i>clicker v7 - Adding Smart Phone (REEF) Use by Students

This guide describes how an instructor configures i>clicker v7 so that students can use REEF Polling on smart phones in addition to or instead of using physical clickers.

SETUP ICLICKER FOR PHYSICAL CLICKERS

1. Follow the directions in the "iClicker Setup Quick Guide for UM" that is found on the https://lpt.it.miami.edu/iclicker-student-response-system/ web page.

BEGIN THE PROCESS TO ENABLE REEF POLLING IN YOUR COURSE

2. Go to "Settings" for the course you want to configure for REEF use by students.

3. On the "REEF Polling" tab, click on the "Enable ..." button.

In i>clicker v7, select your course and click on "Settings"

In the i>clicker application:
1. Click on “REEF Polling”
2. Then click on “Enable REEF Polling”
CREATE A "MY REEF POLLING" ACCOUNT

4. Create a My REEF Polling account if you don’t have one. If you already have one, log in here and then skip to step 6.

5. Enter your information to create a My REEF Polling account. Remember your password, since you will need it in the future.

1. Enter your personal information
2. Create a password
3. Check the “I agree …” box
4. Click “Create”
ASSOCIATE THE ICLICER COURSE WITH THE MY REEF POLLING COURSE

6. Enter "University of Miami Coral Gables" in the Institutions box.

Next, the course needs to be created in REEF.

Enter “University of Miami Coral Gables” for the Institution.
7. Select "University of Miami Coral Gables" by clicking on the item in the drop down menu.

“University of Miami Coral Gables” should appear automatically in the drop down menu. Click on it.
8. Enter the course name. This is what the students will use to select your course when they sign up for REEF. It does not have to be the same as the course name on Blackboard.
9. Enter additional information about the course. (It is not clear whether any of this is actually required.)
VERIFY AND SAVE THE COURSE INFORMATION

10. The course information will be displayed. If anything needs to be modified use the "Edit" button. When everything is acceptable, click on the "Save" button.

11. The "Roster File Not Found" may appear. If so, click the "OK" button to proceed.

“Roster File Not Found” will appear.
1. Click “OK”.

This warning will be removed when you “Synchronize” your roster for the first time. You can sync now, or wait until later. See the separate instructions on how to sync your roster.
12. When you return to the iClicker v7 window, the "REEF Polling enabled" light should be green.

Your i>clicker v7 course is now enabled for responses by students using either/both physical i>clickers and REEF on smart phones.

Student instructions for downloading REEF and connecting to your course are in a separate document, available on the https://lpt.it.miami.edu/iclicker-student-response-system/ web page.

Instructions for synchronizing the i>clicker, Blackboard, and REEF Polling information are in a separate document, available on the https://lpt.it.miami.edu/iclicker-student-response-system/ web page.

If you encounter any problems while setting up the i>clicker software, contact the Blackboard Help Desk at blackboardhelp@miami.edu or 305-284-3949. The Help Desk is staffed 9am-9pm, seven days a week, except on UM holidays.

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