**MFL Proxy Hour Questions and Answers:**

**Compiled by DL Supplemental Services Team**

1. How inaccurate is the Student Mastery report?

Answer: Unfortunately it's inaccurate enough that it's not reliable, primarily because MFL's either doesn't have an automatic timeout/logout feature, or it's very long (which is why there's the proxy hour award cap).

2. In the Grade book after you request a report, MFL says it will send an email when a report becomes available, but there's no place to enter an email. So, what email are these reports going to, since there's only 1 teacher login?

Answer: Since there's only one teacher login, it must be emailing the person who originally opened the teacher account.

3. Printing a report to a document viewer (not paper) generates an error message. Why?

Answer: One some PCs you need to install a free PDF converter app (such as <http://www.dopdf.com/>http://www.dopdf.com/). On other PCs you can select to print to Microsoft XPS document writer to save the report. This has not been tried on a Mac.

4. When manually adding up times, do we round up or down to the minute, or exclude activities that only take a few seconds to complete?

Answer: Round the minute up for 30+ seconds, and rounded it back for 30- seconds. Examples: 11 min 14 sec = 11 minutes; 9 min 37 sec = 10 minutes.

5. When entering proxy hours in MABE, and we see a student was using MFL for 37 minutes, do we enter .5, .75 or .65 in MABE?

Answer: Try to be as accurate as possible, so .65 in this.

6. The Process for verifying DL Hours for MFL doc says students can only use MFL for 10 weeks. Do the students' logins turn off? How do we know when their 10 weeks is up? What prohibits them from using MFL more than 10 weeks? Does 10 weeks = 70 days?

Answer: Their login will automatically be turned off by MFL after 70 days (10 weeks).