

Name of Database: [LEARNING EXPRESS LIBRARY](#)

Description: Added to TEL in May 2008. Includes over 700 online courses and tests, and 130 e-books

5 Things Workshop Attendees Show Know About this Database:






- How to register for access
- How to take an exam
- How to take a course
- How to find an e-book

Training Guide

Suggested Time Spent	Name of Module
5 min	Introduction
15 MIN	Demonstrate Exam 1
15 MIN	Demonstrate Exam 2 (if time allows)
15 MIN	Demonstrate Course
10 MIN	Show e-books

Select the **TEST PREP** tab on the TEL homepage. Click on the **LEARNINGEXPRESS** icon


TEL Shortcuts

 Issues	 Research	 Test Prep	 Newspapers	 Genealogy
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LearningExpress Library

Provides over 300 online interactive practice exams and course series as well as over 150 e-books.

Includes academic tests like the ACT, SAT, and GED as well as Civil Service, Firefighters and Law Enforcement exams.



NOTES:

[Login to Learning Express](#)

(see instructions on <http://www.learnatest.com/LEL/index.cfm/help/accessingLearningExpressLibrary>)

1. Start with a new user.
 - i. Create a personal account by entering a username and password
 - ii. Usually recommended to use your email address as your username
2. Now you have your own account which allows you to go back to tests, courses, etc.

Resources are organized by Learning Centers

What you will demonstrate will vary depending on your audience. However, you can follow the basic outline below when demonstrating any of the exams and/or courses.

3. There are many different types of interactive learning modules in LearningExpress: Diagnostic Tests, Practice Exercises, Practice exams, Skill building courses and tutorials. There are 11 Learning Centers.

Take a test: GED Reading Practice Exam 1

- a. Select GED Preparation
 - i. Select GED Practice Exams
 - ii. Select GED Language Arts, Reading Practice Exams
 - iii. Select ADD TO MY CENTER next to the GED Reading Practice Exam 1
 - iv. Select START THIS TEST NOW
- b. Welcome page
 - i. Name of Test
 - ii. Summary/Overview
 - iii. Give number of Questions and minutes you would see on the actual test
- c. Select **START**
 - i. See list of questions.
 - ii. Go over **BLUE MENU buttons** at top of screen:

NOTES:

Instructions

Questions

Finish Later

Score My Test

1. Instructions
2. Questions – take you directly to a particular question in the test
3. Finish Later - takes you back to MyCenter page where you can Continue at a later time.
4. Time Remaining - Representative of the time that the actual test will take. This will count down to 0. If you finish later, then this time here will not return. Test won't remember where you left off. NOTHING HAPPENS if you run out of time. It is just to simulate the REAL testing environment.

DEMONSTRATE TAKING THE TEST

- i. **Select random answers** and select next and repeat for two or three pages.
- ii. **Select SCORE MY TEST**
 1. Warning Pop up
 2. Another Warning Popup
- iii. **Select SCORE**
 1. The discussion below is personalized based on your score.
- iv. **View answers**
 1. Correct Answer always highlighted
 2. Right Answer
 3. Explanation
- v. Once you have scored your test, you cannot go back to the questions. You may view results. However, there is no limit as to how many times you take that particular test.
- vi. **Select My Center:**
NOTE: To exit any exam or course, you select My Center
- vii. What was once started says **CONTINUE** and what has been scored now says **VIEW RESULTS**

NOTES:

TAKE A COURSE: Reading Comprehension Course 1: Building a Strong Foundation

- a. Select the COLLEGE STUDENTS Learning Center
 - i. Select READING COMPREHENSION SKILLS IMPROVEMENT
 - ii. Select READING COMPREHENSION COURSE: BUILDING A STRONG FOUNDATION
 - ii. Select START THIS COURSE NOW

DEMONSTRATE TAKING THE COURSE

- a. Select START
 1. Welcome page
 2. Description and Lesson Topics
 3. Select START COURSE
- b. Course Outline and Menu at the Top
 1. On left **YELLOW** area, Course Outline
 - a. You may click NEXT or SKIP AHEAD
 2. **Instructions**
 3. **QuizReport** – if there is a quiz this will be there
 4. **My Center:** This will allow you exit the course back to your personal account page.
 5. **NOTEBOOK**
 - a. Allows you to keep notes: INTERACTIVE SCRAP PAPER
 - b. DEMONSTRATE how this works
- c. Select NEXT several times to advance you through the course
 1. **ABOUT NEXT:** If you exit out with out clicking next, you information will NOT be saved. However, if you select next, then exit, the information WILL be saved. Kids will often accidentally x out of a program. If they have hit next – it will be saved
 2. Show how the check marks display across the left as you advance through the course.

NOTES:

- d. **PRACTICE PASSAGE 1**
 1. **PRINT OUT PASSAGE** so that you can MARK IT UP

2. Answer questions- **ENTER GIBERISH – MUST TYPE IN EACH FIELD**
 3. Select **SUBMIT**
- e. **ANSWER**
1. Different in that you get your answers right away – unlike the TESTS where you complete them all and then view results
 2. Remaining PRACTICE PASSAGES continue on in the same format.
- f. To **EXIT COURSE** – click on **MYCENTER**
- g. From MY CENTER– click on **HOME**

E-BOOKS

From LearningExpress Welcome page, go to bottom right corner to get to the e-books.

