Instructions for Setting up i>Clicker for Canvas on a PC

Contents:

✦ Pages 1-4: Getting and setting up iclicker software
✦ Pages 5-8: Part 2: Setting up i>clicker on Canvas LMS
✦ Pages 9-10: Uploading grades to Canvas Gradebook

Getting and Setting up i>clicker Software:

Download the i>Clicker software for Canvas from: [http://blogs.uoregon.edu/lmsreview/canvas-pilot-help/](http://blogs.uoregon.edu/lmsreview/canvas-pilot-help/)

Right-click on the i>Clicker folder that you just downloaded and “Extract all...”

Open the extracted i>Clicker folder and click on the "iclicker" application:

Create a "New Course":
Add Course Info (course and section number are optional) and click "Create":

Select your course and click "Choose":
Click "My Settings":

Add the "Instructor's Remote ID." This is located on the back of the instructor's i>Clicker remote.
Navigate to the LMS/Reg tab and click on Canvas under the "Learning Management System (LMS)" section. Then click on "Set for Course":

~ See next page for the set up instructions on the LMS end – you need to do both! ~
SETTING UP i>CLICKEr ON CANVAS:

The security key and authentication token are located in your Canvas course. Go to
https://uoregon2.instructure.com > login > navigate to your course > choose the i>Clicker tool from the
left navigation bar > click i>clicker Security Key and then the i>clicker Authentication Token:

For the i>clicker Security Key, you will need to create your own SSO key using 6 letters or numbers. We recommend having a word document open so you can copy paste both the SSO and token keys into it because you will need to paste both into igrader in a few more steps.
For the i>clicker Authentication Token, you will need to follow the steps given within Canvas:
Again: You may want to save both of these keys in a separate word document so you can easily copy/paste them when you need to use them to log into the igrader sync wizard.

Go back to your iclicker folder and open the igrader program. There might be a couple informational or security warning popups to approve or close first and then it will ask you if you want to import your roster. Say “Yes” and it should open the integrate wizard where you will enter your username (for canvas which is usually your email address) and your SSO and token information that you saved earlier in your word document. If you didn’t save this info, you will need to go back to Canvas and retrieve both. Make sure there are no spaces before or after the keys as sometimes this occurs with copy/pasting.
Now, select your course from the drop-down list > Import Roster:

After the first "Import Roster" the i>clicker Integrate Wizard will prompt you to "Restart i>grader":

At this point, a list of your students should be imported into igrader and most will be in red meaning they don’t have an iclicker registered to them yet for your course. Some may be in black, which means they probably use iclicker for other courses and have registered already.

From here you are ready to run your first session in class and you should make sure students know that they need to register their iclickers through that same link you went to on the left side bar and then they will click on the “i>clicker Registration” link to do so.

After running your first session or two, you should sync your roster again in igrader by clicking the “Sync” button and replacing the old roster with a new one, which should also sync those student’s remotes that have registered at the time (the names will change from red to black if they registered).

Always sync your roster before uploading grades to the grade area to make sure students who registered their remotes late or registered for the class late are getting credit for their votes in class.

~ See next page for instructions to upload grades to Canvas ~
TO UPLOAD GRADES TO CANVAS GRADE CENTER FROM iGRADER:

**Note:** Before uploading grades, make sure to "Sync..." > "Import Roster" > click "Yes" to overwrite previous gradebook data > click "Restart i-grader" > and then complete the following steps.

Now that the roster has been imported, you should see a list of student names in black instead of red names and i-Clicker registration numbers (assuming the students have registered their remotes). If students are in red, you should follow up with them to make them register their clickers otherwise they will not get credit for their votes when you upload to Canvas gradebook.

Click the upload icon, which is the green upward facing arrow shown in the image below:

![i-grader interface](image1.png)

A list of sessions will appear. Check the boxes next to the Session Titles that you would like to upload > Export:

![Export Session Data](image2.png)
The export will complete, give the following window > and then you can select “OK”:

You will then be auto-logged in if you had previously checked the “Automatically log me into my LMS” in the first step. Now, select the course from the drop-down list > click “Upload Score”:

Once the scores have uploaded a window will pop-up and let you know that the “Data uploaded successfully.” Click “Ok”:

Now, go to your Gradebook in Canvas to confirm that the scores have been uploaded successfully. The Gradebook item for the i>Clicker upload will have the same name as the “Session Title” that you selected in the i>Grader Software: For example: 5/14/14