

i>clicker Faculty Check Sheet

PREPARE

- Read effective use documents
- Plan goals and strategy
- Attend training
- Specify how clickers will affect grades
- Put clicker info into syllabus
- Inform Bookstore of courses that will be using i>clickers
- Go to MyUM and indicate that courses will be using i>clickers
- Get instructor (blue) clicker from Instructional Advancement
- Get software/data folder(s) onto USB drive
- Label USB drive
- Start backing up USB data
- Practice polling process

USE

- Announce in class
- Tell students to register clickers
- Use clickers in class
- Collect grade center listing from Blackboard
- Synchronize registration data
- Inform students with issues
- Repeat synchronization process
- Continue using clickers in class
- Share your experiences with others

WRAP-UP

- Reflect on your experience
- Revise and repeat for next semester