Transitioning from Q-Local to Q-global

Presenter:
Jarett Lehner
Training and Implementation Specialist
952-681-4106
jarett.lehner@pearson.com
Agenda

A look back at Q-Local

Q-global Overview

Transferring Inventory to Q-global

Exporting/Importing Assessment Records

Q-global in Action: Demo

Security

Q-global Pricing and Ordering
Review of Systems
A look back at Q-Local

- Released in 2004.
- Pearson’s software based platform for test administration, scoring, and reporting.
- Focuses on questionnaires, inventories, and rating scales.
- Depending on the assessment, allowed for 2 administration methods:
  - On-screen Administration: Administer the assessment digitally on a computer.
- >40 assessments and >90 forms
What is Q-global?

• Pearson’s web-based platform for test administration, scoring, and reporting.
• Primarily focuses on questionnaires, rating scales, and inventories.
  • Allows for entering of raw scores for larger assessments.
• Depending on the assessment, 3 different ways to administer:
  • Manual Entry: Paper/pencil administration with Q-global scoring.
  • On-screen Administration: Administer the assessment on the screen of any web-enabled device
  • Remote On-screen Administration: Allows a respondent to access the assessment from their own web-enabled device through sending a secure URL via email.

• Q-global is the next evolution of Pearson’s scoring systems, including:
  • ASSIST
  • Psychcorp I & II
  • Q-Local

• Where these “legacy” systems required that assessment data be stored locally on the computer, Q-global stores assessment data on Pearson’s secure, encrypted database.
• As a web-based system, Q-global gives you access to all of your data from the convenience of any web-enabled device.
Q-global Inventory

- Inventory is required to generate reports in Q-global.
- There are 3 types of Inventory in Q-Global:
  - Asset Inventory:
    - Digital manuals, stimulus books, etc.
    - Allocated on a per user basis.
  - Usage Inventory:
    - Allows a user to generate 1 report.
    - Scores assessments for all 3 methods.
  - Subscription Inventory:
    - Allows users to generate unlimited reports for a 1, 3, or 5 year duration when using the Manual Entry method
      - Allocated on a per user basis.
System Requirements

• A computer with access to the Internet through a standard web browser.
  • You can also access Q-global through a web-enabled mobile device (tablet, smartphone).
• A Q-global account that has been activated and has inventory.
• Operating Systems:
  • Windows 7-10
  • Mac OS 10.9 or higher
• Compatible web browsers:
  • Chrome (recommended)
  • Firefox (recommended)
  • Safari
  • IE 10.0 & 11.0
  • Edge
• Make sure to add qglobal.pearsonclinical.com to your web browser’s pop-up blocker exception list.
## Side by Side

<table>
<thead>
<tr>
<th></th>
<th><strong>Q-Local</strong></th>
<th><strong>Q-global</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number of assessments</strong></td>
<td>&gt;40 assessments and &gt;90 forms.</td>
<td>65 assessments and &gt;95 forms.</td>
</tr>
<tr>
<td><strong>Data storage</strong></td>
<td>Data is saved locally to the computer/network for which Q-Local is installed and assessments administered.</td>
<td>Data is saved and stored on Pearson’s secure, encrypted database.</td>
</tr>
<tr>
<td><strong>Compatibility</strong></td>
<td>Requires Windows OS.</td>
<td>• Compatible with both Windows and Mac OS.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Accessible on any web-enabled device (including tablets).</td>
</tr>
<tr>
<td><strong>Inventory</strong></td>
<td>• Inventory is stored on HASP (flash drive or parallel port).</td>
<td>• Inventory is stored within your Q-global account.</td>
</tr>
<tr>
<td></td>
<td>• Individual report usages are required for reporting.</td>
<td>• Individual report usages and unlimited scoring subscriptions for Manually Entered assessments.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Not charged for re-generating reports.</td>
</tr>
<tr>
<td><strong>License</strong></td>
<td>Annual Individual license cost of $150 and Network license cost of $350.</td>
<td>No annual license cost.</td>
</tr>
</tbody>
</table>

