

QClick User Manual

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1 QOMO ARS Overview

The QOMO Audience Response System is user friendly, simultaneously receiving instant feedback from all of the participants (up to 1,000 persons). Working with Microsoft PowerPoint, the QClick software is easy to learn and easy to use. The student clicker displays the question being asked on its own screen. Both the questions and the answers can be easily and quickly created using built-in PowerPoint templates; or using an existing PowerPoint presentation and adding new slides which will later be converted into your questions. Moreover, you can use hardcopy tests and have your students answer using QClick. The QClick's **Instant Questions** setting allows instructors to begin quizzes without any pre planning. Questions can be easily added during the quiz.

The system is composed of hardware (instructor keypad, student keypad, RF receiver, cable, etc) and software.

With multiple question type selections: **Multiple Choice, Short Answer, True/False**, QOMO ARS encourages participants involved in various activities: **Normal, Rush, Vote/Survey**, and combines them in one quiz session. Generally, **Normal Quiz, Elimination, Homework**, and **Paper Quiz** are used to conduct the tests.

The instructor keypad incorporates a remote mouse and some PC keyboard functions allowing control of the slide selection as well as other software functions. With the remote mouse functionality the keypad gives the instructor the freedom of not having to use a computer to conduct the tests. The QOMO ARS allows the instructor to display instant test results in the form of a histogram and a score board after each question is completed.

2 Software

QClick software has four sections: **User, Add a Question, Question Setting** and **Tools**.

The **User** allows you to login/logout the system and to manage user profiles.

The **Add a Question** allows the selection of question mode, and the creation and editing of the PowerPoint exam slides.

The **Question Setting** section allows you to create and edit the slide questions, as well as the answer selections.

The **Tools** section is designed for class management, quiz process settings, session management and the system set up.

System Requirements

Windows 7(both 32 and 64 bit), Vista (32 bit) and Windows XP (32 bit) operating system

Office 2007、 Office 2010 with Office PowerPoint and Office Excel installed

Intel or AMD 600 Mhz class processor (1 GHz or higher recommended)

256 MB RAM

245 MB hard disk space (an additional 187 MB is required if you do not have Microsoft .NET Framework 3.5 installed or higher)

1024x768 resolution at 32-bit color or higher

Standard USB 1.1/2.0 port (for USB-based hardware devices)

Installation

Double click on the "QClick.exe" file in the root directory.

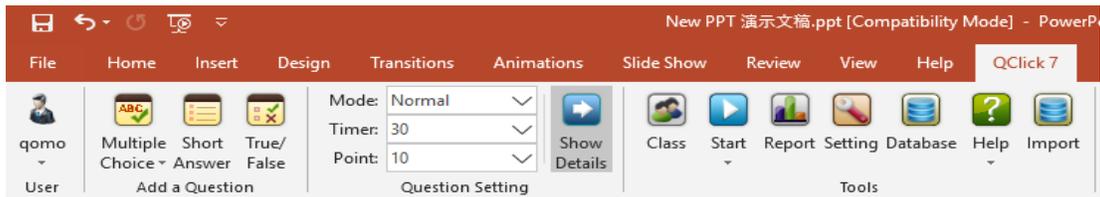
Follow the instructions displayed during the installation.

If the program has been previously installed, we suggest you remove the older version of the program prior to installing the new program.

The default installation path is: C:\QOMO, and will produce one shortcut icon  on the desktop.

Using the QClick Software

2.1 User



2.1.1 User Login

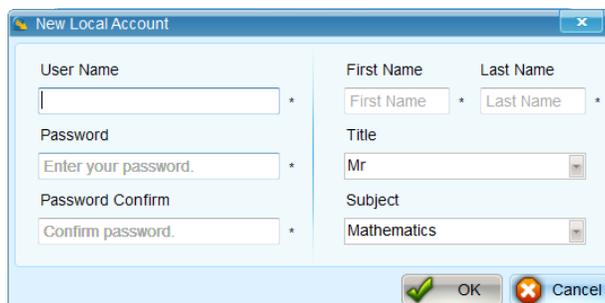
Click the **Login** icon, User Login window will display.



Local Account

Login with Local account please follow these steps:

- 1) Select the Host type from the drop-down list.
- 2) Select the user name from **Username** drop-down list, or directly enter the username and password in textboxes. Click the check box in front of **Auto Login**, system will save your password automatically.
- 3) Then click **Login** button to login the system.
- 4) Add a user by clicking **Add** button , then New User window will display. Type the needed info and click **OK** button, a new user will be added.



Qomosoft Account

Type the username and password, then click **Login** button to enter the software. When you open Resource window, you don't need to login again with the Qomosoft account.



Login with Qomosoft account please note:

- 1) If you click the check box in front of **Offline Login**, you will enter the software with Qomosoft account, but not login the website. If you need, please login the web in the Resource window.
Note: Qomosoft account first login CANNOT use Offline Login.
- 2) Add a Qomosoft account by clicking **Add** button , then New Qomosoft Account window will display. A valid email address is required.

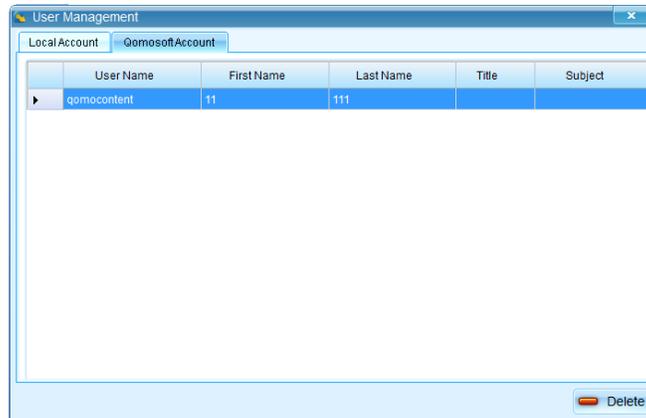


Note: Once login the system, username will be displayed on the User Section, like .

2.1.2 User Management

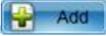
System default username and password, both are **qomo**. "Qomo" is also set as an administrator, used to manage user profiles.

Click the username icon  and then select User Management, User Management window will popup. Two tabs, Local Account and Qomosoft Account list on the window. All user profiles will be displayed on the table, including User Name, First Name, Last Name, Title and Subject.



Local Account

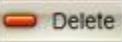
Under Local Account Tab, please follow these steps to manage the local account profiles:

- 1) To add a new user, simply click Add button , or right click the username data and then select **Add a user** from popup, drop-down menu.
- 2) To edit a selected user, simply click Edit button , or right click the username data and then select **Edit the user** from popup, drop-down menu, Edit Local Account window will popup.

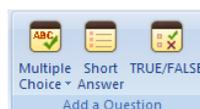
- 3) To delete a selected user, simply click Delete button , or right click the username data and then select **Delete the user** from popup, drop-down menu.

Note: Only system default username “qomo” can be used for user management. All users can edit personal profile by clicking the avatar icon above the username , and then Edit Local Account window will pop up.

Qomosoft Account

Under Qomosoft Account Tab, the account information cannot be added or edited. It's only allowed to delete. To delete a selected user, simply click Delete button, or right click the username data and then select **Delete the user**  from popup, drop-down menu.

2.2 Add a Question

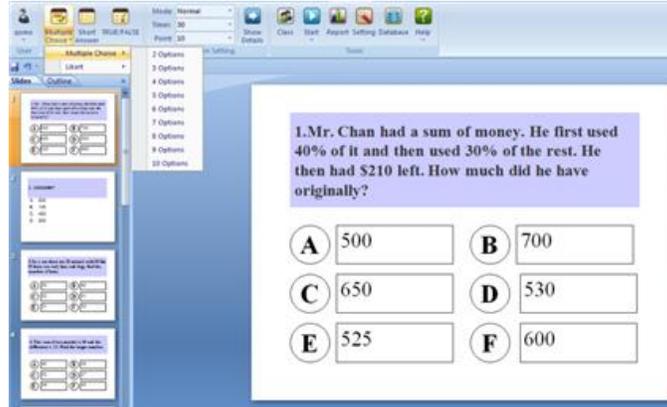


In this section, Two types of templates to choose from: **Multiple Choice**, **Short Answer** and **True/False**.



Note: Buttons will become yellow  as cursor over highlight.

2.2.1 Multiple Choice:



Click **Multiple Choice** button  , an option menu popup with two question selections: **Multiple Choice** and **Likert**.

- **Multiple Choice:** -- question option settings from 2 to 6 selections, and with only a single correct answer choice.
- **Likert:** -- mostly used in Vote and Survey questions. In QClick system there are dozens of likert templates.

To add a question in **Multiple Choice** template, please follow these steps:

- Click **Multiple Choice** button, the question selections menu popup.
- Click a question options you want to complete the question setup.

Note: Click **Multiple Choice** icon  , a four option template will be added.

2.2.2 Short Answer

This type of template is designed for text input questions.

Clicking **Short Answer** button will add a blank slide in the file.

2.2.3 True/False:

This type of question has no multiple choices, only a true or false answer.

To add a new question in **True/False** template, please follow these steps:

Click **True/False** icon  , a slide with True/False options will be added.



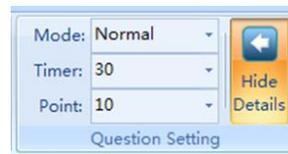
2.3 Question Setting

Question Setting window has two parts



To set up PowerPoint questions, go to the **Question Setting** section and click the **Show Detail** button. **Question Setting** window will be fully displayed. One is **Question Setting** located on the main toolbar; the other is **Question Detail** located on the right of the screen next to the slide setting window.

2.3.1 Question Setting



2.3.1.1 Mode

Mode: Select a question mode from **Mode** drop-down list for current question setting. There are three question modes: **Normal**, **Rush** and **Vote/Survey**, the default setting is **Normal**.

- 1) **Normal:** -- A quiz file must be provided with the correct answer for each question prior to starting the quiz.
- 2) **Rush:** -- The first student who presses any effective "Rush Quiz" button locks out the rest of the students from answering and is the only person able to respond to this particular question.
- 3) **Vote/Survey:** -- The activity is used for subjective responses. The audience's response is either a positive or a negative with no correct or incorrect answer.

2.3.1.2 Timer

Timer: Select a time from the drop-down list, time limit set from 10 seconds to 3600 seconds, the default value is set at 30 seconds. Or type a number in **Timer** textbox directly, the valid time is from 1 second to 9999 seconds. The session running timer copies this time limit value when every question starts.

2.3.1.3 Point

Point: The point value is specified for correct answers. In the **Point** drop-down list, there are 5 options to choose from: 0, 1, 5, 10, 20, and 250. The valid point is from 1 to 250, and the default value is set at 10. Users can type any valid number in **Point** textbox directly.

Note: *Point cannot be edited when the question mode set up for **Vote/Survey**.*

2.3.2 Question Detail

Question Detail is designed for question details setup and correct answer setup.

2.3.2.1 Question setup

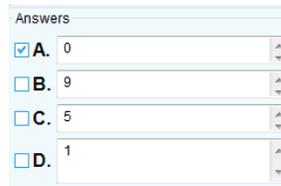
To set up the questions, please follow these steps:

- 1) Click **Obtain** button , the question content will be displayed in the textboxes from current editing slide.
- 2) Question title will be displayed in the textbox under **Text**.
- 3) Answer options will be displayed in the textboxes under **Answers**.

Note: *Obtain has two functions for question data storage: sending questions to **Student Keypad**, and keeping the question title stored in **Report**.*

Besides that, to edit question content, users can simply select and drag the current editing question into textboxes of **Text & Answers**.

- 1) Set up the correct answer manually:
- 2) To set the correct answer for **Multiple Choice & True/False**, click the check box in front of the answer options. After saving the settings, correct answer will be displayed in the **Answer** textbox in **Question setting** window.



Answers	
<input checked="" type="checkbox"/> A.	0
<input type="checkbox"/> B.	9
<input type="checkbox"/> C.	5
<input type="checkbox"/> D.	1

- 3) To **Vote/Survey** question mode, select a point value (range from -250 to 250) from drop-down list for corresponding answers.

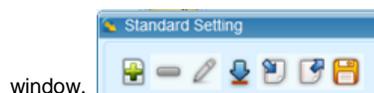


Answers	
A. Never	1
B. Rarely	2
C. Sometimes	3
D. Often	4
E. Always	5

- 4) Click **Clear** button  to clear all changes of current editing slide.

2.3.2.2 Question setup

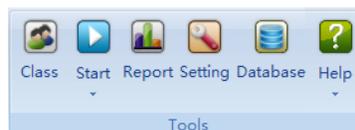
Click **Standard** button  to open Standard Setting window. The corresponding buttons for standard setting list on top of the



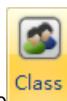
- 1) **Add**  : -- used to add a standard under an existing parent state education standard. Click the **Add** button to open New Standard window. In the window, enter the code into the **Code** text box and enter the standard title into the **Title** text box. Then click the **OK** button.
- 2) **Delete**  : -- used to delete a standard from the hierarchical standard chart. Delete the selected standard by clicking the check box of hierarchical standard chart window. Then click the **Delete** button to delete the standard. The software will prompt you for confirmation of the deletion.
- 3) **Edit**  : -- used to edit the selected standard title.
- 4) **Download**  : -- used to download the standards from the web: www.qomosoft.com. Click the button to open Download Standard window. Then set the conditions of country, state/province, grade and subject. After that, click Search button, the corresponding standards will display in the textbox. Click **OK** button to add to the editing question.
- 5) **Import**  : -- used to import the state education standard XML file. Click the **Import** to open the file browser. Next, load in the file and then choose the standard you desire to import. Currently, the import function only supports XML format files.
- 6) **Export**  : -- used to export the state education standards to XML files. Click the **Export** button to display the Export file browser. Save the exporting standard to the destination you desire.
- 7) **Save**  : -- used to save all the standard setting changes. If you close the **Standard** window without saving the change, all the standard setting changes will be lost.

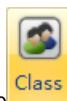
The added standard hierarchical chart is displayed on the window. Select a standard applied for the question setting from the chart by clicking the corresponding check box, and then click the **OK** button . The standard setting will be saved to the question. This state education standard is used in the QClick reports system. An alternative way to search a standard is to type the key word in the text box and click the button , then click the button .

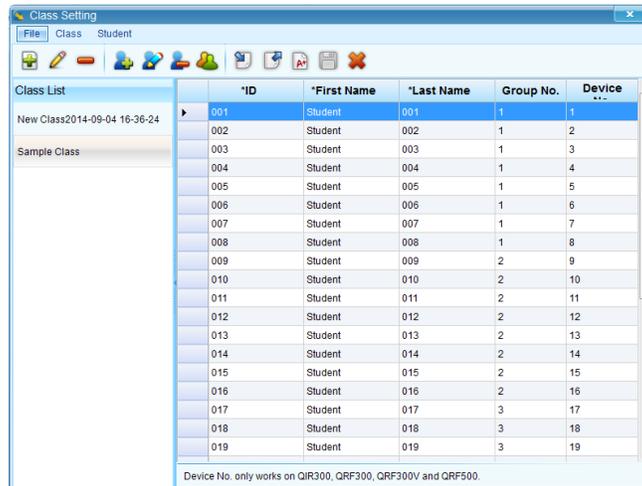
2.4 Tools



2.4.1 Class



Click the **Class** Tab  on the Tools window, **Class Setting** window will be displayed.



Controls on the toolbar:



-  -- Add a new class in **Class List**
-  -- Edit the selected class name in **Class List**
-  -- Delete the selected class
-  -- Add a new student in the student list
-  -- Edit the selected student profile
-  -- Delete the selected student
-  -- Group the students
-  -- Import a Class List
-  -- Export the selected Class List
-  -- Letter grade
-  -- Save changes
-  -- Exit the **Class Setting** window

Class Setting

To create, to select or to modify class information, please follow these steps:

1) Click **Class** button  on the **Class Setting** windows menu, an option menu  will popup.

2) To add a new class, please select **Add** from option menu; or click the **Add** icon .

3) To edit the class name, please select **Rename** from option menu; or click the **Edit** icon , or simply double click the **Class Name**.

4) To delete the selected class, please select **Delete** from option menu; or click **Delete** icon .

Note: The functions of **Class** button  are the same as the controls on the toolbar .

Student Setting

To create, or to modify student profiles, please follow these steps:

1) Click **Student** button  on the **Class Setting** windows menu, an option menu  will popup.

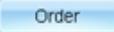
2) To add a new student, please select **Add** from option menu; or click the **Add** icon . Or, right click the mouse on the student roster table.

3) To edit the selected student profile, please select **Edit** from option menu; or click the **Edit** icon . Or, simply double click the needed cell on the student roster table.

4) To delete the selected student, please select **Delete** from option menu; or click **Delete** icon . Or, right click the mouse on the student roster table.

5) To set up groups for the students in the class, select **Grouping** from option menu; Or click **Group** icon  to display the Group Management window.

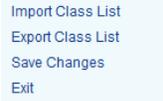


There are two grouping methods displayed on the window: **Order** and **Random**. Type in the group number you desire, and then click the **Order** button  for the orderly grouping, the software will automatically group the students in order. Click the **Random** button  for the random grouping, the software will randomly select students for the grouping. Or group the students manually: directly double click the cell on the student roster table.

Note: The functions of **Student** button  are the same as the controls displayed on the toolbar .

Other Settings

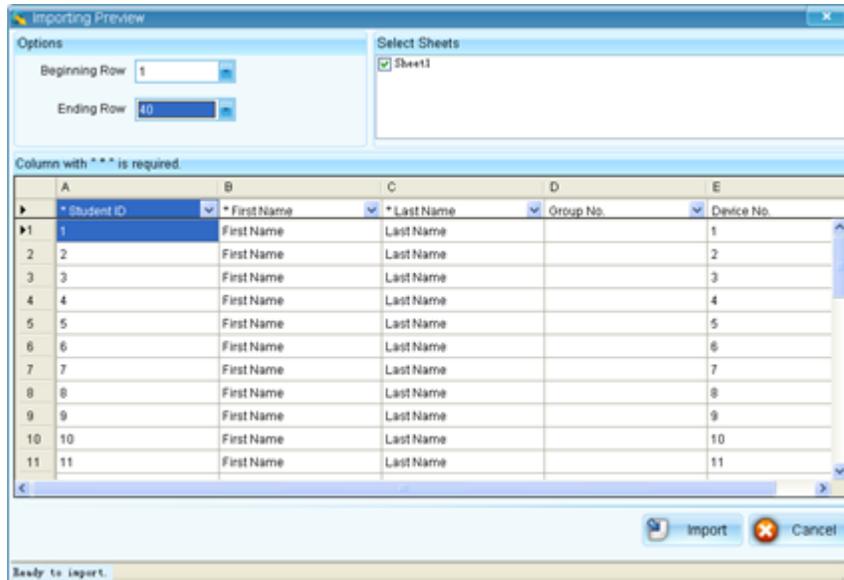
Other settings are **Import, Export, Letter Grade, Save** and **Exit**, used for file management. You can find these controls on the

toolbar , and **Import, Export, Save** and **Exit** also displayed on an option menu , by clicking **File** button .

◆ Import Class List

To import a class list, please follow these steps:

- 1) Click **Import**, a file browser will popup.
- 2) Select a file you desire, **Importing Preview** window will display.



- 3) Choose the **Beginning Row** and **Ending Row** from the drop-down list under **Options** Tab.
- 4) Choose the spreadsheet you desire under **Select Sheets** Tab.
- 5) Click **Import** button  to begin importing.
- 6) Click **Cancel** button  to exit current importing.

