



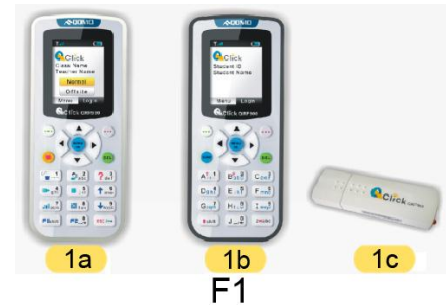
Click QRF 900 Quick Guide




Introduction to the **QRF900** audience response system

1. Remotes and Dongle

Load two “AA” batteries into the **Instructor** (F1-1a) and **Student** (F1-1b) remotes. Turn on the **Power** on the side of the remotes.

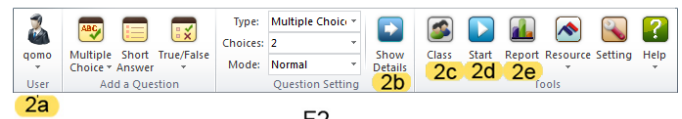


2. Start the Software

- Install QClick software from the CD.
- Double-click the icon  on the desktop that will open a *.ppt file to launch the QClick software.
- Plug in the USB dongle (F1-1c) which should be automatically recognized by QClick.

Note: The default username and password are both **qomo**.

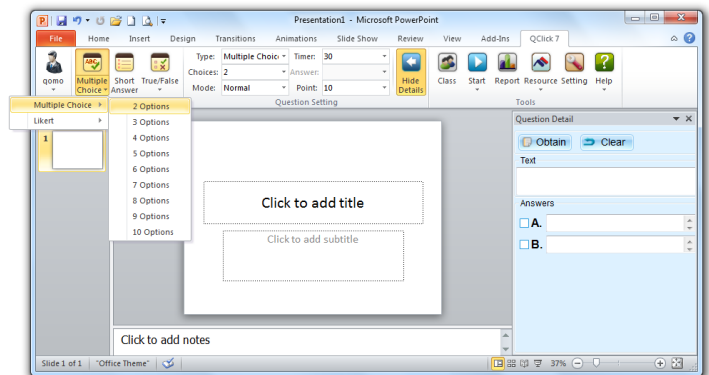
- The QClick toolbar will appear and the username will be displayed on the User section (F2-2a).



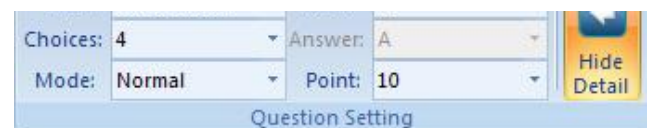
F2

3. Prepare an Exam

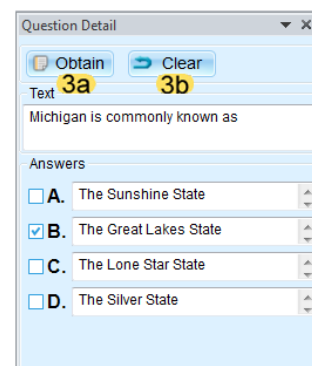
- Select a question type from the Add a Question section (F3.1), and click a selection from the option menu to add a template slide to the presentation. Or add slides through PowerPoint that will be recognized by QClick later on.
- Click Show Details (F2-2b) on the Question Setting section.
- Set the question properties (F3.2) from the drop-down menu about the Question Type, Question Mode, Quiz Timer, and Points.
- Type your question and answer choices in the template. In the Question Detail section, click Obtain (F3.3-3a) to recognize the content of the slide, and display the information in the textboxes.
- Set the correct answer by clicking the check box of answer options under Answers.



