see this data? <b>Educators and students have direct access.</b></li> <li>What can be viewed? Student work? Grades? Unit/lesson/assignments/readings? <b>All student work and grades can be viewed by students (and by parents with students when the student is logged in.)</b></li> </ul>
Are the materials designed to integrate with a Learning Management System (LMS)?	Yes				If yes, <ul style="list-style-type: none"> <li>Are the full materials accessible outside of an LMS? <b>Materials can be accessed on</b></li> </ul>

					<p>their own via the ThinkCERCA platform, and LMS integrations are also supported.</p> <ul style="list-style-type: none"> <li>Can they be modified once they are imported or are they static? <b>Printables and lesson activities can be modified.</b> Online lessons would need to be placed into the custom lesson tool for modification.</li> </ul>
Does all content conform to the <a href="#">National Instructional Materials Accessibility Standard</a> ?				Yes	We are currently finalizing the NIMAS process, but are committed to completing this by July 1, 2025
Is technical support during day-to-day use primarily the responsibility for the client or the publisher?	Yes				Support live technical support is available to users during school hours.

## Section 2: Technology Checklist

The following checklists are designed to give more detailed information about digital design and technical capabilities in key areas of instructional materials to support state and local decision making. This list reflects details commonly requested by those making purchasing decisions at the state or local level. You may use or remove prompt text in providing additional details.

### Design

Design questions address whether the materials are designed to be used digitally in an in-person environment, remote learning environment, or both. Digital design can vary, often ranging from the ability to access files that are identical to print materials online to doing tasks and assessments as part of the program. The ability to take advantage of design functionality may depend on answers to questions in other sections of the checklist such as internet capabilities, number and type of devices, etc.

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 “Yes with dependencies” below refers to functionality present or accessible only through working in a separate LMS, by utilizing other software as a plug-in, or linking externally to sites outside the materials.

Questions	Check Only One				Details
	Yes with core product	Yes with dependencies	No	Under Development	
<p>Are the materials designed to be used with both digital and print components?</p> <p>Are there print options available for student-facing materials that could be utilized in a blended digital approach?</p> <p>Is the print content identical, similar, or comparable to the digital?</p>					<p>If yes,</p> <ul style="list-style-type: none"> <li>What are the print options? (check all that apply)</li> <li><input checked="" type="checkbox"/> Purchase hard-copy books/workbooks</li> <li><input type="checkbox"/> Photo copies available for purchase</li> <li><input checked="" type="checkbox"/> Users can print at home</li> <li>Add any additional details.</li> </ul>
<p>Is the digital design of the materials intended to replicate a textbook experience?</p>	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>Specify format (e-book, PDFs). <b>We have a combination of digital, online lessons and offline Student Guide pages. This curriculum works similarly to a textbook in the sense that students work through a series of texts and tasks in a full year of curriculum. But it is interaction and blended, rather than static. In that way it is not simply a digital delivery of a textbook.</b></li> </ul>
<p>Are digital teacher guides available for the materials?</p>	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>How do teachers access digital teacher guides? <b>Teachers can be provided with printed teacher guides or they can print them on demand.</b></li> </ul>

					<ul style="list-style-type: none"> <li>• Are guides available to parents/guardians at home? Home-schooling parents can print teacher guides on demand. Parents supporting at home learning can print the Student Guides and reading selections.</li> <li>• Do teacher planning materials connect to student-facing lessons? Yes. The teacher guide provides a wraparound edition of the Student Guide.</li> <li>• Are there any additional costs for these resources? Print materials are sold separately unless they are used as a print-on-demand resource.</li> </ul>
Do the materials contain videos/animations/simulations for student learning?	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>• Specify frequency (every lesson, some lessons, only teacher support, both teacher and student). Each unit has 1 video on average.</li> <li>• Are these native to the materials or accessed by links that lead to other sources not maintained by the publisher? These are links to historical repositories and other free sources. Links are maintained by the publisher.</li> </ul>
Is any or all online content dependent on links that are not maintained by the publisher?			No		<p>If yes,</p> <ul style="list-style-type: none"> <li>• Detail permissions the district may need to set to ensure access to this content (age restriction bypass, specific URL permissions etc.). These are links to historical repositories and other free sources. Links are maintained by the publisher.</li> </ul>
Do the materials include opportunities for online collaboration among students?			No		<p>If yes,</p>

