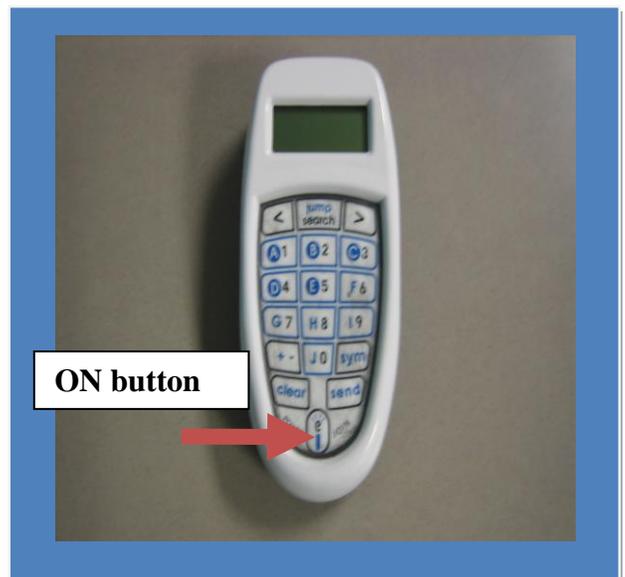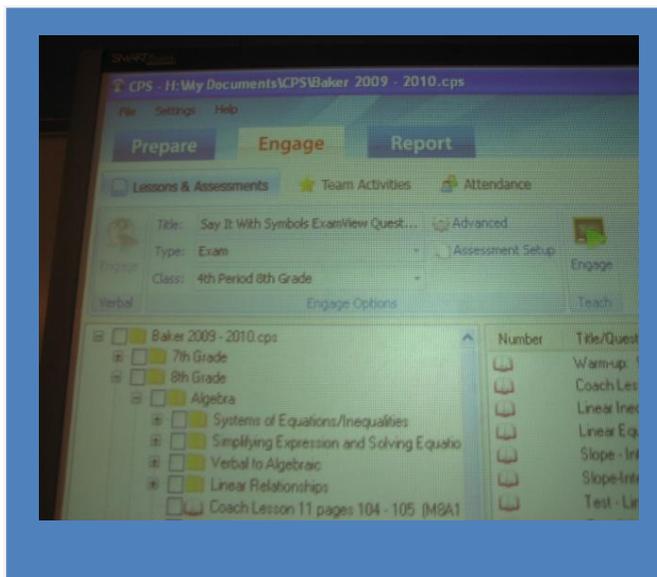# How to Use Student Response Systems or Clicker Tools:

Classroom Performance System Clicker Tools

Step 1: Install the CPS CD-ROM into the CD-ROM drive on the computer.
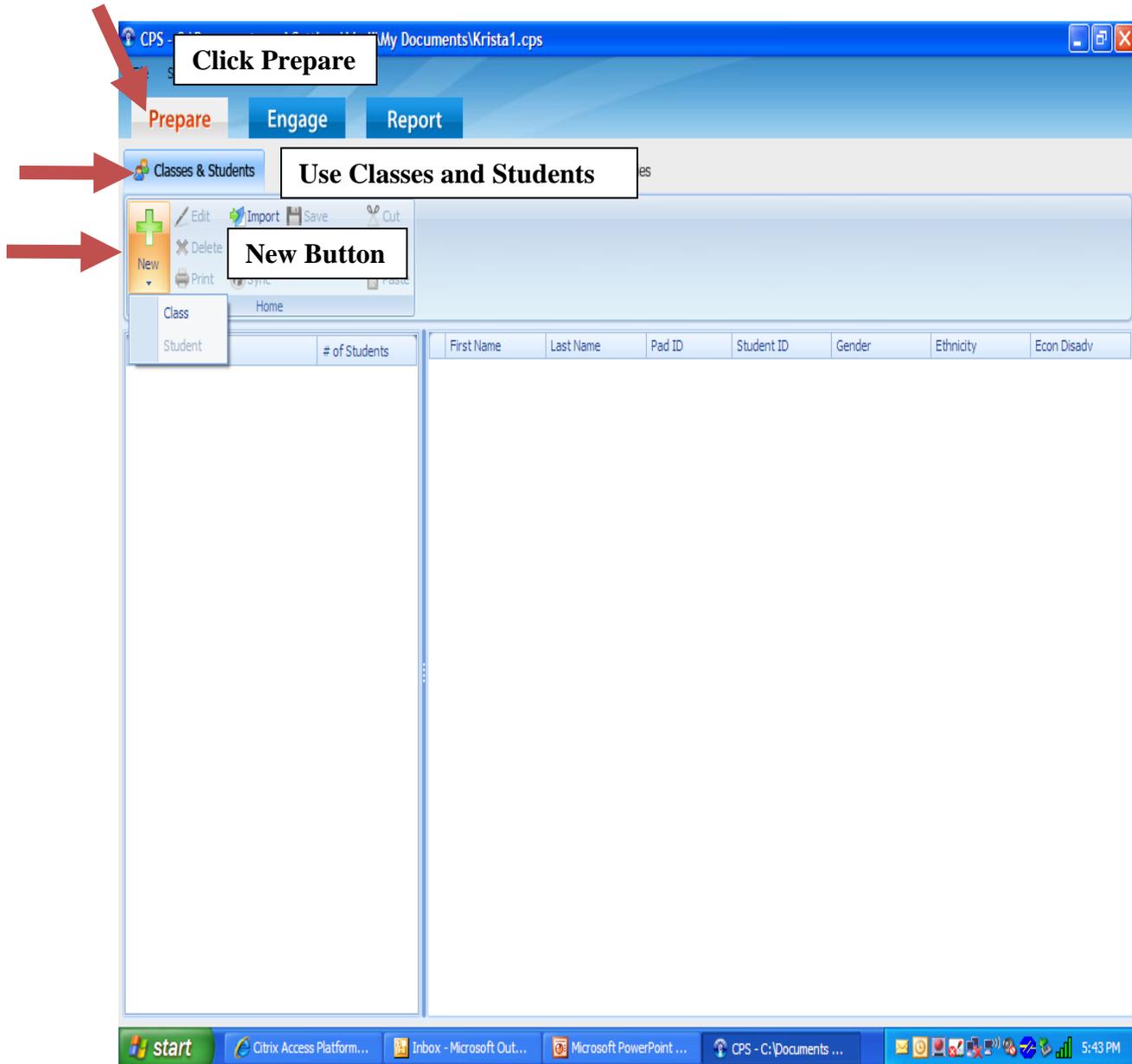

