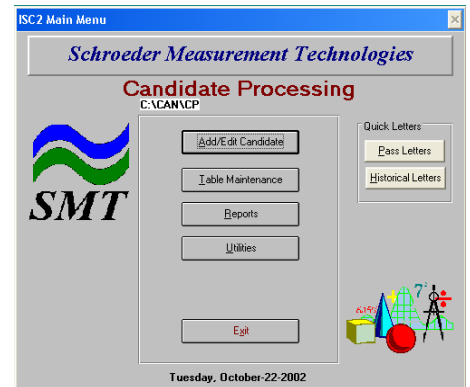


# Solutions Through Innovation:

## Candidate Processing that works for you!

If you're looking to get control on your candidate examination processing, SMT can help! Our **SMT-Admin™** system provides the tool to register and schedule candidates for examinations, track payments, generate letters and reports, and share data with other applications.



### Basic Structure of **SMT-Admin**:

- **Table Maintenance**  
One of the virtues of **SMT-Admin** is the ability to tailor or alter system attributes to meet your specific needs through the use of tables. There are eight sets of tables (exam data, test site, letter, exam type, password, school, report, and schedule) that provide the basic data for the system. For example, the data in the *Test Site Table* define the options in the *Site* pull-down menu used to enter information into candidate records. The sophisticated table configuration is designed to support complex scenarios for scheduling, test times, etc., that often characterized certification and licensure testing programs.
- **Add/Edit a Candidate**  
This is where most of the administrative activity occurs. Adding or editing candidate records is very simple—just enter the last name and/or social security number and the system pulls up matching records. If there are no matching records, a blank record appears. Most remaining data is selected from pull-down menus, reducing data-entry time and errors.
- **Reports**  
**SMT-Admin** includes a full range of both pre- and post-test reports based on date ranges.

### REPORTS

#### Pre - Test Reports

- Applications processed (during a date range)
- Rosters (all candidates or by site, date, and/or exam part)
- Admission letters (all candidates by site, date, test level)
- Labels (candidate name and address for data range)
- Site Count
- Examiner/Rater information

#### Post-Test Reports

- Results letters (pass, fail, no-show)
- No-show report roster
- Score Report (Pass, Fail, and All

### Utilities

From the utilities menu, you can perform such functions as importing and exporting scores. For example, you may wish to export revenue files for the candidates entered each day into Quicken™ or other bookkeeping software for fee reconciliation.

### Technical Requirements

- Windows® 98, 2000, Millennium, or XP
- Minimum 600 megahertz processor
- Minimum 64 megabytes RAM
- Minimum 50 megabytes available hard drive space



Schroeder  
Measurement  
Technologies  
262 Chapman Road  
Suite 108  
Newark, DE 19702  
(302) 737-0796  
number1@smttest.com