*For select assessments.*
How to Transition from Q-Local to Q-global
Two Factors of Transitioning from Q-Local to Q-global

• When transitioning from Q-Local to Q-global, there are two main components:
  • Transfer any remaining, compatible Q-Local inventory to Q-global.
    – Inventory for assessments that are not available on Q-global cannot be transferred.
  • Export assessment records from your Q-Local account and import them into your Q-global account.
How to Transfer Inventory from Q-Local to Q-global
How to Transfer Q-Local Inventory to Q-global

• When moving inventory from Q-Local to Q-global, there are 3 points to consider:
  – Is the Q-Local usage counter functional?
  – Are there any usages left on the counter?
  – How do you want to transfer your inventory?
    – Mail in the counter to Pearson.
    – With Pearson on the phone, de-install Q-Local and then transfer inventory.
• Regardless of the transfer method, your Q-Local counter will be disabled after the transfer is complete.
• Transferred inventory is credited to your account and a new order is placed for the transferred inventory.
If the counter has no inventory remaining

• If there are no usages left on the counter, then a de-installation of Q-Local is not necessary.
  • The counter does not need to be sent in or call Pearson.
• At this point, moving from Q-Local only requires a new Q-global account.
  • Call Customer Support and request for a new Q-global account to be created for you.
  • Place a order for Q-global inventory.
• After the Q-global account is created, examinee assessment records can be exported from Q-Local and imported into your Q-global account.
If the counter is functional

- If the counter is functional, you have two options for transferring inventory to Q-global:
  - You can mail your counter to Pearson and we will remove the usages in house.
  - Transfer inventory over the phone with a Pearson technical support representative.
- The de-installation process is quicker over the phone than mailing in counter.
- If you use a parallel counter and no longer have access to a computer with a parallel port, you will need to mail in the counter.
- A de-installation only works when you are on the phone with Pearson and are on the computer the usb/parallel port counter attached.
If the counter is no longer working

• If the counter is not functional, there is a chance that the usages cannot be recovered.
• However, there might be a chance that we can recover the inventory history. To do this, you will need to do two things:
  – Send in the damaged counter with the completed migration form to Pearson Support
  – Email .DUMP file to support
    – Email to: catechnicalsupport@pearson.com
• Make sure that you indicate your case number within the subject line of your email and within the email body.
How to Obtain the .DUMP File

• Starting on your computer’s desktop:
  • Click on the Start button in the bottom left corner.
  • Click on “All Programs.”
  • Locate and click on the Q-Local folder
  • Within the Q-Local folder, click on the “Access Log Files” folder.
  • Clicking on the “Access Log Files” folder results in a window to appear. On this window, click on the “Go There” option.
  • Clicking on the “Go There” option results in another window to appear and in this window, you will see a file named “QLocal2.dump.”
  • Copy this file and then save to your computer’s desktop.
How to Obtain the .DUMP File
How to Obtain the .DUMP File
How to Obtain the .DUMP File
Exporting Q-Local assessment records and importing to Q-global: Live Demo
Exporting Assessment Records from Q-Local

- Two locations to export records in Q-Local:
  - Click File and then select the Import and Export option.
  - Under Assessment Records, Import and Export button.
- Only files in a “Ready for Reporting” or “Report Generated” status can be imported into Q-global.
- You can export all of your examinee records at once or can select to export select records at a time.
  - Files will need to be exported in an “.trq” format in order to be imported into Q-global.
Exporting Assessment Records from Q-Local
Exporting Assessment Records from Q-Local

**Step #1 - Choose Action**

Choose an import or export action below and click 'Next' to continue.

