

Setting Up Clickers, Adding and Starting a Class in Response

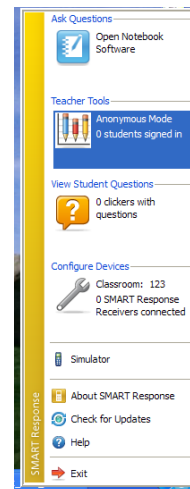
For Anonymous Mode: Complete Steps 1 – 3

For Student ID Mode: Complete all the steps

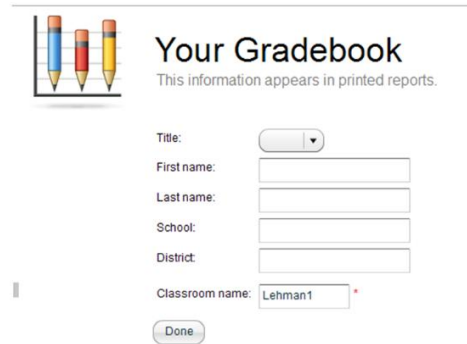
1. **Connect the SMART Response Receiver to the USB port on computer.**



2. **Click on SMART Response icon located at bottom on the task bar > Select Teacher Tools**



- To register class: Enter Class Name Only (When the students search for the class on the Clickers this is the name that will appear) > Click Done



Your Gradebook
This information appears in printed reports.

Title:

First name:

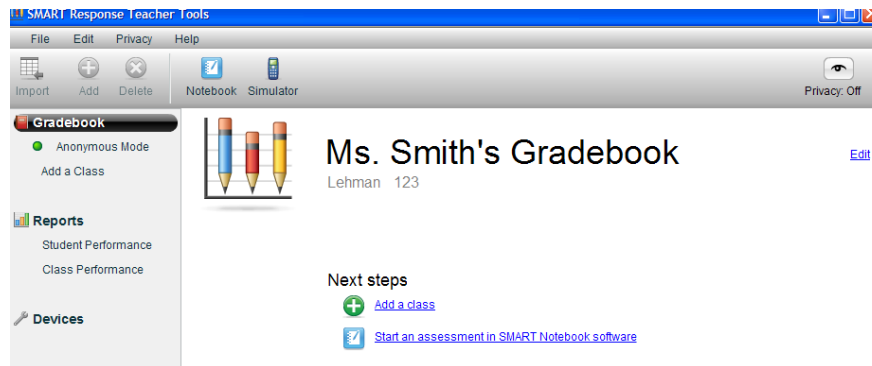
Last name:

School:

District:

Classroom name: *

- In Gradebook View: Click Add Class



SMART Response Teacher Tools

File Edit Privacy Help

Import Add Delete Notebook Simulator Privacy: Off

Gradebook

- Anonymous Mode
- Add a Class

Reports

- Student Performance
- Class Performance

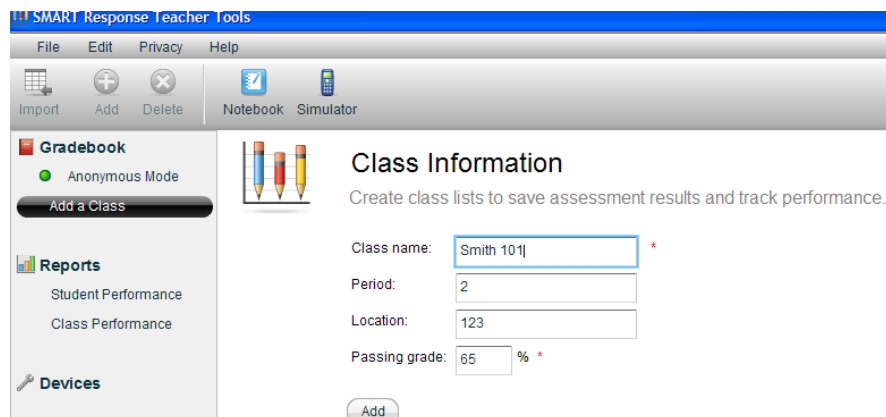
Devices

Ms. Smith's Gradebook
Lehman 123 [Edit](#)

Next steps

- [Add a class](#)
- [Start an assessment in SMART Notebook software](#)

- Enter Class Name and Passing Grade > Click Add



SMART Response Teacher Tools

File Edit Privacy Help

Import Add Delete Notebook Simulator

Gradebook

- Anonymous Mode
- Add a Class

Reports

- Student Performance
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Devices

Class Information
Create class lists to save assessment results and track performance.

Class name: *

Period:

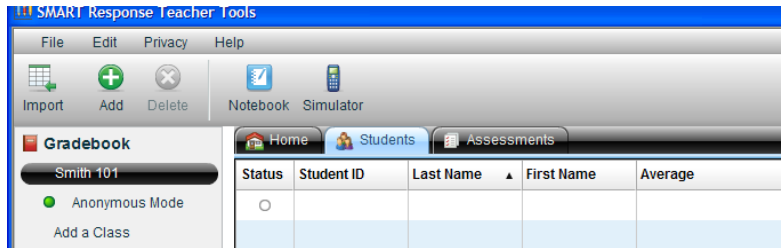
Location:

Passing grade: % *

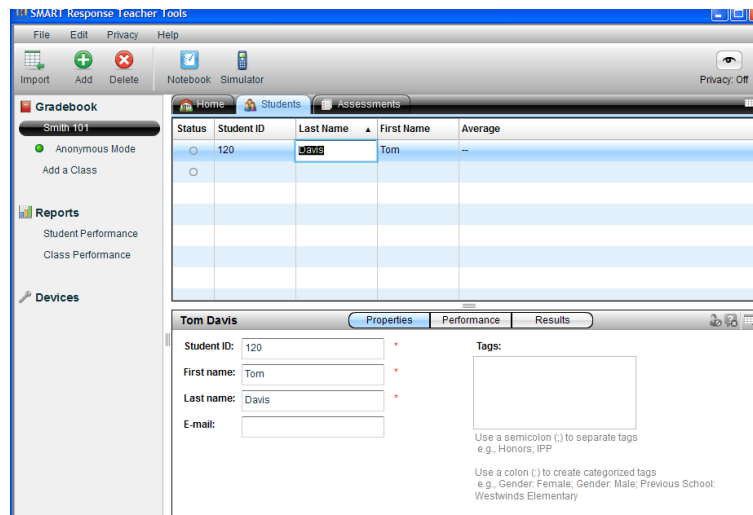
6. Create a class list:

Option 1

Click Student tab > Double click in the cell under Student ID



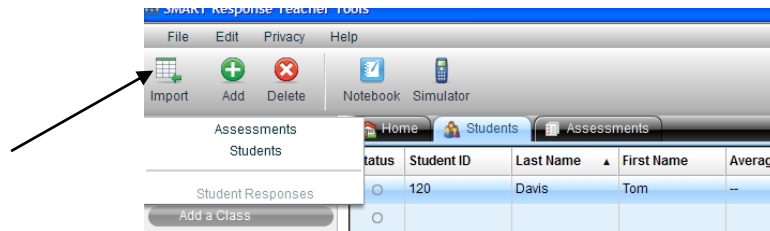
> Enter a Student ID (this should be different for each student in the class), last and first names > Click in the next cell to enter the student information.



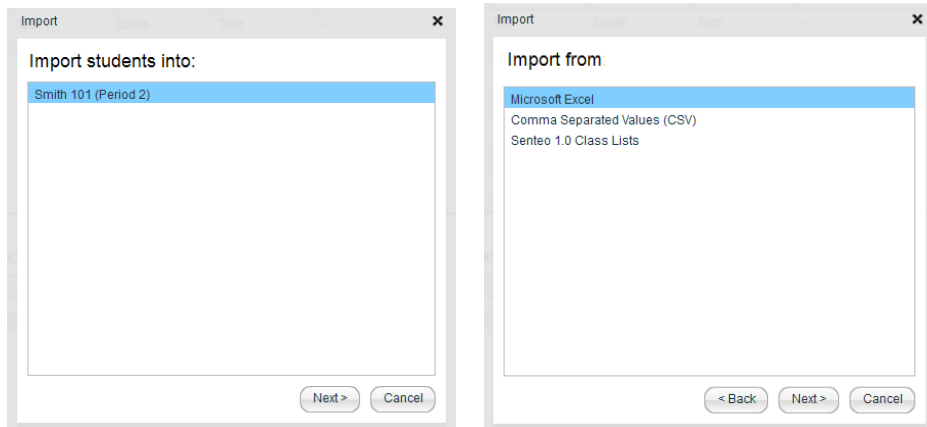
OR

Option 2 (Recommended option for a large class and if the attendance exist in a spreadsheet format)

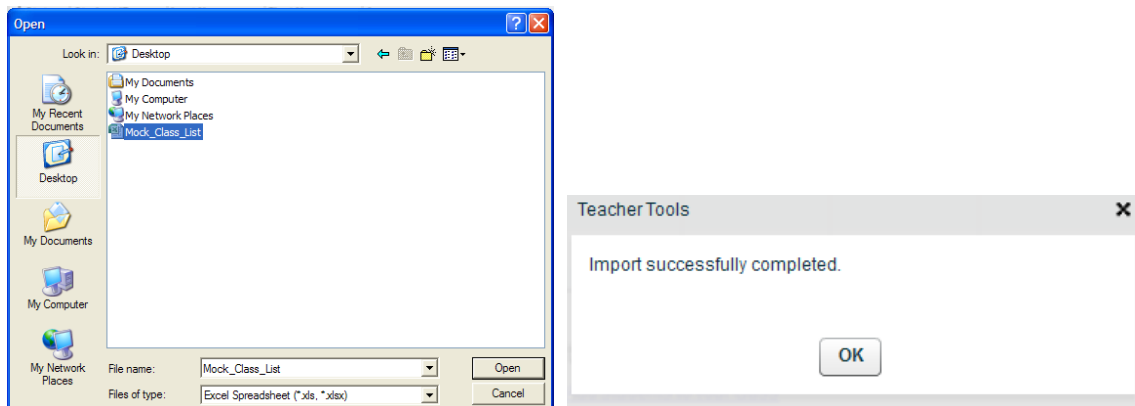
Import a Class List in Excel: Create an Excel spreadsheet with the student information with column headings in the following order: Student ID, First Name, Last Name, Email (Optional) > Click Import > Select Students



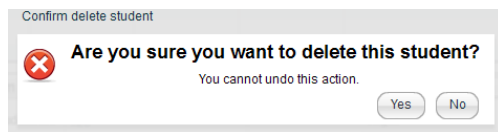
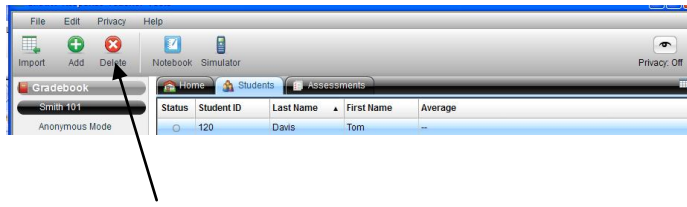
> Select the Class > Click Next > Select Microsoft Excel > Click Next



> Select file > Open > Once import is successful, click OK



To remove a student from the class list: Select the student > Click Delete > Click Yes



7. To start a class: Click Home tab > Click Start Class

