A Brief Guide to "Clickers"
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Course: *MGT 360*
Title: *Management and Organizational Behavior* (3 units)

"Any sufficiently advanced technology is indistinguishable from magic."
---Arthur C. Clarke (1917-)

Purpose

The purpose of this document is to help familiarize students with the use of the Turning Point ResponseCard XR "student response system" units (aka "clickers"). Clickers are devices that help improve the productivity of valuable class time. Among other uses, clickers enable more effective interaction and more efficient quizzing. As with the other required course materials, you must bring your clicker to class with you each session.

"Just a little" counter-intuitive functionality

The clicker is relatively simple to use, however, a couple of functions, including some functions needed before the first day of class, are somewhat unintuitive.

1. The clicker does not have an on/off switch. When you press any key (for example, when you are responding to a question from the instructor), the clicker *turns on* automatically (and sends your response). After approximately three seconds of inactivity, the clicker *turns off* automatically (think of this as a really long "sleep" cycle). The clicker uses two AAA batteries and should easily last a semester or longer.

2. The clicker is too small to have separate arrow keys. You use the "YES" key to "scroll down" (or "move through") the choices on the LCD screen. If you look at either the clicker closely or the diagram on the last page of this document, you will see the down arrow above the "YES" key. Similarly, you use the "NO" key to "scroll up". You use these keys, for example, after you press "MENU".

3. Although multiple choice responses (such as on a typical "scantron" exam) don't require more than the letters "A", "B", "C", "D", or "E", longer entries do require more than one number or letter. (This is especially true for the first clicker activity which is programming your last name, first name and CSUN ID into the clicker.) The clicker does not use so-called "T9" functionality, as do many cell phones. You simply use the "1/A" key to "scroll left" (if you look closely, you will see the left arrow to the left of the "1/A" key) to move through the alphabet on the LCD screen when in programming mode. Similarly, you use the "3/C" key to "move right".

One-time activities to perform *before* the first day of class

1. Familiarize yourself with the clicker. I recommend printing and reviewing the user reference card. See:

    http://www.turningtechnologies.com/resources/XR_User_Guide_Standard_Mode.pdf

    (Note: When purchased, the batteries are included, but not functional. You need to pull the strip out of the battery compartment to enable the batteries and begin using the clicker.

2. Enter your First Name, Last Name, and User ID. For this class, your User ID is your CSUN Student ID number. You have 16 letters for your first name, 16 letters for your last name, and at least 9 digits for your User ID. *You need to enter all three of these fields correctly to obtain the proper points for each quiz.* The User ID (that is, the CSUN Student ID) is the field that I use to link the responses from your clicker to the class roster from the CSUN SOLAR system.

    (The following is just a summary of the steps. The detailed steps to "setup" your "user data" are explained on the user reference card

    a. Press "Menu" (if the displays "Change Channel", just press "NO"—the channel for class is the default channel, 41)
    b. Press the "down arrow" to scroll down to "Setup" ("Setup" comes after "Change Channel")
    c. Press "Enter" ( ) to select "Setup"
    d. Press "Enter" again to select "User Data"
    e. Press "2" to "Edit" your user data.
        i. Select "1" for "First Name".
        ii. Scroll left or right to move to the desired letter. Press "Sel" ( ) to select each letter.
        iii. Press "Enter" when finished with your first name.
        iv. At the "Send Now" prompt, press "NO" (you'll send all of this data to me in class after class begins).
        v. Select "2" for "Last Name" and repeat steps ii, iii, and iv.
        vi. Select "3" for "User ID" and repeat steps ii, iii, and iv.

Recurring activities to perform during each class

Have your clicker out on the desk at the beginning of class as you would you would your other course materials. I will most likely have a presentation slide or other multiple-choice question displayed on the classroom projector. When asked by me, simply press a number/letter key to send your individual response to the instructor. I may then choose to

either, 1), display the results to the class and discuss the question in more depth, or 2), simply record the results as a quiz.

There are a number of other activities that can be performed with this clicker as well, however, we will probably not have time to explore all of these activities during this class.

Also, remember to keep the clicker safe and secure. While the clicker is not expensive and therefore not theft-prone, small devices are fragile in general and can be easily lost or forgotten. If your clicker is lost or stolen, you must replace it at your own expense. I also recommend keeping your bookstore receipt.

Finally, since all of the clickers look identical, it may be helpful to uniquely identify your individual clicker. This could be done, for example, with a piece of masking tape and a permanent marker or maybe some type of ring and lanyard in the slot.

Diagram of "clicker"