



AN EASY TRANSITION FOR CONNERS 3 USERS TO CONNERS 4

An efficient process will be made available to online product users of the *Conners 3rd Edition (Conners 3®)* to help your transition to the *Conners 4th Edition (Conners 4™)*. This simple self-serve option will be implemented through the MHS Online Assessment Center+.

On the day of Conners 4 release, all MHS Online Assessment Center+ Admin account users who have Conners 3 Online uses will have immediate access to Conners 4 within their account.

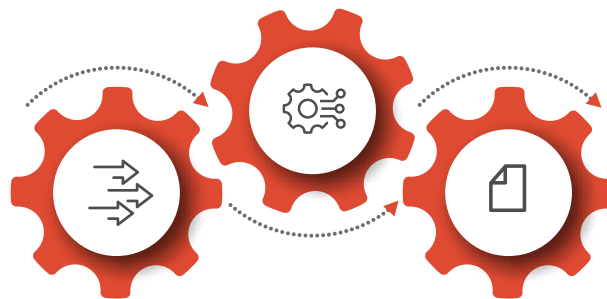
Any unused form specific to Conners 3 Online uses can be substituted for Conners 4 uses. Uses will be substituted on a one-for-one basis.

The transition process will launch when Conners 4 is released and will be available for 12 months from the release date.

HOW IT WORKS

TRANSITION

On the day of Conners 4 release, all MHS Online Assessment Center+ Admin account users who have Conners 3 Online uses will have immediate access to Conners 4 within their account. Admin users must enable Conners 4 through Account Settings/Manage My Assessments. Admin users can also grant their Sub-users access to Conners 4 by enabling access for Sub-users.



ADMINISTRATION

Admin and Sub-users can administer Conners 4 to clients even when their Conners 4 use balance is zero.

GENERATING REPORTS

Admin and Sub-users who want to generate a Conners 4 report when their Conners 4 use balance is zero can do so by selecting an available Conners 3 use. Admin and Sub-users can specify which Conners 3 use to substitute during the report generation.

Note: During the transition, if Conners 4 uses are purchased and added to the account, the Conners 4 uses will be used first to generate reports, before the substitution option is available again.

Visit [MHS.com/info/Conners4-Onboarding-Resources](https://mhs.com/info/Conners4-Onboarding-Resources) for more information regarding Conners 4 and onboarding resources for existing Conners 3 users.