**Actions**

- Show All
- Show Only Exports
- Show Only Imports

**Export assessment records to a Q Local transfer file (.trq)**

Export client demographics to an XML file (*.xml)  
Export scored assessment records to a text file (*.csv or *.txt)  
Import assessment records from a MICROTEST Q archive file (*.ar)  
Import assessment records from a MICROTEST Q transfer file (*.trq)  
Import assessment records from a Q Local transfer file (*.trc)  
Import client demographics from an XML file (*.xml)

**Description**

Creates a transfer file (.trq) that can be used to store assessment records or can be used to copy or move assessment records from this system to a different system that has the Q Local system on it. These files cannot be read by MICROTEST Q because they are a different format than the *.trq file. These files cannot be opened for viewing unless imported back into the Q Local system.
Exporting Assessment Records from Q-Local

Step 2 - Create Q Local Transfer File
Specify which assessment records to export, indicate the name of transfer file to create, and click 'Export' to create the file.

Specify Records To Export
- Export All Assessment Records
- Export Selected Assessment Records (Close this window, highlight the desired records to export, and re-select the 'Import and Export' menu item)
- Delete Records from System after Exporting

Transfer File

http://Desktop/Q-Local Exports/Export Transfer 1

Use the browse button to specify a file or enter the full path of the transfer file beginning with a drive letter.  
Example: C:\Backup\Week01.txt
Example: E:\QLocal\Exports\Week01.txt

Back Export Cancel
Exporting Assessment Records from Q-Local

Step #2 - Create Q Local Transfer File
Specify which assessment records to export, indicate the name of transfer file to create, and click Export to create the file.

Specify Records To Export:
- Export All Assessment Records
- Export Selected Assessment Records (Close this window, highlight the desired records to export, and re-select the 'report' and 'export' menu item.)

Transfer Progress
21 Record(s) Processed

Use the browse button to specify drive or enter the full path of the transfer file beginning with a drive letter.
Example: C:\backup\Backup\Assessment01.tar
Example: E:\QLocal\Backups\Backup\Week01.tar
Importing Assessment Records into Q-global
Importing Assessment Records into Q-global

![Importing Assessment Records into Q-global](image-url)
Importing Assessment Records into Q-global

### Manage Assessment Imports

<table>
<thead>
<tr>
<th>Batch ID</th>
<th>File Name</th>
<th>Status</th>
<th>Source</th>
<th>Total Records</th>
<th>Successfully Import</th>
</tr>
</thead>
<tbody>
<tr>
<td>3552</td>
<td>Expert Transfer 1.trq</td>
<td>In Queue</td>
<td>Import</td>
<td>21</td>
<td>0</td>
</tr>
</tbody>
</table>

Your request has been queued for import.
Importing Assessment Records into Q-global
# Importing Assessment Records into Q-global

[Image of Q-global interface with a table showing examinee records]

- **System ID**: 3331508, 3331509, 3331511, 3331510, 3331512, 3331513, 3331514, 3331515, 3331516, 3331517
- **Last Name**: User, Doe, Doe, Derrik, -, -, -, -, -, -
- **First Name**: Sample, John, Jane, Demo, -, -, -, -, -, -
- **Examinee ID**: 123456, 23456, 45678, 34567, 1127074, 1128016, 1129331, 1130313, 1130745, 1131324
- **Birth Date**: 02/03/1990, 06/25/2006, 02/04/1992, 03/25/2001, 05/12/1982, 05/12/1982, 05/12/1982, 05/12/1982, 05/12/1982, 05/12/1982
- **Gender**: Male, Male, Female, Male, Male, Male, Male, Male, Male, Male
Q-global Assessment
Process:
Live Demo
Logging in and the Home Screen
Creating Examinee Profiles

New Examinee

Save  Cancel

Demographics  Evaluation  History

Examinee has given consent to allow his/her de-identified information to be included in the Pearson General Research Database:

First Name: 
Middle Name: 
Last Name: 
Examinee ID: 
Gender: Please Select...
Birth Date: MM/DD/YYYY
Age: 0 years 0 months
Account: Jarett's Training
School:
Grade:
Custom Field 3:
Custom Field 4:
Email:
Comment:

500 Characters remaining
Assigning Assessments
Assigning Assessments
The Assessment Details Page

Assessment Details: Wednesday Demo

Examinee Details
- First Name: Wednesday
- Middle Name:
- Last Name: Demo
- Examinee ID:
- Gender: Female
- Birth Date: 05/25/2006
  Age: 10 years 6 months
- Email:

Assessment Details
- Assessment: BASC-3 PRS-Child
- Batch ID:
- Status: Ready for Administration
- Administration Date: 12/23/2016
  Age at Administration: 10 years 6 months
- Examiner: Lehnert, Jarett

Delivery:
- Manual Entry
- On-Screen Administration

Launch with Test Session Lock
Test Session Lock will block examinees from accessing your computer during
and after testing. When finished, press Ctrl + Shift + Q to unlock.

To use this feature, you must download and install Test Session Lock (one time only).

Remote On-Screen Administration
Manual Entry-Item Response
### Manual Entry-Raw Score

<table>
<thead>
<tr>
<th>Block Design</th>
<th>Figure Weights</th>
<th>Comprehension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>No Time Bonus (BDn)</td>
<td>0 to 34</td>
<td>0 to 38</td>
</tr>
<tr>
<td>Partial Score (BDp)</td>
<td>0 to 46</td>
<td></td>
</tr>
<tr>
<td>Dimension Errors (BDde)</td>
<td>0 to 82</td>
<td></td>
</tr>
<tr>
<td>Rotation Errors (BDRe)</td>
<td>0 to 11</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Similarities</th>
<th>Visual Puzzles</th>
<th>Arithmetic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 46</td>
<td>0 to 29</td>
<td>0 to 34</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Matrix Reasoning</th>
<th>Picture Span</th>
<th>Naming Speed Literacy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 32</td>
<td>0 to 49</td>
<td>1 to 600</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Digit Span</th>
<th>Symbol Search</th>
<th>Naming Speed Letter-Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forward (DSF)</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 18</td>
<td>0 to 60</td>
<td>1 to 600</td>
</tr>
<tr>
<td>Longest Forward (LDsf)</td>
<td>Set Errors (SSse)</td>
<td>Errors (NSine)</td>
</tr>
<tr>
<td>0, 2 to 10</td>
<td>0 to 30</td>
<td>0 to 80</td>
</tr>
<tr>
<td>Backward (DSb)</td>
<td>Rotation Errors (SSre)</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 18</td>
<td>0 to 30</td>
<td>0 to 34</td>
</tr>
<tr>
<td>Longest Backward (LDsb)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0, 2 to 8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sequencing (DSs)</td>
<td>Information</td>
<td>Naming Speed Quantity</td>
</tr>
<tr>
<td>0 to 18</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 31</td>
<td>1 to 600</td>
<td>1 to 108</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Coding</th>
<th>Picture Concepts</th>
<th>Immediate Symbol Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 54</td>
<td>0 to 27</td>
<td>0 to 108</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vocabulary</th>
<th>Letter-Number Sequencing</th>
<th>Delayed Symbol Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 54</td>
<td>0 to 30</td>
<td>0 to 81</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cancellation</th>
<th>Recognition Symbol Translation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Random (CAr)</td>
<td>Total Raw Score</td>
</tr>
<tr>
<td>0 to 64</td>
<td>0 to 34</td>
</tr>
<tr>
<td>Structured (CAS)</td>
<td></td>
</tr>
<tr>
<td>0 to 64</td>
<td></td>
</tr>
<tr>
<td>Total Raw Score</td>
<td></td>
</tr>
<tr>
<td>0 to 128</td>
<td></td>
</tr>
</tbody>
</table>
On-screen Administration

Assessment Details
Assessment: BASC-3 PRS-Child
Batch ID:
Status: Ready for Administration
* Administration Date: 12/21/2016
Age at Administration: 10 years 6 months
Examiner: Lehner, Jarett
New Examiner

Delivery:
☐ Manual Entry
☐ On-Screen Administration
☐ Launch with Test Session Lock
Test Session Lock will block examinees from accessing your computer during
and after testing. When finished, press Ctrl + Shift + Q to unlock.

