

Setting up a student response system



QUICK START USER'S GUIDE

Model: iRespond Lite

1



The iRespond Teacher's Dashboard software has already been installed on all teachers' computers. However, if you need to install the software, insert the included CD into your CD drive. Installation should begin automatically.

2



Remove the base unit, USB cord and antenna from the carrying case and connect the antenna to the base unit with the antenna pointing upwards.

3



Plug the smaller end of the USB cable into the iRespond base unit and the larger end of the USB cable into your computer.

4



Power on the base unit by pushing the top left button.

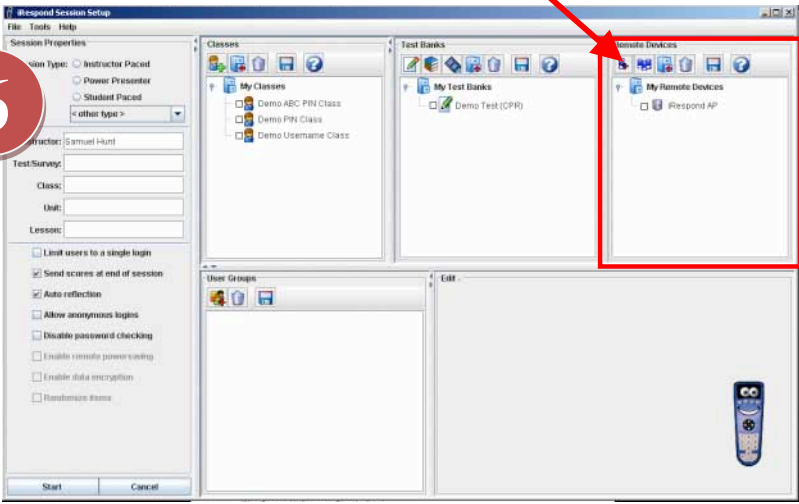
5



Double click the iRespond icon on your desktop to activate the program.

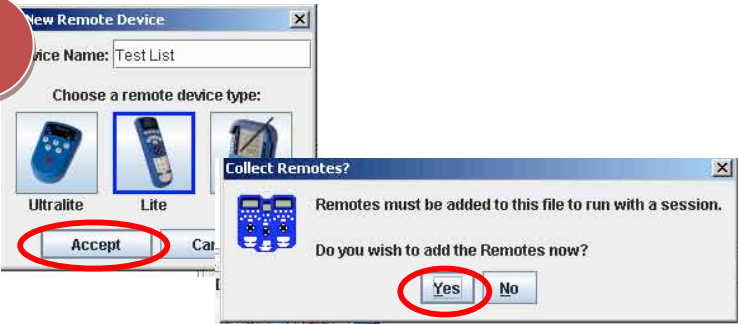
Enter your username and password. (First time users may login using their **Employee Badge ID #** as the username and **teacher** as the password.)

6



Once logged in, you will be taken to the "Session Setup" dialog. Find the "Remote Devices" section on the right. Click the "New Remote List" button.

7



Give the list a name, select the middle "Lite" icon, and click "Accept".

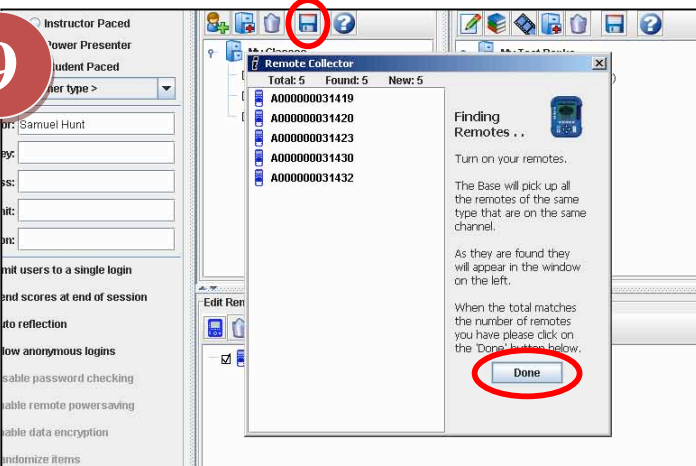
Next, you will see a prompt asking if you "wish to add remotes now?". Select "Yes".

8



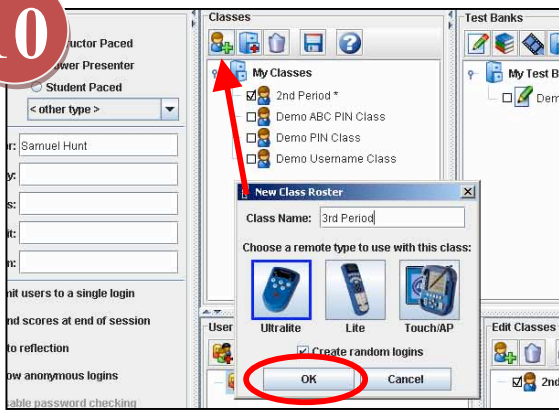
Turn on all remote units and the Remote Collector function should gather all the remotes into your list.

9



Once all the remotes have been found, select "done" and then click the "save" icon.