F3.1



F3.2



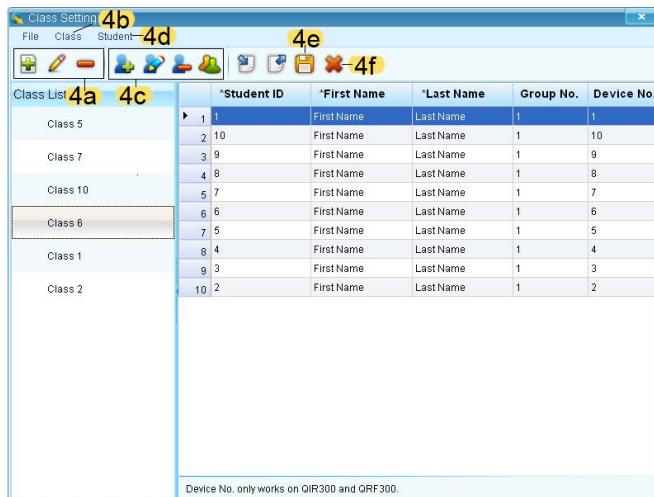
F3.3



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4. Class Set Up

- Click Class (F2-2c) in the Tools section, to open the class setting window.
- Click the shortcut keys (F4-4a) in the Class Setting window to add a class, edit a class, or delete a class. Or, set up the class by clicking the Class menu (F4-4b).
- Click the shortcut keys (F4-4c) in the Class Setting window to set up student profiles. Or, set up student information by clicking on the Student menu (F4-4d).
- Click the Save button (F4-4e) to complete the class settings, then exit (F4-4f) class setting window.

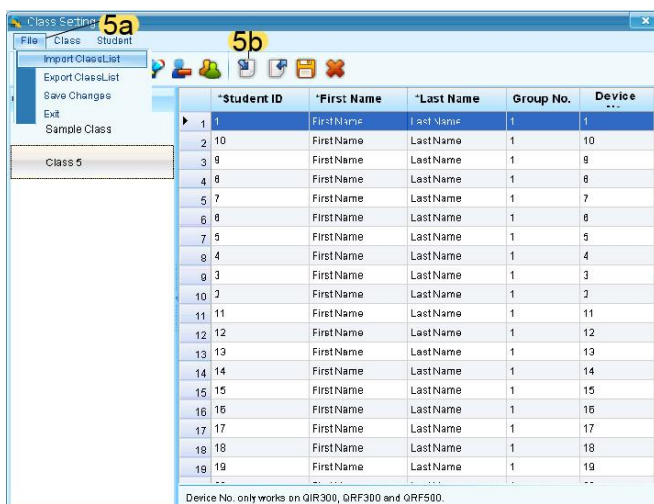


F4

5. Import a Class

- Click the File button (F5.1-5a) and select Import Class List from the option menu. Or simply click the button (F5.1-5b) on the shortcut keys.
- Find your Excel file with your class list and click Open.
- From the drop down menus above the mock Excel sheet, select the correct title for your imported columns.
- Click the Import button (F5.2-5c).

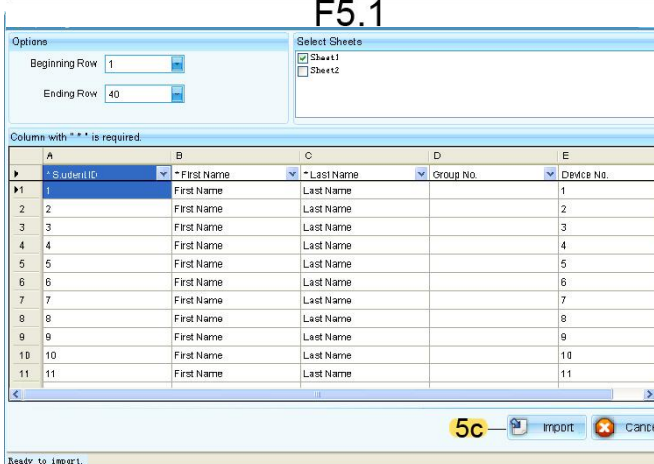
Note: The class you import Excel must have three columns of set information filled out: Student ID, First Name, and Last Name.



F5.1

6. Student Login

This process may also be completed after step 3. In the student remote, go to menu and select Set Student ID. (F6-6a) Change it into the Student ID which can be found in the selected class. Click OK. Select Login (F6-6d) from the Menu list and follow the prompts until the (F6-6e) confirmation screen.



F5.2

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7. Instructor Login

From the home screen, click the (F7-7a) Menu/OK button to select Normal. Login (F7-7b) and then press OK. When your (F7-7c) Class appears on the screen; press OK to load your exam on the remote. Then, your exam information will show on the instructor remote screen (F7-7d).