To use this feature, you must download and install Test Session Lock (one time only).

☐ Remote On-Screen Administration

Save  Save and Close  Start Assessment  Cancel

Demographics  Item Entry

School: 
Grade: Please Select...
Comments:

The following demographics will be completed during on-screen administration. These demographics can be edited after the administration is complete.

* Administration Language: Please Select...
* Parent/Guardian's First Name: 
Parent/Guardian's Middle Initial: 

On-screen Administration

- Assessment Details:
  - Assessment: BASC-3 PRS-Child
  - Batch ID:
  - Status: Ready for Administration
  - Administration Date: 12/21/2016
  - Age at Administration: 10 years 6 months
  - Examiner: Lehner, Jarett

- Delivery:
  - Manual Entry

- On-Screen Administration:
  - Launch with Test Session Lock:
    - Test Session Lock will block examinees from accessing your computer during and after testing. When finished, press Ctrl + Shift + Q to unlock.

- Remember:
  - Test Session requires downloads to be available on this page. It only needs to be installed once per computer. Firefox, Safari and Chrome browsers are recommended.
  - To Unlock your system, press Ctrl + Shift + Q.
  - Don’t show this again

- Grade:
  - Please Select....

- Comments:
  - The following demographics will be completed during on-screen administration. These demographics can be edited after the administration is complete.
  - * Administration Language:
  - *Parent/Guardian’s First Name:
  - Parent/Guardian’s Middle Initial:
On-screen Administration

Welcome to the BASC-3 PRS-C

We will first collect some demographic information. After that, you will be given more specific instructions for this assessment before moving on to the questions.

Please choose the language (English or Spanish) you prefer for this administration above.

Por favor seleccione el idioma (inglés o español) en que prefiere contestar este cuestionario en la parte superior de esta página.

To continue, click the >> button at the bottom of the screen.
Remote On-screen Administration

Delivery:  
- Manual Entry
- On-Screen Administration

Launch with Test Session Lock
Test Session Lock will block examinees from accessing your computer during the testing. To use this feature, press Ctrl + Shift + Q to unlock.

To use this feature, you must download and install Test Session Lock (one time only).

Remote On-Screen Administration

Start Date: 12/21/2016
Expiration Date: 01/20/2017

Recipient: An email invitation to complete the Remote On-Screen Administration of the assessment will be sent to the recipient specified below.

First Name: 
Last Name: 
Email: 

Save  Save and Close  Preview and Send Invitation  Cancel

Demographics  Item Entry

School: 
Grade: Please Select....

Comments:

The following demographics will be completed during on-screen administration. These demographics can be edited after the administration is complete.

* Administration Language: Please Select....
* Parent/Guardian’s First Name: 
Parent/Guardian’s Middle Initial: 

Assessment Help
Remote On-screen Administration

Assessment Invitation Email

View Templates: All Templates
Apply Template: Rater Invitation Email
Type: System Generated

Recipient First Name: Sample
Recipient Last Name: Teacher
Recipient Email Address: sample.teacher@email.com
Subject: Invitation to Complete Quest
Copy Me: 

Dear {recipient_first_name},
You have been requested to complete a questionnaire (or rater form) for {examinee_first_name} {examinee_last_name}.
To complete the form, please click the following link:
{rosa_production_url}

Follow the directions on the screen. If you have any questions, please contact your Assessment Administrator (DO NOT REPLY TO THIS EMAIL).
{user_first_name} {user_last_name}
{user_email}

Regards,
Pearson

This is an auto-generated email. Please do not reply to this email address.
If you have questions, please contact Pearson Technical Support by emailing catechnicalsupport@pearson.com or calling 800-249-0859, Monday through Friday, from 7:00 AM - 6:00 PM CST.
Dear Sample,

You have been requested to complete a questionnaire (or rater form) for Wednesday Demo.

To complete the form, please click the following link:

Click here

Follow the directions on the screen. If you have any questions, please contact your Assessment Administrator (DO NOT REPLY TO THIS EMAIL).

