

| Ref | Text/script | Interaction/list items | Dev notes |
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| ST1 | <p>Narration</p> <p>Welcome to the REACH Student Success Seminar Technology Training.</p> <p>My name is Mark and I will be your guide throughout the module.</p> <p>Click the next button to continue</p> | <p>Menu items:</p> <ul style="list-style-type: none"> • Next Button | <p>Type: Welcome Screen</p> <p>Images:</p> <p>REACH Logo, iClicker Logo, iGrader Logo, TutorTrac Logo</p> <p>Animations:</p> <ol style="list-style-type: none"> 1. REACH Logo flies in from the right 2. iClicker Logo, iGrader Logo, and TutorTrac logo flies in from the bottom |
| ST2 | <p>Heading: Learning Objectives</p> <p>Narration</p> <p>Upon successful completion of this online module you should be able to:</p> <ul style="list-style-type: none"> • demonstrate with 100% accuracy how to use the presentation equipment and software with no assistance. • demonstrate how to perform all steps in the post-seminar wrap up without using the training materials. <p>Click the next button to continue</p> | <p>Menu items:</p> <ul style="list-style-type: none"> • Previous Button • Next Button | <p>Type: Objective Screen</p> <p>Animations</p> <p>Objective 1 flies in from the right when the narration for Objective 1 starts.</p> <p>Objective 2 flies in from the right when the narration for Objective w starts.</p> <p>Images:</p> <p>No images on this slide.</p> |

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| ST3 | <p>Heading: Technology used in the seminars</p> <p>Narration: There are several pieces of hardware and software that are used in the REACH Student Success Seminars. The hardware used for the seminars includes the Sympodium Computer, HoverCam, and iClickers. Software used in the seminars includes iClicker, iGrader, and TutorTrac. Click the next button to learn more details about the hardware.</p> | <p>Key points:</p> <ul style="list-style-type: none"> • Hardware <ul style="list-style-type: none"> ○ Sympodium ○ HoverCam ○ iClickers • Software <ul style="list-style-type: none"> ○ iClicker ○ iGrader ○ TutorTrac | <p>Type: Animated screen</p> <p>Images: No images</p> <p>Animations:</p> <ol style="list-style-type: none"> 1. Hardware and its different types slide in from the right as they are mentioned 2. Software and its different types slide in from the right as they are mentioned |

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| <p>ST4</p> | <p>Heading: Hardware used in the seminars</p> <p>Narration: As mentioned on the previous slide, the hardware used in the delivery of the Student Success Seminars includes the Sympodium Computer, HoverCam, and iClicker Student Response System.</p> <p>Click the next button to learn more about the Sympodium hardware.</p> | <p>Key points:</p> <ul style="list-style-type: none"> • Hardware <ul style="list-style-type: none"> ○ Sympodium ○ HoverCam ○ iClickers | <p>Type: Gate Screen</p> <p>Images: Sympodium icon, HoverCam icon, and iClicker icon</p> <p>Animations:</p> |
| <p>ST4-1</p> | <p>Heading: Sympodium</p> <p>Narration: You could consider the Sympodium to be the brains of the technology in Strickler 111. The Sympodium is comprised of the Computer, the interactive touch screen display, Audio/Video control box, and the projector. Click the icons on the right to learn how to operate each part of the Sympodium.</p> <p>Click the next button to learn more</p> | <p>Key points:</p> <p>Sympodium</p> <ul style="list-style-type: none"> • Computer • Interactive Touch Screen Display • Audio/Video control box • Projector | <p>Type: Information Screen</p> <p>Images:</p> <p>Animations:</p> |

| | about the Hovercam hardware | | |
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| ST4-1.1 | <p>Heading: Computer</p> <p>Narration: The computer is used to deliver the PowerPoint Presentation and operator the iClicker software and clickers.</p> <p>When you first arrive at the computer, power on the computer by pressing the power on button. The image shown here on the screen shows where the computer power button is located. Select the Instructor account and log in with the following password: 12345678.</p> | | |
| ST4-1.2 | <p>Heading: Computer</p> <p>Narration: The interactive touch screen display serves as the computer monitor and display. To power on the screen push the power button in the top right corner. The light on the screen should turn blue.</p> <p>The interactive touch screen display</p> | | |

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| | <p>also includes a pen that can be used for point and selecting items on the screen. It is located here on the right side of the display. Different color pens and other controls are located here on the top of the display.</p> | | |
| ST4-1.3 | <p>Heading: Audio/Video Control Box</p> <p>Narration:</p> <p>The audio/video control box allows you to control what is seen with the projector. It is located on the right of podium behind the Interactive Touch Screen Computer. The primary buttons you will use are Display Power, Computer and Sound. To ensure that the seminar is projected on the projector, push the Display Power button. This will power on the project.</p> <p>Next you will want to push the computer button to ensure that the computer will be displayed on the projector.</p> <p>The audio controls will need to be adjusted periodically based on the video or other types of media being</p> | | |

