

# iClicker Cloud

## Instructor Quick Start Guide

LTS



iClicker Cloud - Sign In

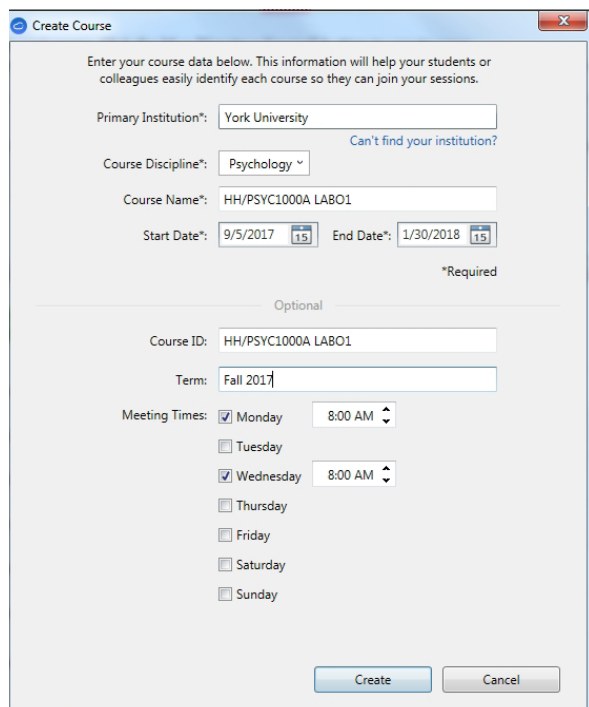
 iClicker Cloud

REEF Education is now iClicker Cloud.  
Sign in using your existing REEF account.

Email

Password [Forgot Password?](#)

☐ This is a personal computer. Sign me in automatically.



Create Course

Enter your course data below. This information will help your students or colleagues easily identify each course so they can join your sessions.

Primary Institution\*:  [Can't find your institution?](#)

Course Discipline\*:

Course Name\*:

Start Date\*:   End Date\*:

\*Required

Optional

Course ID:

Term:

Meeting Times: ☒ Monday 8:00 AM ☐ Tuesday ☒ Wednesday 8:00 AM ☐ Thursday ☐ Friday ☐ Saturday ☐ Sunday

## Getting Started

1. Download the "iClicker Cloud" application from <https://www.iclicker.com/downloads> and install to your computer or a thumb drive. Software will be installed on classroom computers.
2. Launch the iClicker Cloud application, if you already have an account provide your Email address and Password and click "Sign In", otherwise click the "Create Account" button.
3. Once your account is created, the Course Dashboard opens. Click the blue "Create a Course" button to create your first course. You may also use the Plus sign or the "New Course" button to create a course.
4. Enter your York course information to create the course. A \* is used to mark the mandatory fields. We recommend using the naming convention below to make it easier for both you and your students to identify the course:

Course name and Course ID: HH/PSYC1000A LAB01

Start date: 1st day of classes

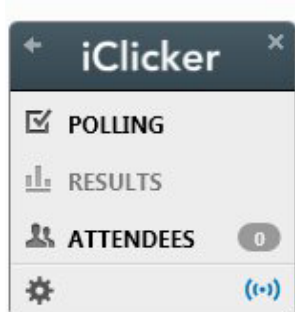
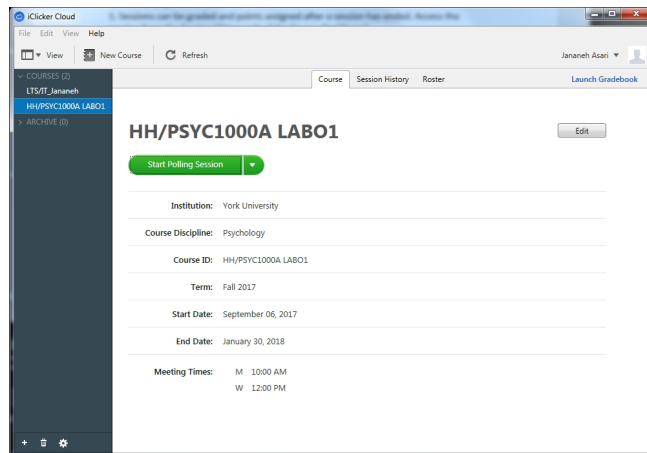
End date: Recommended one month after the course end date\*