					<ul style="list-style-type: none"> <li>Describe these opportunities. Not within the platform, Collaboration in most situations is live collaboration in a classroom, though collaboration via online meeting tools is encouraged for remote learning.</li> </ul>
Do the materials include built in features for student-to-teacher interaction?	Yes				Students are able to receive feedback from teachers online.
Is a 1:1 device ratio required?			No		<p>If no,</p> <ul style="list-style-type: none"> <li>Include recommended device ratio. The curriculum works in 1:1 settings and in shared device settings. When very limited access is available, we encourage teachers to have students complete only assessments and writing online.</li> </ul>
Are the assessments contained within the materials able to be securely completed by students online?	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>Is this true of all assessments? Yes</li> <li>Are assessments editable by teachers? No</li> </ul>
Is data available about user sessions (e.g., timestamps, content being viewed, callbacks fired, etc...)?			No		Timestamping is not yet available.
Are there online professional learning supports to help teachers utilize the materials?	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>Describe these supports and any associated additional costs. There are no additional costs to the on-demand professional learning available to teachers.</li> </ul>
Are there parent/guardian resources available for school systems to utilize: <ul style="list-style-type: none"> <li>For when there is in-person instruction?</li> <li>For when there is hybrid instruction?</li> </ul>	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>Please include details such as if there are:             <ul style="list-style-type: none"> <li>Sample schedules Yes</li> <li>Instruction guides Yes</li> <li>Classroom management suggestions Yes</li> <li>Feedback options Yes</li> </ul> </li> </ul>



- For creating continued learning plans for distance learning schedules?

Learning Management Systems	Blackboard	Canvas	Eduphoria	Google Classroom	ItsLearning	Moodle	Schoology	Other: Please list below
Are the materials configured to work with one or more learning management systems? Check all that apply.		X		X			X	
<p>If the materials integrate with any of the LMS above, include information here about any additional costs and which version of your materials and the LMS was tested.</p> <p><b>There are no additional costs for integration and ThinkCERCA will integrate with other LMSs upon request.</b></p> <p>It was tested with the latest LMS versions of Google Classroom and Canvas.</p>								

## System Access

System access questions address how users access the digital materials and what kind of logins/passwords are accepted/supported/required.

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Questions	Check Only One				Details
	Yes with core product	Yes with dependencies	No	Under Development	

Is single sign-on supported?	Yes				SSO is supported with Clever and Google. You can also login through CANVAS.
Can the platform manage staff assigned to multiple schools with a single sign-on?	Yes				
Can co-teachers be assigned to multiple classes?	Yes				The teacher can join the classes of the institutions they belong to. They can be assigned to multiple classes. It is managed by them.
Can students who move between teachers or schools using the same materials be re-assigned without losing their work/progress?		Yes			ThinkCERCA will need to manually transfer work from the previous class. When a student is un-enrolled, their data is archived but not lost.
Can the platform provide user accounts for staff members (principals and other admin) who are not assigned students?	Yes				<p>If yes,</p> <ul style="list-style-type: none"> <li>What roles can be assigned within the system and how are permissions/access controlled? <b>District Admin, Instructional Coach, School Admin, Teacher, and Student.</b></li> <li>Specify if this is part of a standard contract or would require additional purchase. <b>Account Provisioning is part of the standard contract.</b></li> </ul> <p>The platform provides user account for staff members:</p> <ul style="list-style-type: none"> <li>Principal (institution admin): They have access to all the classes and teachers of the institution.</li> <li>District Admins: They have access to all the classes and teachers of the institutions within the district.</li> </ul>
Can passwords be reset without assistance from trained IT staff?	Yes				Passwords can be independently reset in the platform via the "Profile Settings" option. Customers

					are not able to enable/disable the password change feature.
When working offline, does the product automatically sync when a connection is re-established?	Yes				Data is sync'd in real time as the student progresses through the lessons.

## Technical Support

Technical Support questions are designed to help users understand what assistance to expect. These details are important to consider alongside local capacity for devices, networks, and use. Considering what level of independence users will have alongside these criteria can help schools and districts reflect on their needs for support.