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| | shown. | | |
| | <p>Heading: Projector</p> <p>Narration: The projector is used to display different types of media to the audience. As mentioned on the previous slide, it is powered on and off by pressing the Display Power button. The projector also uses a screen on the wall behind the Sympodium. To lower the screen, push the Screen button on the wall behind the Sympodium.</p> | | |
| ST4-2 | <p>Heading: HoverCam</p> <p>Narration: The Hovercam is located beside the Interactive touch screen display. It is primarily used to show documents and examples on the projector. To use Hovercam, push the button located in middle of the camera. Pull the camera up out of the base. Once the camera is fully raised extend the head of the camera out. To utilize the Hovercam, you must select the Hovercam software from</p> | Key points: | <p>Type: Information Screen</p> <p>Images:</p> <p>Animations:</p> |

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| | <p>the computer desktop. (Look at the camera to figure this out before submitting)</p> | | |
| ST4-2.1 | <p>Heading: HoverCam</p> <p>Narration: The screencast shown here demonstrates how to use the HoverCam software. Click the play button to watch now.</p> | <p>Key points:</p> | <p>Type: Information Screen Images: Animations:</p> |
| ST4-3 ST4-3 cont. | <p>Heading: iClicker</p> <p>Narration: There are two parts to the iClicker system. There is the iClicker software and the iClicker Clicker Hardware. The iClicker hardware is composed of three different pieces. There is the iClicker base station/receiver, the iClicker instructor clicker, and the iClicker student clicker. Click the image of each on the right to learn about each.</p> | <p>Key points:</p> <p>iClicker Base/Receiver iClicker Instructor clicker iClicker Student clicker</p> | <p>Type: Information Screen Images: Animations:</p> |

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| ST4-3.1 | <p>Heading: iClicker Base/Receiver</p> <p>Narration: The iClicker Base/Receiver is the brains of the iClicker system. It collects the responses from the student clickers and connects it with the iClicker software.</p> <p>The base/receiver is already set up for you. The only thing you will want to double check is to see if the iClicker thumb drive is plugged into the side of the base. The thumb drive stores the iClicker software and seminar presentations. It must be plugged into the base/receiver for the iClicker system to work.</p> | <p>Key points: Brains of the iClicker System Uses a thumb drive and it must be present to allow the iClickers to work.</p> | <p>Type: Information Screen Images: Image of base, thumb drive Animations:</p> |
| ST4-3.2 | <p>Heading: iClicker Instructors Clicker</p> <p>Narration: The iClicker Instructors Clicker is the blue clicker found in the iClicker box under the TutorTrac kiosk. The instructor clicker allows you, as a presenter, to start and stop the iClicker poll, show the poll results,</p> | <p>Key points: Located under TutorTrac Kiosk Blue Used to Control the iClicker software and navigate the powerpoint.</p> | <p>Type: Information Screen Images: Image of Instructors Clicker Animations:</p> |

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| | <p>and navigate the PowerPoint Presentation. You will notice on the image shown here that the Instructors remote has a visual guide printed on the clicker that shows you what each button does.</p> <p>Later in the module, you will have an opportunity to try a simulation of the Instructors Clicker!</p> | | |
| ST4-3.3 | <p>Heading: iClicker Student Clicker</p> <p>Narration:</p> <p>The iClicker Student Clickers are the white clickers found in the iClicker box under the TutorTrac kiosk. When a student comes into a seminar they select a clicker from the box and sign in beside the number on the clicker. This allows us to take attendance and keep track of who has what clicker.</p> <p>As mentioned in the training on how to present a seminar, there is a minimum of 3 iClicker questions built into each seminar. The student will click the letter on their remote that responds to the answer they wish to submit.</p> | <p>Key points:</p> <p>Located under TutorTrac Kiosk White</p> <p>Students respond to questions with their clickers.</p> <p>Minimum of 3 questions per seminar.</p> | <p>Type: Information Screen</p> <p>Images:</p> <p>Image of Student Clicker</p> <p>Animations:</p> |