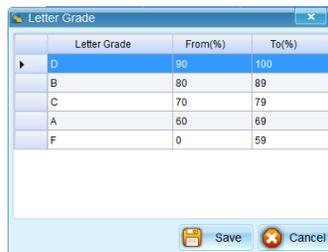
◆ Export Class List

To export a file, please follow these steps:

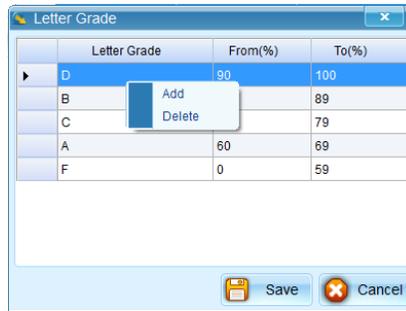
- 1) Select a class list you want to export.
- 2) Click **Export**, a file browser will popup.
- 3) Type the name of the exporting report in the File Name text box.
- 4) Click the Save button to begin exporting.

◆ Letter Grade

Right click the button  , a **Letter Grading** window will popup. This function allows each class to set the letter grade independently.

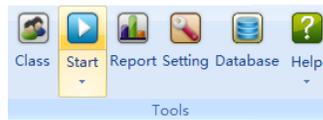


- 1) An option menu will pop out by right click, user can add or delete the letter row.



- 2) Modify the letter by double click textbox. Use can change the letter grade by editing into the textbox.
- 3) Press **Save** button  to finish the modification.

2.4.2 Quiz



Once **Question Setting** and **Class Setting** completed, you can start quiz setup. Default activity mode--**Normal Quiz** will start by directly click **Start** icon . If you select **Start** button , activity mode window will display four choices:

- Normal
- Rush
- Elimination
- Vote

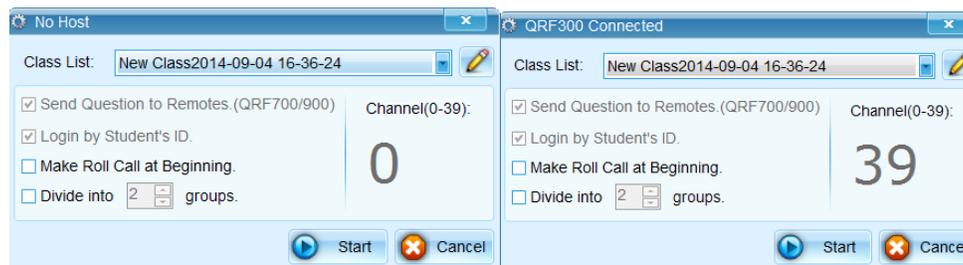
2.4.2.1 Normal Quiz

In the **Normal Quiz**, a quiz file must be provided with the correct answer for each question prior to starting the quiz. The instructor controls the pace of the question answering session.

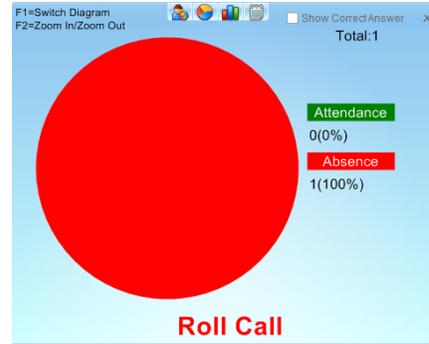
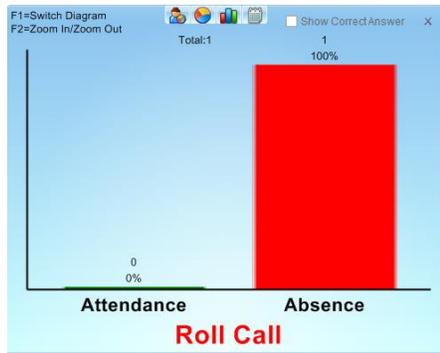
2.4.2.1.1 Quiz Setting

To set up **Quiz Setting**, please follow these steps:

- 1) Select **Normal** as current activity mode, Quiz Setting window will pop up. The window toolbar will appear "**QRF300 connected**" (name depends on actual model) as the host gets connection. And the channel number will display on the screen. The valid channel number is from 0 to 39. If the host doesn't plug in, it will show "**No Host**" on the toolbar, and channel number shows **0**.



- 2) Select a class from the **Class List** drop-down list.
- 3) "**Send question to remotes**" and "**Login by Student ID**" show gray, since it can't work for the *QRF500 and QRF300*, is set for *QRF900 and QRF700*
- 4) Clicking the check box of "**Make Roll Call at Beginning**", teachers can check the students' attendance before a quiz start. If the check box is not selected, it will start a quiz directly.



- 5) Click the check box of "Divide groups", then click or to select the groups; or edit the groups manually, typing a valid number from 1 to 10. Before the quiz start, students can choose a group freely. If the check box is not selected, it will start a quiz directly.

Please select your group.

Group 1(A)	Group 2(B)	Group 3(C)	Group 4(D)
14	10	12	1
20	17	15	11
4	19	21	13
5	2	3	19
8	9	7	18
			5

- 6) Click **Start** button to run the quiz.
- 7) Click **Cancel** button to cancel the settings.

2.4.2.1.2 Start a Quiz

Normal Quiz will start by clicking the **Start** button on the quiz setting window.

The screenshot shows the quiz interface with several labeled components:

- Register/Answer Status Bar:** A vertical bar on the left side showing a list of numbers from 1 to 21, with some numbers highlighted in yellow.
- Quiz Tool Bar:** A horizontal bar at the top containing various icons for navigation and settings.
- Timer Clock:** A circular clock icon showing a time of 30 minutes.
- Questions display:** The main area containing the question text and multiple-choice options.

The question displayed is: "1. Mr. Chan had a sum of money. He first used 40% of it and then used 30% of the rest. He then had \$210 left. How much did he have originally?"

The multiple-choice options are:

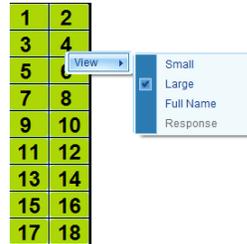
- A 500
- B 700
- C 650
- D 530
- E 525
- F 600

Register/Answer Status Bar:

Display the students logged in register number

1	2
3	4

. The number is displayed in successive order based upon first entry, located on the left of screen. Holding the mouse, the register number can be displayed horizontally and vertically. Pressing **F2** key  on Instructor Keypad, or right click the mouse over the Register/Answer Status Bar, it can be displayed in four modes: **Small**, **Large**, **Full name** and **Response**.



Small: show the Register/Answer Status Bar in small state only with ID number.

Large: show the Register/Answer Status Bar in large state only with ID number.

Full Name: show the Register/Answer Status Bar with students' name and ID numbers

Response: show the Register/Answer Status Bar with students' name, ID numbers, R/W answer and points.

In the **Full name** and **Response** mode, the Remote number and Right/wrong answer can be ordered by the click the button  on the top row of the Register/Answer Status Bar

Name	ID	R/W	P
Student 001	1	C	0
Student 002	2		0
Student 003	3		0
Student 004	4		0
Student 005	5		0

Note:

- 1) QRF900 and QRF700 display the register number of logged in students; QRF500 and QRF300 display all register numbers of the selected class.
- 2) Response mode will show gray if the question is not answered.

The background color of the register number indicates different meanings.

Login/Logout Signal:

- 1) **Green** – indicates that student keypad is logged in.
- 2) **Gray** – indicates that student keypad is logged out.

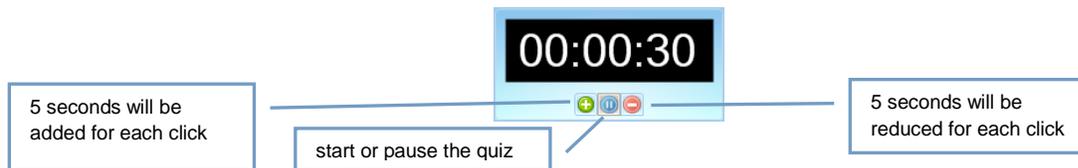
Response Signal:

- 1) **Blue** –indicates that students have answered the question.
- 2) **Green** –indicates that students no response to the question.
- 3) **Orange** – indicates that students have answered the question twice and more

Timer Clock:



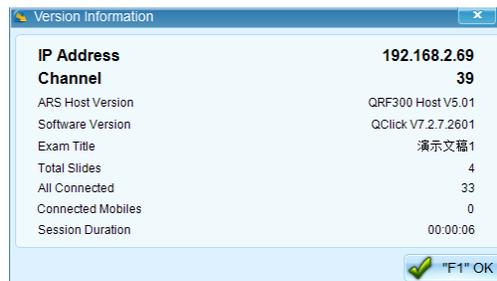
Display the response time to a question, default time value set for seconds. The session running timer copies the time limit set in **Question Setting**. Press **F1 key** on Instructor Keypad or right click the timer clock that will switch to another setting that allow **hour/minute/second**. To hide the timer, you can right click the timer and select **Hide**, or press the F1 key on Instructor keypad.



Quiz Tool Bar

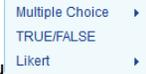


- 1) **Version Information**  **QRF300(CH:39)** : -- Display QClick Audience Response System model and Channel Number. Click the button, Version Information window will pop up, listing the version of Computer OS, Microsoft Office, ARS Host, QClick Software, as well as current Exam Title, Total Slides, Logged in student numbers and Total time of taking the quiz.



- 2) **Register/Answer Status Bar**  : Hide/Show the tool bar.
- 3) **Previous Question**  : -- Return to the previous question page.
- 4) **Total Slides**  : -- Show the total slides of the quiz. *The button will be yellow as the question answered.*
- 5) **Next Question**  : -- Turn to the next question page.
- 6) **Instant questions**  : -- Add questions during the quiz.

Please follow these steps to add questions:

Click the **Instant Questions** button  , the question modes menu  will pop up.



◆ Add a question of **Multiple Choice**

- Click **Multiple Choices** and select a template from the submenu, **Add a Question** window will pop up.

A screenshot of the 'Add a Question' dialog box. The 'Mode' section has 'Normal' selected. The 'Text' field is empty. The 'Answers' section contains four input fields labeled A, B, C, and D, each with a dropdown arrow on the right. At the bottom are 'OK' and 'Cancel' buttons.

◆ Add a question of **True/False**

- Click **True/False** and **Add a Question** window will pop up.

A screenshot of the 'Add a Question' dialog box. The 'Mode' section has 'Normal' selected. The 'Text' field is empty. The 'Answers' section contains two input fields labeled A and B. Field A contains the text 'TRUE' and field B contains 'FALSE'. At the bottom are 'OK' and 'Cancel' buttons.

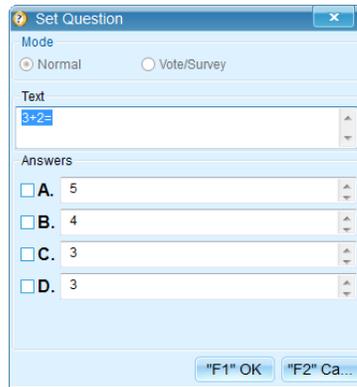
◆ Add a question of **Likert**

- Click **Likert** and select a template from the submenu, **Add a Question** window will pop up.

A screenshot of the 'Add a Question' dialog box. The 'Mode' section has 'Vote/Survey' selected. The 'Text' field is empty. The 'Answers' section contains five input fields labeled A through E. Field A contains 'Strongly oppose', B contains 'Somewhat oppose', C contains 'Neutral', D contains 'Somewhat favor', and E contains 'Strongly favor'. At the bottom are 'OK' and 'Cancel' buttons.

Correct answer setting for **Instant Questions** has two ways:

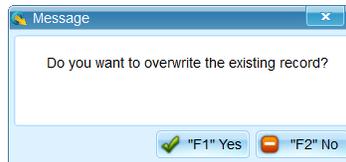
- Set the correct answer in **Question Detail** window after the quiz.
- Set the correct answer after each question; after answering the question, a window will pop out; user can set the correct answer.



7) Timer Clock : -- Click timer button  to show or hide the timer clock on the screen.

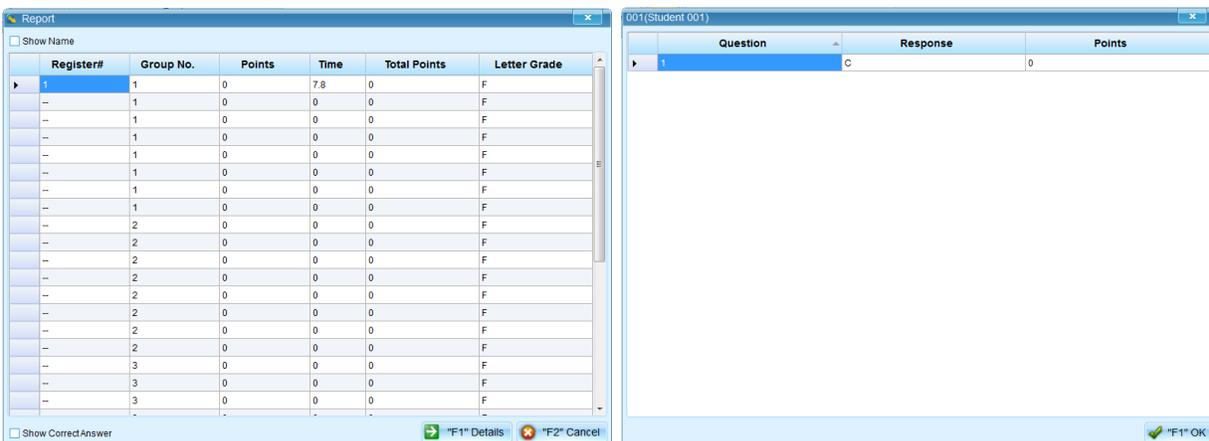
8) Start /Stop : -- Start or stop to answer the question.

9) If a question stopped during the quiz, restart the question, a Message window will pop up. Clicking Yes button  means that restarting the question will overwrite previous answer record.



10) Report : -- Show the student response report.

By pressing the **Report** button , or through the instructor remote **Report**  key, the instructor can view the individual student's response. The results are displayed in a table. The table shows the register number, student ID, student names, group number, point information, and the response time.



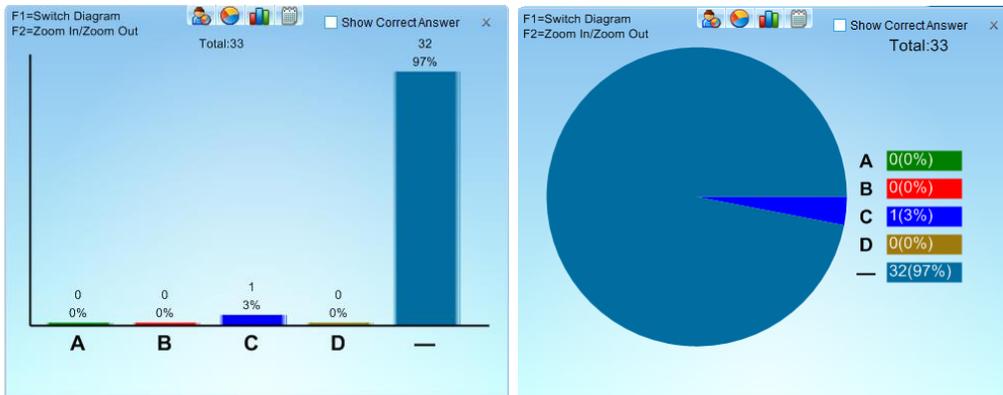
Press the **F1** key to show the detail responses of the student you selected.

11) **Result** : -- Show response result in graphics.

By pressing the **Result** button , the instructor can view the responses to the individual quiz question. Results are displayed in graphics.

User can change the graphics through the buttons  displayed on the top of the graphics, or pressing **F1 key** on Instructor Keypad.

Default displays the histogram .

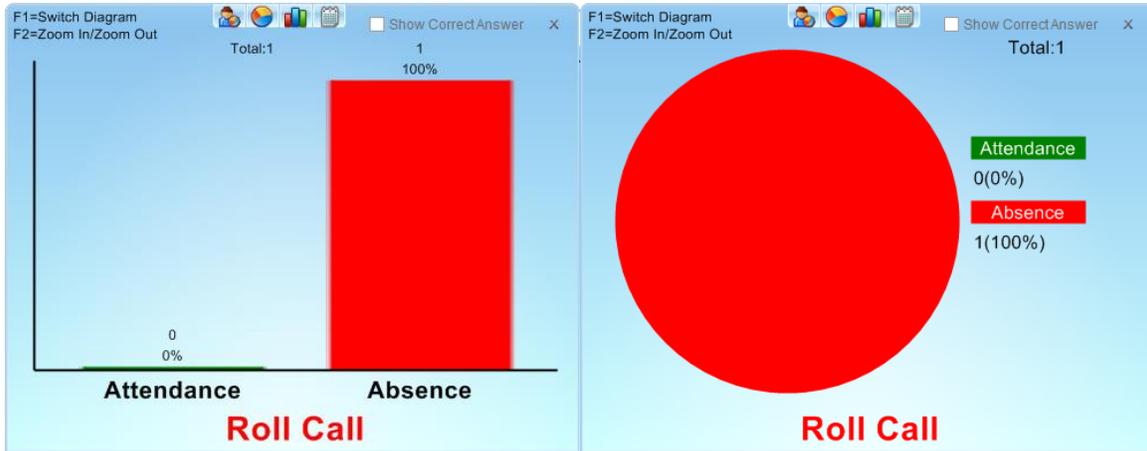


Change the graphics to pie chart by pressing the button .

User views the answer details by pressing the button .

ID	Name	Question	Response	Points
001	Student 001	1	C	0
002	Student 002	1	—	0
003	Student 003	1	—	0
004	Student 004	1	—	0
005	Student 005	1	—	0
006	Student 006	1	—	0
007	Student 007	1	—	0
008	Student 008	1	—	0
009	Student 009	1	—	0
010	Student 010	1	—	0
011	Student 011	1	—	0
012	Student 012	1	—	0
013	Student 013	1	—	0
014	Student 014	1	—	0

12) **Roll Call**  : -- Make a roll call during the quiz. **Roll Call** window will pop up by pressing the button . Close the roll call window clicking the button .



13 **Hide slide**  :--change or slide hides

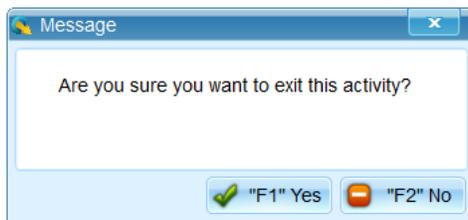
14 **Annotation**  :--Add annotation during quiz. A tool bar  will show at the left bottom side of quiz setting window by click the button. And user can choose function by click on the tool bar.

-  : Add annotation
-  : Draw vertical line
-  : Draw square shape
-  : Draw Oval shape
-  : Clean the annotation
-  : Use it to change the annotation color

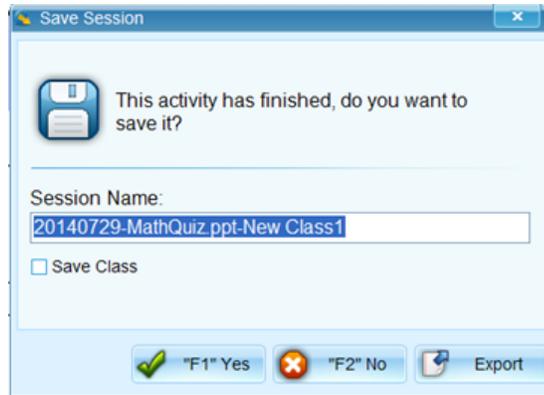
15 **Exit**  : -- Exit the current quiz session.

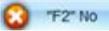
Please follow these steps to exit current quiz session:

- Click **Exit** button  system will prompt: "Are you sure to exit this activity?"



- Clicking **Yes** button  will go to next step, save the session record to system and default set the session name as "time + quiz file +class name", or user can change the session name by editing in the textbox.

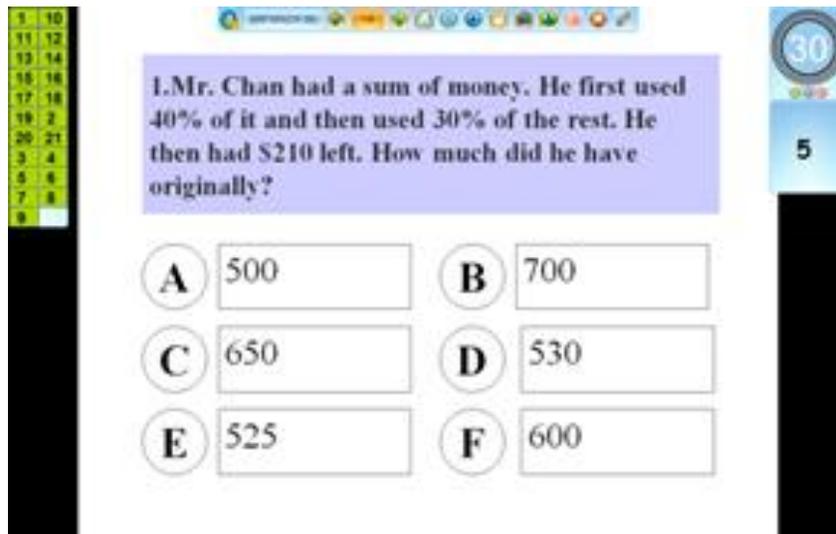


- Click the check box of **Save Class**, unlisted students who have taken the exam will be saved in the selected class list. If the students are divided into several groups in quiz setting, the information will also be saved.
- Save session to system by pressing “F1”OK , and exit the quiz session.
- Click  to exit current session without saving the record.
- You can export the session record to .xml file by clicking **Export** .

2.4.2.2 Rush

In the rush mode, user can select **Start** button  on the **Tools** window, then select **Rush** from option menu to start the quiz. **Rush** is basically the same Quiz Setting interface as **Normal**, adding the **Prompt Box** under the timer after entering Rush mode.

- 1) 5s countdown before going into **Rush**, when the **Prompt Box** change to “rush please”, press the Rush button  on the student keypad to start quiz.



- 2) If the answer is right, **Prompt Box** will display tip icon  under the timer. Auto restart to rush if given the wrong answer.

1. Mr. Chan had a sum of money. He first used 40% of it and then used 30% of the rest. He then had \$210 left. How much did he have originally?

A 500 B 700
 C 650 D 530
 E 525 F 600

The interface includes a Register/Answer Status Bar on the left with a grid of numbers (1-21) and a timer on the right showing 30 seconds and a green checkmark.

Different background colors on Register/Answer Status Bar show different indications.

- **Orange**-indicates that students have rush for the answer.
- **Blue** –indicates that students have answered correctly.
- **Green**- indicates that students have the wrong answer

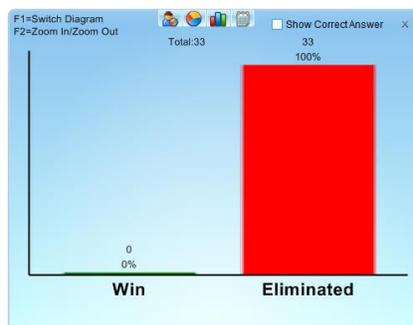
2.4.2.3 Elimination

Elimination is similar to **Normal**; but in this mode only those students who answer correctly can move on to the next question. Those answering incorrectly are automatically eliminated.

Select **Start** button  on the **Tools** window, then select **Elimination** from option menu to start the quiz. **Elimination** has completely the same Quiz Setting interface as **Normal**. But different background colors on Register/Answer Status Bar show different indications.

- **Blue** –indicates that students have answered correctly.
- **Wine Red** –indicates that students have answered incorrectly.
- **Brown** – indicates that students are eliminated.

Note: That student cannot participate in the activity after Elimination started. A graphic will display after each question answered through which you will tell which student is eliminated.



2.4.2.4 Homework & Paper Quiz

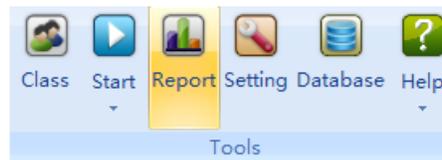
Homework:

Homework is allowed to send homework question frames to the student keypads allowing the students to take their test to complete away from the classroom. The homework answers are received from the student keypad and the answers are either embedded in the PowerPoint file or from the answer sheet. These files should be loaded prior to starting the homework session. Paper Quiz Using the Paper Quiz, no quiz file is necessary. The questions are displayed on hardcopy paper.

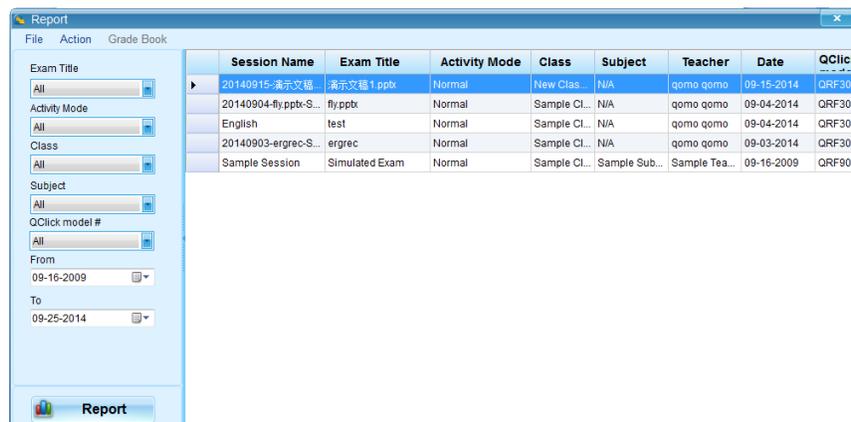
Paper Quiz

Using the Paper Quiz, no quiz file is necessary. The questions are displayed on hardcopy paper.

2.4.3 Report



Select **Report** button on the **Tools** window, **Report** window will show on the screen.



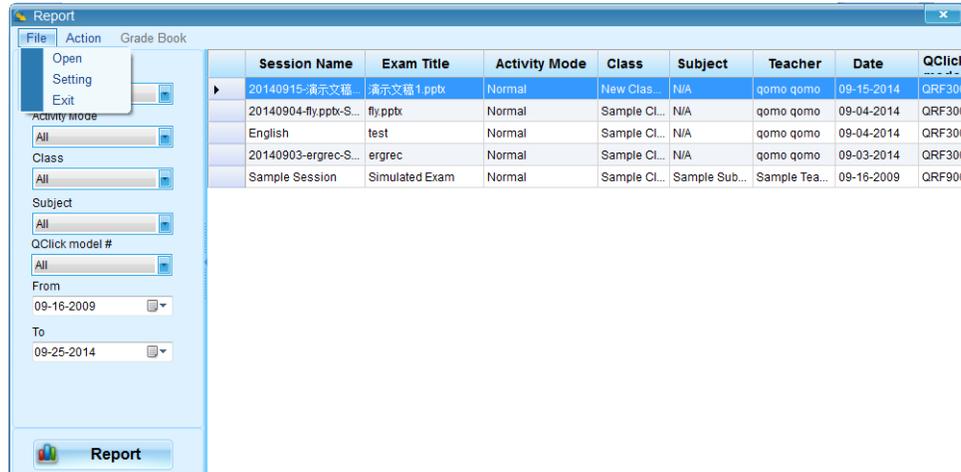
The session data is recorded in the system once a session has been completed. On the left of the Report interface, there are several filters to help you select a needed session. If you select **All** for a filter selection, the filter functioning is **Off**. The filters are:

- 1) **Exam Title:** -- Related to an individual electronic or paper test title used in the system.
- 2) **Activity Mode:** -- The mode selected during a test. These modes include Normal Quiz, Homework, Elimination and Paper Quiz.
- 3) **Class:** -- Select a class name to filter a session.
- 4) **Subject:** -- Select a subject to filter a session.
- 5) **Host:** -- Select a Host to filter a session.
- 6) **From...To:** -- Select a period of time to cover a date that an activity has taken place in order to accurately locate a session.

On the right of the Report interface, it's session list that displays associated info, including session name, exam title, activity mode, class and subject, as well as the date of exam and host version.

Typically, the session data is recorded after a classroom test activity. When an activity is finished, the system asks whether you want to save the test session just completed. If the answer is yes, the session is saved into the system. In the Report window, the session can be viewed.

2.4.3.1 Record Preview

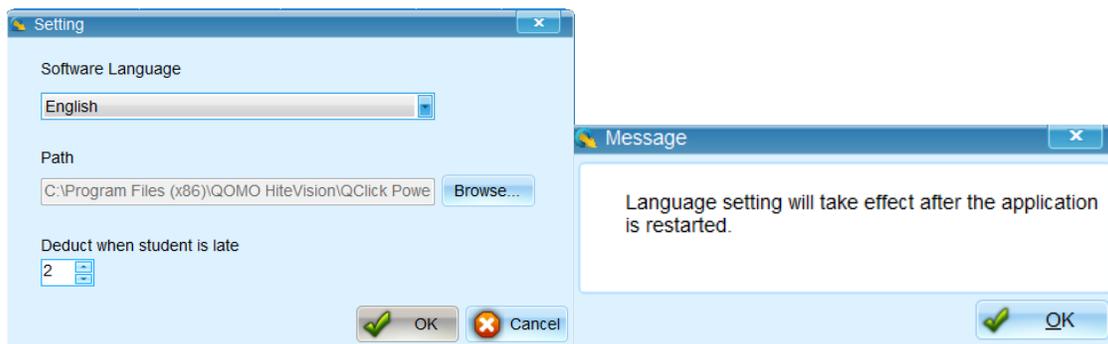


To view a session record **NOT** stored in QClick software, click the **File** button  on the top left corner, an option menu will



display

- 1) **Open:** Open a selected session record and displayed in the Create Report window. To view the session, select a report icon and click **Preview**; or double click the selected report icon.
- 2) **Setting:** Click the **setting** option, a window will pop out. User can choose the software language from the option menu, and then click . A **Message** window will pop out show that language setting will take effect after is application restarted.



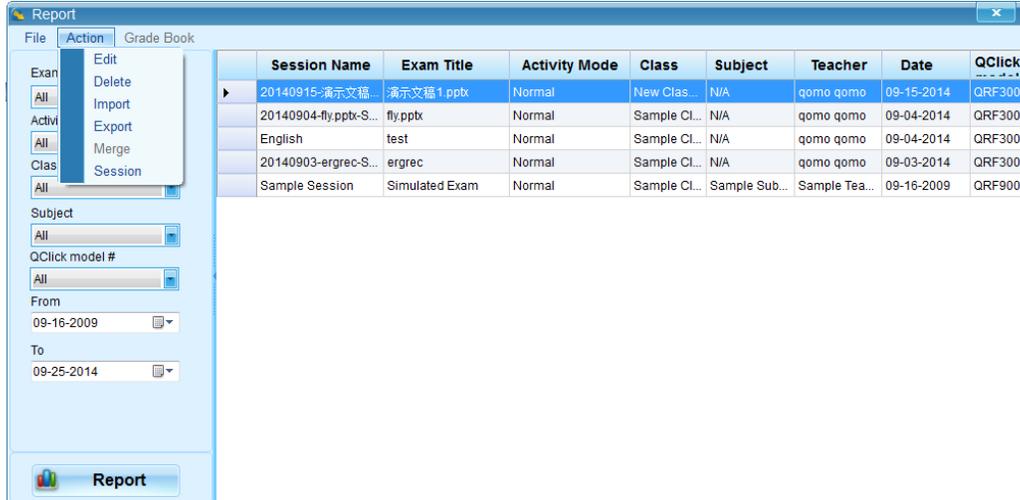
Click the browse button , user can check the session stored in the path, or change the path.

Click  or simply enter the late point value to set the student late deduct value in the **Deduct when the student is late** textbox

- 3) **Exit:** Exit the Report window.

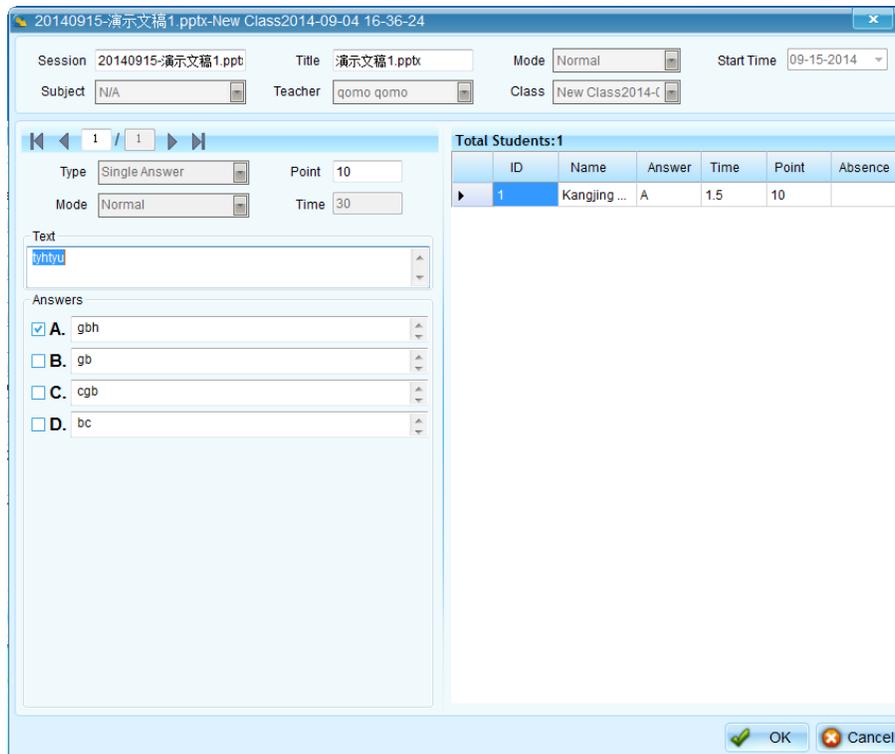
2.4.3.2 Record Management

Users handle data management through Action button **Action** on the top left of the window. Click Action button **Action**, an option menu will pop up



2.4.3.2.1 Edit the session

Click **Action** button **Action** and select **Edit** from option menu to edit session window, or directly double click the session you selected.



The session name is displayed on top of the window. Users can change the session name, exam title, and the point value if desired. Question information contained in Text and Answer textbox can be modified.

2.4.3.2.2 Delete the Session

Click **File** button **Action** and select **Delete** from option menu to delete the selected session.

2.4.3.2.3 Import a session

Click **File** button **Action** and select **Import** from option menu, open the file browser to import a session data stored in a file.

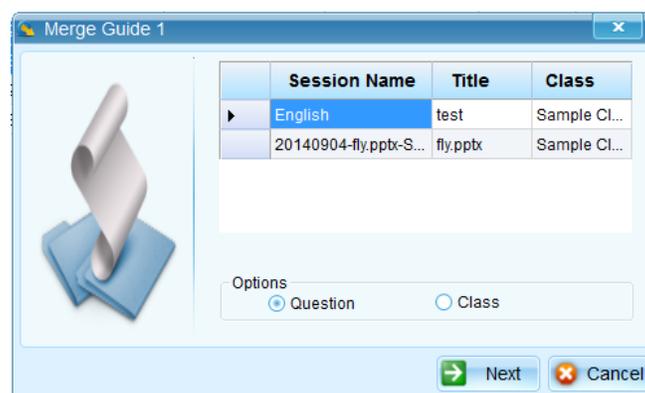
2.4.3.2.4 Export a session

Click **File** button **Action** and select **Export** from option menu, open the file browser to export the selected session to a file.

2.4.3.2.5 Merge two or more sessions

From the session list window, select two or more existing sessions with the same class and subject and then click **Action** button **Action** and select **Merge** from option menu to begin the merging function. The merge function is useful when you have a make-up session but don't want to keep two separate sessions; one for the regular and one for the make-up with the same class and the same subject, using the same activity test. This way, you can merge the make-up session and regular session together to form a single session. To begin the merge function, follow these steps:

- 1) Select two or more sessions with the same class and subject from the session list window by holding the **Ctrl** key and clicking the selected session. An alternative method to select multiple sessions would be to hold the **Shift** key and then click the start and the end session in the list. All of the sessions between the start and end session are now selected.
- 2) The **Merge** button becomes available after Step 1. Click **Action** button **Action** and select **Merge** from option menu.
- 3) If the sessions to be merged have **the same class, subject name, and test paper**, the merge window will appear; otherwise, an error message will prompt you to select the same class and the same subject to merge.



- 4) The **Merge Guide 1** window consists of two sections. The top section lists all the sessions to be merged, and the lower section lists two options: **Question & Class**.
- 5) Users can merge the class when the selected sessions have the same class and same subject in the same activity mode, but not the same test paper.

- 6) Users can merge the questions when the selected sessions have the same text paper and same subject in the same activity mode, but not the same class.
- 7) Select the option and then go to **Merge Guide 2** window. Type the new session name in textbox.

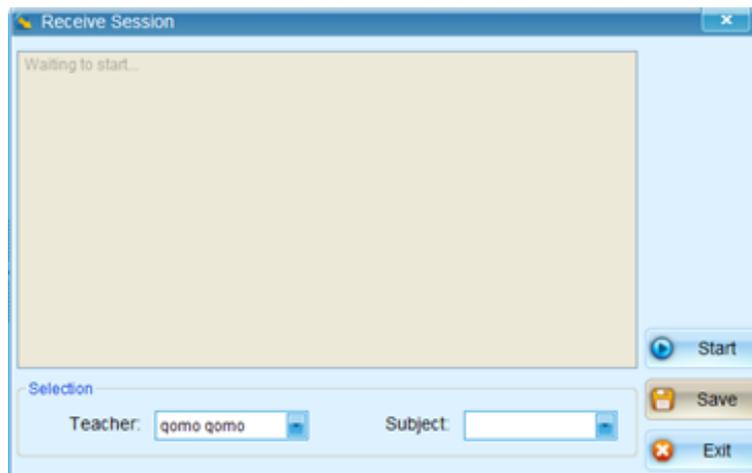


- 8) Click **Finish** button  to complete merge function.
- 9) Click **Cancel** button  to exit merge settings.

2.4.3.2.6 Receive the session

Under the instructor keypad **Offline** mode, the instructor keypad assumes the role of the main receiver, functioning as the host to directly receive the student keypad responses in a quiz session. However after the quiz session has been completed, the student's performance session data are only stored in the instructor's keypad. The session data must be uploaded into the QClick software. The interface of Receive Session allows you to upload the session data from the instructor's keypad into the system database.

Under the Reports window click the **Action** button , then select **Session** from option menu to display the Receive Session window.



In the Receive Session window, select the teacher and the subject associated with the session being uploaded from the Teacher and the Subject drop-down list.

Select **Offsite** mode on the instructor's keypad and then select the function Upload Session. Click on the **Start** button  to begin uploading. The received session information will be displayed on the Receive Session window.

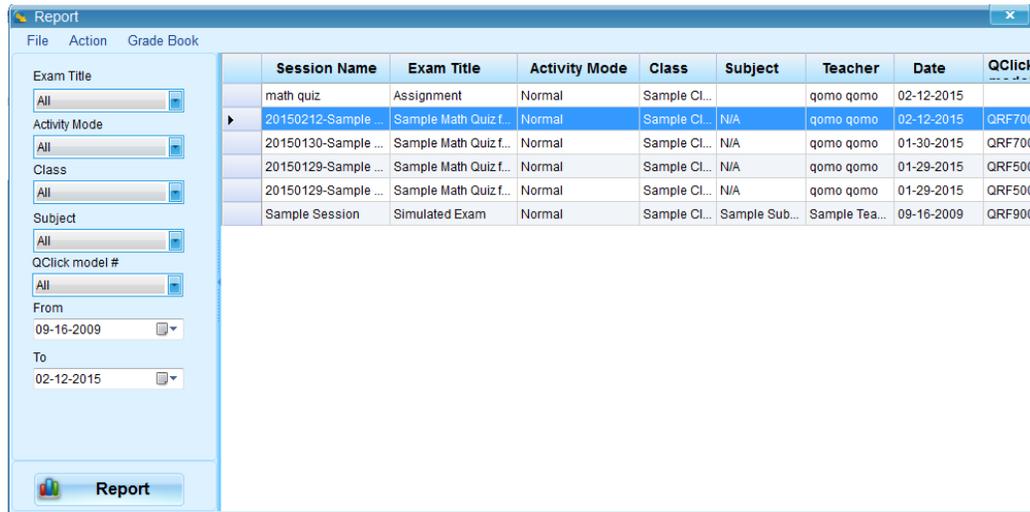
After the uploading has been completed, click on the **Save** button  to save the uploaded session data into the software.

When you click on the **Exit** button  to exit the Receive Session without saving the uploaded session data, the software will prompt you to save the data. If you don't save the uploaded session data, the data will be lost.

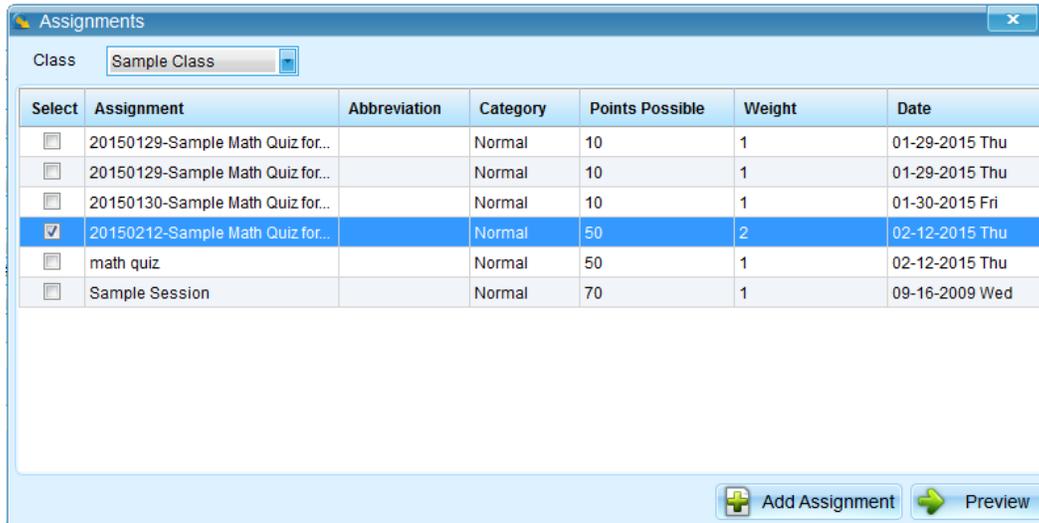
Note: The session doesn't support QRF300

2.4.3.2.7 Grade Book

Grade Book is used to review and edit students' grade book, also add and edit new assignment.



Click the **Grade Book** menu, a window will pop out to show all the assignments created.



Review and edit Grade Book: Select class from the **Class** drop-down list and then select the desired assignment by clicking the assignment checkbox, then click **Preview** button  to display the students' Grade Book window. You can view students' final grade, weight and total points.

Student	Final Grade	02/12/2015 Total: 50		
Student 001	F	0	0/50	0
Student 002	F	0	0/50	0
Student 003	F	0	0/50	0
Student 004	F	0	0/50	0
Student 005	F	0	0/50	0
Student 006	F	0	0/50	0
Student 007	F	0	0/50	0
Student 008	F	0	0/50	0
Student 009	A	100	50/50	50
Student 010	F	0	0/50	0
Student 011	F	0	0/50	0
Student 012	F	0	0/50	0
Student 013	F	0	0/50	0
Student 014	F	0	0/50	0
Student 015	F	0	0/50	0
Student 016	F	0	0/50	0
Student 017	F	0	0/50	0
Student 018	F	0	0/50	0
Student 019	F	0	0/50	0

Double click the student cell **Student 009** , pop out the edit score window. Under **Score** textbox, you can change the student total point value; under **Point Sign**, you can select **Late**, **Exempt**, **Missing**, or **Collected** to mark the student assignment submission state.

Student
Assignment

Student 009
20150212-Sample IV

Score

Points

50/50

Point sign

Late Exempt

Missing Collected

Percent

100%

Comment

Letter Grade

A

Collected: Mark students who have made up the assignment. Once the collected is selected and saved, there will be a small icon show on the right side of the total point cell.

Late: Mark students who are late to submit the assignment and points will be deducted from the total points. Once the late is selected and saved, there will be a small icon show on the right side of the total point cell..

Exempt: Mark students who were not involved in the quiz or assignment. Once the exempt is selected and saved, there will be a small icon show on the right side of the total point cell.

Missing: Mark students who didn't submit the assignment. Once the missing is selected and saved, there will be a small icon show on the right side of the total point cell.

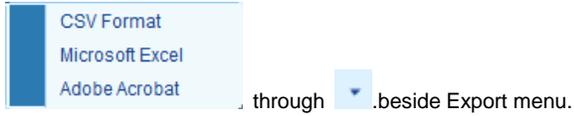
- Collected
- Late
- Exempt
- Missing

Right click the student total point cell, the four states will show , you can directly change the state.

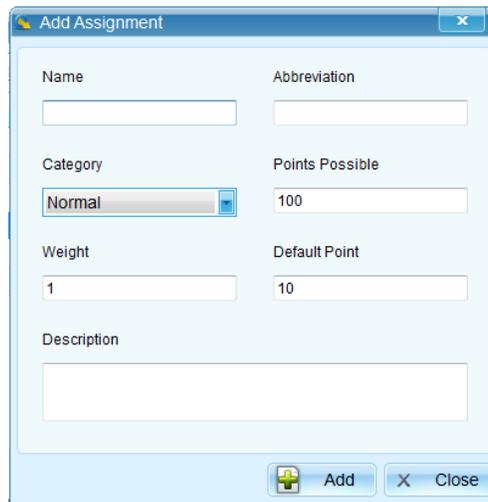
Note: The deduct point for **Late** can be set from **File** menu under the report window.

Click **Save** Button  **Save** to finish the assignment editing, and **Close**  **Close** button to Exit the setting.

Click **Export**  menu directly to save the data by .csv format on the local computer, or select the exporting format



Add Assignment: click Add assignment button  **Add Assignment**, a window will pop out for creating a new assignment. Enter the assignment **Name**, **Abbreviation**, **Points Possible**, **Weight**, **Default Point**, **description** and select the quiz mode through the **Category** drop-down list.



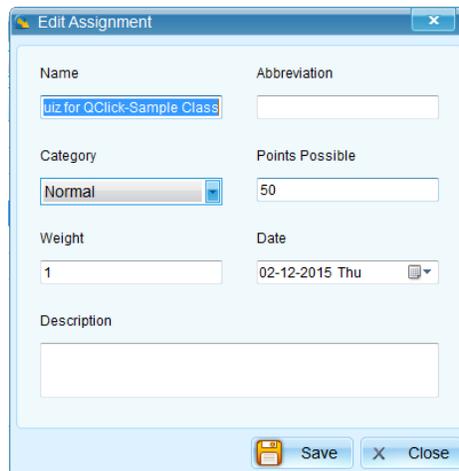
The "Add Assignment" dialog box contains the following fields:

Name	Abbreviation
<input type="text"/>	<input type="text"/>
Category	Points Possible
Normal	100
Weight	Default Point
1	10
Description	
<input type="text"/>	

Buttons:  **Add**  **Close**

Click **Add** button  **Add** to finish the new assignment, and **Close** button  **Close** to exit.

Edit Assignment: Double click the selected assignment; a window will pop out for editing the desired items.



The "Edit Assignment" dialog box contains the following fields:

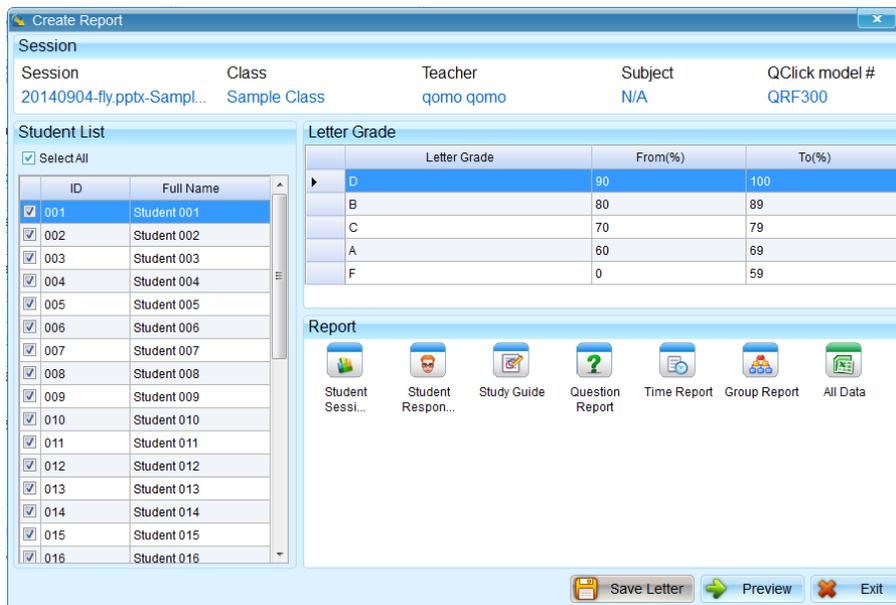
Name	Abbreviation
Quiz for QClick-Sample Class	<input type="text"/>
Category	Points Possible
Normal	50
Weight	Date
1	02-12-2015 Thu
Description	
<input type="text"/>	

Buttons:  **Save**  **Close**

Click **Save** Button  **Save** to finish the assignment editing, and **Close**  **Close** button to exit.

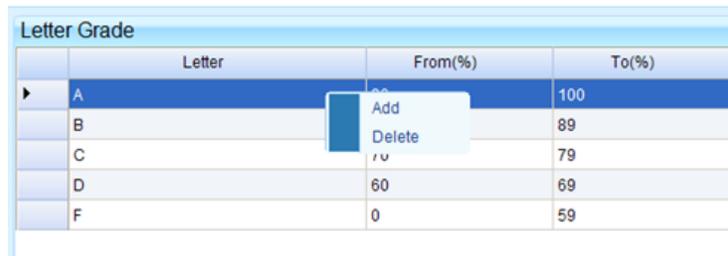
2.4.3.3 Create Report

Select a session record then click **Report** button , Create Report window will pop up.



This window mainly consist 2 parts: **Letter Grade** and **Report**

In **Letter Grade** setting, right click the textbox, an option menu pop out, and you can add or delete the selected row; or double click the textbox to edit the data.



The QClick reporting system generates various category reports using the student class activity performance data. Scroll the report format menu and click on the icons for different reports to create as desired.

To view the selected session record, select a report icon and click **Preview** button , or directly double click the selected report format icon.

To view a session record **NOT** stored in QClick software, please follow these steps:

- 1) Click the **File** button  on the top left corner, a file browser will pop up.
- 2) Select a *.xml file and open it.
- 3) Select a report icon and click **Preview**; or double click the selected report icon.

The QClick system generates the following reports format:

- 1) Student Session Report
- 2) Student Response Result
- 3) Study Guide
- 4) Question Report
- 5) Time Report
- 6) Group Report
- 7) Standard Analysis Report
- 8) Personal Standards Report
- 9) All Data

The QClick system provides these reporting functions.

- 1) Generate reports
- 2) Control of previewing a report
- 3) Export reports

All reports include a Report Title which includes:

- 1) Class Name
- 2) Date of Session
- 3) Subject Name
- 4) Teacher Name
- 5) Session Name

Additionally, each report includes the following:

STUDENT SESSION REPORT

The **Student Session Report** lists students overall performance in the session. This list includes:

- 1) Report Title
- 2) Student name and ID
- 3) Correct answer ratio relating to the total number of questions.
- 4) Correct answer percentage.
- 5) Total points for student performance in the Session

6) Corresponding Letter Grade

Student Session Report					QOMO HiTeVision				
Session: Sample Session					Date: 2009-9-16				
Subject: Sample Subject									
Class: Sample Class									
Teacher: Sample Teacher									
Full Marks	70.00	Average	49.06	Highest	70.00	Lowest	0.00	Median	50.00
ID	Full Name			Correct Ratio	Letter Grade	Total Points			
001	Student 001			7/7	A	70.00			
002	Student002			6/7	B	60.00			
003	Student003			5/7	C	50.00			
004	Student004			7/7	A	70.00			
005	Student005			6/7	B	60.00			
006	Student006			5/7	C	50.00			
007	Student007			5/7	C	50.00			
008	Student008			5/7	C	50.00			
009	Student009			5/7	C	50.00			
010	Student010			6/7	B	60.00			
011	Student 011			7/7	A	70.00			
012	Student012			4/7	F	40.00			
013	Student013			3/7	F	30.00			
014	Student014			5/7	C	50.00			
015	Student015			6/7	B	60.00			
016	Student016			6/7	B	60.00			
017	Student017			3/7	F	30.00			
018	Student018			5/7	C	50.00			
019	Student019			4/7	F	40.00			
020	Student020			0/7	F	0.00			
021	Student 021			6/7	B	60.00			

STUDENT RESPONSE RESULT

The **Student Response Result** provides detailed information for each question by students. This report includes:

- 1) Report Title
- 2) Student name and the total points earned during the session
- 3) Questions and option content
- 4) Student answer and check



Student Response Result

Session: Sample Session	
Subject: Sample Subject	
Class: Sample Class	
Teacher: Sample Teacher	Date: 2009-9-16

(Note: "-" means No Answer, "_N" means you got the chance to answer but did not answer in Rush Quiz Mode)

001 Student 001	Total Points: 70.00
------------------------	----------------------------

1. _____ make(s) new plants.
 - A. Roots
 - B. Leaves
 - C. Flowers
 - D. Seeds
 Your Answer: D ✓(Gain:10.00)
2. Match the word with the picture.
 - A. Sunny
 - B. Rainy
 - C. Mostly cloudy
 - D. Cold and wet
 Your Answer: C ✓(Gain:10.00)
3. Match the word with the picture.
 - A. Sunny
 - B. Rainy
 - C. Mostly cloudy
 - D. Cold and wet
 Your Answer: A ✓(Gain:10.00)
4. Identify the lowercase of the word.
"TENT"
 - A. TeNt
 - B. tent
 - C. TENT

STUDY GUIDE

The **Study Guide** report provides a list of incorrect answers per student. It also provides the information to the instructor which is necessary to develop a study guide for the individual student. The **Study Guide** report includes:

- 1) Report Title
- 2) Incorrect Question and option identification per student
- 3) Correct/Incorrect answer comparison per question for each student



Study Guide

Session: Sample Session	
Subject: Sample Subject	
Class: Sample Class	
Teacher: Sample Teacher	Date: 2009-9-16

(Note: "-" means No Answer, "_N" means you got the chance to answer but did not answer in Rush Quiz Mode)

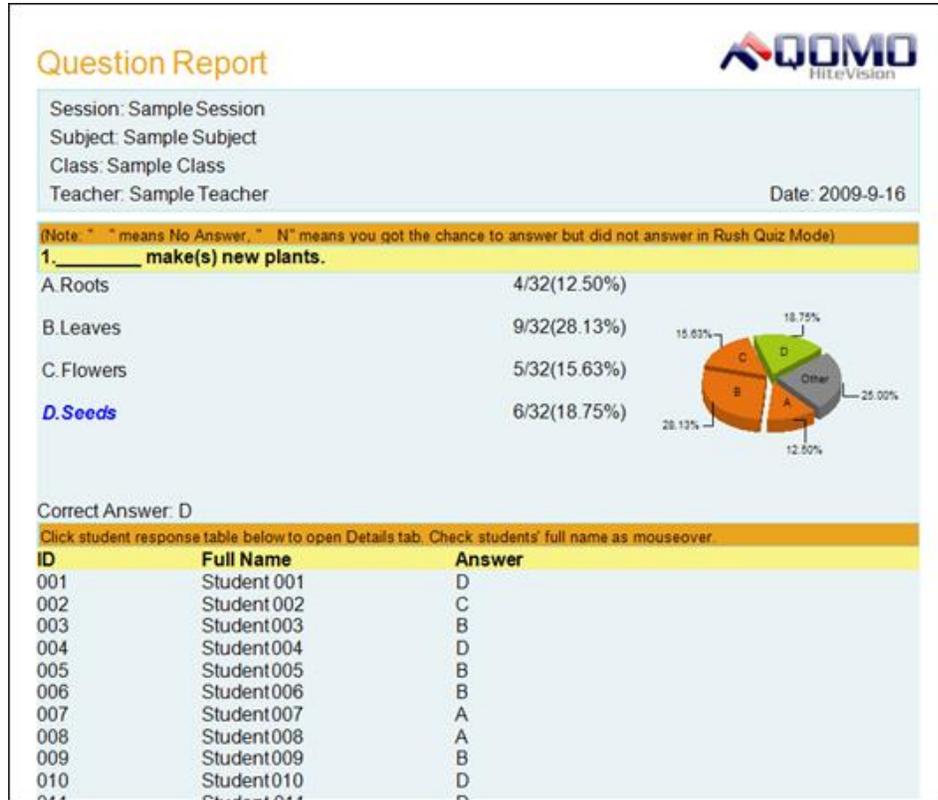
001 Student 001
There is no record.

QUESTION REPORT

The **Question Report** provides a composite analysis of each question. This report includes:

- 1) Report Title
- 2) Question and option content

- 3) The number and percentage of response to each option
- 4) Highlighted correct answer per question
- 5) 3D pie chart for the percentage of each option



TIME REPORT

The **Time Report** indicates student response time to each question. The Time Report includes:

- 4) Report Title
- 5) Question Number
- 6) A table listing all student response time and points

Time Report



Session: Sample Session
Subject: Sample Subject
Class: Sample Class
Teacher: Sample Teacher

Date: 2009-9-16

Question 1

Average	10.1	Longest	15.0	Shortest	0.0	Median	14.5
ID	Full Name	Time	Points				
001	Student 001	15.0	10.00				
002	Student 002	15.0	0.00				
003	Student 003	9.0	0.00				
004	Student 004	15.0	10.00				
005	Student 005	13.0	0.00				
006	Student 006	9.0	0.00				
007	Student 007	15.0	0.00				
008	Student 008	10.0	0.00				
009	Student 009	9.0	0.00				
010	Student 010	15.0	10.00				
011	Student 011	15.0	10.00				
012	Student 012	0.0	0.00				
013	Student 013	0.0	0.00				
014	Student 014	15.0	0.00				
015	Student 015	15.0	0.00				
016	Student 016	15.0	0.00				
017	Student 017	0.0	0.00				
018	Student 018	15.0	10.00				
019	Student 019	0.0	0.00				
020	Student 020	0.0	0.00				

GROUP REPORT

The **Group Report** provides a list of the points for each student in the group. The Group Report includes:

- 1) Report title
- 2) The total number of each group
- 3) The total point of each student

Group Report



Session: Sample Session
Subject: Sample Subject
Class: Sample Class
Teacher: Sample Teacher

Date: 2009-9-16

Group 1		Total Points	460.00
ID	Full Name		Points
001	Student 001		70.00
002	Student 002		60.00
003	Student003		50.00
004	Student004		70.00
005	Student005		60.00
006	Student006		50.00
007	Student007		50.00
008	Student008		50.00
Group 2		Total Points	420.00
ID	Full Name		Points
009	Student009		50.00
010	Student010		60.00
011	Student 011		70.00
012	Student 012		40.00
013	Student013		30.00
014	Student014		50.00
015	Student015		60.00
016	Student016		60.00
Group 3		Total Points	330.00
ID	Full Name		Points
017	Student017		30.00

STANDARD ANALYSIS REPORT

The **Standard Analysis Report** provides the code and standard of each question if the question is associated to a standard. This report also provides the percentage of correct responses to the question as well as identifying individual student performance for each standard code. The **Standard Analysis Report** includes:

- 1) Report Title
- 2) Code and standard associated to the question
- 3) Percentage of correct responses to the question

Standards Analysis Report



Session: Sample Session
 Subject: Sample Subject
 Class: Sample Class
 Teacher: Sample Teacher Date: 2009-9-16

Code	Standard	Correct(%)
FL.LA.7.1.5	Reading Process - Fluency: The student demonstrates the ability to read grade level text orally with accuracy, appropriate rate, and expression.	18.8
FL.LA.7.6.1	Information and Media Literacy - Informational Text: The student comprehends the wide array of informational text that is part of our day to day experiences.	62.5
FL.LA.7.1.6	Reading Process - Vocabulary Development: The student uses multiple strategies to develop grade appropriate vocabulary.	71.9
FL.LA.7.3.3	Writing Process - Revising: The student will revise and refine the draft for clarity and effectiveness.	96.9
FL.LA.7.4.1	Writing Applications - Creative: The student develops and demonstrates creative writing.	96.9

PERSONAL STANDARDS REPORT

The **Personal Standards Report** provides the code, standard and the percentage of correct response to each student if the question is associated to a standard. The **Personal Standards Report** includes:

- 1) Report Title
- 2) Code and standard associated to the question
- 3) Percentage of correct responses to each student

001 Student 001		
Code	Standard	Correct(%)
FL.LA.7.1.5	Reading Process - Fluency: The student demonstrates the ability to read grade level text orally with accuracy, appropriate rate, and expression.	100.0
FL.LA.7.6.1	Information and Media Literacy - Informational Text: The student comprehends the wide array of informational text that is part of our day to day experiences.	100.0
FL.LA.7.1.6	Reading Process - Vocabulary Development: The student uses multiple strategies to develop grade appropriate vocabulary.	100.0
FL.LA.7.3.3	Writing Process - Revising: The student will revise and refine the draft for clarity and effectiveness.	100.0
FL.LA.7.4.1	Writing Applications - Creative: The student develops and demonstrates creative writing.	100.0
002 Student 002		
Code	Standard	Correct(%)
FL.LA.7.1.5	Reading Process - Fluency: The student demonstrates the ability to read grade level text orally with accuracy, appropriate rate, and expression.	0.0
FL.LA.7.6.1	Information and Media Literacy - Informational Text: The student comprehends the wide array of informational text that is part of our day to day experiences.	100.0
FL.LA.7.1.6	Reading Process - Vocabulary Development: The student uses multiple strategies to develop grade appropriate vocabulary.	100.0
FL.LA.7.3.3	Writing Process - Revising: The student will revise and refine the draft for clarity and effectiveness.	100.0

ALL DATA

Export the all data to the local folder in the form of *.xls. **All Data** contains all detailed information listed in three sheets: **Student Response, Score, Response time** and **Summary**

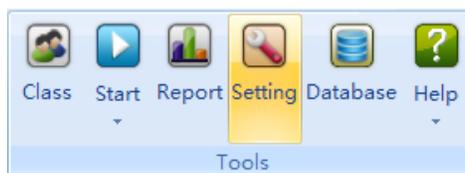
CONTROL OF PREVIEWING A REPORT



The tool bar on the top of **Report** window provides optional controls for previewing a report.

- 1) : Export the report.
- 2) : Print the report.
- 3) : Toggle the report display window
- 4) : Go to the **first** page of report viewing.
- 5) : Go to **previous** page of report viewing.
- 6) : Go to **next** page of report viewing.
- 7) : Go to the **last** page of report viewing.
- 8) : Go to the **particular** page you wish by typing the page number in the **Go to Page** dialogue window.
- 9) : Find the text you wish by typing the text in the **Find Text** dialogue window.
- 10) : Select a zoom control from the **Zoom** drop-down list to view a report properly.

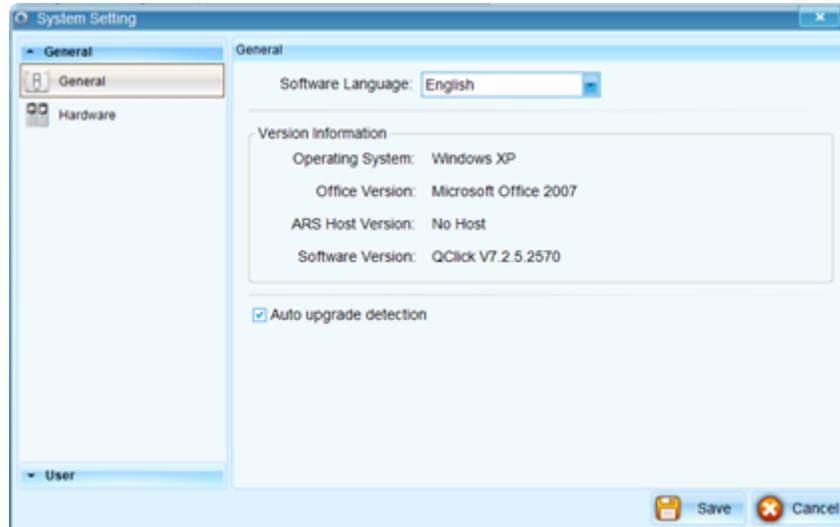
2.4.4 Setting



The System Settings View contains **General** and **User** two categories. Select one of the categories to begin selection of your settings.

2.4.4.1 General

2.4.4.1.1 General



General contains **General** setting and **Hardware** setting.

General

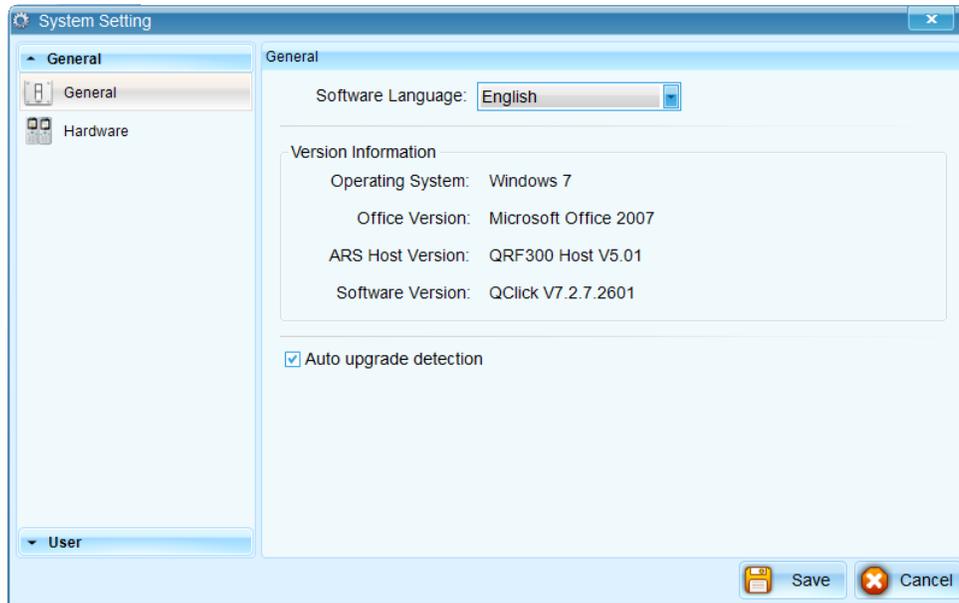
Has **Software Language Setting** and **Version Information**

Software Language Setting allows the selection of languages for the program. Click on the language drop-down list, and then select the language you desire. **English** is the system default language.

Version Information displays the information of Operating System, Office Version, ARS Host Version, as well as QClick Software Version.

Hardware

Channel setup will read the channel number of the main receiver connected to the system and also be used to set a new channel number for the main receiver. The channel number is preset when a main receiver delivered.



To set up a new channel number, you can simply click the  or  to set the channel number, or type the number directly in the textbox. Then click **Save** button . The valid channel number is from 0 to 39. If there are two same channel number, system will prompt: "Two main receivers have the same channel." Please change the channel to any valid number.

Note:

1. Note: after finishing the setting, user can click the Save button to save all the settings once for all, without saving each part of setting independently.
2. Using QRF500 and QRF300 system, once the channel number changed, the instructor's remote and all the student remote keypads channel need to be reset in order to make sure the system will work properly.

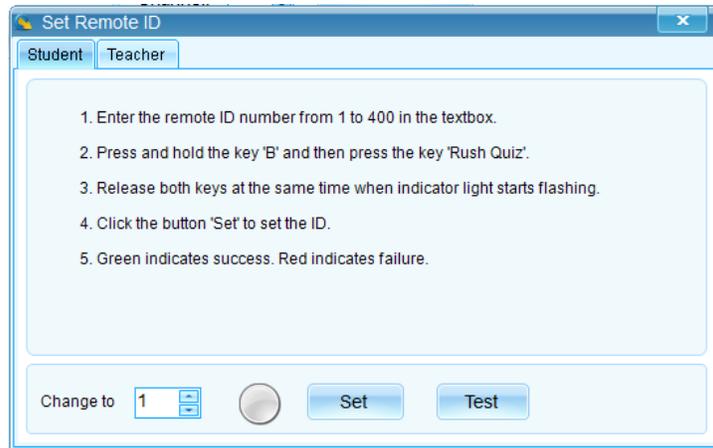
Hardware Test is used to check the communication of the main receiver, instructor remote control, and the student keypad. All settings require the user to log in the system to perform.

Hardware Test for QRF300

Hardware Test button for QRF300 is to switch to **Set Remote ID** window.

To set Student remote ID on QRF300 keypad, please follow these steps:

- 1) Click Hardware Test button , Set Remote ID window will display.



2) Enter the remote ID number in the text box next to **Change to**, or click the up  or down  button next to the box. The valid ID number set from 1 to 400.

3) Press and hold the key '**B**' and then press the key **Rush Quiz** .

4) Release both keys at the same time when indicator light start flashing.

5) Click the button **Set**  to set the ID.

6) Green indicates success. Red indicates failure.

To reset QRF300 Instructor remote keypad, please follow these steps:

1) Select the **Teacher** tab.

2) Press and hold the key '**Start**'  and then press the key '**OK**' on the instructor keypad.

3) Release both keys at the same time when indicator light start flashing.

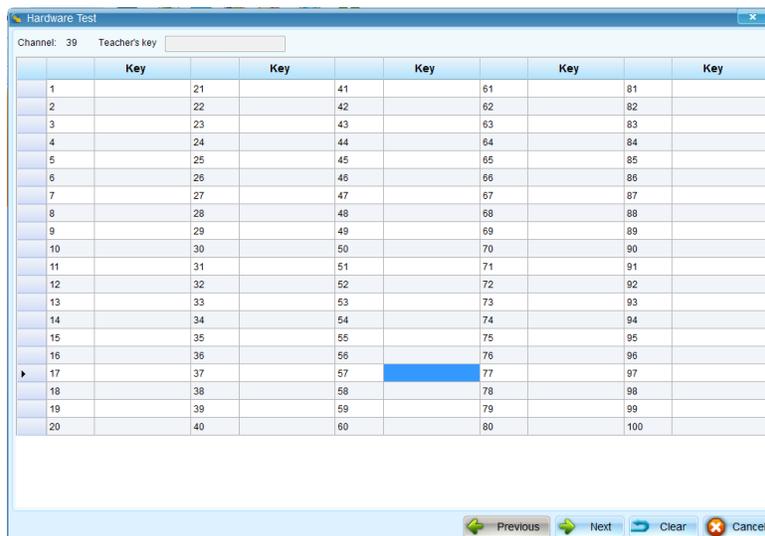
4) Click the **Set**  button to set the ID.

To use the hardware test tool for QRF300, please follow these steps:

1) Click the **Test** button  to display the Hardware Test window.

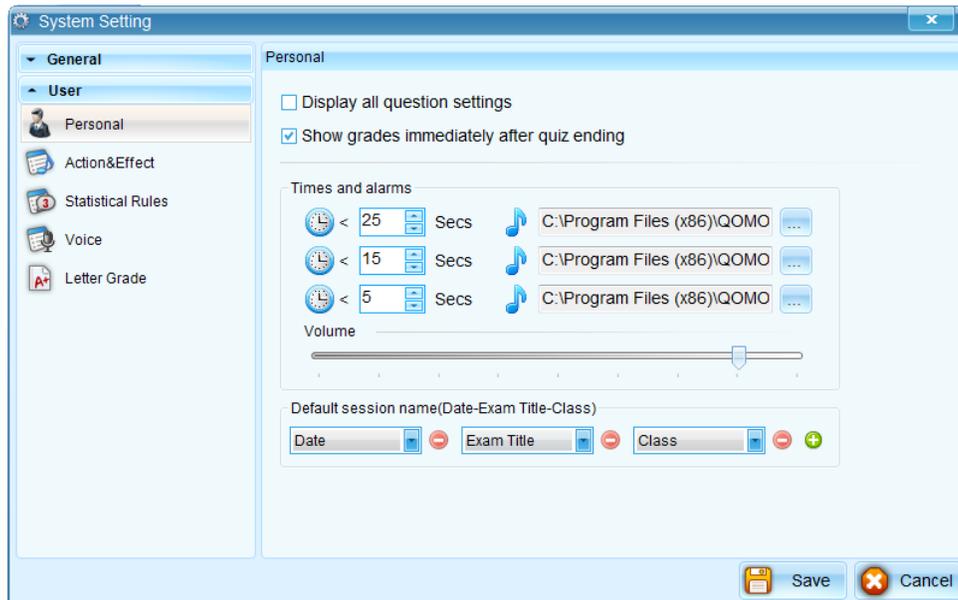
2) Press a key on instructor keypad; the result will display on **Teacher's Key** grid on top of the Hardware Test window.

3) Press a key on student keypad; the result will display on the related Student ID **Key** grid. Then, the communication between the main receiver and the instructor remote or the student keypad is successful.

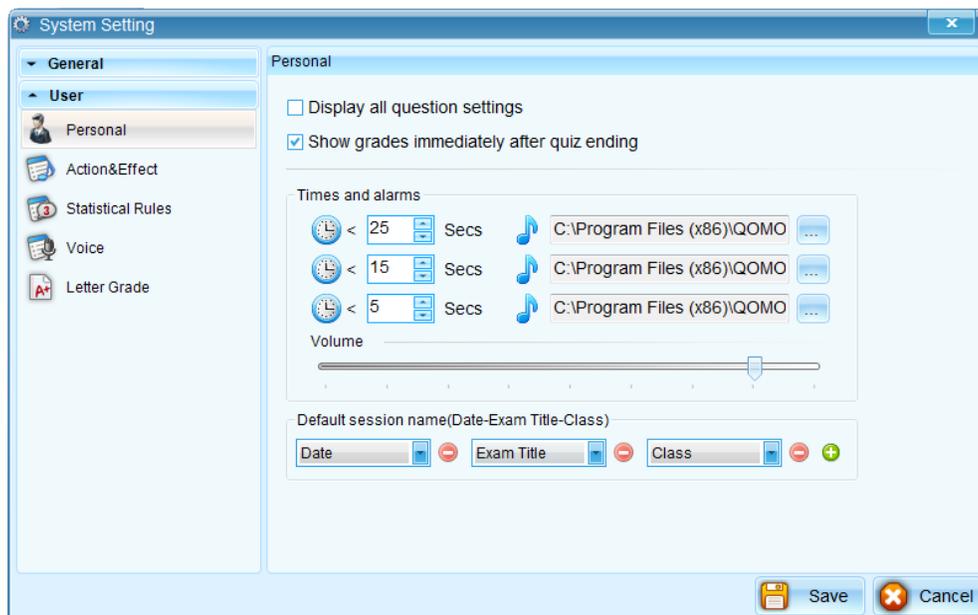


2.4.4.2 User

This part contain 5 sections, **Personal**, **Action & Effect**, **Statistical Rules**, **Voice** and **Letter Grade**.



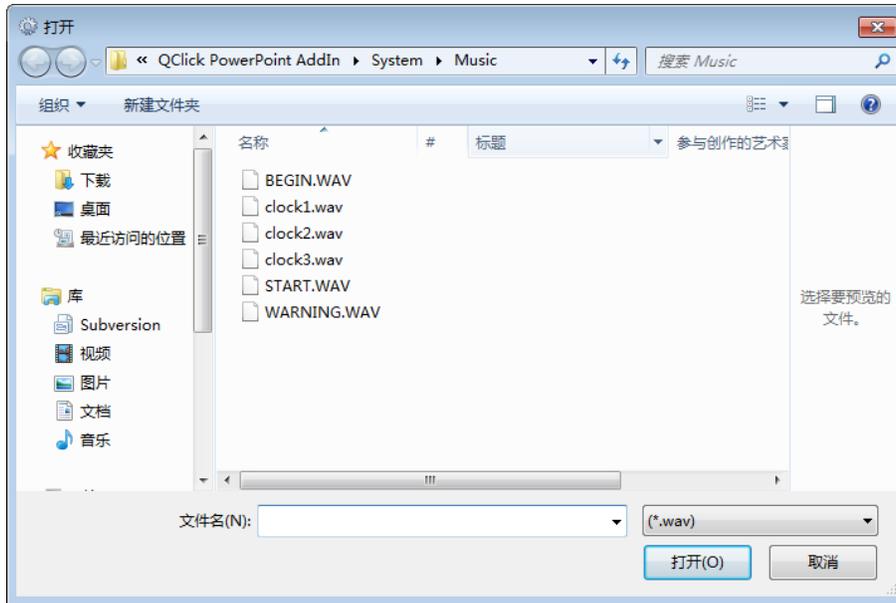
2.4.4.2.1 Personal



Clicking the check box of **Display all question settings**, both **Question Setting** and **Question Detail** windows will be displayed on the screen, no Show Detail or Hide Detail button.

Clicking the check box of **Show grades immediately after quiz ending**, students' letter grade will show in the report.

Change the alarm time at different period during quiz in the **Times and alarms** box, click the button  to increase or decrease the alarm time; click the button , sound browser will pop out for you to add or change alarm sound.

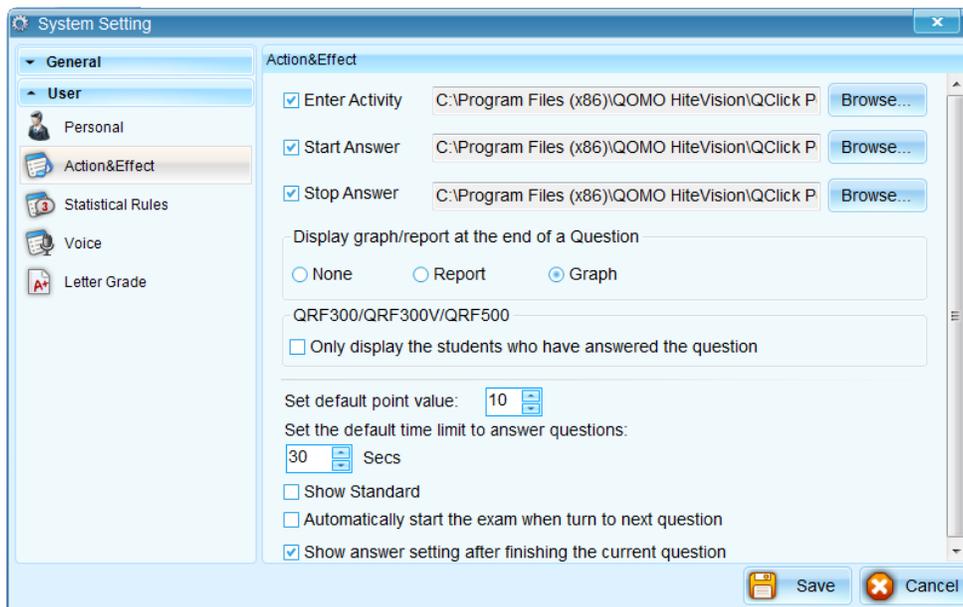


Adjust the alarm volume by Pulling the **TrackBar**  under **Times and alarms** box.

Modify the default session name by choosing from the drop-down list of each session tab  **Teacher**, or click the button  and  to add or delete the session name.

2.4.4.2.2 Action & Effect

Quiz Genius Music Setting, Report & Result Setting and Quiz Setting are included in this part. **Quiz Genius Music Setting** allows the selection of sounds to be used while entering a quiz, starting a quiz, and completing a quiz. To set up the audio, follow these steps:



1. Select the **Action&Effect** tab in the catalog, the setting items will display on the right of the window.
2. Click on the sound activity check boxes you desire and then click on the **Browse** button, this will display the sound file browser. Select the desired sound file for the activity and then click on the **Save** button to save the sound selection into the system.
3. Repeat Step 3, if you desire to set up additional sounds for other activities.

Note: *If the check box is unchecked, the sound will be muted for that activity.*

Report & Result Setting

To select the items of information which you'd like to see as a question answered, click one of the radio buttons of Display Report/Result at the end of a Question.

None: -- Nothing to be displayed.

Report: -- Report window will be displayed as each question answered.

Graph: -- Result graphics will be displayed as each question answered.

Quiz Setting

Set default Point value: allows you to set the point value by click  or directly typing into the textbox. The Point value can only be changed for the new added questions.

Set the default time limit to answer question: allows you to set the time limit by click  to answer question. The default time value can only be changed for the new added questions.

Show standard: show the question detail.

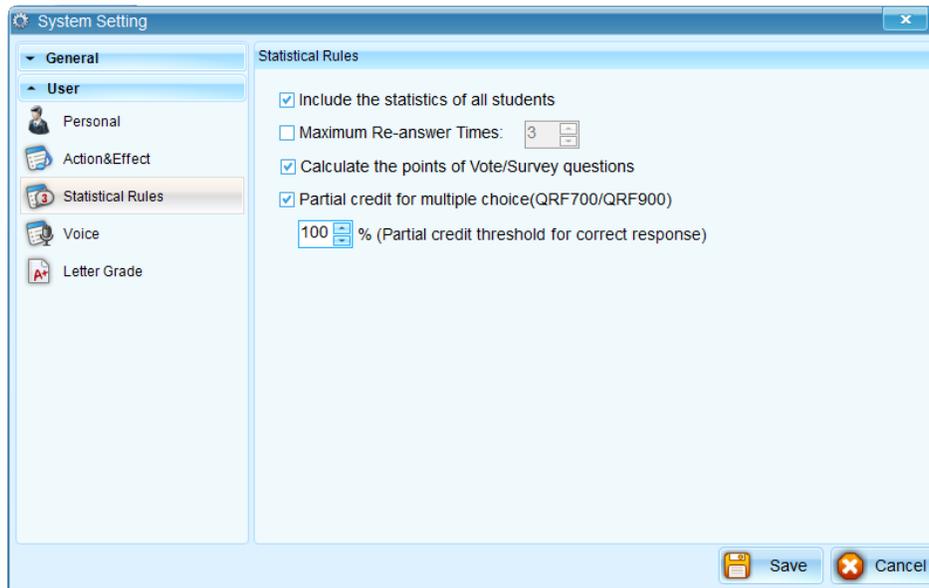
Automatically Start the Exam When Turned to Next Question allows you to start the next question without pressing the

Start /Stop  button each time you turn to the next question.

Show answer setting after finishing the current question allows you to set correct answer as each question answered. Click the check box, **Set Correct Answer** window will pop up. It can be used for **Instant Questions** and the questions without setting correct answers in **Question Detail**.



2.4.4.2.3 Statistical Rules



Include the statistics of all students allows unlisted students in the selected class to be displayed on the report and instant report.

Maximum Re-answer times allows instructors to control the times that students change the answer

For questions in a quiz, the default is the **Maximum Re-answer** check box unchecked, which allows students to re-enter their answers as many times as they desire. If the checkbox is checked, you can enter the number of times a student can change their answer. Click the  to set the numbers; or type a valid number in the textbox from 1 to 10.

Calculate the points of Vote/Survey questions allow the Vote/Survey answers to be scored.

Partial credit for multiple choice gives an appropriate point to partial correct answer in multiple choice.

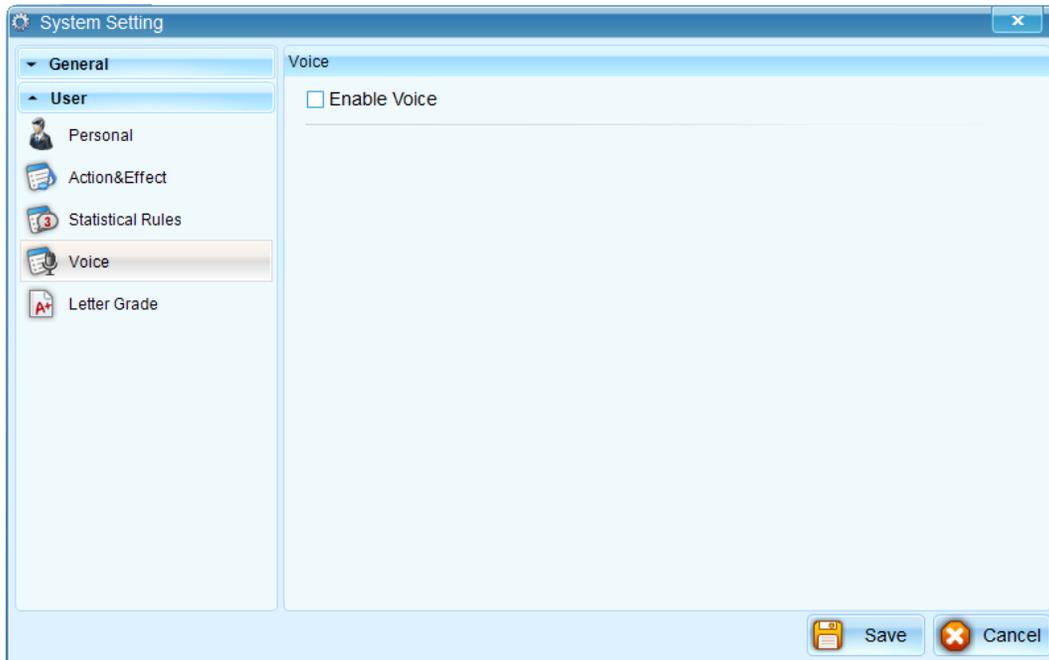
Select the check box; you will see an option below:

Set the threshold value to decide the correct response range.

 % (Partial credit threshold for correct response)

2.4.4.2.4 Voice

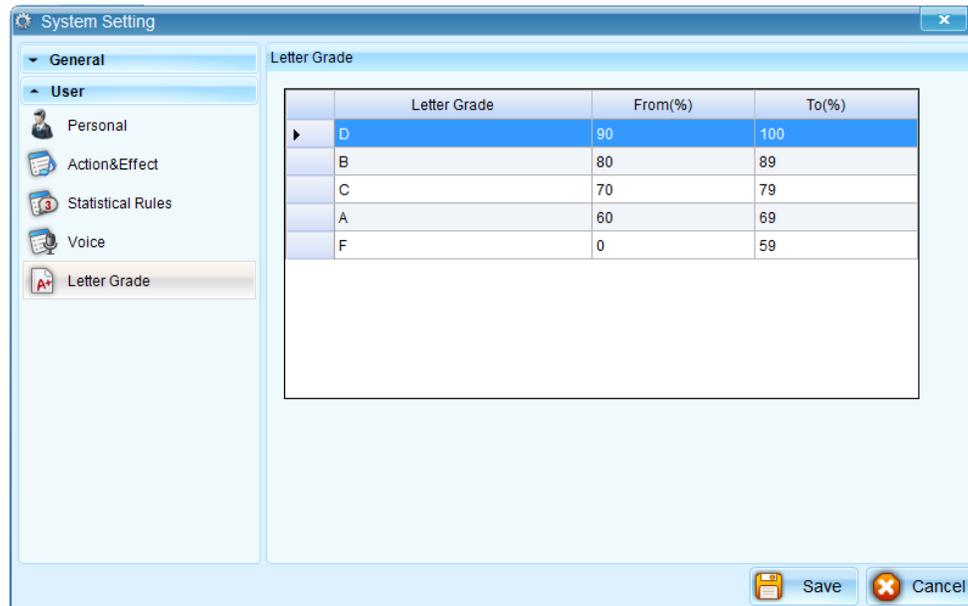
Voice allows the questions to be read during the quiz. Click the checkbox of **Enable Voice** to start. You can set the needed voice speed and volume in the setting. Click the **Save** button to save changes.



2.4.4.2.5 Letter Grade

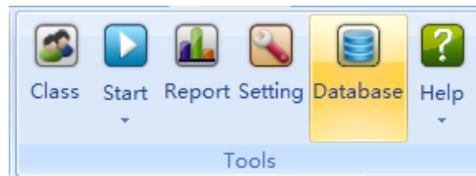
To set up the letter grade once for ALL sessions, you can do followings:

- 1) Add one row of letter grade by right click
- 2) Delete the one row of letter grade by right click
- 3) Edit the letter grade content by double click

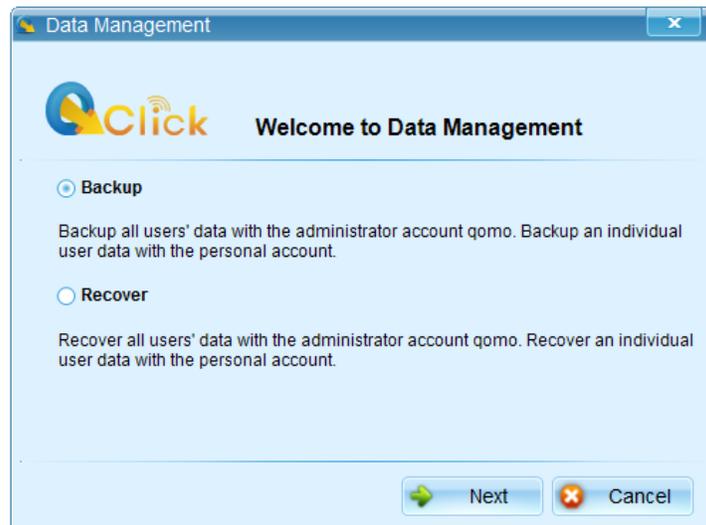


Click save button  Save to save all the changes you made in the system setting window.

2.4.5 Database



Click the Database button to open the Data Management window. Two options for selection: Backup and Recover



Backup

Select Backup and click Next button, you will go to Backup Wizard window.

If you select All Users, all users' data will be backup in one file and stored in the selected location. Click Next to backup the account data you want.

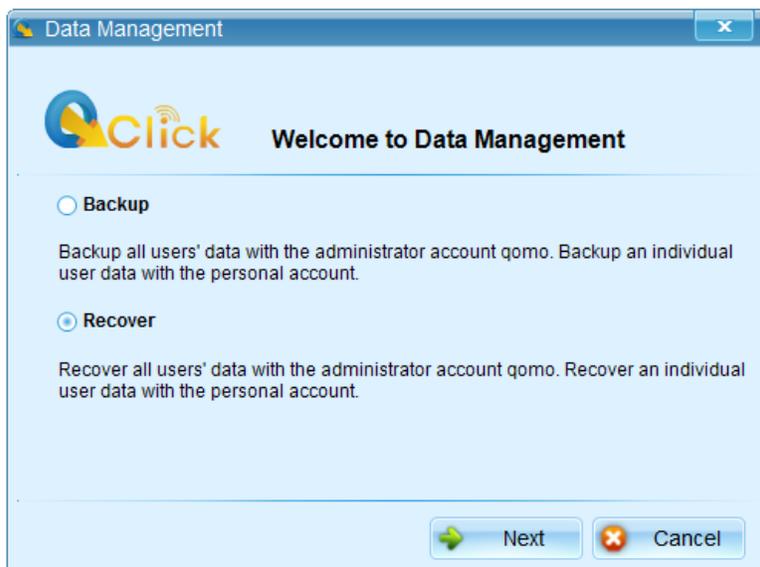


If you select Custom, you can select the needed account and backup the data in the designated location. Click Next to complete the setting.

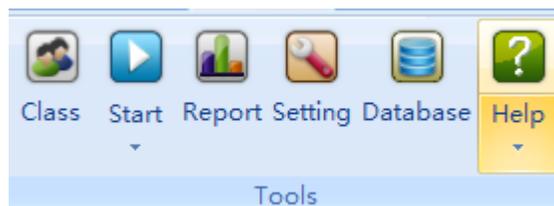


Recover

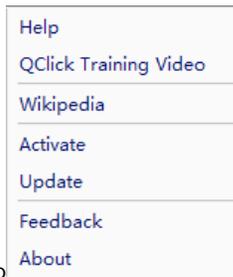
Select Recover and click Next button, you will go to Backup Wizard window. The settings for data recovery are the same as backup.



2.4.6 Help



Click **Help** icon  , Help file for the software will open up for your review. Clicking **Help** button



on the Tools section, an option menu will pop up

Help

Select the option of **Help**, the Help file in the form of *.chm will open up for your review.

QClick Training Video

Select the option of **QClick Training Video** that set link to QClick website: www.qomo.com.

Wikipedia

Select the option; it will link to Wikipedia web. Enter the keyword, you will find the search result.



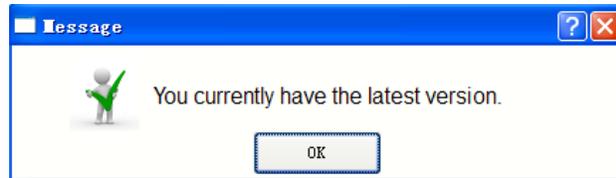
Activate

Select **Activate** you will go to the **Activation Wizard** window, please refer to **Activation**.



Update

The software is default set auto upgrade. Select **Update** from the option menu, the software will be auto upgraded to the latest version.



Feedback

Select the option of feedback that set link to QClick website: <http://www.qomosoft.com>

About

Select **About** from the option menu, you can check QClick software version, Trial expiration date and QOMO info.



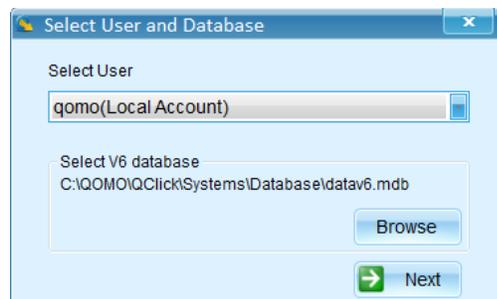
3 Other Related Functions

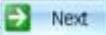
3.1 Convert Tool

To convert the data from QClick V6 system to V7, go to the Convert Tool first: Start Menu→ All Programs→ Qomo HiteVision→Convert Tool.

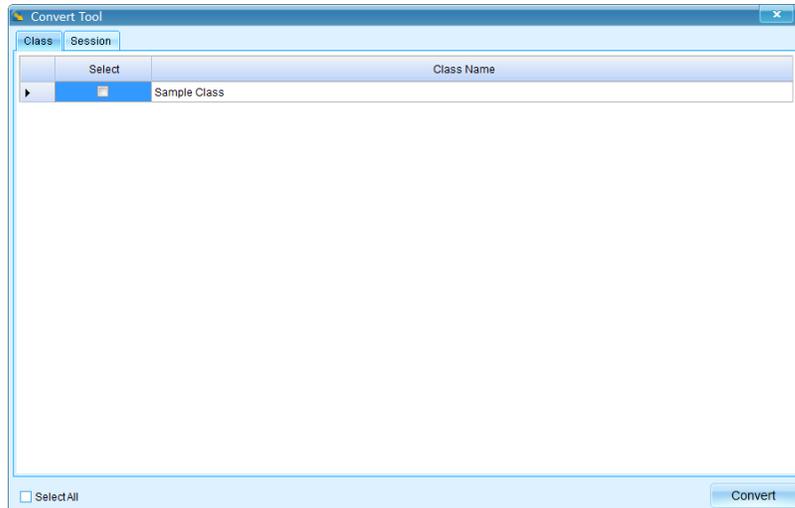
Please follow these steps to begin converting:

1. Select a user you desired from the drop down list.

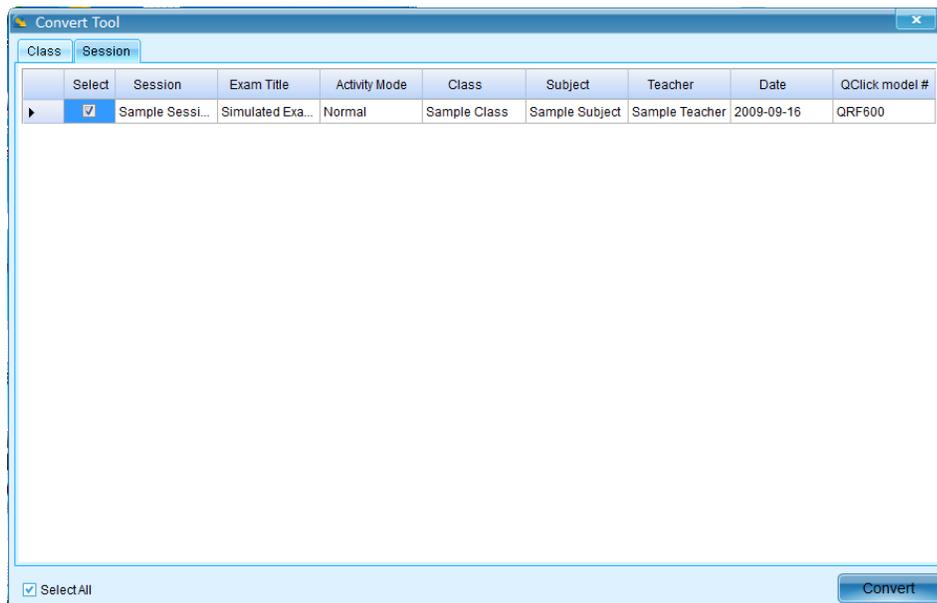


2. Select the path of V6 database, and then click **Next**  .

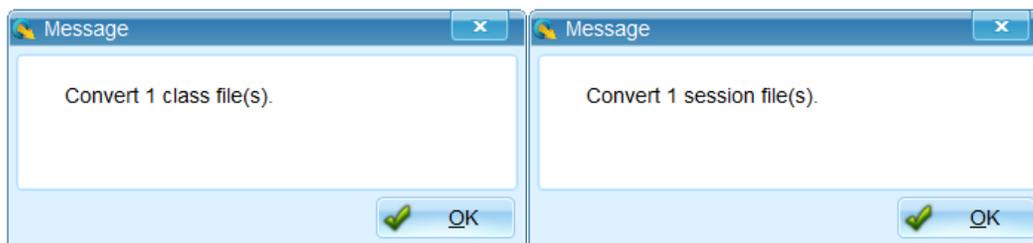
3. Select the class you want in the table, and then click **Convert**  .



4. Select the session record you want in the table, then click **Convert**  .

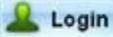


5. A message window will pop up when convert completed.



3.2 PC Client

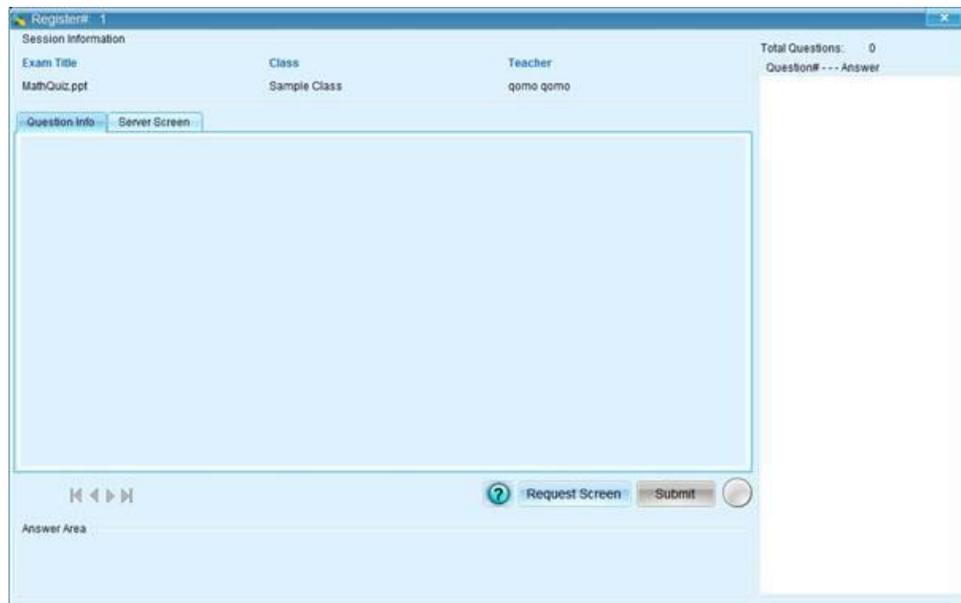
To use QClick Audience Response System on PC, QClick Client software is added. Client starts after quiz setting completed in the server side.

Login window will pop up after the software start. Enter Student ID, first name, and last name. QClick Client will automatically search the server IP address and display on the window. Then, click Login button .



The login window has a light blue background. At the top left is the QClick logo with the text "Connect to server...". On the left side, there is an illustration of a person with a padlock. On the right side, there are four input fields: "Student ID" (with placeholder "Enter your ID"), "First Name" (with placeholder "Enter your first name:"), "Last Name" (with placeholder "Enter your last name:"), and "Server IP" (with a small IP address "192.168.1.1"). A "Login" button with a user icon is located at the bottom right.

Then Client window will display on the screen, and register number show on top of the window. The window includes two parts: Session Information and Answer Information.



The main window is titled "Register# 1". It has a "Session Information" section at the top with a table:

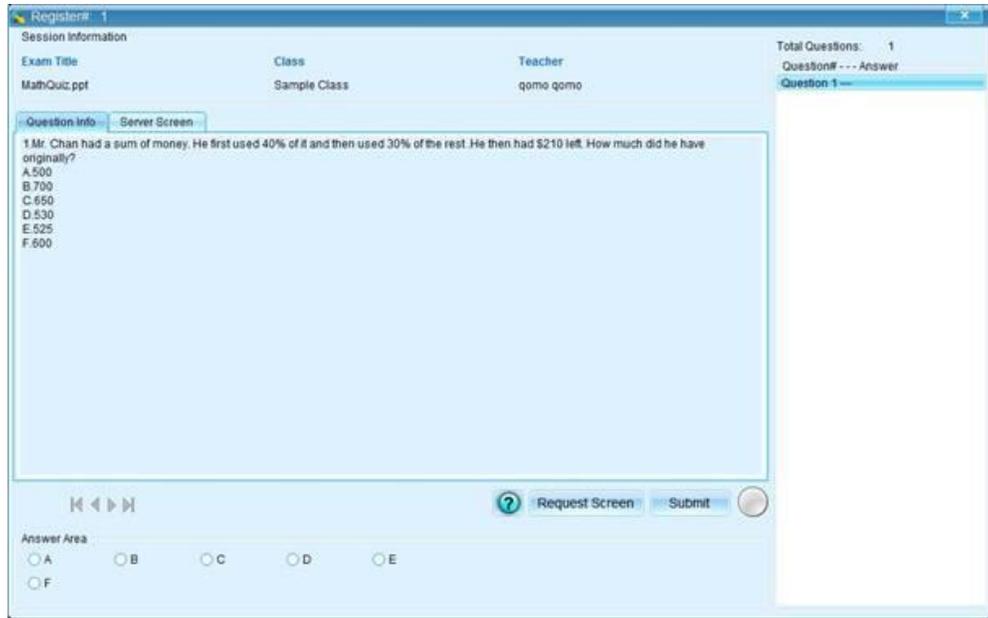
Exam Title	Class	Teacher
MathQuiz.ppt	Sample Class	qomo qomo

Below the table are two tabs: "Question Info" and "Server Screen". The "Question Info" tab is active, showing a large empty area for question text. At the bottom left is an "Answer Area" with a text input field. At the bottom center are navigation buttons: a question mark icon, "Request Screen", and "Submit". At the bottom right, it shows "Total Questions: 0" and "Question# --- Answer".

3.2.1 Session Information

You can check the exam title, class info and teacher name under Session Information. On the Session Information interface, there are two tabs for receiving the quiz information: Question Info & Server Screen.

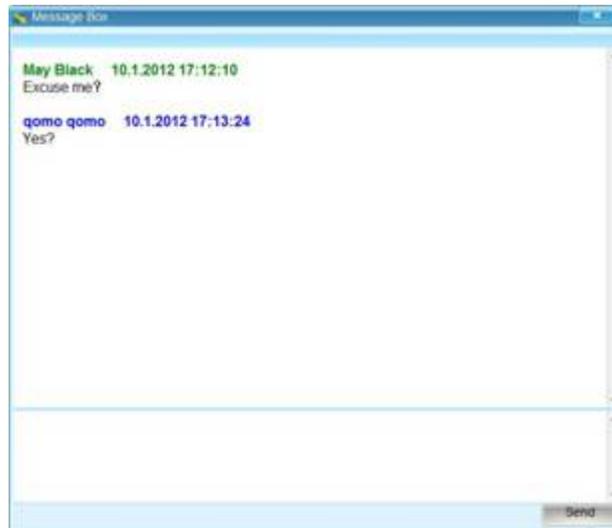
Under **Question Info** tab, question text is displayed on the screen when a quiz starts. Because system default send question text on the quiz setting in the server side. View the questions by the below buttons  as a question answered.

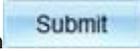


Answer the question on Answer Area. Answer area will display corresponding answer options, and will show the question type by the answering form.

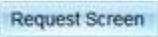
- 1) Radio button for Single Answer
- 2) Check box for Multiple Choice
- 3) Textbox for Short Answer

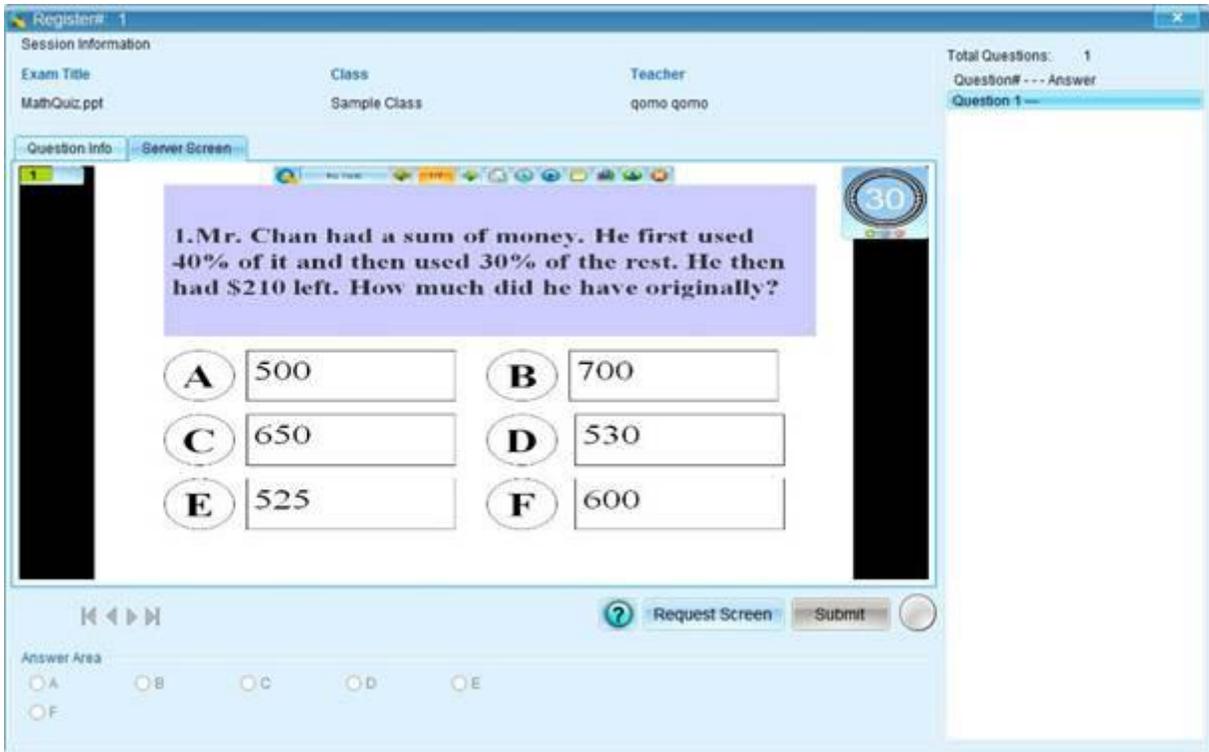
Students raise questions by clicking Ask Question button , and a message box will pop up. Student's question will receive prompt solution from server.



Send the answer to server by clicking the button . Generally, the button is Submit. If questions set for Rush, Submit will change to Rush.

Note: Default indicator light is grey. Green indicates answer sent success; Red indicates failure.

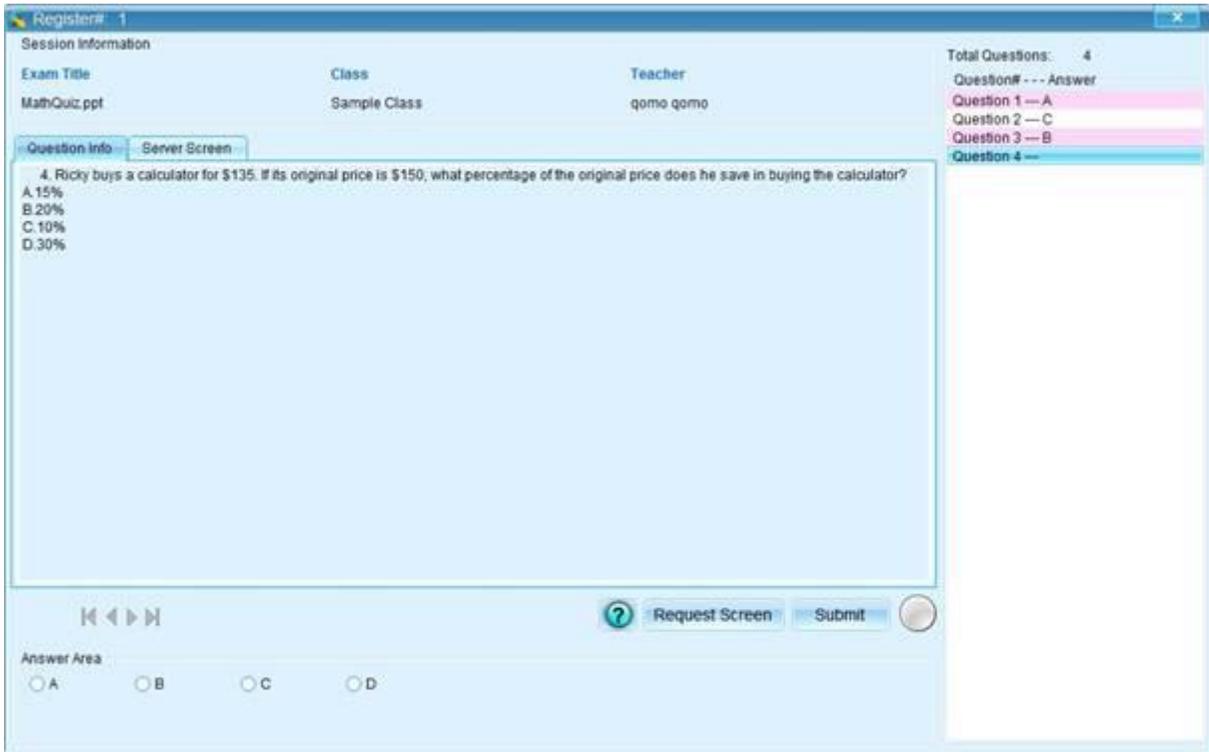
Under Server Screen tab, a real-time screenshot of server will display on the screen if you click Request Screen button .



3.2.2 Answer Information

Two sections are listed in the Answer Information, Total Questions & Question#---Answer.

- 1) **Total Questions:** Show the total questions of the quiz now.
- 2) **Question#---Answer:** Show the instant answers to the questions.



As the quiz finished, Client will exit automatically.

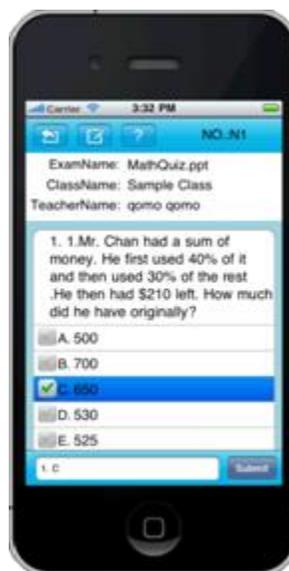
3.3 iPhone Client

To make QClick software work on Apple Inc.'s mobile devices, the associated QClick software is developed.

The software starts after quiz setting completed in the server side. Click the QClick icon  you will turn to Quiz page. Before the quiz starts, please go to **Setting** page to set the Student ID and save setting. Then return to Quiz page, you can take the exam.



After the client and server gets connection, the quiz will start. Here Normal Quiz and Homework are listed for reference. Some functional keys on the top of the screen, and the student registered number located on the top right corner.



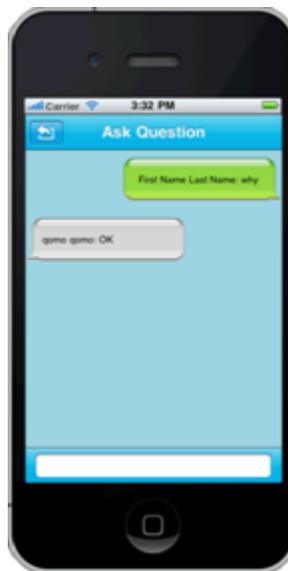
Exit: Exit the current page.



Check Answer: Check the responses you made.



Ask Question: Raise questions during the quiz process and you will receive prompt solution.



You can also check the related exam information displayed on the screen, including Exam Title, Class Name and Teacher Name.

Normal Quiz

1. In the server side, if '**Send Question Text**' on the quiz setting is selected, question text will be sent to the mobile. Select the correct answer then click **Submit** . If '**Send Question Text**' on the quiz setting is unchecked, question text will not be sent to the mobile. And the answering interface is different.

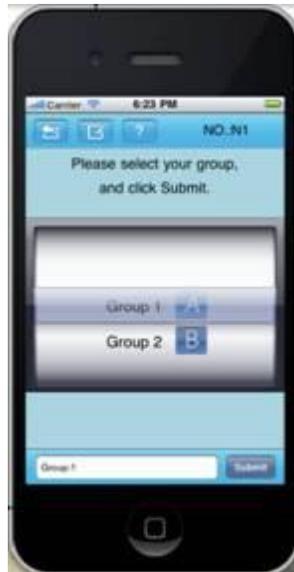


2. If **'Login by Student ID'** is selected on the quiz setting, **only** the students listed in the selected class list are allowed to take exams. Otherwise, the software will prompt that the student ID does not exist in the server selected class.

3. If **'Make Roll Call at beginning'** is selected on the quiz setting, or click the **Roll Call** button  on the toolbar during the quiz, the mobile device will enter the interface and a prompt display on the screen 'Any touch to roll call'. When you touch the screen, the page will flip over.

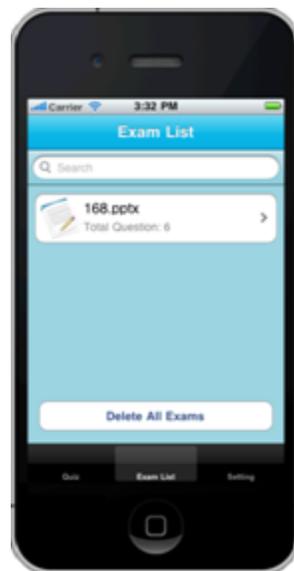


4. If **'Divide  groups'** is selected on the quiz setting, a page will display as below. Select a group and click **Submit**, you will be in the selected group.



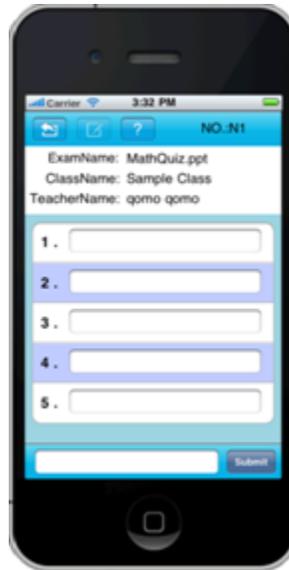
Homework

In the server side, if **'Send Question Text'** on the quiz setting is selected under Homework mode, question text will be sent to the mobile and stored on **Exam List** page.



On this page, you can view the text file or delete the exam file. View exam details by click the exam title. Delete all exam files by select **Delete All Exams**; Delete a specific file by click the button . Please slide left or right to show **Delete** button.

If **'Send Question Text'** on the quiz setting is unchecked, question text will not be sent to the mobile. Answer boxes for all questions will be displayed on the screen.



3.4 Android Client

To make QClick software work on the mobile devices with Android OS, the associated QClick software is developed.

The software starts after quiz setting completed in the server side. Click the QClick icon  you will turn to main page.

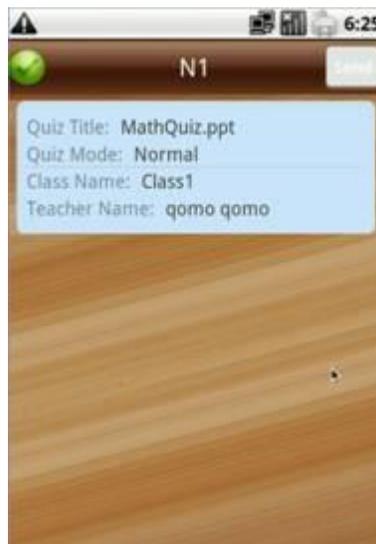


Before the quiz starts, please go to **Setting** page to set the Student ID and student name. At last, remember to save settings.



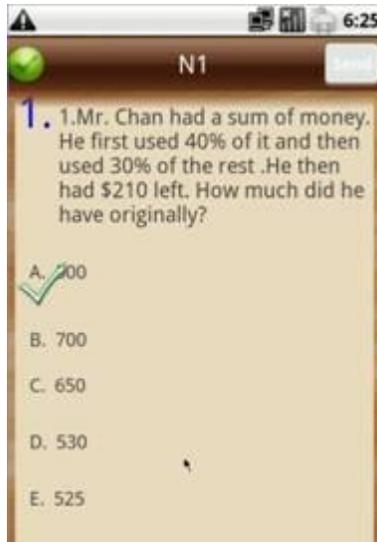
After that, you will return to main page. It's required to login the software with a server IP address. You can select a recently used IP from **Recent classroom** to login.

After the client and server gets connection, the quiz will start. Currently the software support Normal Quiz and Homework. When the quiz begins, the registration status , registered number and related quiz information will display on the screen. Quiz title, quiz mode, class name and teacher name are included.

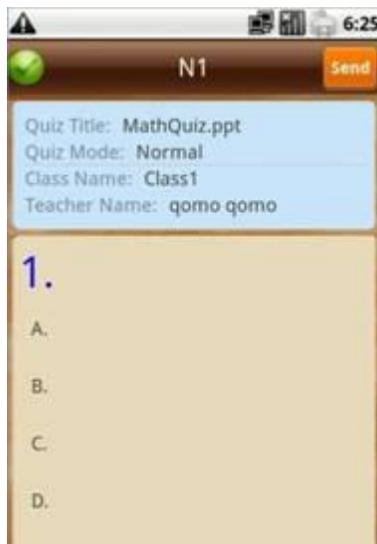


Normal Quiz

1. In the server side, if **'Send Question Text'** on the quiz setting is selected, question text will be sent to the mobile. Select the correct answer then click **Send**.

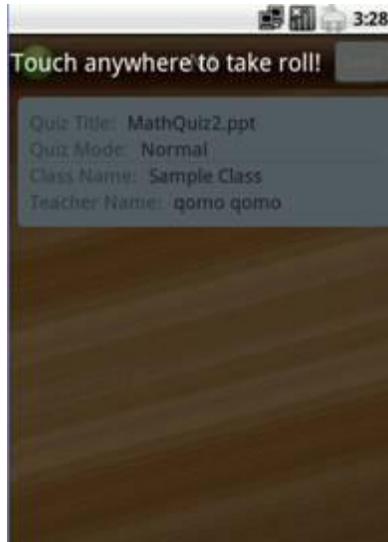


If 'Send Question Text' on the quiz setting is unchecked, question text will not be sent to the mobile. And the answering interface is different.



2. If 'Login by Student ID' is selected on the quiz setting, **only** the students listed in the selected class list are allowed to take exams. Otherwise, you need to return to Setting page to setup a new Student ID, then login to the software again.

3. If 'Make Roll Call at beginning' is selected on the quiz setting, or click the **Roll Call** button  on the toolbar during the quiz, the mobile device will enter the interface and a prompt display on the screen.



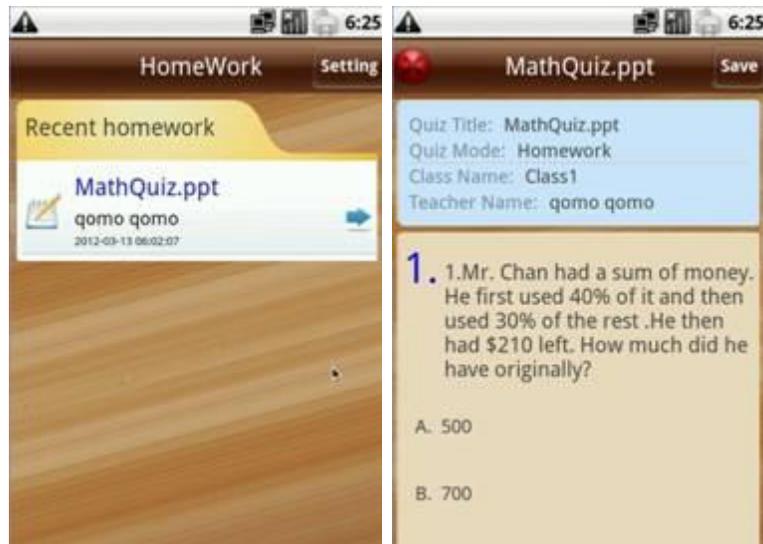
4. If 'Divide  groups' is selected on the quiz setting, a page will display as below. Select a group and that will be sent to server automatically. You will be in the selected group.



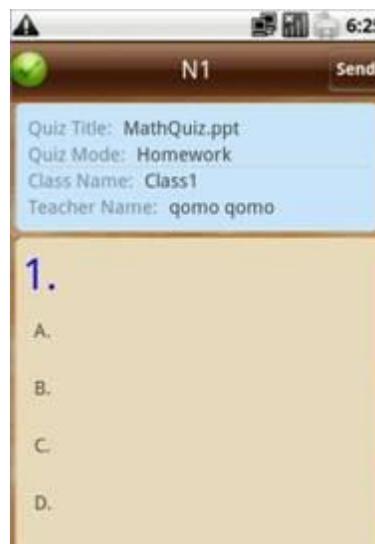
Homework

In the server side, if 'Send Question Text' on the quiz setting is selected under Homework mode, question text will be sent to the mobile and stored on **Homework** page. It allows the student to complete the test away from classroom, so the test still works offline.

Finish the homework and click the button  it in the software.



Please note that if 'Send Question Text' on the quiz setting is unchecked, question text will not be sent to the mobile. All answer selections will be displayed on the screen.



4 QRF500 Hardware & System Installation Illustration

4.1 Student Keypad

4.1.1 Specifications

Dimensions: (Lx Wx H): 4.5" x 1.8"x0.71"

Keys: 21

Power required: 2 AAA Batteries

RF transmission distance: Up to 50m

Battery life: Depends upon use or up to 6 months

Function: Transmit response signals

Note:

Each of the clickers is battery operational. Insert two “AAA” batteries into the port on the back of the clicker as indicated on the hardware. Slide the back plate into place. For a more secure closure, use the screwdriver to insert the screw. The Screws and screwdriver are provided for your convenience. Do not over tighten in order to avoid stripping the screw. When the batteries have expired, remove the screw and back plate and replace the batteries with fresh ones. Re-secure the back plate and screw, as necessary.

Enclosed in this package are the following items: Screwdriver, Screws

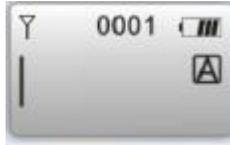
4.1.2 Illustration

4.1.2.1 Student Keypad Layout



4.1.2.2 Student Keypad Instruction

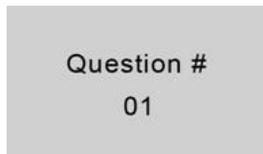
4.1.2.2.1 Screen



The following information is displayed on the screen:

- RF Signal strength is displayed in the upper left corner
- The battery indicator is displayed in the upper right corner
- Device ID is displayed in the upper middle
- Mode Shift is displayed on the right

4.1.2.2.2 Receive Question Screen



The following information is displayed on the screen:

Question NO.: When turning to the new question, the host sends the Question NO. to the student keypad.

4.2 Instructor Keypad

4.2.1 Specifications

Dimension (L x W x H): 4.5" x 1.8"x0.71"

Keys: 21

Power required: 2 AA Batteries

RF transmission distance: Up to 50 m

Battery life: 6 months to 1 year depending on use

(Not including laser pointer use and Offsite mode use)

Function: Instructor/Presenter

4.2.2 Illustration

4.2.2.1 Instructor Keypad Layout:



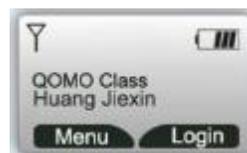
Note: When each time the remote mouse is used, the instructor clicker will calibrate the holding position as the mouse motionless position. For the better mouse control, suggest you holding your clicker on level position for a while before calibration done.

Warning: DO NOT POINT THE LASER POINTER DIRECTLY TO YOUR EYES. It could be harmful to your eyes

4.2.2.2 NoHost Screen

The instructor keypad works in the Normal mode.

4.2.2.2.1 NoHost screen display:



The following information will be displayed on this screen:

- Signal strength is displayed in the upper left corner.
- Battery life indicator is displayed in the upper right corner.
- The instructor's name and the name of the last class logged into.

The following functions can be performed while on this screen:

- Press the **Menu/OK Key**  to enter the main menu of normal mode.

- Press the **Start Key**  or **Right Key**  to log into the previously selected class.

- Press the "Login" **Right Soft Key**  to login to an existing class.

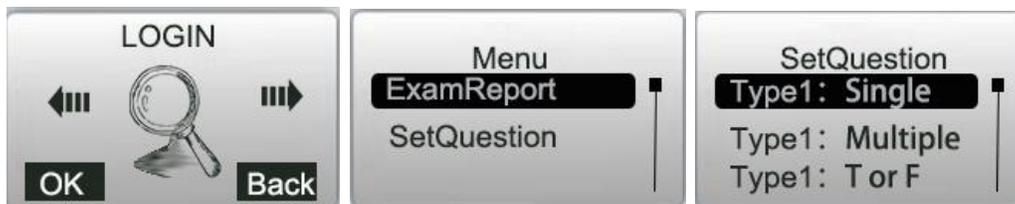
4.2.2.2 Operation mode selection screens:



The Normal mode is used for the normal quiz selection. To conduct the normal quiz session, the needed hardware will include the instructor keypad, student keypads, the main receiver, PC or a display device.

4.2.2.3 Normal Mode

4.2.2.3.1 Normal mode menu display:



[Operations available under these menu screens:](#)

- Use the **Up Key**  or **Down Key**  to scroll up or down the selections.
- Press the **Menu/OK Key**  to select the submenu and the keypad will go to the screen or the submenu.

4.2.2.3.2 Input screen display:



[Operations available under the input menu screen:](#)

Note: The displayed cursor highlighted indicates that the user can input characters.

- User can use the **Up Key** , **Down Key** , **Left Key**  or **Right Key**  to move the cursor to select the desired character or number from the list of valid characters or numbers display.
- Press "OK" **Left Soft Key**  to enter the selection.
- Pressing the **Del Key**  will backspace and remove any entered characters.
- Pressing the "Return" **Right Soft Key**  reverts to the menu one level up.
- Press the **Menu/OK Key**  to select the answer, and press "OK" **Left Soft Key**  to save the question setting.

4.2.2.3.3 Connecting the instructor's keypad to the host receiver:

To connect the instructor keypad to the host receiver, follow these steps:

(1) Login to a class:

To login to a class, follow these steps:

Under the NoHost screen, select "Login" **Right Soft Key**  to login to your nearby class.

OR

3. Under the NoHost screen, press the "**Menu/OK**" Key  to enter the main menu.
4. Select item "**Login**" to login into your class.



(2) Set Channel:

If the clicker does not automatically detect the right class you would like to attend, you may manually set your clicker communication channel to the channel number that the class use. The class channel number is the main receiver channel number set.

Note: The main receiver channel can be set in the software. Refer to the software channel session.

To set the instructor clicker channel, follow these steps:

3. Under the NoHost screen, press the **Menu/OK Key**  to enter into the main menu.
4. Select "**1.SetChannel**" submenu.

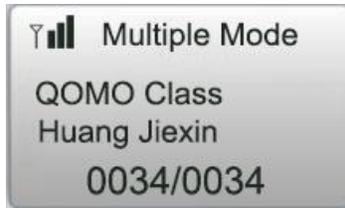
Under the "**SetChannel**" screen, enter a valid channel number.

(3) Login to the last same channel class:

To login to the last same channel class, follow these steps:

Under the NoHost screen, press the **Start Key**  or **Right Key**  to directly log into the class you had last logged into if the channel is not changed. The name of the class, the teacher's name and the channel number will be displayed on the LCD screen.

After logging in, the following information will be displayed on the instructor keypad screen:



- The selected activity mode
- The selected class name
- The instructor name
- The number of registered student over the number of total students in the class.

4.2.2.3.4 Functions after login:

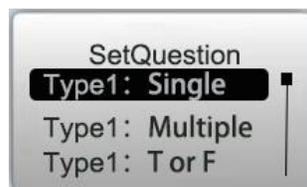
The following functions are available once the Instructor keypad is logged in:

- The displayed PowerPoint slides can be selected up or down by pressing the Slide Up Key  or Slide Down Key .
- An exam can be started, paused, or stopped by pressing the Start/Pause Key  or Stop Key .
- Exit an exam by pressing the ESC Key .
- View the statistics histogram of the current question answering by pressing the Result Key .
- View an individual student's exam performance in the keypad screen.

Set up an instant question:

In the **Free Style** mode, the instructor can ask the instant questions using the clicker. To set the instant question type and the instant question correct answers, follow these steps:

- 1) On the currently displayed screen, press the **Menu/OK Key**  to enter into the Menu screen. Select "**SetQuestion**" to view the question type list.



- 2) Select a question type from the list and then press the **Menu/OK Key**  to go into the Set Question screen.



- 3) In the item "**Option Sum:**" choose the total number of choices for this question and in the item "**Ansuers:**" choose the correct answer for the question.

- 4) Use the **Left Key**  or **Right Key**  to select the Option Sum number and then use the **Down Key**  to go to the correct answer selection.
- 5) Use the **Left Key**  or **Right Key**  to select the correct answer. After all the selection, press “OK” **Left Soft Key**  to send the selection. The quiz will start automatically once the information is successfully sent and received.

4.2.2.3.5 Instructor keypad in sleep mode:

In order to extend the life of the battery, a sleep mode has been implemented.

To use the sleep mode settings for the instructor keypad follow these steps:

1. Under the main menu, select item “**4.Settings**” to enter into the Settings submenu.
2. Under the Hardware submenu, select “**2.ScreenSaver**” submenu in order to set the duration time before going to the sleep mode.
3. Press the **Up**  /**Down Key**  to adjust and select time.
4. Press the **Menu/OK Key**  to confirm the setting.

Note: The default time setting is 2 minutes.

Note: If the clicker stays without any interaction for a period of time that set in Screen Saver, the keypad will enter into a sleep mode which will shut down the screen’s display. The user can press any key to wake up the keypad and return to the previous display.

4.2.2.3.6 Instructor keypad factory settings:

WARNING: Using this function will clear all user data stored, including all the exam question contents in the instructor keypad. It is **NOT recoverable**.

Sometimes it is convenient to clear all data stored in the keypad. This can be done by simply restoring the factory settings. This is especially useful when you want to trade in your keypad.

To use the factory settings for the instructor keypad, follow these steps:

4. Under the Normal submenu, select “**4. DefaultSet**” in the submenu to restore the factory settings.
5. Press the **Menu/OK Key**  to confirm the operation.
6. Follow the screen prompt, and press the “**Del Key**”  to initialize the setting.

4.3 Host

The host is used to send and receive signals to and from the remote keypads and to exchange data with the host computer. The host can be plugged into a computer’s USB port or connected to a computer through a USB cable.



5 QRF300 Hardware & System Installation Illustration

5.1 Student keypad

5.1.1 Specifications

Dimensions (l w h): 104mm x 49mm x15 mm

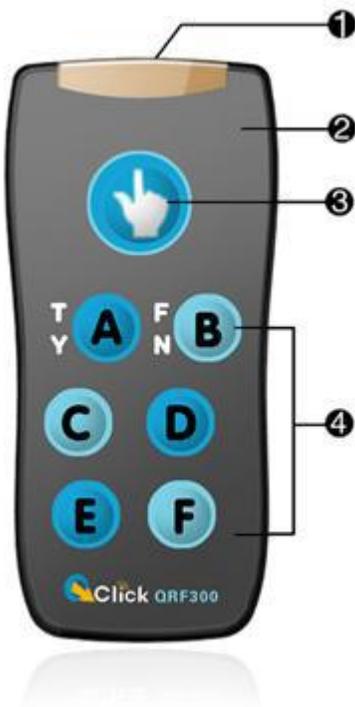
Buttons on Remote: ③ Rush Quiz, ④ A-F

Power required: 2 AAA Batteries

Transmission distance: ~200 feet

Battery life: > 6 months

Function: Transmit response signals



Each student keypad is labeled with an ID number. The ID number can be set and reset by the manager. This feature is very important, if one student keypad is lost or damaged, don't worry, you can replace a spare remote by just resetting its ID number.

5.1.2 Illustration

- 1) Transmission window
- 2) Indicator light
- 3) Button for "Rush Quiz" activity mode
- 4) Choice buttons, labeled "A" to "F"

Note:

Each of the clickers is battery operational. Insert two "AAA" batteries, into the port on the back of the clicker as indicated on the hardware. Slide the back plate into place. For a more secure closure, use the screwdriver to insert the screw. The Screws and screwdriver are provided for your convenience. Do not over tighten in order to avoid stripping the screw. When the batteries have

expired, remove the screw and back plate and replace the batteries with fresh ones. Re-secure the back plate and screw, as necessary.

Enclosed in this package are the following items

Screwdriver

Screws

5.2 Instructor keypad

5.2.1 Specifications

Dimension (l w h): 104mm x 49mm x 15mm

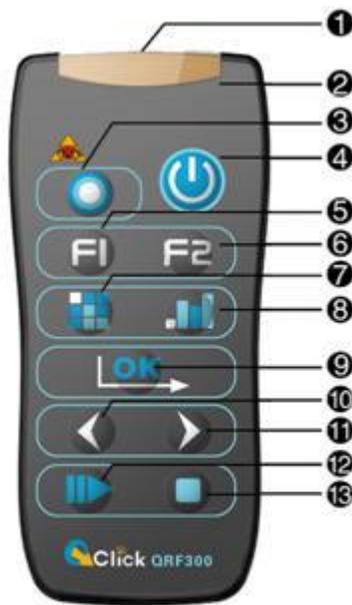
Buttons: 11

Power required: 2 AAA Batteries

Transmission distance: ~200 feet

Battery life: >1 year

Function: Used by the instructor/presenter



5.2.2

Illustration

- 1) Transmission window, it is used to transmit RF signal.
- 2) Indicator light
- 3) Laser pointer
- 4) “Power”, it is used to start/stop the presentation of the PPT files and start/stop an activity.
- 5) “F1” function button
- 6) “F2” function button
- 7) “Report”, it is used to display the Score Board.
- 8) “Result”, it is used to display histogram of results.
- 9) “OK”
- 10) “Up” is used to control the presentation of PPT slides: page-up.
- 11) “Down” is used to control the presentation of PPT Slides: page-down.
- 12) “Start” and “Pause”, it is used to start gathering the response information of the audience remotes; when pressed again, and it will be used to pause the timer while the receiver continues to gather information.

13) **“Stop”**, it is used to stop gathering the response information from the participants’ remotes.

Note:

Each of the clickers is battery operational. Insert two “AAA” batteries into the port on the back of the clicker as indicated on the hardware. Slide the back plate into place. For a more secure closure, use the screwdriver to insert the screw. The Screws and screwdriver are provided for your convenience. Do not over tighten in order to avoid stripping the screw. When the batteries have expired, remove the screw and back plate and replace the batteries with fresh ones. Re-secure the back plate and screw, as necessary.

Enclosed in this package are the following items

Screwdriver

Screws