10

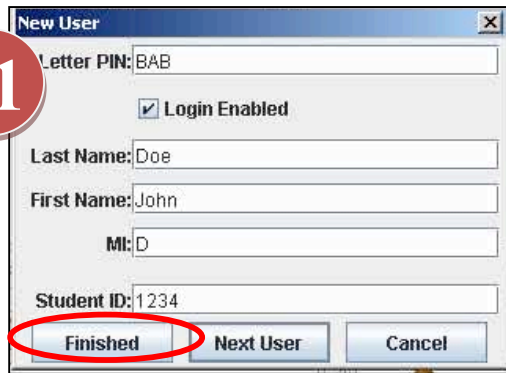


If you want to use your iRespond remotes for anonymous polling situations, skip to step 12.

For individual performance by student, locate the “Classes” section and click the “New Class Roster” icon.

Enter a class name and click OK.

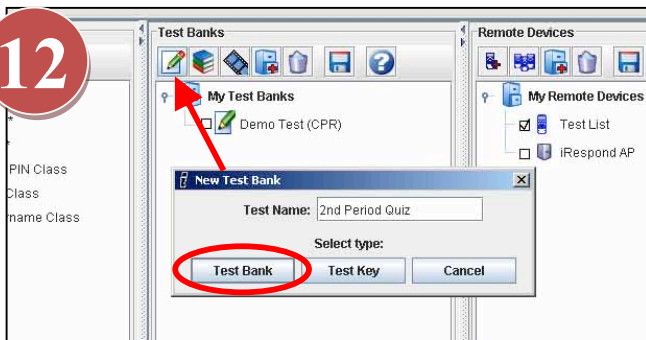
11



A New User Dialog will appear. Enter each field in the New User dialog. Click “Next User” for each student. Continue this step until you have entered each student.

Click “Finished” after you are finished entering each student.

12

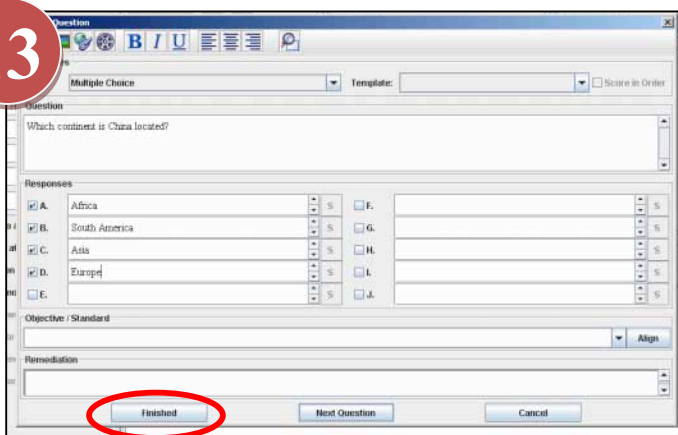


Now it’s time to build your test.

Go to the “Test Banks” window and click the “New” icon.

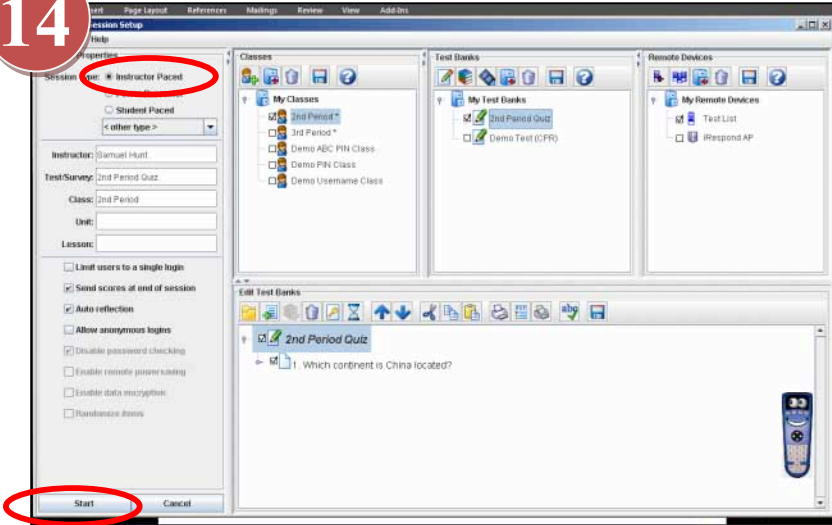
Give the test a name, and then select the “Test Bank” button. Next, click “Yes” to begin adding test questions.

13



Start building your questions by completing the applicable fields. Repeat this step for each new question by clicking “Next Question”. and periodically save your work.

Click “Finished” when done.



When you are ready to use the iRespond remotes with your class, login to iRespond by double clicking the iRespond icon.

There are three modes you can use: Student-Paced, Instructor-Pace, and Power Presenter. Instructor-paced is for formative assessments. Student-paced is used to administer tests or quizzes. Power Presenter is for quick responses displayed on a PowerPoint Presentation.

Select your preferred mode. Select the class and test you would like to apply to this mode. Then click "Start".

Power on the base unit. Instruct students to login to their remotes and begin using the iRespond system.