Jarett Lehner

jarett.lehner@pearson.com

Regards,

Pearson

This is an auto-generated email. Please do not reply to this email address.

If you have questions, please contact Pearson Technical Support by emailing catechnicalsupport@pearson.com or calling 800-249-0699, Monday through Friday, from 7:00 AM - 6:00 PM CST.
Welcome to the BASC-3 PRS-C

We will first collect some demographic information. After that, you will be given more specific instructions for this assessment before moving on to the questions.

Please choose the language (English or Spanish) you prefer for this administration above.

Por favor seleccione el idioma (inglés o español) en que prefiere contestar este cuestionario en la parte superior de esta página.

To continue, click the >> button at the bottom of the screen.
Generating Reports

Method 1: From the Home Screen

Method 2: From the Examinee Profile

Method 3: From the Assessment Details Page
Generating Reports

Report Configuration

Examinee: Examinee, Trial
Examinee ID:
Assessment: BASC-3 PRS-Child
Status: Ready for Reporting
Format: Adobe (pdf)
Records Selected: 1
Inventory Needed: 1 report usage(s).
Available Inventory: Unlimited report usages. Subscription expires 09/10/2020

Include
- Use Respondent Name
- Validity Index Summary Table
- T Score Profile (Composites and Scales)
- Score Tables (Composites and Scales)
- Validity Index Item Lists
- Narratives (Composites and Scales)

Select Confidence Level
- Confidence Level: 68%
- 90%
- 95%

Select Primary Norm Group
- General Combined
- General Gender-Specific
- Clinical Combined
- Clinical Gender-Specific
- ADHD Combined
- ADHD Gender-Specific

Select up to four additional Norm Groups for Comparison
- General Combined
- General Gender-Specific
Generating Reports

Behavior Assessment System for Children, Third Edition (BASC™ 3)
BASC-3 Parent Rating Scales - Child
Interpretive Summary Report
C. R. Reynolds, PhD, & N. Kamphaus, PhD

Client Information

- Name: John Smith
- Gender: Male
- Age: 10
- Grade: 5th

Test Information

- Test Date: 11/01/2020
- Test Score: 80
- Language: English

Norm Group 1: General Combined
Norm Group 2: Clinical Combined
Norm Group 3: ADHD Combined

COMMENTS AND CONCERNS

No comments or concerns were provided.
Resource Library

- Resources
  - About Q-global
    - Forms and Templates
    - Quick Reference Guides
    - Security and Legal
  - Training Resources
  - User Guides
  - Utilities
  - 16PF
  - BAI
  - BASC-2
  - BASC-3
  - BASI Comprehensive
  - BASI Survey
  - BBHI 2
  - BDI-II
  - BHI 2
  - BHS
Resource Library-Locating Allocated Assets
# The Help Link

![Pearson Help Link Image]

The image shows a screenshot of a Pearson website interface, highlighting the help link. The interface includes options for examinee management, group administration, and report generation. The table displays information about examinees, including System ID, Last Name, First Name, Examinee ID, Birth Date, and Gender. The table contains 39 records, with the current page displaying records 1 to 10. The help link is indicated by a red box in the interface.
The Help Link

Examinee List

The first page displayed (also known as the home page) is the Active list of examinees for your account. From here you can view and manage examinee records as well as assign an assessment, add or delete an examinee from the account. In addition, you also have the ability to import examinee demographics into the system or export examinee demographics and item/raw scores on assessments that have been scored and reported.

You can filter this list by clicking the Search icon, entering your search criteria and click the Search button. The View drop down link allows you to view both the active and inactive examinees for your account.

See managing examinees for information on how to view, edit, delete, add, move and merge examinee records.

Additional Information

- You can only assign an assessment to one examinee at a time.
- To assign assessments to a group of examinees, refer to the group overview section of this guide.
Security: Moving from a software to web-based system
How do I know that my data is secure?