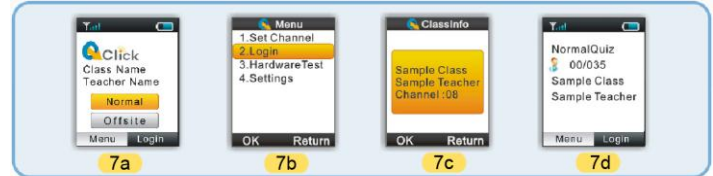
F6

8. Run a Quiz

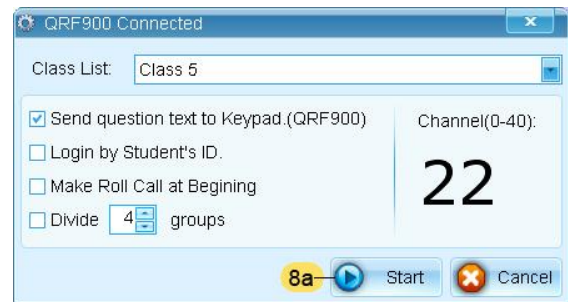
a. Click the Start button (F2-2d) in the Tools section to choose a quiz mode. A quiz setting window will pop up.

Note: The QClick toolbar will appear and shows “QRF900 Connected”. If the toolbar shows “No Host”, re-plug the USB dongle.

- b. Select a class from the drop-down list in the setting window.
- c. Click the check boxes of quiz settings to finish the setup before you start the quiz.
- d. Click Start (F8.1-8a) to run a quiz.
- e. A (F8.2-8b) toolbar will appear on the top of the screen from which you can operate your exam. On the left side of the screen a (F8.2-8c) list of student registration numbers will appear. On the right side of the screen a (F8.2-8d) timer will show the response time to the questions.
- f. Start any question by clicking Start (F8.3-8e), and end the timer by clicking Stop (F8.3-8e). Go through the questions using the arrow keys.
- g. You can add questions during the quiz session by clicking Instant Questions (F8.3-8f). Select a question mode from its option menu, then edit the question in the popup window.



F7



F8.1



F8.2



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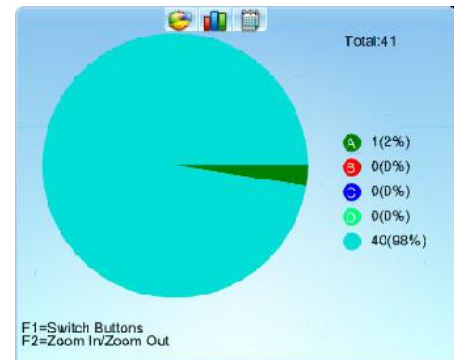


9. View Results

During an exam, check the students' results after each question by pressing Report (F8.3-8g) and Result(F8.3-8h).

Question	Response	Points
1	A	10
2	C	10
3	B	10
4	C	10
5	C	10
6	A	0

F9.1



F9.2

10. Generate Reports

- After saving an exam session, click Report (F2-2e) in the Tools section to open the Report window. Select the appropriate test result and click Report (F10.1-10a).
- In the Create Report window, you can preview various reports of your students' performance. All reports can be exported into different formats and printed.

Session Name	Exam Title	Activity Mode	Class	Subject	Teacher	Date	Host
1 Session 4	MathQuiz.ppt	Normal	Class 1	Mathematics	qomo	10-28-2011	GRF900
2 Session 3	MathQuiz.ppt	Normal	Class 1	Mathematics	qomo	10-28-2011	GRF700
3 Session 2	MathQuiz.ppt	Normal	Class 1	Mathematics	qomo	10-28-2011	GRF500
4 Session 1	MathQuiz.ppt	Normal	Class 1	Mathematics	qomo	10-28-2011	GRF300
5 Sample Session	Simulated Exam	Normal	Sample CL...	Sample Sub...	Sample Tea...	09-16-2009	GRF900

F10.1

Question Report

Class: Sample Class
Date: 2011-6-10
Subject: Mathematics
Teacher: Sample User
Session: Sample Session

Report

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?

Response	Percentage
A: 500	10(33.33%)
B: 700	0(0.00%)
C: 650	0(0.00%)
D: 530	0(0.00%)
E: 525	0(0.00%)
F: 650	0(0.00%)

Correct Answer: A

F10.3

Create Report

Session: Session 4
Class: Class 1
Teacher: qomo
Subject: Mathematics
Host: GRF900

Letter Grade: Letter From To

Report Options:

- Student Sees...
- Student Respon...
- Study Guide
- Question Report
- Group Report
- Roll Call

Buttons: Save Letter, Preview, Exit

F10.2

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