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Technical Support	Check Only One				Details
	Yes with core product	Yes with dependencies	No	Under Development	
Is technical support provided to districts during initial set-up and deployment?	Yes				If yes, <ul style="list-style-type: none"> <li>Roster System integration and initial training support is provided</li> </ul>
Is technical support provided during the duration of the contract?	Yes				If yes, <ul style="list-style-type: none"> <li>Technical Support is provided to users through <a href="mailto:support@thinkcerca.com">support@thinkcerca.com</a>. Instructional Support is provided to users through their dedicated School Success Manager.</li> <li><a href="https://help.thinkcerca.com">help.thinkcerca.com</a></li> </ul>

					<ul style="list-style-type: none"> <li>• Only Educators have access to technical support. Live chat assistance is offered when agents are available, though response times may be longer during peak periods.</li> <li>• 8AM to 4PM Central</li> <li>• Technical Support Agents will respond within the hour during regular operating hours.</li> </ul>
If utilizing a free or trial version, is technical support provided?	Yes				
Are there self-service supports for troubleshooting?	Yes				<ul style="list-style-type: none"> <li>• <a href="https://help.thinkcerca.com/support">https://help.thinkcerca.com/support</a></li> <li>• <a href="https://www.thinkcerca.com/best-practices">https://www.thinkcerca.com/best-practices</a></li> </ul>
Does technical support include planning for emergency access and district support?	Yes				

## Compatibility

Compatibility questions address technical compatibility specifications. It is designed to help users understand how the materials will look and operate on various devices. These details are important to consider alongside local capacity for devices, networks, and use. Understanding what devices function best can help determine users' needs for district device or technical support.

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Questions	Check Only One	Details
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	Yes with core product	LMS Dependent	No	Under Development	
Does the product have a native mobile application?			No		Our platform is web-based and renders on any device that supports a browser.
Is the product browser-based?	Yes				
Does the product use responsive design for rendering on smartphones?			No		Our platform is web-based and renders on any device that supports a browser.
Does the product use responsive design for rendering on tablet devices?			No		Our platform is web-based and renders on any device that supports a browser.
Does the product use responsive design for rendering on laptop devices?	Yes				Our platform is web-based and renders on any device that supports a browser.
Does the product use responsive design for rendering on desktop devices?	Yes				Our platform is web-based and renders on any device that supports a browser.
Are all users (students/teachers/staff/admin/parents) permitted to use the product on more than one device (e.g. computer at school and a laptop at home or a smartphone and a laptop)?	Yes				All users can use the product on more than one device. No additional software or downloads are required.

Device Type	Mark box if device is compatible	Oldest operating system/version supported	Newest operating system/version supported	Details
Windows	X			Indicate if the materials are designed for a specific device type or if they are generally compatible. Generally compatible
Linux	X			Generally compatible
Windows Tablet	X			Generally compatible
Apple Laptop/Desktop	X			Generally compatible

iPhone	X			Generally compatible
iPad	X			Generally compatible
Android Phone	X			Generally compatible
Android Tablet	X			Generally compatible
Chromebook/Chrome OS	X			Generally compatible
Amazon Fire OS				
Other E-Reader				
Interactive Whiteboard	X			Generally compatible

Browser		Operating System						
		Apple		Windows		Linux	Chrome OS	N/A
	Check if browser is compatible	Oldest version supported	Newest version supported	Oldest version supported	Newest version supported			
Chrome	X							
Firefox	X							
Safari	X							
Edge (formerly Internet Explorer)	X							
Internet Explorer	X							
Other:___	X							

Additional Notes: **Our platform is web-based and renders on any device that supports a browser.**

## Accessibility

Curricula with digital capabilities integrate accessible supports in a variety of ways. Accessibility questions pertain specifically to diverse learners who may need specific supports to be able to successfully interact with materials.

Questions	Check Only One				Details
	Yes with core product	Yes with dependencies	No	Under Development	
Screen Readers				TBD	
Screen Magnification Software		Yes			Our Immersive Reader integration allows students to change the size of the text we are showing the students.
Text Readers				TBD	
Adjustable Print Size		Yes			Our Immersive Reader integration allows students to change the size of the text we are showing the students.
Speech Input Software			No		
Header Point Devices				TBD	
Motion/Eye Tracking Devices			No		
Single Switch Entry Devices			No		
Braille Readers/ Display Devices				TBD	

Closed Captioning			No		
Alternative Input Devices			No		
High Color Contrast Display Options				TBD	
Translation of Text to Other Languages		Yes			Translation available through Immersive Reader Integration.
Bilingual Dictionaries available for students					
Are there required accessories (headsets, speakers)?			No		
Multiple Playback of audio/video			No		
Can students adjust the speed of audio/video playback?	Yes				
Are these accessibility supports able to be turned on/off?	Yes				Students can turn them of or off themselves.
Does all browser-based technology satisfy the Web Content Accessibility Guidelines or <a href="#">VPAT</a> ?				TBD	VPAT certification completion expected Q2 2025.

