



## Perception Office Connector

### Turn office documents into tutorials

#### Overview

Questionmark™ Perception™ Office Connector makes it easy to launch quizzes, tests, surveys and questionnaires from Microsoft Office documents. This tool is freely available to Perception users. Office Connector can be installed within Microsoft Office 2000 and Office XP for use with:

- Microsoft Word
- Microsoft Outlook (with Word as email editor)
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft FrontPage.

#### How it works

When Office Connector is installed, authors are able to click on a drop-down menu that opens a wizard that guides them through the process of linking to assessments. Later, people viewing the Office document are able to link directly to the quiz, test or survey, answer the questions, receive feedback and online coaching. Feedback can be diagnostic and prescriptive. The document or file that contains the link remains open while the reader completes the assessment.

#### Office documents as tutorials

Questionmark Perception Office Connector has an extensive graphics library that helps you create questions and easy-to-use wizards that guide you through the process of assembling quizzes, tests, exams and surveys. By launching assessments directly from Office documents you can turn plain documents into interactive tutorials.

#### Office connector offers

- The simplest way to add powerful assessments to Office documents
- Easy-to-use wizards
- The ability to turn documents into interactive learning tools
- Instant feedback
- Links to additional learning materials

#### Created from careful analysis

Questionmark developed Perception Office Connector in response to requests from Perception users, standard assessment and instructional design practices, and careful analysis of the latest thinking on how people learn including:

- Research<sup>1</sup> indicating that people are able to retrieve information more effectively if they answer questions periodically before, during, and after the learning process;
- The concept that understanding the knowledge, skills, attitudes and behaviors of learners enhances the development of learning events; and
- The extensive use of Microsoft office to create learning materials. According to a recent brandon-hall.com publication<sup>2</sup>, organizations use the following tools to create learning content:
  - Microsoft PowerPoint (66%)
  - Microsoft Word (63%)
  - Macromedia Flash (47%)
    - already supported by Questionmark Perception
  - Microsoft FrontPage (26%)

With Microsoft Office programs playing such a significant role in the development of learning material, being able to link assessments to them makes interactive learning readily available to organizations of all types and sizes.

#### More information

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<sup>1</sup> Thalheimer, W. (2003, January). The learning benefits of questions. Retrieved February 24, 2003 from: [http://work-learning.com/ma/PP\\_WP003.asp](http://work-learning.com/ma/PP_WP003.asp)

<sup>2</sup> "LCMS Report: Comparative Analysis of Enterprise Learning Content Management Systems," <http://www.brandonhall.com/public/publications/lcms2003/>