Term: Fall 2017

\*Course will be archived on end date

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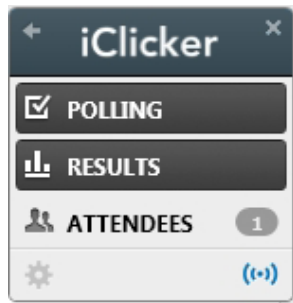
## Run a Polling Session

1. Click the green “Start Polling Session” button on the Course Dashboard.
2. The Course Dashboard is replaced with the “iClicker” Toolbar, which floats above all other programs on your computer screen. Click the “Polling” option to toggle the “Polling” Toolbar.
3. Start/Stop polling by clicking the round Start/Stop button on the “iClicker” Toolbar.

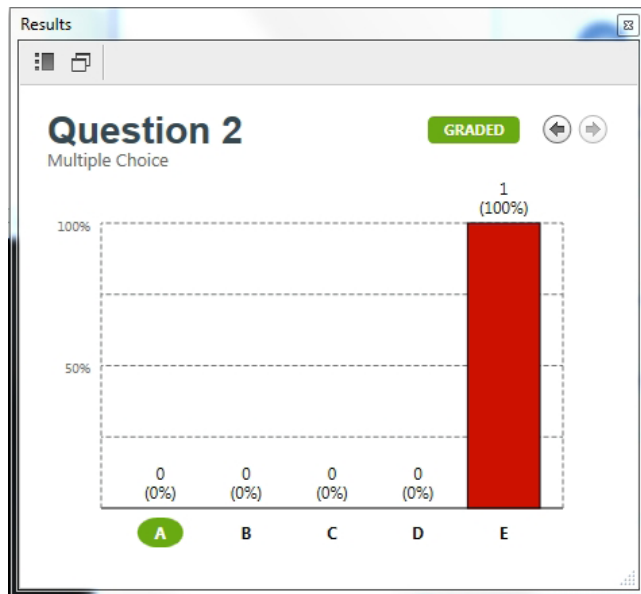
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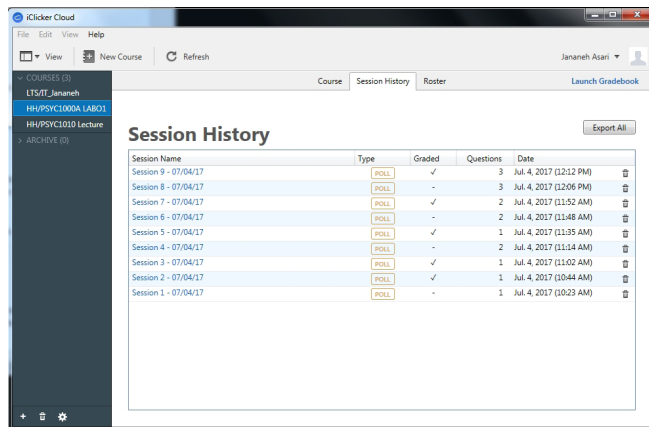


4. A screenshot of your computer desktop is automatically saved to the cloud and sent to student devices when polling is started.
5. Click on "Results" on the "iClicker" toolbar to show the Results.
6. Indicate the correct response on the "Results" window. Correct/incorrect feedback is immediately sent to student devices.
7. Close the "iClicker" Toolbar to end the session and return to the Course Dashboard.



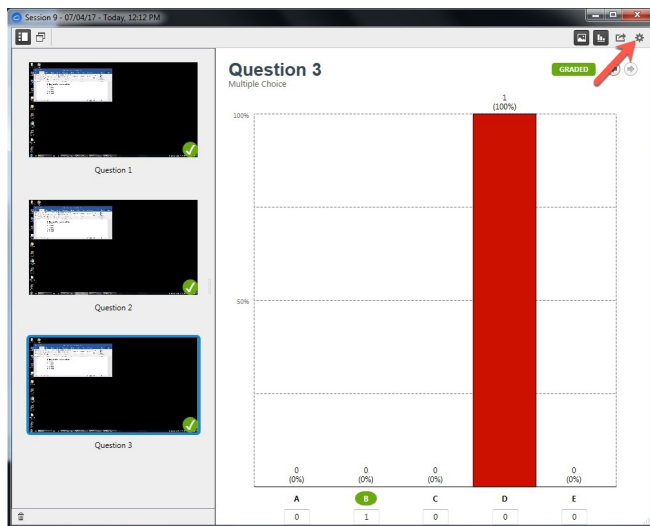
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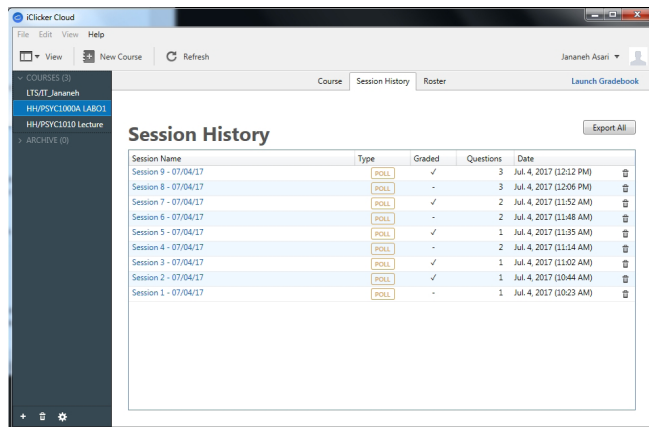
## Grade Sessions

1. Polling sessions can be graded after a session has ended. To assign points to questions in a polling session, access the session from the "Session History" tab on the "Course Dashboard".
2. Click on the "Session Setting" icon to manage your session data.
3. Provide points for session participation, correct answer and question participation.
4. Click on "Save".



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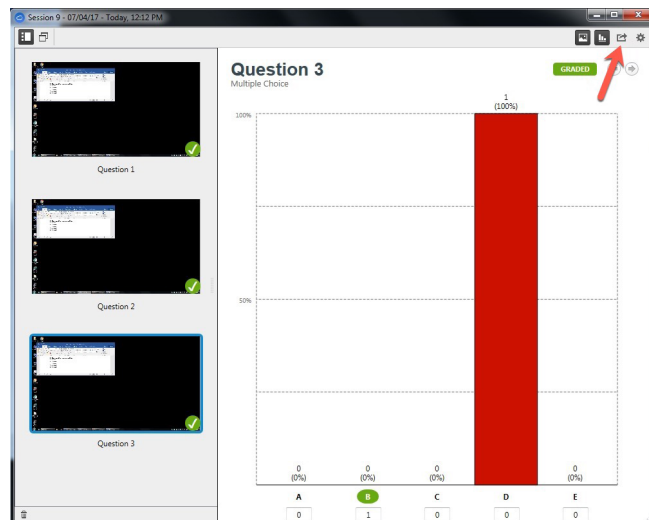
## Export Session Results

1. Once a polling session has been graded it may be exported. Access the session from the "Session History" tab on the "Course Dashboard" and click on the "Export Session" icon.
2. Select a location on your machine to which you would like to export the grades. We recommend using the following naming convention below for sessions:

CourseTitle\_SessionNumber\_SessionDate

Please ensure to replace the "/" with "\_" to ensure the file name is valid.

Ex: HH\_PSYC1000Lab01\_Session9\_07-04-17



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### Start Session

Launch your polling session with the green "Start Polling Session" button.

### Course List

Click the course name to make it the active course.

### Course Details

Details for the active course are displayed here.

### Course Management

Click these icons to add or remove a course.

### Session History

Your past course sessions can be accessed from the "Session History" tab. Go here to grade, delete, and export your sessions.

### Course Roster

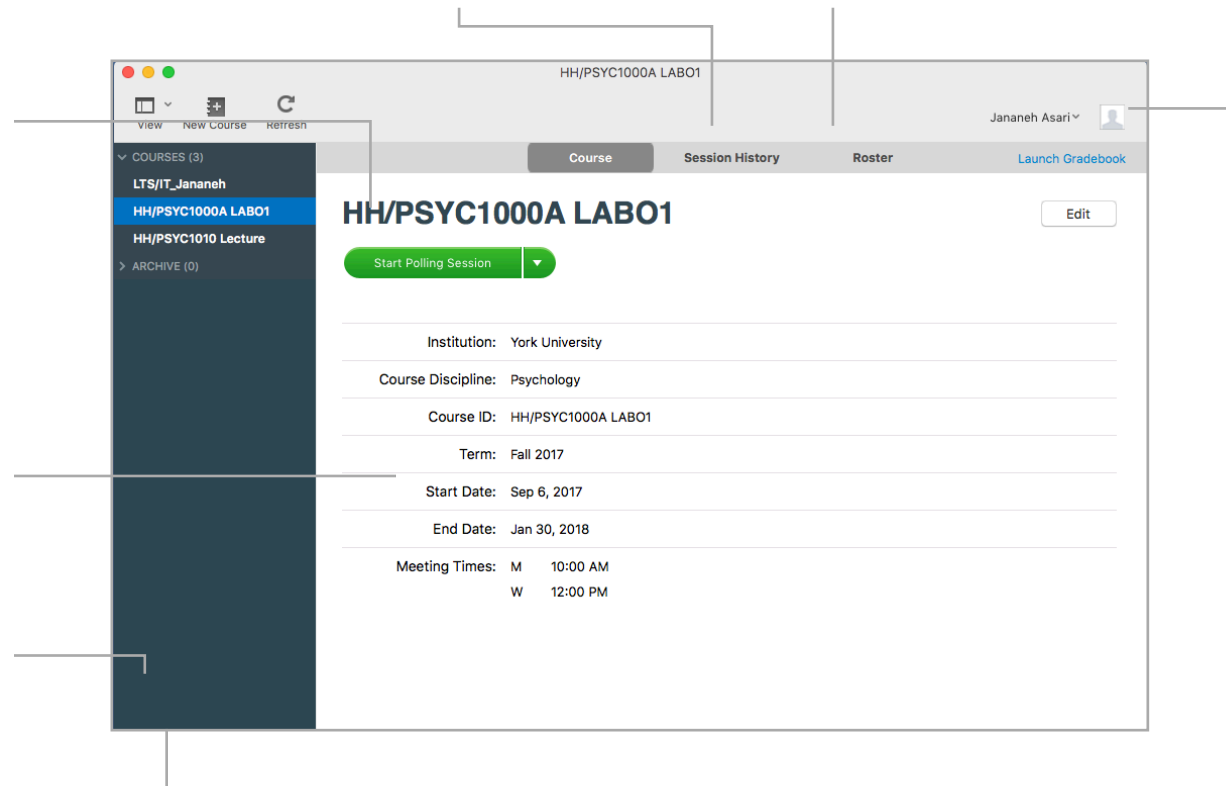
View a list of the students and their overall scores and sync scores to your LMS from the "Roster" tab.

### Profile/Sign Out

Edit your profile info, including adding an instructor remote.

### Course Details

Make changes to your course details.



### Course Settings

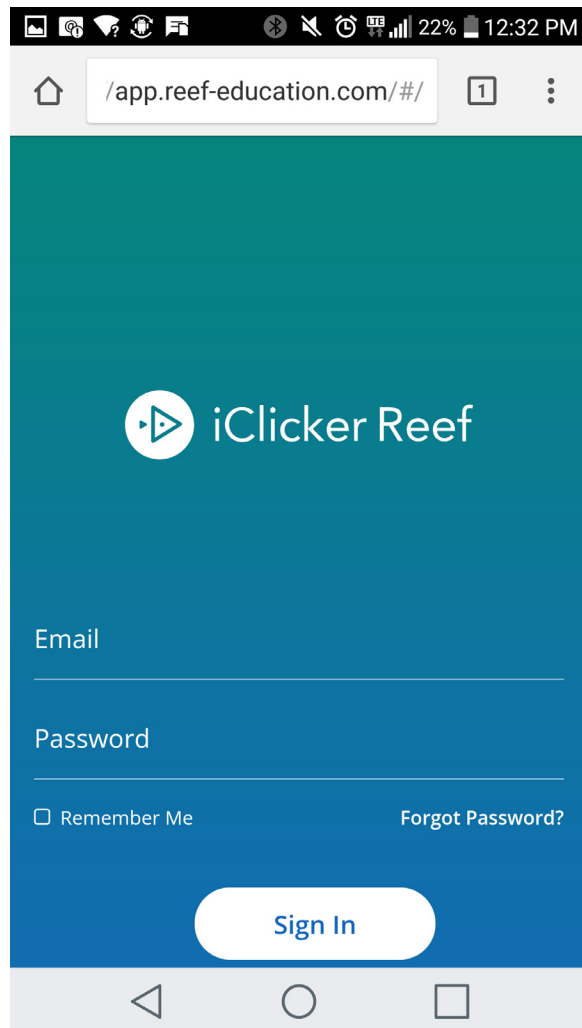
Click the gear icon to access settings including: base frequency, score settings, LMS grade sync setup, and when to share question images

## Course Dashboard

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## Student Experience

Students may participate in iClicker Cloud polling sessions using a laptop, smart phone, or tablet. You can use your instructor credentials to experience iClicker Cloud polling as a student:

1. Go to app.reef-education.com or download the native iOS app from the iTunes App Store or android app from Google Play Store.
2. Log in to iClicker Cloud using your instructor account's email and password.
3. Click the + sign to add the course you have previously created.
4. Click on "York University", type the Course Title to add the course.
5. Start a polling session from the instructor software.
6. From the student software, join the session when the "Join Session" button appears.
7. Run polls from the instructor software and respond from the student software.

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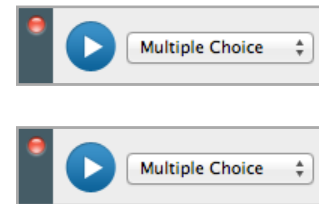
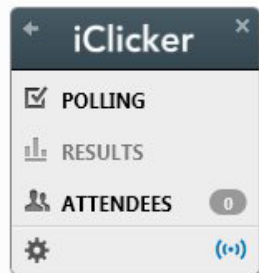
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### iClicker Toolbar

Show/hide the other windows with the iClicker Toolbar. End the session by closing the toolbar.

- A. Toggle minimized and normal toolbar size.
- B. Counter shows the number of students who have joined the sessions.
- C. Course settings (not all are available when a session is active)



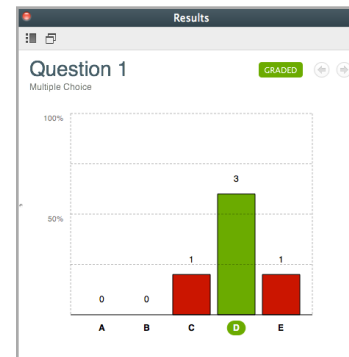
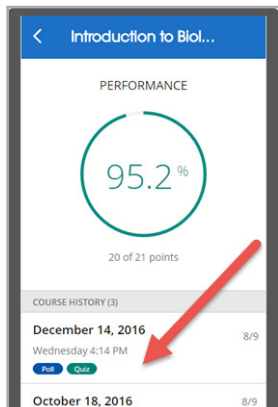
### Polling Toolbar

Toolbar expands when polling is active (both states shown).

- D. Start/Stop polling
- E. Question Type
- F. Timer
- G. Number of votes

### Participants Window

Window shows the names of students who have joined the session and unregistered remote IDs for clickers that have voted in the session. You can also see who has responded to the current question.



### Results Window

Summary of the class responses.

- H. Open side thumbnail navigation panel
- I. Compare results w/another Results Window
- J. Navigate to other questions in the session
- K. Click to indicate the correct response. Multiple correct responses can be selected.