• Complies with HIPAA Security Rule regulations.
• Encryption of data in motion using HTTPS and TLS.
• Encryption of data at rest within the database.
• Password complexity and secure passwords features.
• Three tier architecture with firewalls and segregation of systems.
• Secure management of user roles and permissions within Q-global.
• Account Owner, Account Administrator, Assessment Administrator, Data Entry Operator.
Q-global Workflow: Manual Entry/OSA

Reminder: Q-global data is encrypted while in motion (HTTPS/TLS) and when at rest (encrypted database)
Q-global Workflow: ROSA

Within Q-global, users can access examinee data, assign assessments, select administration method, enter data, and score/generate reports.

Reminder: Q-global data is encrypted while in motion (HTTPS/TLS) and when at rest (encrypted database)
Pricing and Ordering
Pricing

• Prices for individual usages, subscriptions, and assets can be found on each assessment’s page on the Pearson Clinical website.
• Q-global product page on pearsonclinical.com allows you view and add inventory to your cart by subscription and usage type.
• Usage volume discounts are available for select assessments. Check individual product pages for details
• Q-global licenses are free!
  – You only pay for inventory.
• Includes manuals, intervention guides, and stimulus books.

• Price range:
  • Digital Assets are the same as their physical counterparts.
  • Ex: VABS-III manual is $150 for either digital or physical
  • Digital assets are allocated per user, not per account.
    • Ex: If there are 10 users on an account and they all want access to a digital manual, 10 digital manuals will need to be purchased.
Subscriptions

- Subscriptions allow a user to generate an unlimited number of reports.
- Available in 1, 3, and 5 year intervals.
- Subscriptions are an option for the Manual Entry administration method only.
- Subscriptions are allocated to **users**, not to an account.
  - Ex: If an account wanted all 10 users to have access unlimited BASC-3 scoring, 10 subscriptions would be required.

<table>
<thead>
<tr>
<th>Q-global Scoring Subscription Pricing-2017</th>
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<tbody>
<tr>
<td>Type</td>
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<td>Basic &amp; Interpretive</td>
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<td>Basic, Interpretive, &amp; Intervention</td>
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Usages

• Allows a report to be generated from any of the 3 delivery methods (Manual Entry, On-screen Administration, Remote On-screen Administration).
• Usages **must** be used to generate a report for the On-screen Administration and Remote On-screen administration delivery methods.
  • Using Q-Global as the record form **and** scoring program.
• Usages can be allocated on the user, sub-account, and entity account level.
• Usage prices vary by assessment and form.
  • BASC-3 Report: $2.99/usage
  • Vineland-3 Comprehensive: $3.50
  • Shaywitz DyslexiaScreen Report: $.99
  • MMPI-2 Extended Score Report: $17.15 (Q-Local Price: $17.60)
  • MCMI-IV Interpretive Report: $44 (Q-Local Price: $45)
How to order

• There are 4 ways to order Q-global inventory:
  • Over the phone-inbound sales
  • 800-627-7271 (if an existing user, make sure you have your Q-global account number!)
• Online using your pearsonclinical.com login.
  • Click here to navigate to the Q-global Product page on pearsonclinical.com
• Mail
  • Complete the following form at: http://images.pearsonclinical.com/images/assets/orderform.pdf
• Email/fax a Purchase Order
  • Your regional Assessment Consultant can assist you with generating a quote.
  • If you do not know who your consultant is, please use the following link: http://www.pearsonclinical.com/contact/consultant.html
How to Transition to Q-global: Pulling it all Together

• Contact Pearson Customer Support and ask to speak with a Q-Team support representative.
  • 1-800-249-0659

• Inform them that you would like to transfer from Q-Local inventory to Q-global.

• If you have inventory and the HASP counter is functional, determine if mailing in the counter or de-installing with support on the line is the better fit.
  • If the counter is no longer functional, you may still be able to transfer your inventory by sending in the counter along with the .DUMP file.

• After your Q-Local has been transferred to your Q-global account, export/import your assessment records.