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| ST5 | <p>Heading: Software used in the seminars</p> <p>Narration: As mentioned earlier, the software used in the delivery of the Student Success Seminars includes the iClicker, iGrader, and TutorTrac.</p> <p>Click the next button to learn more about the iClicker software</p> | <p>Key points:</p> <ul style="list-style-type: none"> • Software <ul style="list-style-type: none"> ○ iClicker ○ iGrader ○ TutorTrac | <p>Type: Gate Screen</p> <p>Images: iClicker icon, iGrader icon, and TutorTrac icon</p> <p>Animations:</p> |
| ST5-1 | <p>Heading: iClicker</p> <p>Narration: We have already seen the hardware portion of the iClicker system. Now we will look at the software. Click the next button to continue.</p> <p>To launch the iClicker software click the iClicker icon on the desktop.</p> <p>Next you will want to click on the iClicker program from the list of</p> | <p>Key points: iClicker Icon Desktop Powerpoint Choose your seminar</p> <p>Notes: Show screen shots of each step with words. This will use the contiguity principle 1. Key words will be placed next to the screen shots to show key steps.</p> | <p>Type: Information Screen</p> <p>Images: Screen shots of each step</p> <p>Animations: Will use the layers function of Storyline to show each step along the way. Will also use hotspots on each image to move through the layers. For example on the click iClicker icon on the desktop the use will need to click the icon to show the next layer.</p> |

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| | <p>items.</p> <p>Wait for the iclicker software to load. It may take a few minutes.</p> <p>While waiting double click on the seminar PowerPoint that you are presenting.</p> <p>Once the iClicker software loads select the seminar that you are presenting from the course list. For example, if you are presenting Acing the Test, select the Acing the Test Course from the course list.</p> <p>Click the Choose button once you have selected the Seminar.</p> <p>On the next screen, click on Start Session to start the response function of iClicker.</p> | | |
| ST5-1.1 | <p>Heading: Loading the Question List</p> <p>Narration:</p> <p>Each course has been preloaded with the questions that are asked in the seminars. They are saved in an excel file in the iClicker receiver.</p> | <p>Key points:</p> <p>Question list</p> <p>Excel File</p> <p>Select the file</p> <p>Click the red x</p> | <p>Type: Information Screen</p> <p>Images:</p> <p>Screen shots of the different steps</p> <p>Animations:</p> |

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| | <p>After launching and starting your seminar session from the iClicker software, iClicker will ask you to select the question list. The software will automatically show you the location of the question list associated with the Seminar you are presenting. Select the question list and click the open button.</p> <p>The question list dialog box will appear on the screen. Click the red "x" in upper right corner to close the question list box.</p> <p>You are now ready to start using the iClicker software to poll students attending the seminars.</p> | | |
| WT5-1.2 | <p>Heading: Polling Students</p> <p>Narration: To poll students we use the iClicker software, iClicker instructor clicker, and the Student clickers. After you have launched the iClicker software, chosen the Seminar, and</p> | <p>Key points: Blue- Instructors White- Student</p> | <p>Type: Information Screen</p> <p>Images: Instructors Clicker Student Clicker</p> <p>Animations:</p> |

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| | <p>question list, you are ready to poll the students.</p> <p>As mentioned earlier, the blue instructors clicker is used to start and stop the software.</p> <p>The following buttons on the instructors clicker correspond to the iClicker software:</p> <ul style="list-style-type: none"> A- Start/Stop Polling B- Hide/Display Graph C- Next Slide D- Previous Slide E- Show Correct Answer Power- turns the clicker on/off <p>Click the Start/Stop Polling on the virtual instructors clicker to continue.</p> | | |
| ST5-1.3 | <p>Heading: Polling Students Continued</p> <p>Narration: After clicking the Start/Stop polling button the iClicker controls at the top of screen will change. The green arrow will turn to a red dot to indicate that the software is recording the student responses.</p> | <p>Key points: Click Start/Stop Green Arrow to Red Dot 45 seconds Hide/Display Graph</p> | <p>Type: Information Screen</p> <p>Images: Different screen shot of the various software screens. Instructors Clicker</p> <p>Animations:</p> |

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| | <p>The poll will only be open for 45 seconds. It will automatically stop after it counts down from 45. Take count of how many students are in attendance. If you notice that everyone has responded you can click the Start/Stop button.</p> <p>Once you have stopped the poll, click the Hide/Display Graph to show how the students responded. After showing the results and commenting on them, click the Hide/Display Graph button to hide the graph. You can now proceed to the next slide in the presentation.</p> <p>Click the Next slide button on the virtual clicker to move on.</p> | | |
| ST5-2 | <p>Heading: iGrader</p> <p>Narration: iGrader works hand in hand with the iClicker software. iGrader allows the user of the iClicker system to go in after the fact to review and export</p> | <p>Key points: Review and Export Data Data is used to modify and make the seminars better.</p> | <p>Type: Information Screen Images: Screenshots of different iGrader software screens. Seminar Closing Checklist Animations:</p> |

