Getting Started with Physical Clickers – for Instructors

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The Equipment

Clicker Base
This is the hub through which the clicker software runs and by which votes are collected.

AC Adapter
Plug this into the clicker base and into the wall to boost the performance of the base and thus the software.
Plug the USB stick into the clicker base as shown.
Plug the USB Cord into the clicker base and into the computer on which you wish to run the i-clicker software.

Instructor Remote

An instructor can use this blue remote to control the clicker software while standing away from the computer on which the software is running.

Student Remote

Students use this remote to respond to clicker questions.
Phones, Computers, and Tablets

Students are now able to use mobile data devices to answer clicker questions; see our guide for information about i>clicker GO if you are interested.

Opening the Software

After connecting the i>clicker equipment, find the USB stick on your computer and select it.

Select the version of the software that corresponds to the operating system your computer is using (“Win” is Windows, “Mac” is Mac OS X)

Click on the i>clicker icon
The i>clicker software will open. You will need to create a course if you have not already done so.

Next you will need to add your instructor remote, configure your course and add your student roster.

Navigate to Course Settings to configure your blue Instructor Remote:
Under **General**, enter your instructor Remote ID (back of your blue remote below the barcode):

![Image of i>clicker settings with emphasis on General tab]

In Polling options, set your preferred time limits for answering:

![Image of i>clicker settings with emphasis on Polling tab]
Then click the **Gradebook** tab and choose your LMS (Blackboard in most cases):

![Image of Gradebook setup](image)

Set up your iclicker Gradebook (Blackboard Guide)

Remind your students to **register their iclickers** at [http://www1.iclicker.com/register-clicker/](http://www1.iclicker.com/register-clicker/) using their **NetID** so their participation will be recorded in iclicker’s Gradebook.

**Download your roster off of Blackboard.**

Navigate to Grade Center > Work Offline > Download:

![Image of Grade Center](image)
In Option 2 Delimiter Type, select **Comma** and hit **Submit**:

2. **Options**

   ![Delimiter Type](Image)

   - **Delimiter Type**:
     - Comma
     - Tab
   - Include Hidden Information:
     - Yes
     - No

   Hidden information includes columns and users that have been hidden from view.

3. **Submit**

   ![Submit](Image)

   - Cancel
   - Submit

Rename the file in your Downloads folder to **gb_export.csv**

![Downloads](Image)

Move your **gb_export.csv** file to **iClicker > Classes > ‘YourClassName’** folder (on the USB drive):

![IClicker](Image)
In this example case, our class name (and thus class folder) is “Intro to Shakespeare” put the gb_export.csv file inside of the class folder.

In i>clicker, navigate to Course Settings:

Navigate to File > Open Gradebook to see student roster. Make sure the i>clicker polling window is not open, only the Course Settings window.

Reminder! Your students must register their iclickers at http://www1.iclicker.com/register-clicker/ using their NetID to record their participation in iclicker’s Gradebook
YOUR FIRST POLLING SESSION

iClicker toolbar should still be visible in the top left corner your screen. (If not, reopen your iclicker software off the USB and Start New Session again.)

This toolbar floats on your desktop atop any presentation software you are using in class (PowerPoint, Keynote, Web browser, etc.)

Start the session for your class:

Once you click “Start New Session” the i>clicker toolbar should be visible on your screen. It looks like this:

Turn on your instructor remote and confirm connection to your i>clicker base:
At this point feel free to open your presentation software containing your polling questions. The i>clicker floating toolbar sits on top of any application including Powerpoint, Word, Flash, Keynote, Acrobat, Prezi, and web browsers.

The toolbar will be visible above your presentation content.

Click on the Play arrow to start a polling session.

Click the red square to stop the session.

Click on the bars to open a bar chart of the responses.