

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 re smart phones in addition to or instead of using physical clickers.

SETUP ICLICKER FOR PHYSICAL CLICKERS

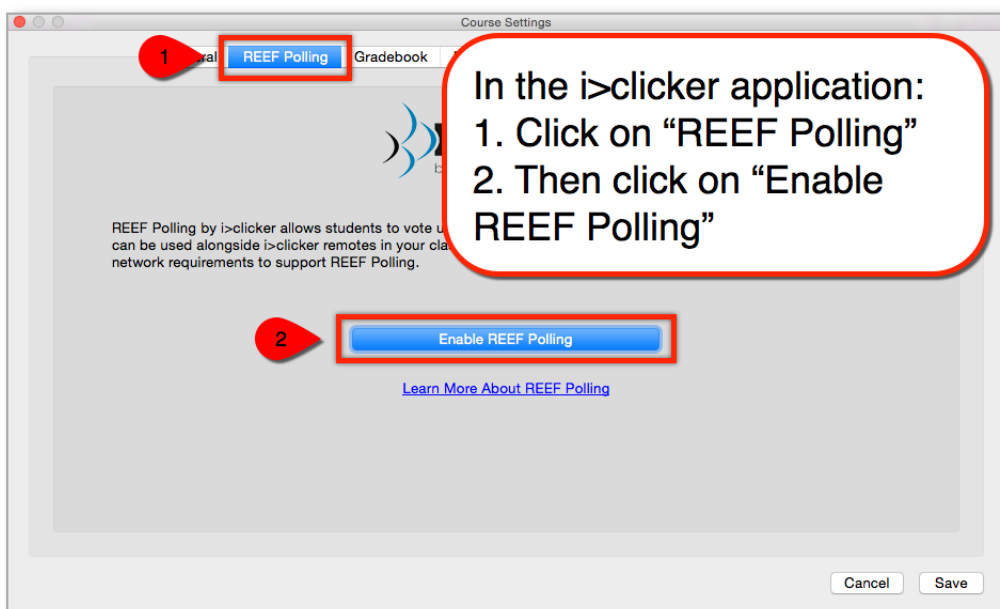
1. Follow the directions in the "iClicker Setup Quick Guide for UM" that is found on the <https://lpt.it.miami.edu/iclicker-student-response-system/> web page.

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.



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.

The screenshot shows a web interface titled "Course Settings" with a "Log In to My REEF Polling Account" form. The form includes fields for "Email:" and "Password:". A blue link "Forgot Password?" is located below the password field. A "Create Account" button is highlighted with a red box and a red callout bubble containing the number "1". A larger red callout bubble with the text "If you have not created a REEF Polling account, create it now." is overlaid on the right side of the form. At the bottom of the form are "Cancel" and "Log In" buttons. The background shows a "General" tab and a "Display" tab.

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

The screenshot shows the "Create My REEF Polling Account" form. It includes fields for "First Name:" (William), "Last Name:" (Vilberg), "Email:" (bill.vilberg@miami.edu), "Password:" (masked with dots), and "Confirm Password:" (masked with dots). A checkbox labeled "I agree to the [Privacy Policy](#) and [Terms of Service](#)." is checked. A "Create" button is highlighted with a red callout bubble containing the number "4". Other callouts include "1" pointing to the "First Name" field, "2" pointing to the "Password" field, and "3" pointing to the checkbox. A large red callout bubble at the bottom left contains the following instructions: "1. Enter your personal information", "2. Create a password", "3. Check the 'I agree ...' box", and "4. Click 'Create'". At the bottom of the form are "Cancel" and "Save" buttons. The background shows a "General" tab and a "Display" tab.

ASSOCIATE THE ICLICKER COURSE WITH THE MY REEF POLLING COURSE

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

Course Details
This is how your course will appear in REEF Polling.

