

Introduction to the QRF500 audience response system.

1. Remotes and Dongle

Load two “AAA” batteries into the **Student** (F1-1a) and two ‘AA’ batteries into the **Instructor** (F1-1b) remotes. Turn on the **Power** at the bottom/on the side of the remotes.



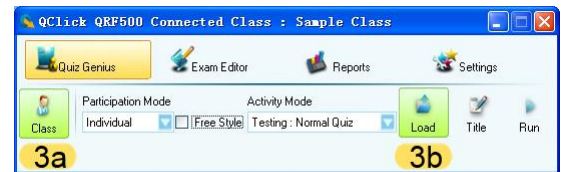
2. Start the Software

- Install QClick software from the CD.
- Double-click the icon on the desktop to launch QClick software.
- Plug in the USB dongle (F1-1c), which should be automatically recognized by QClick and go into the login dialog.
- Enter the default username and password, both are “qomo”.



F2

Note: If you click Cancel, QClick software will be in Read-only Mode.

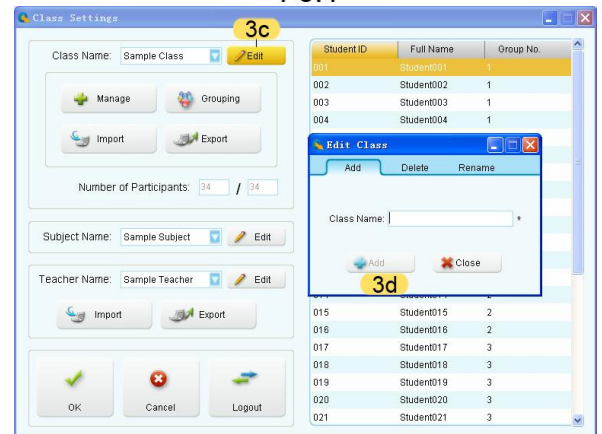


F3.1

- The QClick toolbar will appear and shows “**QRF500 Connected.**” If the toolbar shows “**QRF500 No Host,**” try to re-plug the USB dongle.

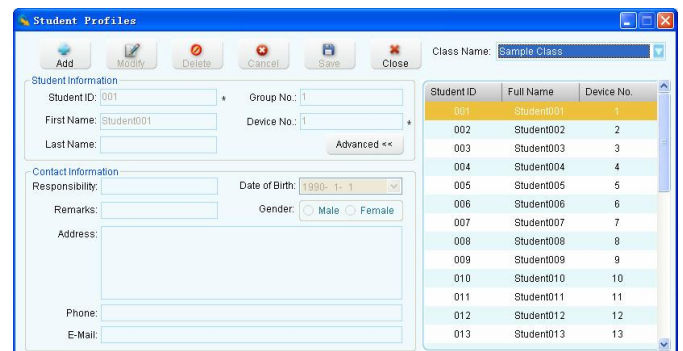
3. Setup a Class

- Click Class icon (F3.1-3a) under Quiz Genius tab. Click Edit button (F3.2-3c) next to the Class Name field. Select Add tab and enter your class name. Click Add button (F3.2-3d) and the Student Settings window will pop up.
- In the Student Settings window select ‘Add New Students’, Enter Student ID, Name, Device No., and any additional information in Student Profiles window. Click Save to add a student into the database. Click Close to complete the settings.
- Click OK button in Class Settings window. Class icon (F3.1-3a) will turn to green when the class is loaded.



F3.2

Note: If the icon is not green, it means the class is not loaded properly.



F3.3



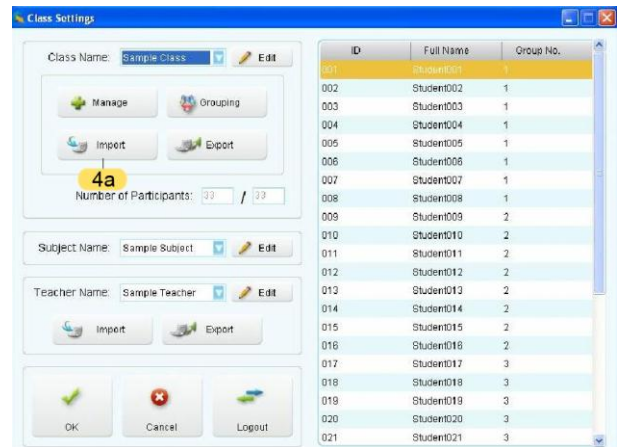
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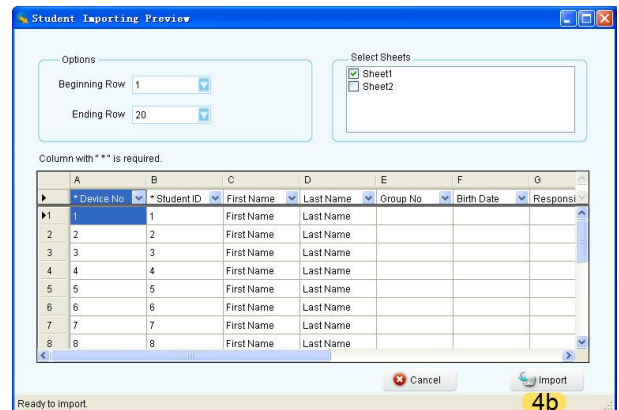
4. Import a Class

- Select a desired class from Class Name drop down list in Class Settings window; or set up a new class.
- Select the **Import** option (F4.1-4a); click OK.
- Find your excel file with your class list and click Open.
- From the drop down menus above the mock excel sheet, select the correct title for your imported columns.
- Click on the **Import** (F4.2-4b) button; a window will pop up when the import is successful; click OK.

Note: The class you import from excel must have four columns of set information filled out: the First Name, Last Name, Student ID, and Device No.



F4.1



F4.2





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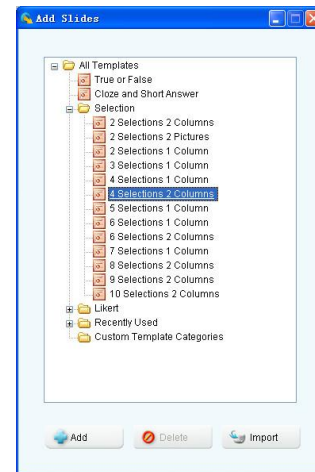


5. Prepare an Exam

- On the QClick toolbar under Exam Editor, click New (F5.1-5a) or Open button (F5.1-5b), and PowerPoint will initiate.
- Click the Add button (F5.1-5c) on the QClick toolbar to add template slides to the presentation. The Add Slides window will appear with selection options. You can also use PowerPoint to add slides to be recognized by QClick later on.
- Save PowerPoint Slides as a file, keep it open.
- On the QClick toolbar, click the Setup button (F5.1-5d) then click Obtain (F5.4-5e) to recognize the content of the slide in Clicker Display Area.
- Set the question properties about Question #, Question Mode, Activity Mode in the drop down lists.
- Choose the answer in the Correct Answer Selection area.



F5.1

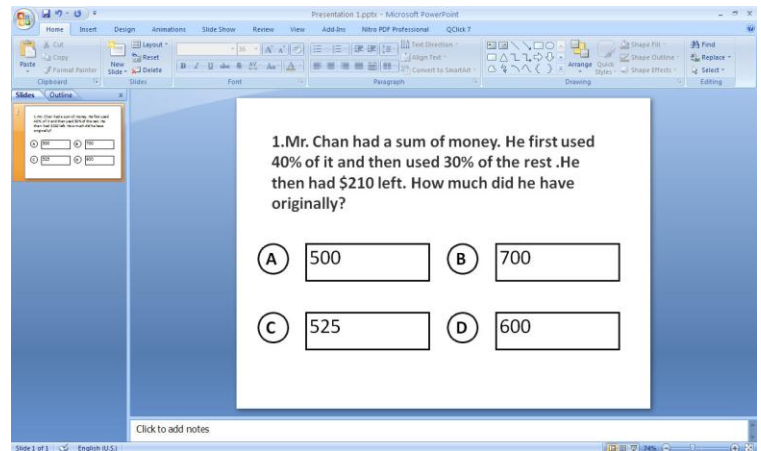


F5.2

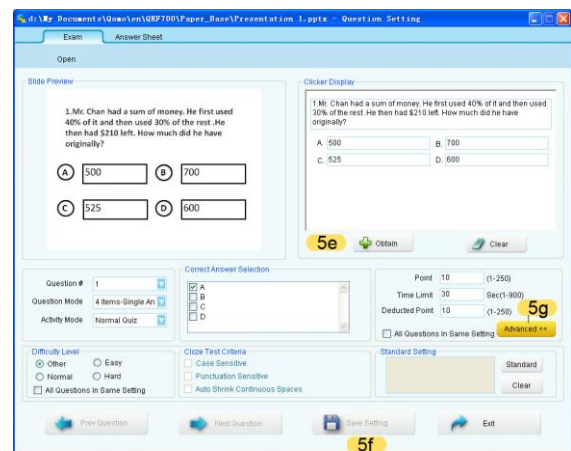
Note: If the quiz file needs any modification, please remember to close Setup and modify the PPT file in PowerPoint directly, then open Setup and Obtain the changes of the page to re-recognize your question, then click Save Setting.

- Click Save Setting (F5.4-5f) when finished, and then click Exit.

Note: For additional question setting options, click Advanced button (F5.4-5g) to choose from the following: Difficulty Level Setting, Cloze Test Criteria and Standard Setting. All the information will be stored inside the PowerPoint file, you can design more using PowerPoint as you like.



F5.3



F5.4



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6. Student Login

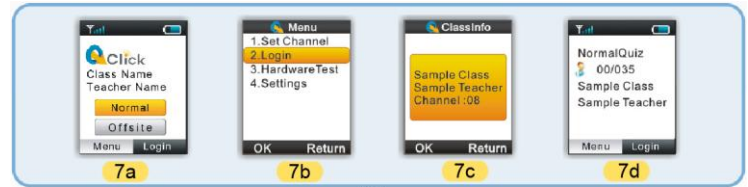
The student remote will automatically login to the class (F6-6a), and the screen will display the current question No. once a new question is started (F6-6b).



F6

7. Instructor Login

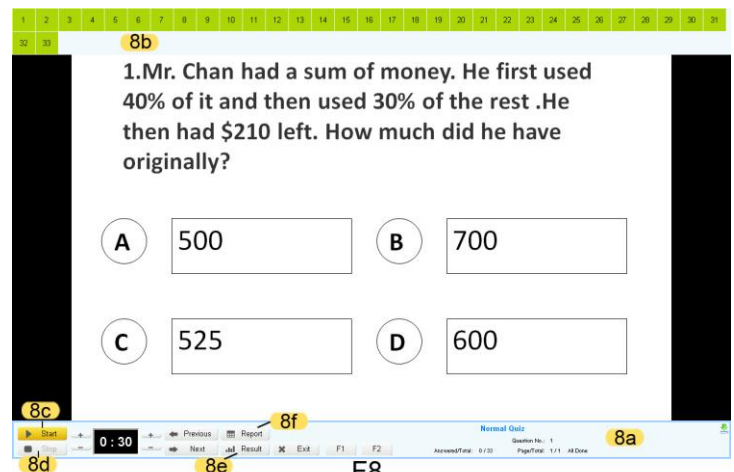
From the home screen (F7-7a), click the button to enter the menu screen. Press (F7-7b.) 2. Login. Press the button to select OK. When your (F7-7c.) Class appears on the screen, press the top left function key to select **OK** then your exam details will appear on the remote screen (F7-7d.).



F7

8. Run a Quiz

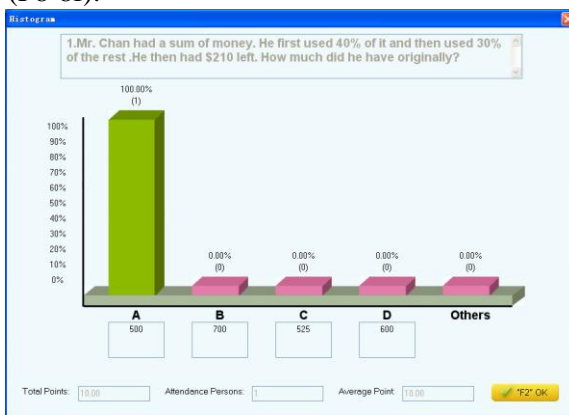
- a. On QClick software Toolbar, press Load to select a PowerPoint file to run as a quiz.
- b. The Load icon (F3.1-3b) must be green to run an exam.
- c. A (F8-8a) menu will appear along the bottom of the screen from which you can operate your exam. At the top of the screen (F8-8b) a list of student registration numbers will appear.
- d. Start any question by clicking **Start**(F8-8c), ending the timer by clicking **Stop**(F8-8d), and go through questions using arrow keys.