Logged in as [sue.maszaros@state.tn.us](#) | [My Center](#) | [Logout](#) | [Help](#)

Welcome to LearningExpress Library!

For your goal, LearningExpress Library's resources will help you succeed. Each of our Learning Centers offers the practice tests, exercises, skill-building courses, and information you need to achieve the results you want—at school, at work, or in life. Looking to land a job? You'll find the Learning Center dedicated to helping you get the one that's right for you.

Get Started Now!

Click on a Learning Center on the left to begin exploring. . .

—or—

Click here to browse the complete list of Learning Centers.

News at LearningExpress Library

- ✔ **New Practice Tests Now Available:** Allied Healthcare, GED in Spanish, and Commercial Driver's License
- ✔ **The Job Search & Workplace Skills Learning Center** will help you:
 - Craft the resume that will get you hired
 - Strengthen your job search, interviewing, and networking skills
 - Achieve career success

Visit the **Job Search & Workplace Skills Learning Center** now.

What Do I Do Now?

- 🔍 **Help Center:** Visit the Library Help Center.
- 🔍 **Guided Tour:** Take a guided tour of LearningExpress Library.
- 🔍 **Learning Centers:** Browse a list of the Learning Centers and their resources.
- 🔍 **eBooks:** Browse our complete library of eBooks.

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Welcome to LearningExpress Library's searchable e-books collection. LearningExpress provides study guides and test-preparation books to help people prepare for high-stakes tests—to advance in school, or pass licensing, certification, or competitive entry-level exams.

To find a book on a particular subject, please enter a topic (e.g., "SAT") in the field below and click the "Search" button.

Enter Search Topic: Search

Academic Test Prep

- 10 Secrets to Acing Any High School Test, 301
- Challenging Logic & Reasoning Questions, 2e,
- Acing the GED Exams, Acing the GRE, Acing the SAT, 2010a, ACT Exam Success, Basic Skills for College, Catholic High School Entrance Exam, 2e, GRE, 2e, Critical Thinking Skills, GMAT Exam Success, How to Study, 2e, PRAXIS I, 2e, Reasoning Skills Success, 2e, SAT Math Essentials, SAT Writing Essentials, STEP, TOEFL Essentials, TOEFL Success in 6 Steps

Civil Service

- 9 Steps to a Great Federal Job, Border Patrol Exam, 2e, Civil Service Career Starter, 2e, Corrections Officer Exam, 2e, Federal Clinical Exam, Firefighter Career Starter, 2e, Law Enforcement Career Starter, 2e, Math for Civil Service Tests, Police Officer Exam, 2e, Police Sergeant Exam, Postal Worker Exam, 2e, Treasury Enforcement Agent Exam, Vocabulary for Civil Service Tests

Health Occupations

- Certified Fitness/Personal Fitness Career Starter, EMT Career Starter, 2e, EMT-Basic Exam, 2e, Firefighter Exam, 2e, Health Occupations Entrance Exam, Healthcare Career Starter, 2e, Healthcare Essentials, Nursing Assistant/Nurse Aide Exam, 2e, Paramedic Certification Exam, 2e

Math Skills

- 1001 Math Problems, 2e, 301 Algebra Questions, 2e, 301 Geometry Questions, 301 Math Word Problems, 301 Measurement and Conversion

Reading Skills

- 1001 Vocabulary & Spelling Questions, 2e, 301 Critical Reading Questions, 301 Reading Comprehension Questions, 2e, 301 Synonym & Antonym Questions, 301 Vocabulary Questions, 301 Word Analysis, 8th Grade Reading Comprehension, Just in Time Vocabulary, Read Better, Remember More, 2e, Reading Between the Lines, Reading Comprehension Success, 3e

Real Estate

- 3 Steps to Real Estate Success, California Real Estate, 2e, Closing the Deal, Florida Real Estate Exam, Massachusetts Real Estate Sales Exam, New York State Real Estate Exam, Real Estate Career Starter, 2e, Real Estate Essentials, Real Estate Sales Exam, Texas Real Estate Sales Exam, 2e

Science

- Biology Success, Chemistry Success

Titles in Spanish

- Pass el Examen de Ciudadanía Americana, Reading Comprehension with Spanish Instructions, Reasoning Skills with Spanish Instructions, Writing Skills Success with Spanish Instructions

U.S. Citizenship

- U.S. Citizenship: A Step-by-Step Guide

Workplace Skills and Career Tools

- Administrative/Executive Assistant Career Starter, 2e, Computer Technician Career Starter, Cosmetology Career Starter, 2e, Cosmetology Licensing Exam, 2e, Culinary Arts Career Starter,

- Over 130 e-books
- Topics similar to the practice tests and courses offered
- Choice of HOT LINKS or SEARCH
- Brings up all options in PDF
- PRINT, DOWNLOAD

NOTES:
