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1 Software Using

1.1 Create user and user login

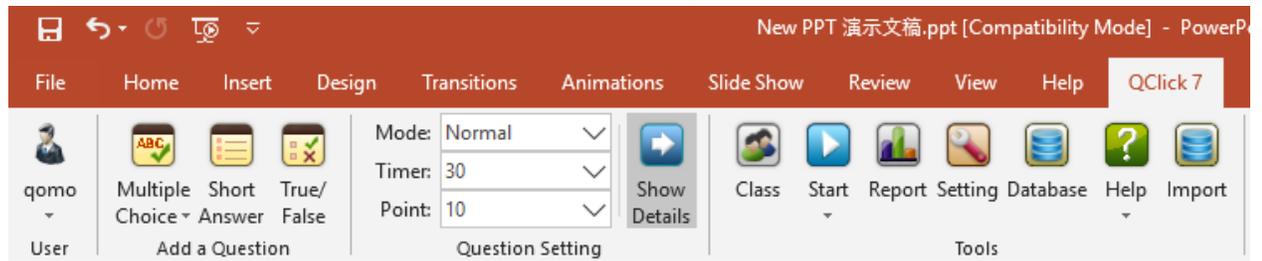


1.1.1 Double click  QClick 7 to login the account.



1.1.2 Choose the remote model, and username is qomo by default. Password qomo

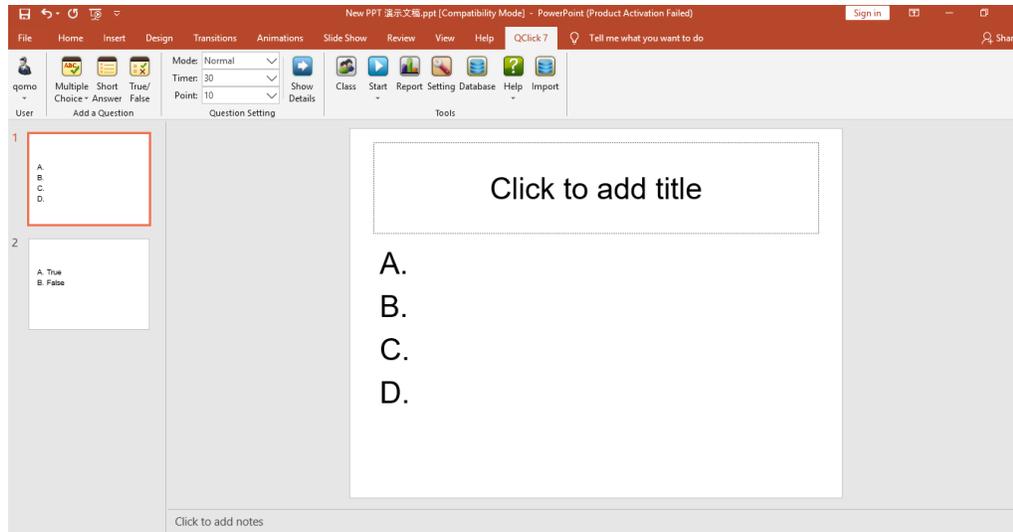
1.1.3 Open a PPT, switch to Qclick interface on the right top of the PPT. (Photo 1.12)



2 Question Setting

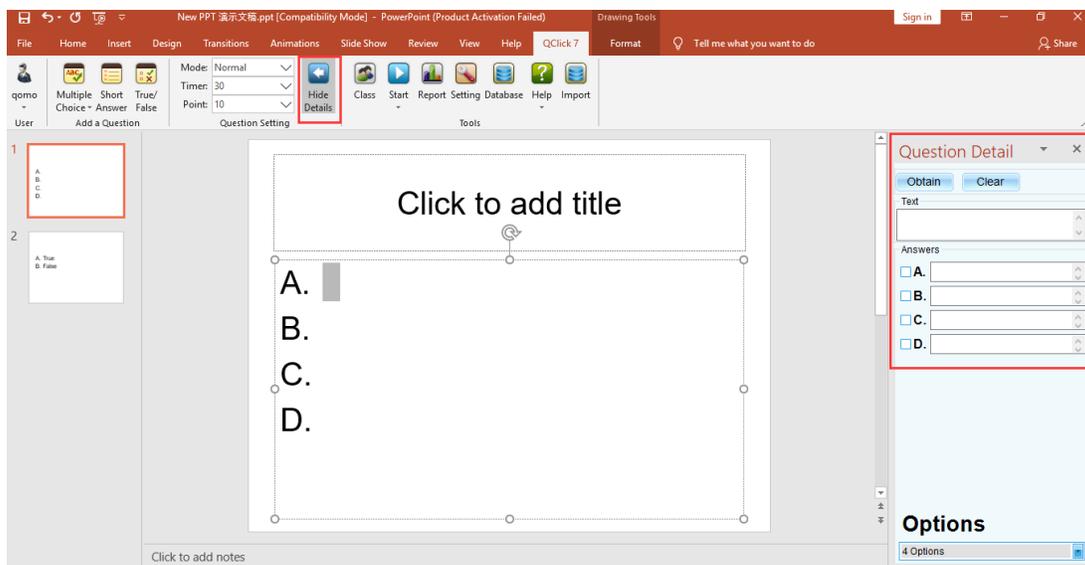
2.1 Add a question in the menu of “Add a Question”

There are two question type can be set: Multiple Choice and True/False. Click the question type, there will be a question module in the PPT. You can edit the question in corresponding module.



2.1.1 Show/Hide details

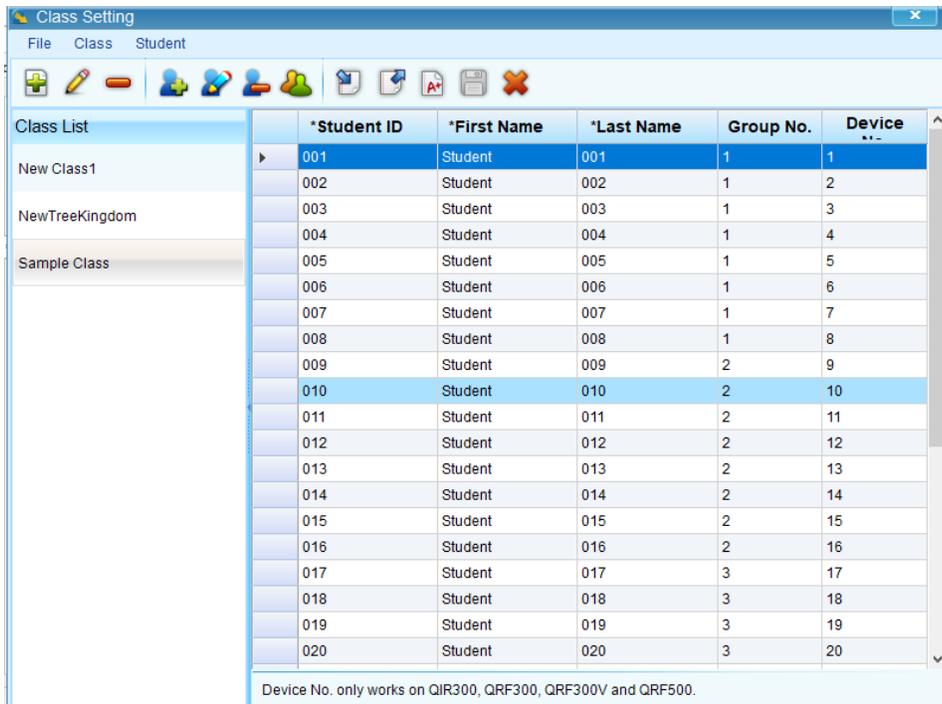
Click “Show Details”, you can set the answer on the right side.



- 1) “Question Setting”: you can set the question mode, time and point.
- 2) ”Show/Hide Details”: you can obtain the content of PPT and show on the right box. Click “clear”, the answer will be cleared. Click Options, you can set the answer options, max 10 options.

2.2 Class

Click "Class" you can manage the class and student information.



	*Student ID	*First Name	*Last Name	Group No.	Device No.
New Class1	001	Student	001	1	1
	002	Student	002	1	2
NewTreeKingdom	003	Student	003	1	3
	004	Student	004	1	4
Sample Class	005	Student	005	1	5
	006	Student	006	1	6
	007	Student	007	1	7
	008	Student	008	1	8
	009	Student	009	2	9
	010	Student	010	2	10
	011	Student	011	2	11
	012	Student	012	2	12
	013	Student	013	2	13
	014	Student	014	2	14
	015	Student	015	2	15
	016	Student	016	2	16
	017	Student	017	3	17
	018	Student	018	3	18
	019	Student	019	3	19
	020	Student	020	3	20

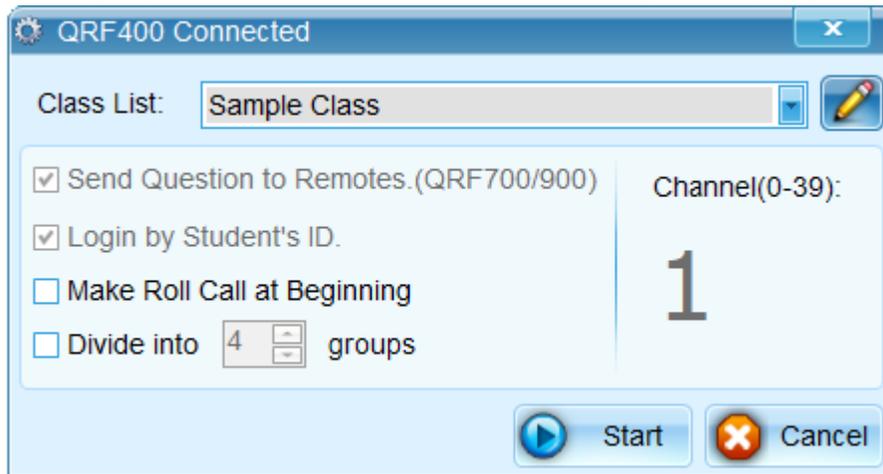
-  Add class, edit class, delete class. You can also do it via the the class menu **Class** on the top.
-  Add student, edit student, delete student, group student. You can also do it via the Student menu **Student** on the top
-  Import class list in the format of excel
-  Export class list
-  Save it after setting.
-  Exit the box.

3 Start

3.1 QClick V7 session on PPT

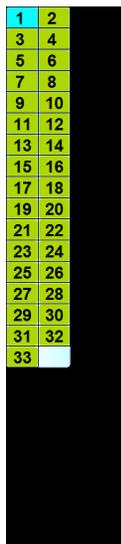
- 1) Insert host, the box will show connecting status. (e.g. insert QRF400 host, the status shows QRF400 connected). Click the icon , the normal testing box will be shown.

Choose the class list by the drop-down box or create new class. Click  to manage class information. You can make roll call at beginning, or divide students into groups, max 6 groups. The channel number shows on the right side (0-39).



Start

- 2) Click the triangle , you can choose the testing type as below: Normal, Rush, Elimination, Homework, Paper Quiz, Election
- 3) Click "Start" to begin test.



T/F

- A. True
- B. False



1	2
3	4

Show students remote ID. The blue means students answered.

Login indicator :

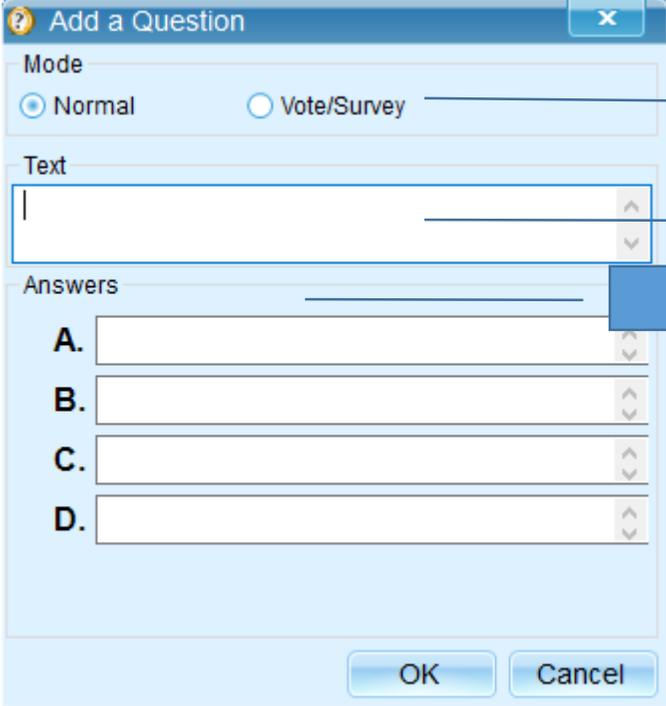
- 1) Green — Students log in. 2) Grey — Students no login

Answer indicator :

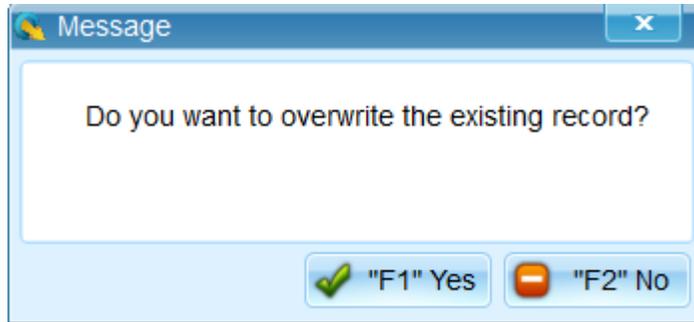
- 1) Blue — Students answered. 2) Green — Students not answer. 3) Orange — Students answered more than twice.

Tools :

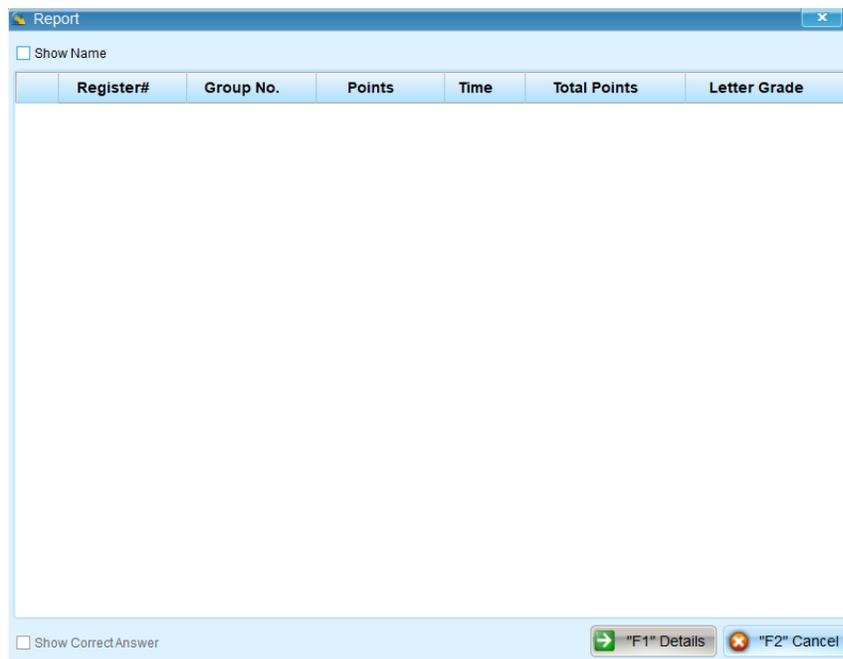
- 1.  : Host model and channel number
- 2.  : Go back to last question
- 3.  : Current question/Total question quantity
- 4.  : Next question
- 5.  : Add question during testing. Choose the question type and set question detail.



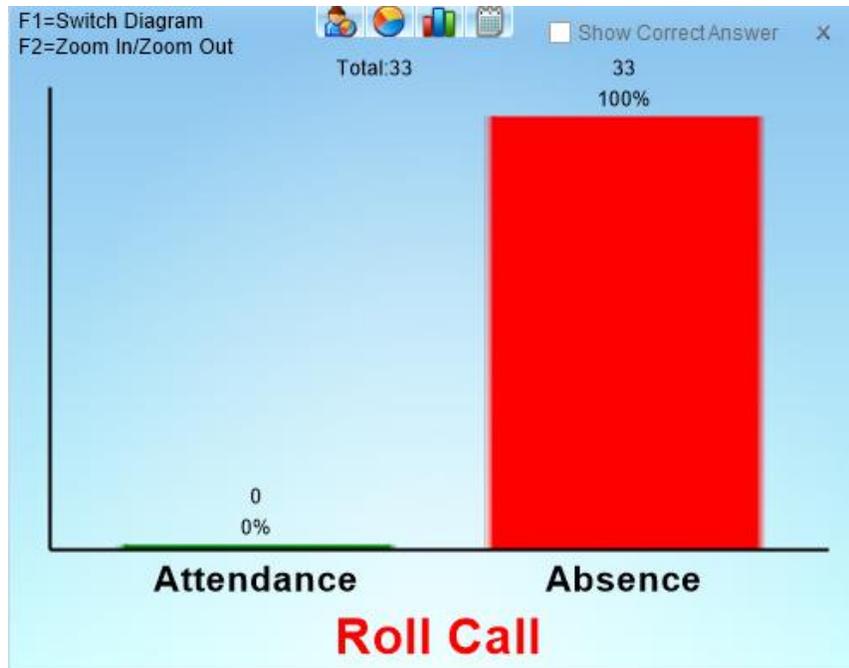
- 7.  /  : Begin test or suspend. If you click suspend during testing, it will show below box. Choose “Yes”, to overwrite the existing record. Choose No to restart current question.



8. : Show answer report, also you can press  on teacher remote to check the answer report.



9. : Show the answer report. You can switch the report display way by these icons     or pressing the F1 button on teacher remote. The default display way is column diagram. Press F2 to zoom in/out



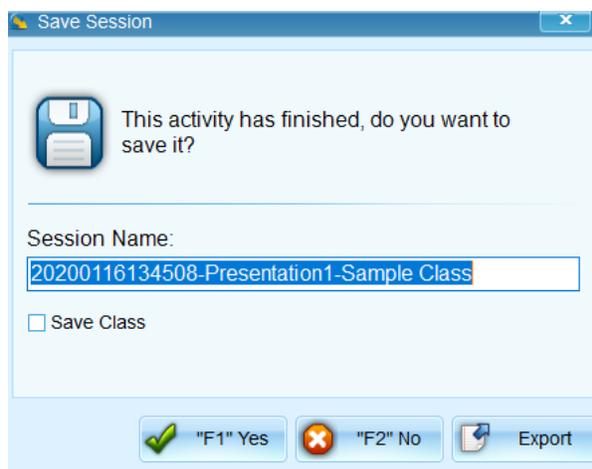
10.  : -- Roll call

11.  : -- Show or hide the testing page

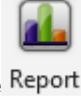
12.  : -- Add annotation during testing. There will be a tool bar when you click the pen

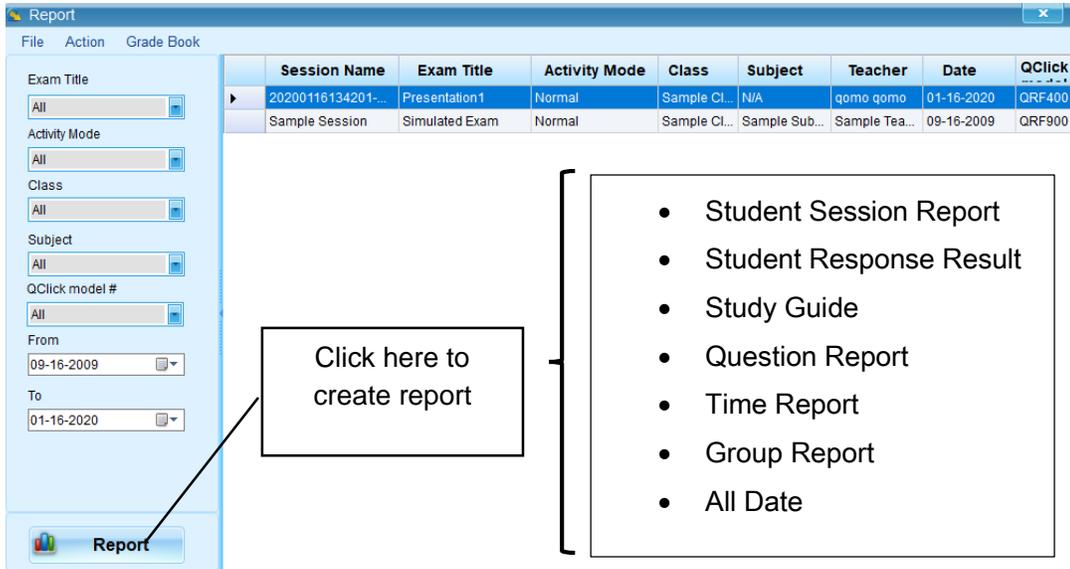
icon      : Add annotation  : draw vertical line  : draw rectangle  : draw Ellipse  : delete annotation,  : Edit the annotation color

13.  Exit the testing. It will show below ti, you can choose to save it to report or not. If you didn't set class in advance you can choose to save class. The class information can be checked in the menu of "class".



4 Report Testing report

After you save the testing dates, the result can be checked here  , or in the Desktop shortcut

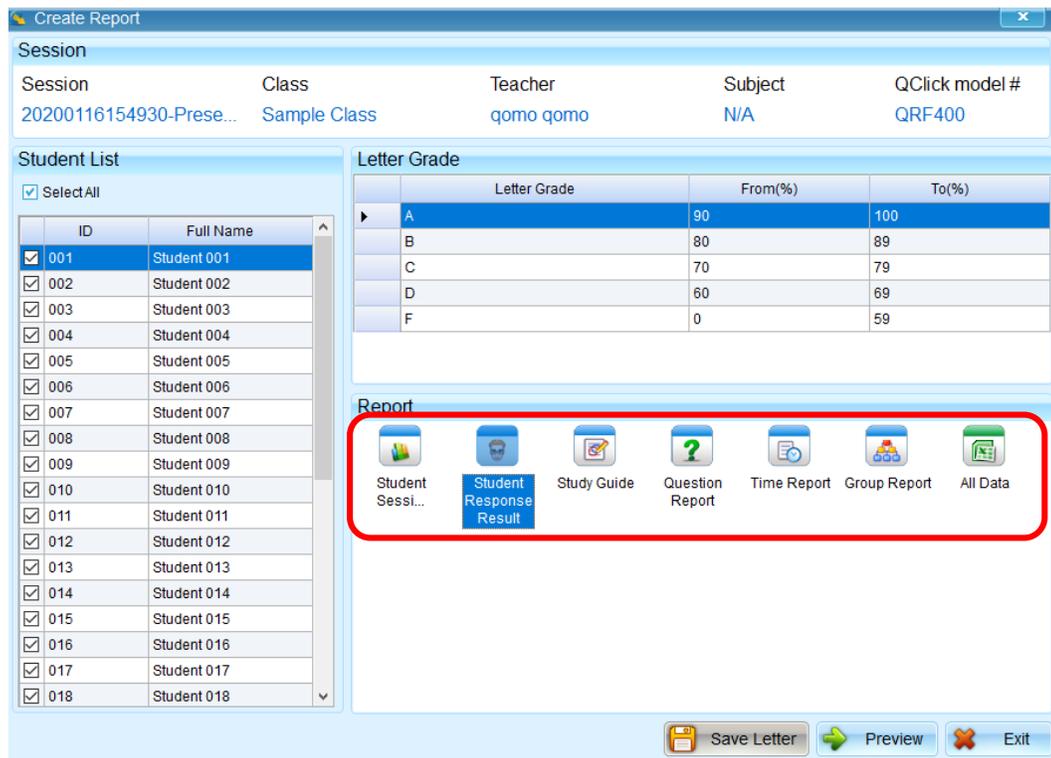



The screenshot shows the 'Report' application window. On the left, there are several filter dropdown menus: Exam Title (All), Activity Mode (All), Class (All), Subject (All), QClick model # (All), From (09-16-2009), and To (01-16-2020). At the bottom left is a 'Report' button. A callout box points to this button with the text 'Click here to create report'. To the right of the filters is a table with the following data:

Session Name	Exam Title	Activity Mode	Class	Subject	Teacher	Date	QClick
20200116134201-...	Presentation 1	Normal	Sample Cl...	N/A	qomo qomo	01-16-2020	QRF400
Sample Session	Simulated Exam	Normal	Sample Cl...	Sample Sub...	Sample Tea...	09-16-2009	QRF900

A larger callout box on the right lists the following report options:

- Student Session Report
- Student Response Result
- Study Guide
- Question Report
- Time Report
- Group Report
- All Date



The 'Create Report' dialog box is shown. It includes the following sections:

- Session:**

Session	Class	Teacher	Subject	QClick model #
20200116154930-Prese...	Sample Class	qomo qomo	N/A	QRF400
- Student List:**

ID	Full Name
<input checked="" type="checkbox"/> 001	Student 001
<input checked="" type="checkbox"/> 002	Student 002
<input checked="" type="checkbox"/> 003	Student 003
<input checked="" type="checkbox"/> 004	Student 004
<input checked="" type="checkbox"/> 005	Student 005
<input checked="" type="checkbox"/> 006	Student 006
<input checked="" type="checkbox"/> 007	Student 007
<input checked="" type="checkbox"/> 008	Student 008
<input checked="" type="checkbox"/> 009	Student 009
<input checked="" type="checkbox"/> 010	Student 010
<input checked="" type="checkbox"/> 011	Student 011
<input checked="" type="checkbox"/> 012	Student 012
<input checked="" type="checkbox"/> 013	Student 013
<input checked="" type="checkbox"/> 014	Student 014
<input checked="" type="checkbox"/> 015	Student 015
<input checked="" type="checkbox"/> 016	Student 016
<input checked="" type="checkbox"/> 017	Student 017
<input checked="" type="checkbox"/> 018	Student 018
- Letter Grade:**

Letter Grade	From(%)	To(%)
A	90	100
B	80	89
C	70	79
D	60	69
F	0	59
- Report Options:** A row of icons for 'Student Sessi...', 'Student Response Result' (highlighted with a red box), 'Study Guide', 'Question Report', 'Time Report', 'Group Report', and 'All Data'.

At the bottom, there are buttons for 'Save Letter', 'Preview', and 'Exit'.

4.1 File menu

- Open: Open the file you need
- Setting: Set the storage path of testing
- Exit: close the report menu

4.2 Action menu

- Edit: edit the session date. The session title, name, answer, point start time can be modified. Other information is not allowed to modified.

ID	Name	Answer	Time	Point	Absence
001	Student 0...	False	2.3	0	
002	Student 0...	___	0	0	√
003	Student 0...	___	0	0	√
004	Student 0...	___	0	0	√
005	Student 0...	___	0	0	√
006	Student 0...	___	0	0	√
007	Student 0...	___	0	0	√
008	Student 0...	___	0	0	√
009	Student 0...	___	0	0	√
010	Student 0...	___	0	0	√
011	Student 0...	___	0	0	√
012	Student 0...	___	0	0	√
013	Student 0...	___	0	0	√
014	Student 0...	___	0	0	√
015	Student 0...	___	0	0	√
016	Student 0...	___	0	0	√
017	Student 0...	___	0	0	√
018	Student 0...	___	0	0	√
019	Student 0...	___	0	0	√
020	Student 0...	___	0	0	√
021	Student 0...	___	0	0	√
022	Student 0...	___	0	0	√

- Delete: delete a session
- Import: import session
- Export: export session
- Merge: merge sessions, only same testing type can be merged.
- Session: receive a session
-

4.3 Setting:

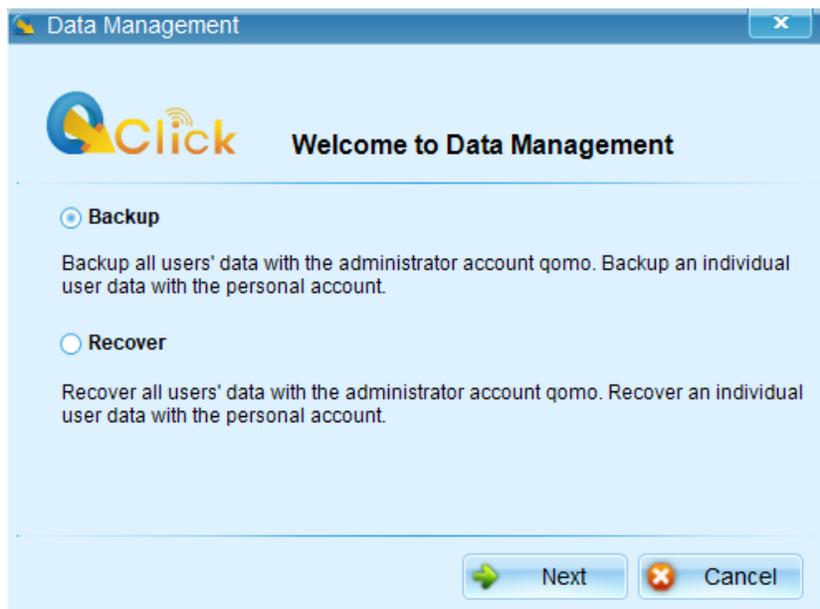
4.3.1. General: set software language, and check version information

4.3.2. Hardware: set teacher and student remote channel



4.4 Database:

Backup or Recover the user data.



4.5 Help:

If there is any problem in using, you can get the user manual or training video here.



4.6 Import:

Import external files here