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| | <p>the student responses for data analysis.</p> <p>REACH uses the data from the seminars to determine if the students understand the material and make any modifications that may be needed.</p> <p>After each seminar you will run iGrader and record the data from the seminar on the Seminar Closing Checklist.</p> <p>Click the next button to learn how to use iGrader.</p> | | |
| ST5-2.1 | <p>Heading: Launching iGrader</p> <p>Narration: The iGrader application is located on the thumb drive connected to the iClicker Receiver.</p> <p>Click the iClicker icon on the computer desktop.</p> | <p>Key points: Located on Thumb Drive Desktop iClicker icon Similar to iClicker software</p> | <p>Type: Information Screen</p> <p>Images: Screenshots of different iGrader software screens.</p> <p>Animations:</p> |

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| | <p>Located and double click on the iClicker Application.</p> <p>You will notice that the iGrader startup screen looks similar to the iClicker software.</p> | | |
| ST5-2.2 | <p>Heading: Selecting the iGrader Session</p> <p>Narration:</p> <p>In order to access the data you must select the Seminar that you just presented. For example, if you just presented "Acing the Test," you would select Acing the Test from the menu. Once you have selected the seminar, click Choose to continue.</p> <p>The Session Summary Instructions prompt appears. Click Close.</p> <p>The iGrader window appears. The student information is listed to the left and the session information is listed</p> | <p>Key points:</p> <p>Select the seminar you are presenting</p> <p>Click Choose</p> <p>Student Information</p> <p>Session Information</p> | <p>Type: Information Screen</p> <p>Images:</p> <p>Screenshots of different iGrader software screens.</p> <p>Animations:</p> |

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| | to the right. Our iClickers are not associated with any particular student accounts. We are primarily interested in the session information. | | |
| ST5-2.3 | <p>Heading: Running the iGrader Report</p> <p>Narration:</p> <p>Click the reports icon from the top menu. It looks like a little chart with the green line going upwards.</p> <p>The next popup asks you to select the fields you would like to include in your report. Select only Remote ID and click Ok.</p> <p>The Report Summary Window appears. Select the number 1 option: Term Session Summary and Review link.</p> <p>The Term Session Summary Report is now displayed. Each Session is listed along with the number of students who responded to the question, the Total Number of Questions asked</p> | <p>Key points:</p> <ul style="list-style-type: none"> Reports icon Remote ID Report Summary Window Term Session Summary and Review Date Record Question Data Seminar Closing Checklist | <p>Type: Information Screen</p> <p>Images:</p> <p>Screenshots of different iGrader software screens.</p> <p>Animations:</p> |

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| | <p>and the Session average.</p> <p>Find the date of the seminar that you just presented. For example if you presented "Acing the Test" on 9/25/2013 you would select that session from the list. Click the Session Summary and Question Data link beside the Session desired.</p> <p>The Session Summary Report appears. Scroll the page or click the link for each question to view the details for each</p> <p>A screen capture is displayed for each question, along with the number of responses, the distribution of votes as a data sheet as well as a chart view.</p> <p>Record the number of responses for each question on the Seminar Closing Checklist.</p> <p>Close the browser to go back to iGrader.</p> | | |
| ST6 | Heading: See-Try-Test | Key points: | Type: Information Screen |

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| | <p>Narration: Over the last few slides we have covered information regarding the Symposium, Computer, HoverCam, iClickers, and iGrader. Now its time to see it in action, try it out, and quiz yourself over the material learned today. Click the See button below to start.</p> | | <p>Images: Some type of image to represent See, Try, and Test</p> <p>Animations:</p> |
| ST6-1 | <p>Heading: See</p> <p>Narration: The “See” component will allow you to watch a screen cast of how to Launch the iClicker software, use the clickers, and run iGrader. Click the start button below to start the screen cast.</p> | <p>Key points:</p> | <p>Type: Information Screen</p> <p>Images: Screencast of how to launch iClicker, poll students, and run iGrader.</p> <p>Animations:</p> |
| ST6-2 | <p>Heading: Try</p> <p>Narration: The “Try” component will allow you to try launching the iClicker software, use the clickers, and run iGrader using simulated experience. Click the start button below to start the</p> | <p>Key points:</p> | <p>Type: Information Screen</p> <p>Images: Screencast of how to launch iClicker, poll students, and run iGrader that allows participants to try out the software. Will provide on screen hints and directions.</p> <p>Animations:</p> |

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| | simulation. | | |
| ST6-3 | <p>Heading: Test</p> <p>Narration: The "Test" component will quiz you over the material. You will be presented with a simulated environment and be asked to launch the iClicker software, use a virtual clicker, and run an iGrader report with out any on screen assistance. When you are ready click the Quiz me now button below.</p> | <p>Key points:</p> | <p>Type: Information Screen</p> <p>Images: Screencast of how to launch iClicker, poll students, and run iGrader that has no on screen hints and directions. Participant must navigate and successfully pass to be considered satisfactory.</p> <p>Animations:</p> |