## Additional Technology Specifications

## Data Security and Privacy

Data Security and Privacy questions address how student data storage, disposal, and adherence to privacy laws are addressed. If applicable, privacy reports and/or certificates can be found next to the respective indicator.

Questions	Check Only One			Details
	Yes	No	Under Development	



<b>Data Security:</b> Are data elements encrypted at rest, i.e. in a database or file system?	Yes			<ul style="list-style-type: none"> <li>• Data is encrypted in transit and at rest</li> <li>• Https is used for frontend URL and AES-256 encryption used for backend infrastructure</li> </ul>
<b>Data Security:</b> Do the materials refer students to video, content, and other online sources that are not native to the materials?		No		
<b>Data Security:</b> Does the end-user licensing agreement allow customers to scrape data from the product?		No		
<b>Privacy:</b> Is personally-identifying student data provided to, generated by, or stored in any systems used by the product?	Yes			<a href="https://www.thinkcerca.com/privacy-policy">https://www.thinkcerca.com/privacy-policy</a>
<b>Privacy:</b> Does the product/vendor make their student privacy policy publicly available?	Yes			
<b>Privacy:</b> Does the product conform with FERPA regulations (e.g., allows districts to maintain direct control of the student record, implements permissions to prevent unnecessary disclosures, etc.)?	Yes			
<b>Privacy:</b> Has a third-party evaluated the product for FERPA compliance?	Yes			
<b>Privacy:</b> Does the product allow registration or data collection from children under the age of 13?	Yes			All lessons are educational.

# Installation

Feature/Requirement/Specification	Check Only One			Details
	Yes	No	Under Development	
Is the product downloaded to individual devices: one-time internet connection required?		No		All interactions occur after logging into our platform. No downloads are required.
Is the product installed on individual computers (from CD-ROM/DVD, flash drive, etc.): no internet connection required?		No		
Is the product installed on LAN/WAN (school or district server): no internet connection required for teachers/students after installation?		No		
Required server configuration. Do network admins need to ensure a specific set of domains are white listed to allow the internet traffic to those endpoints?		No		Not required but ideal if network admin can whitelist *.thinkcerca.com
Does the product support deployment through Mobile Device Management (MDM) systems?	Yes			
Does the product provide a detailed schedule of updates that minimizes access interruption?		No		Updates occur on the weekends during off hours.
Does the login authentication use district protocols to establish unique and memorable usernames and passwords?	Yes			If a roster connection is established, accounts will be provisioned automatically and login access will be through Single Sign-On. ThinkCERCA does not hold password information available.
Is there an option for concurrent user licensing?		No		

Standards Compliance/Certification	Check all that apply	Details
SIF		If checked, include where customers can verify this information.
CEDS		If checked, include where customers can verify this information.
EDUPUB		If checked, include where customers can verify this information.
Ed-Fi (SIS/ODS)		If checked, include where customers can verify this information.
Ed-Fi (Assessments)		If checked, include where customers can verify this information.
MS Global (Competencies and Academic Standards Exchange)		If checked, include where customers can verify this information.
IMS Global (Comprehensive Learner Record)		If checked, include where customers can verify this information.
IMS Global (Open Badges)		If checked, include where customers can verify this information.
IMS Global (One Roster)	X	If checked, include where customers can verify this information.
IMS Global (Caliper Analytics)		If checked, include where customers can verify this information.
IMS Global (Question and Test Interoperability (QTI))		If checked, include where customers can verify this information.
IMS Global (Learning Tools Interoperability (LTI))		If checked, include where customers can verify this information.
IMS Global (LTI Advantage)		If checked, include where customers can verify this information.
IMS Global (Common Cartridge)		If checked, include where customers can verify this information.
IMS Global (Lite Common Cartridge)	X	If checked, include where customers can verify this information.
IMS Global (Open Video)		If checked, include where customers can verify this information.
Other:		If checked, list and include where customers can verify this information.

Implementation and Scalability	Yes/No or Value
What is the average page load time?	>2-seconds
What is the required bandwidth per user?	1.5 Mbps (3G) or faster downstream (minimum 750 Kbps upstream)
Are results of stress tests provided to customers?	Stress Testing results are not shared with customers.
Is a disaster recovery plan for data provided to customers?	Yes
Are customers provided with a standardized implementation plan to ensure a successful rollout?	Yes
Does the service level agreement include uptime guarantees of at least 95% excluding planned maintenance/down-times?	Yes
Does the product require a VPN for off site access?	No

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