Step 2: The software program will load and the CPS menu will provide numerous tools for the media specialist and teacher. The individual clickers should be charged and use the ON button to allow students to engage in the CPS activities.
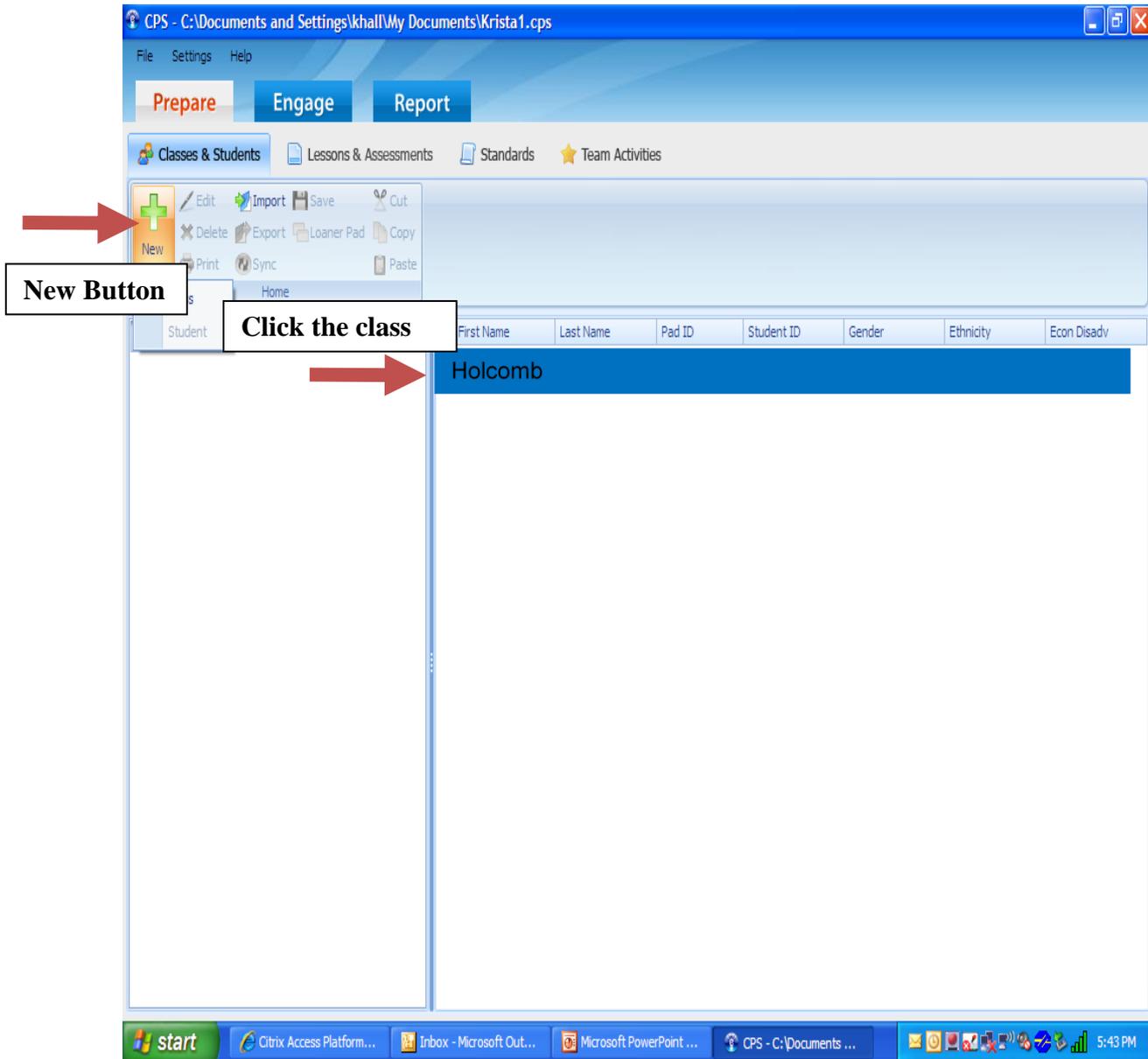

ON button

Add Students:

Step 3: Click the Prepare tab, Classes and Students, and the green plus sign. The green plus sign is a New button that will allow you to build your classes. Click on Class and type a name for your class. The disk button will allow you to save your work. This tactic allows you to build classes.
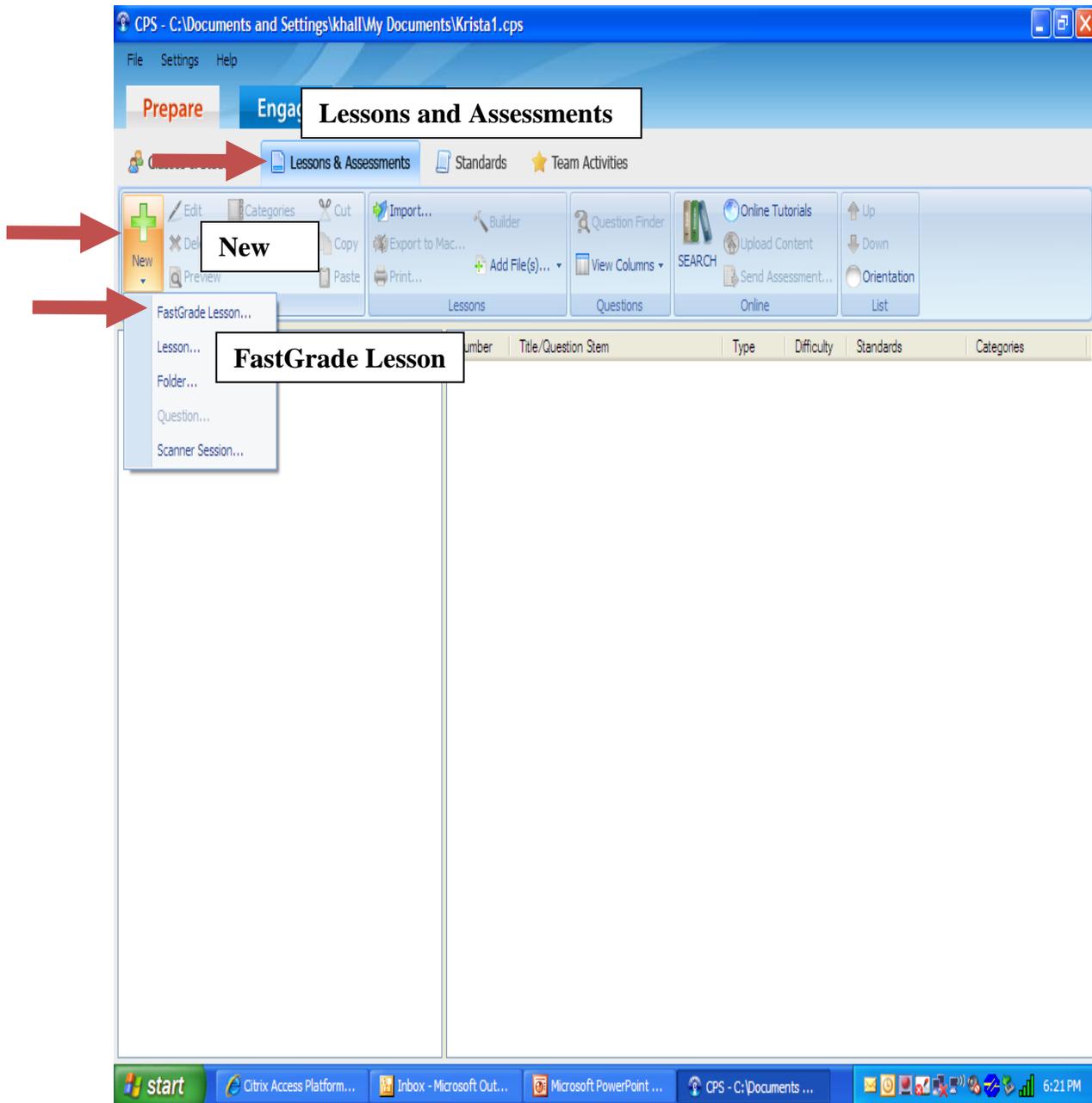
Step 4: You can click on the Class you designed, and it will be highlighted in blue. You should click the New button and choose Student. You can type the names of individual students and encourage these students to use CPS. The disk button will allow you to save these students. You have added your students to the CPS database.

Building Assignments

Step 5: Design a conventional test in Microsoft Word, PowerPoint, or other software programs and save the file. This assignment should be a multiple choice, True/False, or Yes and No project. Write down the correct answers to all of your questions, and you can add these to the CPS program. You should keep the test file minimized on your desktop. You will need it on Step 9.

Step 6: Use the Lessons and Assessments tab and click New FastGrade lesson. You will be required to name your lesson.

Step 7: The questions window will load, and you can add the correct answer for each question. The window informs the teacher about the number of questions in the lesson and the current question being added to the assessment. You should click OK, and you have designed a classroom activity using the CPS clickers.

Encouraging Students to use the Clickers

Step 8: Move to the Engage tab. This section will provide a summary of all the lessons you have built and added to the CPS database. You can click the box next to the lesson that you want to use and choose the class that you want to complete the assignment. You should click Engage and the CPS toolbar will be added to your desktop.

Step 9: You should click the test file that you built in Step 5 and allow students to see question one and the possible answers to the assignment. You can click the Next button on the CPS toolbar and the first answer box will load on the page. You can click the Start button and allow students to start completing the lesson. The answer box will inform you when all the students have assigned an answer to question one, and you can click End. The scores of individual students will be calculated and will be categorized using the students' clicker numbers. You can click the Next button on the CPS toolbar and require students to complete question two.

1. Which policy was endorsed by Ronald Reagan?

A. Economic Omnibus Reconciliation Act

B. Organized Crime Control Act

C. Food Stamp Act of 1964

D. Education for all Handicapped Children Act of 1975

Step 10: You click the red X button when the students have completed the assignment and you will move to the CPS software. You can review the students' achievement on the test by clicking the Reports tab and clicking your test. You will be provided with a variety of techniques for analyzing the tests. You have built and incorporated an innovative lesson into the classroom using the CPS clicker tool.