

## Using the MSU Online Registration System for iClickers

Thanks to Allen Porter and Jason Rosen in ITC Academic Computing, we now have an updated web registration system for iClicker. This means that there is no need to register the clickers during class time — the students simply begin using the clickers in the classroom on the first day and you can match their iClicker electronic IDs against the online database at some point later in the semester.

**The key steps to using this system are:**

- 1) **Start using the clickers in class.** Do not worry about the registration right away.
- 2) **Remind the students** that it is important that they continue to use the SAME clicker every day so it is a good idea to put their names on their clickers.

3) **Ask the students** to register their clickers online. The steps are:

- Go to the MSU homepage
- Select “CURRENT STUDENTS” on the left hand navigation bar, then
- Select “iClicker Registration” on the left navigation bar. (They can also get there directly via: <https://www3.montana.edu/iclicker/>)

NOTE: They will need their **NetID** username and password to register. Help is available on the site.

4) **Instructors: Download your class roll** from the Class Rolls system.

- From the MSU homepage, select “FACULTY & STAFF”
- Then click the “+” next to “Academic Info” on the left navigation bar
- Select “Class Rolls” from the list. If you are not a registered user you will need to send an email to set up an account.
- You can currently download your class list in the general format (which goes in a file called “*roster.txt*”).

[NOTE: In the near future, there will also be an option to download the class list in Desire2Learn format (which will go into a file called “*gradesexport.csv*” that can be used by the iClicker software).

For now, you will have to use D2L grade export function to create the *gradesexport.csv* file. See pages 1 through 3 of the *Instructor CMS Import/Export User Guides*, at <http://iclicker.com/dnn/LinkClick.aspx?fileticket=39KkNokY/u8=&tabid=177> .]

In either case, you need to store the file in the main directory for your course. You can update these regularly to ensure that students who register late get added to the list.

## 5) Run iClicker.exe

- Click on **Your Settings and Preferences** (lower left quadrant)
- Click on the **Registration and Export** tab (See screen image below),
- In the **Web Registration** section, place one of the following security codes, depending on whether you are using Desire2Learn or not:
  - The security code for web sync with General LMS (using GID) is:  
SQLhttp://www3.montana.edu/igrader/general?c=
  - The security code for web sync with D2L LMS (using first.last) is:  
SQLhttp://www3.montana.edu/igrader/d2l?c=
- **Note that the security code is case sensitive.**
- In the **Course Management System** section:
  - If you are using the D2L format, select *Desire2Learn*
  - If you are using the general format, select *General no CMS specified*
- Click on **“Set for Course.”** See image below.

**Settings And Preferences**

General    Registration and Export    Polling Session    Scoring

**In-Class (Roll Call) Registration**

Specify how your roster information is displayed for in-class registration.

Last Name, First Initial, Student ID

Last Name, First Name

Student ID

**Web Registration**

A security code is only necessary for campus-hosted web registration.

Security Code:  Leave this code blank unless directed otherwise by your campus administrator.

**Course Management System**

Select your Course Management System to set up i>clicker for importing your CMS course roster and exporting your i>clicker session data in your CMS format.

General no CMS specified

ANGEL

Moodle

Sakai

**Blackboard**

Version 6 - 7.2

Version 7.3

Version 8 and above

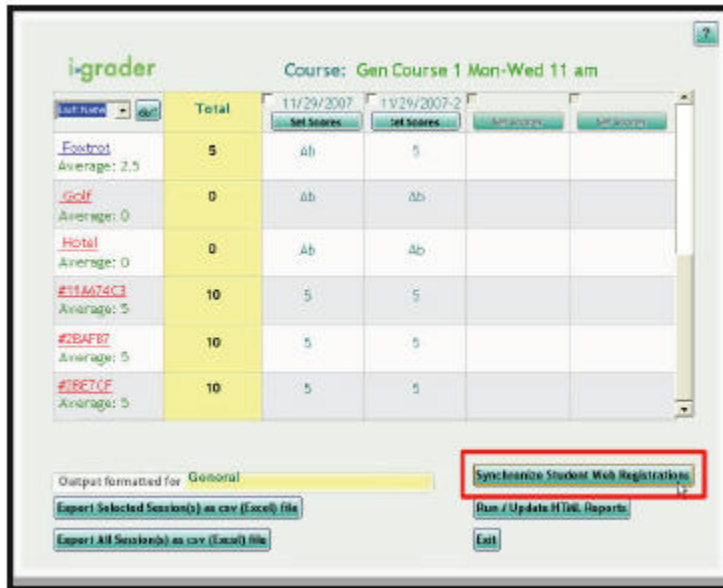
Campus Edition (formerly WebCT CE)

Vista (formerly WebCT Vista)

Set For Course    Set For This Session    Cancel

6) When running iGrader, click “Synchronize Student Web Registrations” to direct the system to go to the web site and collect the names and IDs of all students on your class roll who have voted in your class. For security reasons the computer must be connected to the MSU network when the synchronization is done.

Following is an example screen shot:



More detail about **Synchronizing Web Registrations** can be found in the iClicker user guide. See pages 16 thru 18 in the document:

<http://iclicker.com/dnn/LinkClick.aspx?fileticket=ynVVoogIUoM=&tabid=177>

The **entire guide** for iClicker Windows Version 5.4 (and other versions) can be found on the iClicker support pages at:

<http://iclicker.com/dnn/Support/UserGuides/tabid/177/Default.aspx>

**Useful links and documents:**

iClicker downloads page (note that you will want the latest version, 5.4.1):

<http://www.iclicker.com/dnn/Downloads/Instructor/tabid/176/Default.aspx>

iClicker User Guides, CMS Export guides, etc.:

<http://iclicker.com/dnn/Support/UserGuides/tabid/177/Default.aspx>

iClicker 5.4 release notes:

<http://www.iclicker.com/dnn/LinkClick.aspx?fileticket=GQxFg7ReTiM=&tabid=176>

iClicker 5.3 to 5.4 conversion guide:

<http://www.iclicker.com/dnn/LinkClick.aspx?fileticket=2dQtLyTUF6w=&tabid=176>