Institution:
Required [Can't find your Institution?](#)

Course Name:
Required

Screen Capture: Required

Allow students to view screen captures of the questions when polling starts

Allow students to view screen captures of the questions when polling ends

Next, the course needs to be created in REEF.

Enter "University of Miami Coral Gables" for the Institution.

Thursday

Friday

Saturday

Sunday

7. Select "University of Miami Coral Gables" by clicking on the item in the drop down menu.

Course Details
This is how your course will appear in REEF Polling.

Institution:
Required

Course Name:
Required

Screen Capture: Allow students to view screen captures of the questions when polling starts
Required Allow students to view screen captures of the questions when polling ends

Meeting Times: Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday
 Sunday

“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.

Course Details
This is how your course will appear in REEF Polling.

Institution:
Required [Can't find your institution?](#)

Course Name:
Required

Screen Capture: Required

Allow students to view screen captures of the questions when polling starts

Allow students to view screen captures of the questions when polling ends

Meeting Times:

Monday 9:05 AM

Tuesday

Wednesday 9:05 AM

Thursday

Friday 9:05 AM

Saturday

Sunday

Enter a Course Name. Students will use this when registering to use their smart phone.

9. Enter additional information about the course. (It is not clear whether any of this is actually required.)

Course Details
This is how your course will appear in REEF Polling.

Institution:
Required [Can't find your institution?](#)

Enter the additional information about your course.

Optional

Course ID:

Term:

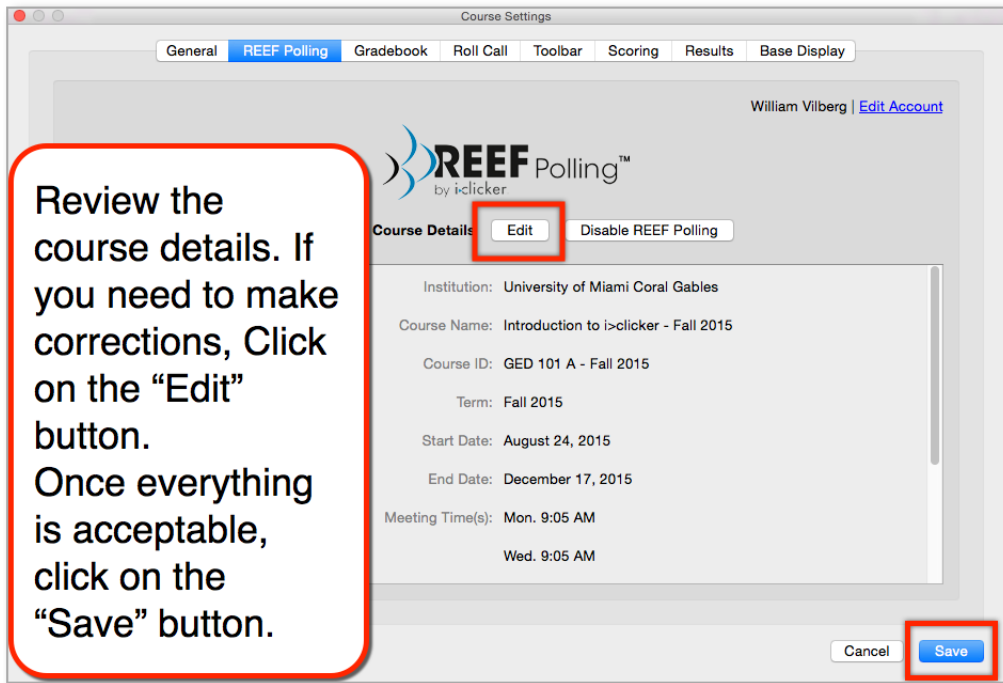
Start Date:
End Date:

Meeting Times:

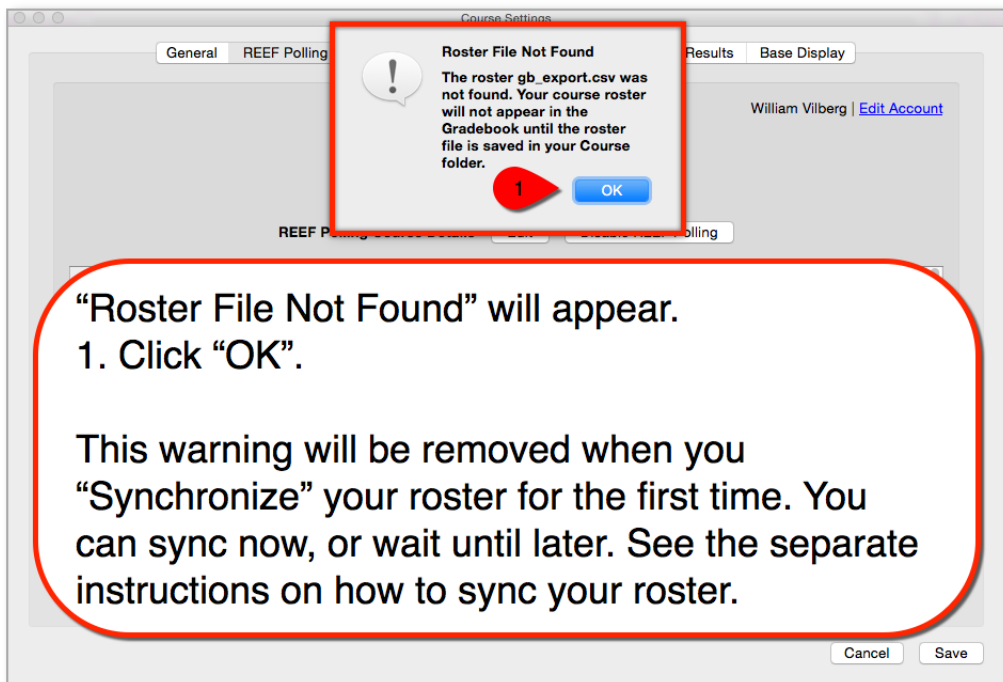
- Monday**
- Tuesday**
- Wednesday**
- Thursday**
- Friday**
- Saturday**
- Sunday**

VERIFY AND SAVE THE COURSE INFORMATION

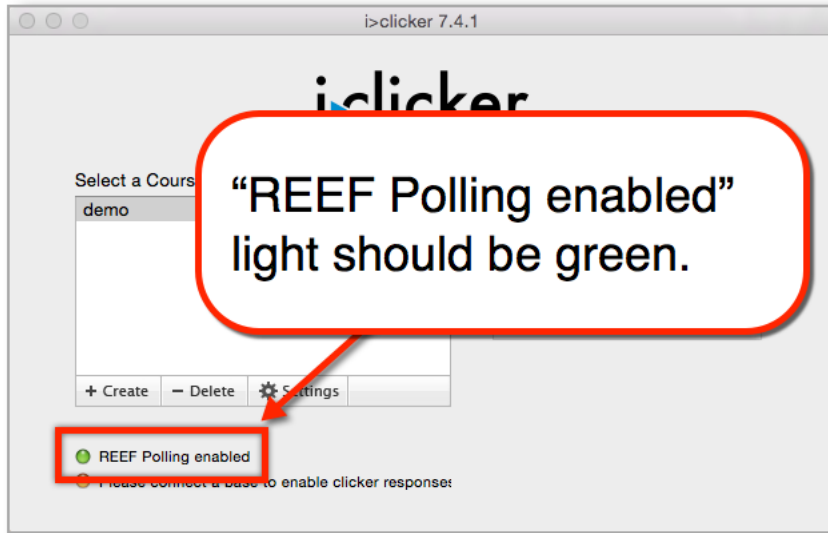
10. The course information will be displayed. If anything needs to be modified use the "Edit" button. When everything is acceptable, click on the "Save" button.



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



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.

2015-08-24 - Bill Vilberg