
Interwrite PRS 1: Anonymous Responses without a Lesson



The College is currently testing the Interwrite PRS “audience response” or “classroom clickers” system. This document focuses on the first level of training for faculty interested in using the system in their classroom.

The goal for the training associated with this document is to enable the most fundamental use of the system in a live classroom environment: instructor asks a question, learners respond via the clicker, and all are able to see the aggregate responses of the class. This use of the system allows faculty to get more precise, immediate feedback from learners regarding their understanding of course content.

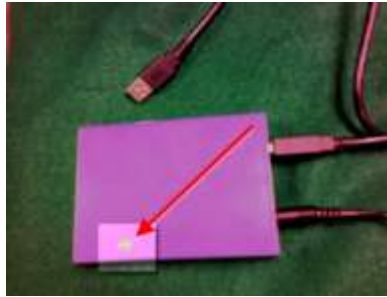
Certainly, the Interwrite PRS system has many more capabilities. Those will be explored progressively as the College continues to test the system and enhance/deepen its level of use within classrooms.

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Make Sure the System is Ready

1. Before beginning, the receiver should be attached to the computer and the power source. If it is attached correctly, **the green light on the receiver will be steady rather than flashing.**



If you have to reconnect the device to the computer, it uses a standard USB cable (the same connector that memory sticks use).

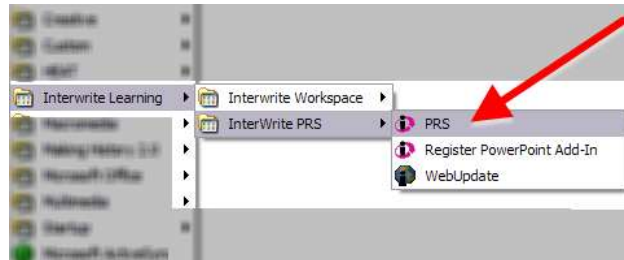


In that instance, the computer may prompt you to acknowledge and allow the device to connect with the *Found New Hardware Wizard*. If that happens, select the options shown below and click the *Next* button.



2. With the receiver connected, **start the PRS Software**. Click on the *Start* button and navigate to the PRS application through

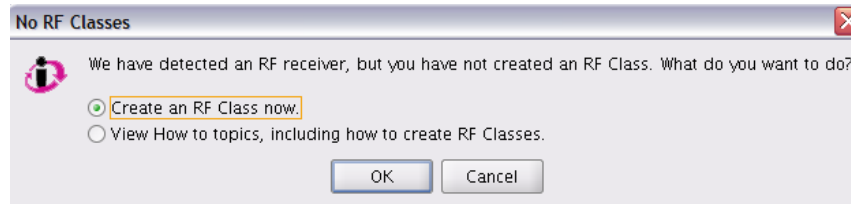
- *Programs (or All Programs),*
- *Interwrite Learning,*
- *Interwrite PRS, and*
- **click on PRS**



The application will start with the screen show below. The application's startup progress will be shown by the purple dots and other text in the bottom portion of the image.



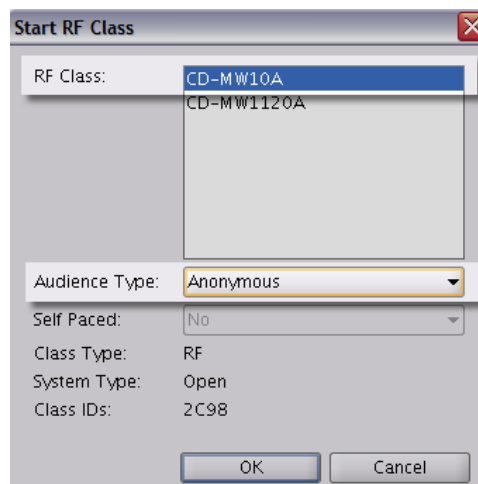
3. When the system starts, there will be one of three directions the next series of prompts may take.
 - a. **If the system does not have any existing classes established**, you will be prompted to *Create an RF Class now*. Select that option and click the *OK* button. To continue, please reference the *Creating a Class* section.



- b. **If you've not used the system before and do not have a class listed**, click on the *Cancel* button to close the window and proceed to the main PRS screen. From the main screen, to enter the Class Management tool and begin creating a class, click on the *Classes* tab and the *New Class* button. To continue, please reference the *Creating a Class* section.

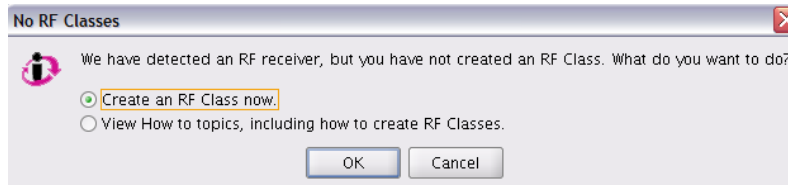


- c. **If you have used the system before and a class you've created previously is listed**, it will be shown as in the image below. If you'd like to start a session, select your *RF Class*; be sure the *Audience Type* is set to *Anonymous* (rather than *Known*), and click the *OK* button; otherwise, click *Cancel* to go to the main PRS screen. To continue, please reference the *Starting a Session* section.

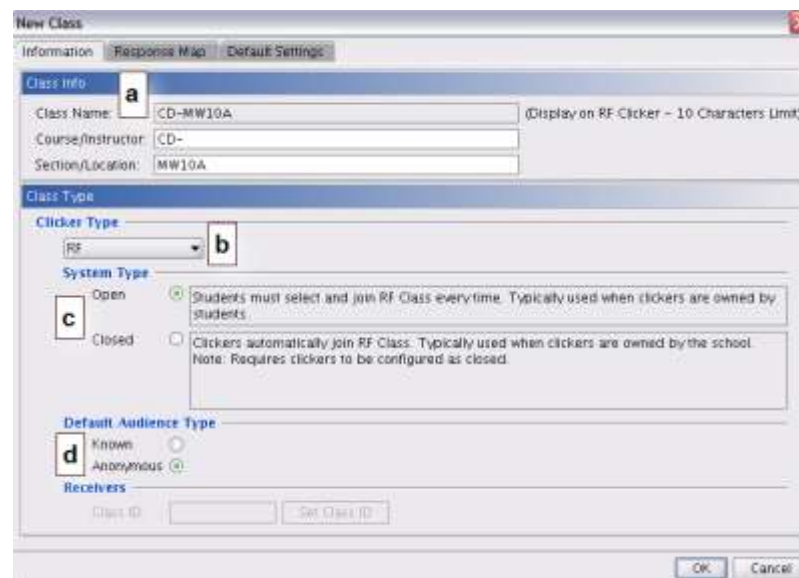


Creating a Class

After making sure the system is ready, you may have been prompted by the PRS Software to *Create an RF Class* (below) –or– you may have chosen to create a new class (right).



1. After selecting to *Create a New (RF) Class*, you will be prompted to set up the class using the *New Class* window shown below. You will need to enter and configure four items on the *Information* tab.



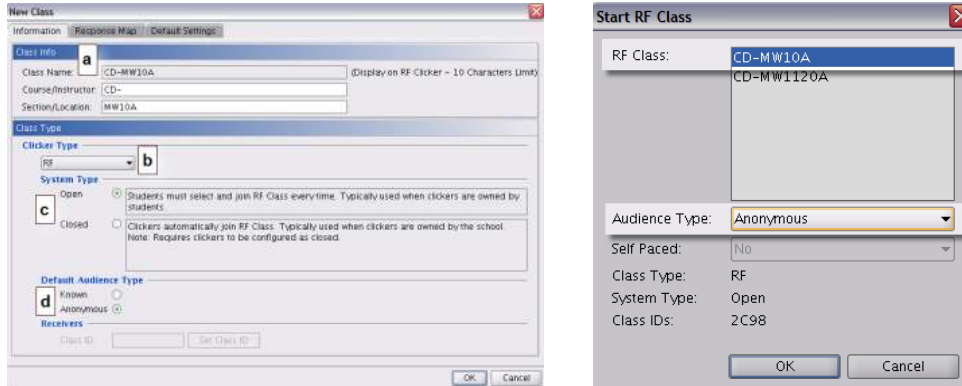
- a. **For Course/Instructor**, it's recommended you enter your first and last initial followed by a dash (CD-)
For Section/Location, it's recommended you enter the days and start time of the class for which you'll be using the system (MW10A)
- b. **Clicker Type** should always be set to *RF* (radio frequency).
- c. **System Type** should be set to *Open*.
- d. **Default Audience Type** should be set to *Anonymous*.

Click the **OK** button.

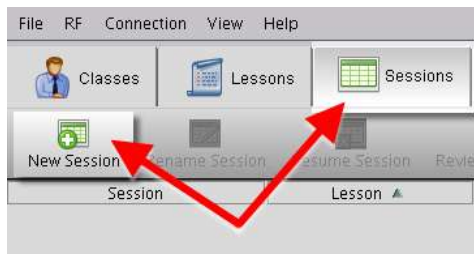


Starting a Session

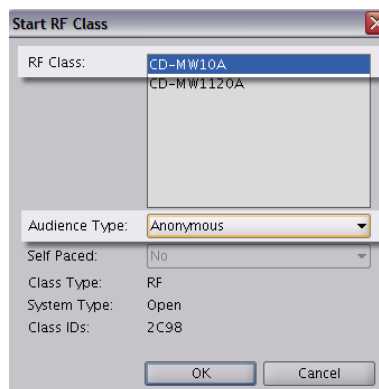
If you used the *Start RF Class* window when the system started (below right) or if you have created and configured a new class using the *New Class* window (below left, from the *Creating a Class* section), you are ready to *Start a Session*.



1. From the PRS main screen, click on the *Sessions* tab and then the *New Session* button.



2. The *Start RF Class* window will appear. Select the class for which the session should be started; select *Anonymous* as the *Audience Type*, and click the *OK* button.



3. To configure and start your session, set the following options from this screen.

- a. **Name the session.** The default is your class name followed by the date. It is recommended that you use some standard format, if not the default. **Audience Type** should be *Anonymous*. **Self Paced** should be *No*.
- b. **Class** should be the class for which this session will occur.
- c. **Lesson** should be set to *No Lesson*.
- d. The remaining options should be set as shown in the image to the right. This will allow you the most control over starting your questions and displaying the results. Click *OK*.

The 'New Session' dialog box contains the following fields and values:

- Name: CD-MW10A_10 04 2007
- Audience Type: Anonymous
- Self Paced: No
- Class: CD-MW10A
- Lesson: No Lesson (selected)
- Autostart Questions: No
- Display Mode: No Grid
- Show if Correct On Clickers: No
- Collect Homework:
- Automatically Show Chart: No
- Automatically Advance Question: No

4. When creating an anonymous session, as you have, you will be prompted to confirm that student identity will be ignored when collecting and recording data.

The warning dialog box contains the following text:

Warning: Anonymous Session. All identities will be ignored. Continue?

5. The last step before the session begins, you will set the default question options for the session.

The 'New Session - No Lesson Defaults' dialog box contains the following settings:

- Question Type: Multiple Choice (Letters)
- Timer: 00:30
- Chances: 2
- Choices: 4
- Points: 1
- Show Response Area Half Screen: No

The **Question Type** offers seven (7) different options; the most commonly selected are *Multiple Choice (Letters)* which is shown above and *True/False*. It is recommended that you work with those options until you become more familiar with the system. Also, it is possible to change the format for each question individually after the session has already started.



The **Timer** defines the default length of time your audience will have to respond to the question once you start the timer. You will have the option to add or subtract time as the question proceeds; it's recommended you set the timer to at least 30 seconds and make adjustments as needed to add time.

Chances indicates the number of times you will allow your audience to submit an answer within the time limit before making it their final choice. For anonymous responses without a lesson – particularly for audiences first learning to use the system – the recommended setting is at least 2, if not 5 which is the maximum.

Choices indicates the default number of answer choices; this is only an option when selecting a Multiple Choice default format.

Points sets the number of points “earned” by a correct response. This setting is often irrelevant when collecting responses anonymously.

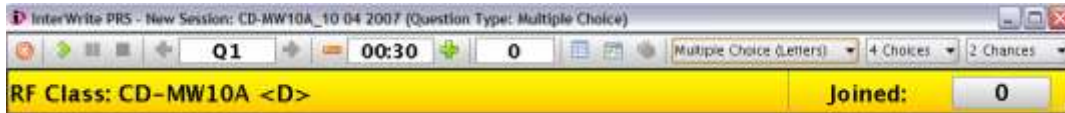
Show Response Area Half Screen should be set to *No*. This is a feature used when recording responses associated with known identities rather than anonymously.

Click the *OK* button.



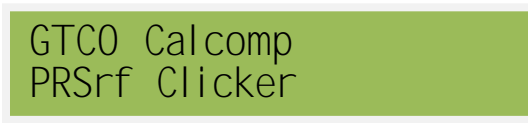
Connecting Clickers to Your Session

Once you've Started a Session, you are ready to continue through your class or presentation. Immediately after clicking the *OK* button to start a session for which you've just configured the default settings, the *Session Control Window* will be available.

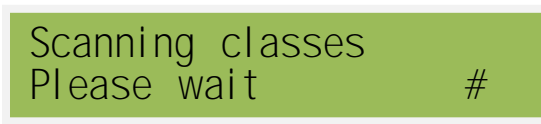


At this point, it is time to have your audience turn on their individual clickers and join your session.

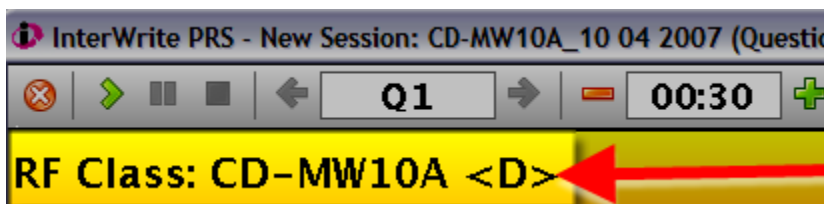
1. When the clicker is first turned on, it will present, in the green LED window, the title screen identifying the manufacturer and the system for 2-3 seconds:



2. The clicker will then begin searching for a session to join. The prompt will read:



3. **Ask your audience to select press the letter/number corresponding to your session's communications channel which is in < > after your class name; in this example it is *D*.** The clicker will continue searching until it finds a session; however, if there are multiple sessions in your immediate area, the radio frequency signal may be strong enough that your audience finds another rooms session and vice versa.



4. Your audience may then immediately select/verify the session they'd like to join; it should match the name of your class. The display will show one of two messages.



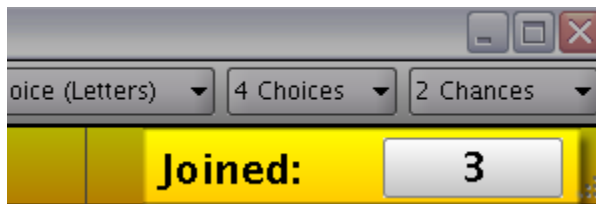
If the name of the class does not match yours, they may use the up and down arrows on the clicker to scroll through the list of available classes.



Once they've verified that the class showing on their display matches your class name, they *Join* your session by pressing the green arrow / Enter button.



5. As your audience members join the session, the *Session Control Window* will update in real time the number of clickers attached to your session. Presumably, once all have joined, this number will match the number of individual clickers within the classroom.



Once a user has joined your session, their display will show that the clicker is waiting for an answer; however, they will not be able to submit an answer until you start a question, which is described later in this document.



Preparation

Using the PRS system to collect Anonymous Responses without a Lesson minimizes the amount of work necessary prior to using the system on the day of class. It is quite possible to simply start the system and begin asking questions; however, in our testing of this system,

It is strongly recommended to have a list of questions with possible answer choices in advance of the session. More specifically, have, in electronic format, individual questions with answers that can be presented to users on question at a time.

This can be accomplished with any number of applications; MS Word and MS Powerpoint are the most popular for this use, and we'll discover later that Interwrite does offer a plug-in that integrates the PRS system functionality directly into a Powerpoint.

If you do use an electronic means of presenting questions with answers to your audience, we have found that resizing the *Session Control Window* to a small square is useful. The handle to resize the window is in the bottom right hand corner.



Asking Questions

1. **Before you begin an individual question**, you may modify **(a)** the type of question, **(b)** the number of choices and **(c)** the number of chances by using the drop down boxes on the *Session Control Window*.



2. **Once you have posed a question** and have indicated to your users their possible answer choices, **(a)** verify you are on the right question number in your presentation, **(b)** begin the question and **(c)** verbally tell users they may key in their answer.

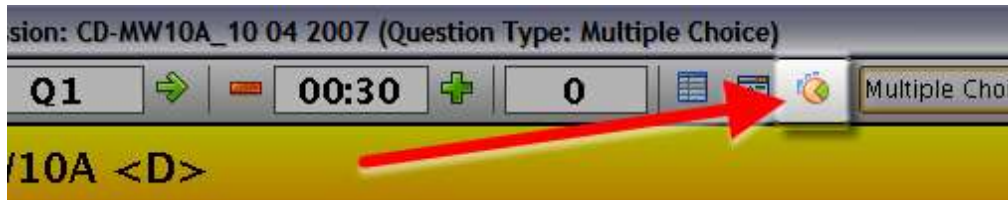


3. **As your audience takes time to answer**, you will see (a) the timer countdown toward zero and (b) the number of those having submitted responses updating in real time. You may adjust the timer – adding or subtracting time as needed.



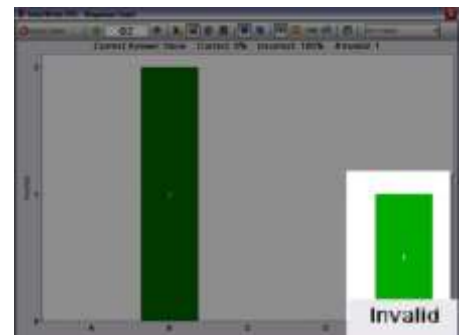
Reviewing Responses

1. After asking a question and the timer expires, the *Show Chart* button becomes available for reviewing how your audience responded as a group. **Click the button to show the chart.**



Naturally, the chart window will show the aggregate responses of your audience. There are certain notes and features to consider from this view, however.

- **Invalid** responses will show in your chart if
 - a) clickers joined to the session do not submit a response, or
 - b) audience members key in an answer unexpected by the system (numbers instead of letters, A-D instead of T/F on a true-false question).



- **Change Correct Answer** button – **(a)** – allows you to set a particular answer as being correct. Correct answers appear with a different coloring on the charts.
- **Number Chart vs. Percent Chart** buttons – **(b)** – allow you to change the numbers displayed on the chart. You may view the number of audience members selecting a particular answer as a percentage of the group or as a raw number.
- **Type of Chart** buttons – **(b)** – allow you to change the type of chart displayed between *Vertical Bar*, *Horizontal Bar* or *Pie Chart*.



Ending a Session

When your class session is complete, you can end the session using the *Red X* button in the *Session Control Window* and opting to end the session.

All session data is recorded and saved automatically, and there are a variety of features to review sessions, run reports and review data. Those features are covered in later sessions of Interwrite PRS system training.

