



FACT SHEET

OVERVIEW

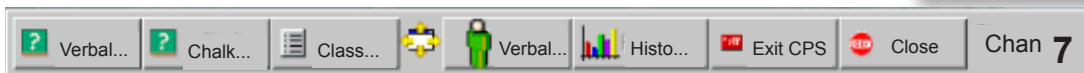
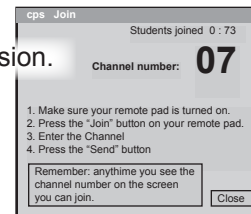
Faculty can bring their existing PowerPoint presentations and run a generic CPS database independently to poll students. This database is pre-configured to launch CPS in anonymous mode and will automatically open to the Join screen and then to the Verbal Toolbar. The instructor would create question slides in the form of T/F, Y/N, or multiple choice and either disperse the question slides throughout the presentation or ask them at end of the talk. Alternatively, the instructor can ask a question “on the fly”, either written on the blackboard or totally verbal (unwritten), and then engage the Verbal Toolbar with the proper question type.



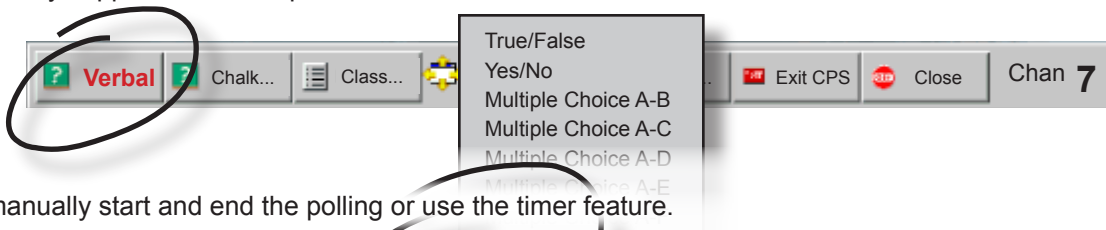
1. Double click CPS Generic Med School Class icon on your desktop.
2. CPS will launch and automatically open to **Join** screen for students to join the session.
3. After closing **Join** screen, **Verbal Toolbar** will dock in upper third of monitor screen.

Note: Late arriving students can still join the session.

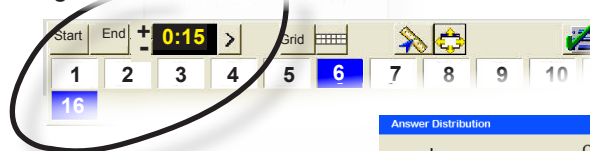
Receiver Channel number appears at far right of Verbal Toolbar.



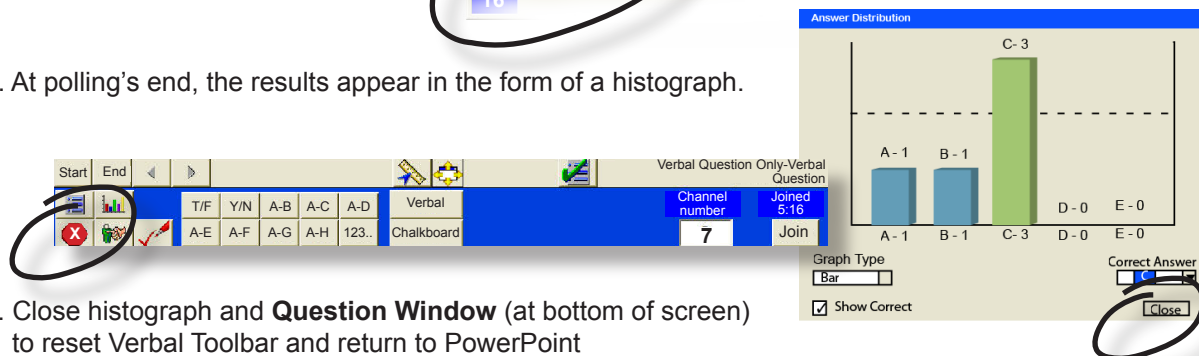
4. Ask your verbal or blackboard written question or open and run your PowerPoint presentation.
5. When the question slide appears or after having asked a completely verbal (unwritten) or blackboard written question “on the fly”, the instructor would then :
6. Engage the **Verbal Toolbar** by clicking Verbal button and selecting the appropriate question type in the dropdown menu (i.e., T/F, Y/N, one of the multiple choices or numeric). Note-if using PowerPoint, the verbal toolbar always appears on the top of the slide.



7. Either manually start and end the polling or use the timer feature.



8. At polling's end, the results appear in the form of a histogram.



9. Close histogram and **Question Window** (at bottom of screen) to reset Verbal Toolbar and return to PowerPoint presentation.

Faculty members who wish to use their personal laptop computer are invited to stop by the AV office to have the CPS software installed. The AV staff will also install a copy of the “Generic Med School Database” so that students may participate in interactive sessions.