F8

9. View Results

During an exam, check the students' results after each question by pressing Result (F8-8e) or Report (F8-8f).



F9.1

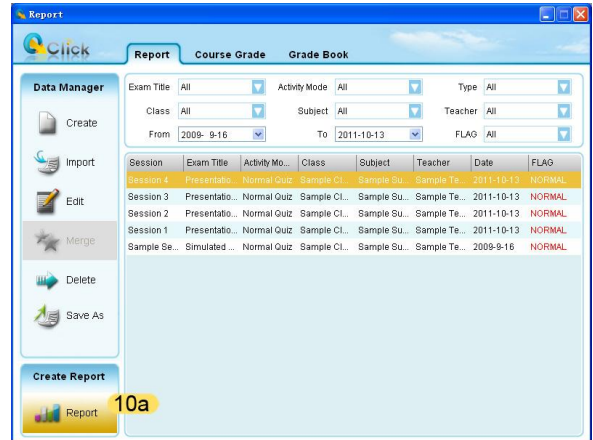
Home	Response
Student001	
Student002	A
Student003	
Student004	
Student005	
Student006	
Student007	
Student008	
Student009	
Student010	
Student011	
Student012	
Student013	
Student014	
Student015	
Student016	
Student017	
Student018	
Student019	
Student020	
Student021	
Student022	
Student023	
Student024	
Student025	

F9.2

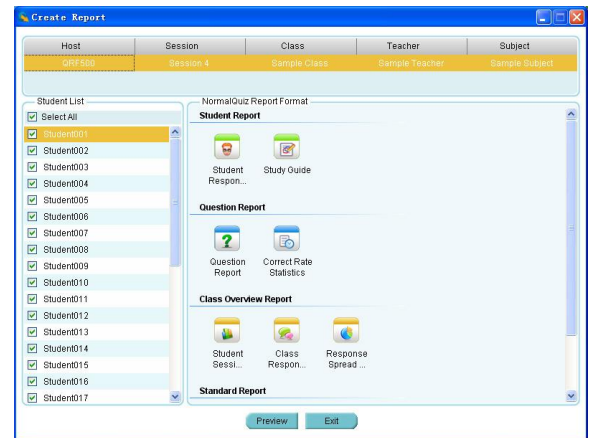
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10. Generate Reports

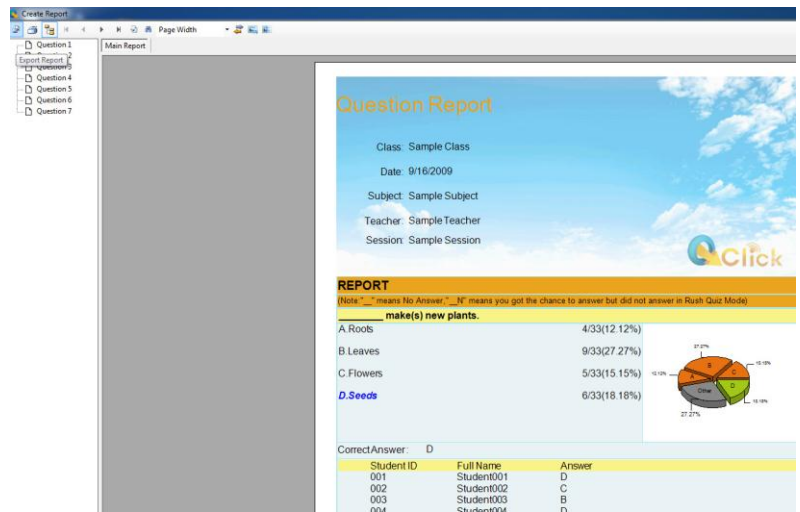
- After saving an exam session, go to the **Reports** icon to open the **Reports** window. Select the appropriate test or exam file and click on the Report icon in the (F10.1-10a) **Create Report** box.
- In Create Report, you can preview and create various reports of your students' performance. All reports can be **printed**, **exported**, or **saved**.



F10.1



F10.2



F10.3

