

# CPS Spark™ Quick Start Guide



eInstruction™  
Simple Solutions. Real Results.

Congratulations on your new CPS Spark. CPS Spark is an entry-level radio frequency (RF) powered student response system that allows students to answer multiple choice, true/false, and yes/no questions.

This Quick Start Guide provides instructions on using CPS Spark. CPS Spark is compatible with all eInstruction® student response software products, including CPS™, Response, and ExamView® Assessment Suite. Since each software package has different features, refer to the software documentation for further help.

Please visit us online at [www.einstruction.com](http://www.einstruction.com) for software updates, documentation, training videos, and online technical support.

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## CPS Spark™ At-a-Glance



-  Select/exit menu
-  Select a menu option



### Main Menu

- > Serial # (Class Pack Only)
- > Channel #
- > Clicker #
- > Contrast
- > Diagnostic

## Installing CPS Spark

CPS Spark is designed for quick setup to use with the student response system. After installing CPS Spark, read “Which Model Do I Have” on page 4 to get started using your particular model.

Installation is easy! Install the software, plug the CPS Spark RF hub into the computer, and turn on the device.

### To install CPS Spark:

1. Install elnstruction software.

**Note:** You may need administrator privileges on your computer to install the software.

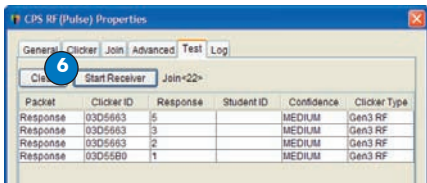
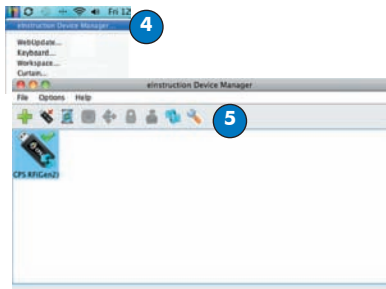
2. Plug the CPS Spark RF hub into a USB port on the computer.
3. Turn on the devices.



**Note:** Steps 4 through 7 are optional. Completing this test will default the Student Response Systems to the settings for CPS Spark devices, otherwise it will default after you engage your first question.

4. From the main eInstruction menu, select **Device Manager**.
5. Click the **Properties** icon, and then click the **Test** tab.
6. Click the **Start Receiver** button.
7. Press any button on the device. The device's information, including Clicker ID and Clicker Type should appear in the table.

**Note:** You only need to do this with one device.



## Which Model Do I Have?

CPS Spark is available in two different models: **Class Packs** and **Student-owned**.

### Class Packs

Class Pack devices are easy to identify, as they all have serial numbers that begin with the number “2”.

They can be used with CPS, ExamView, or Response software. Information on using CPS Spark with CPS can be found on page 5, with ExamView on page 7, and with Reponse on page 9.

Class packs are preset to the same channel as the receiver that accompanies the pack.

Once you have completed the process of installing CPS Spark detailed on pages 2 and 3 with just one device, all the devices in your class pack are ready to use.

### Student-owned Models

Student-owned devices all have serial numbers that begin with the number “0”.

Student-owned devices can *only* be used with the Response software. Information on using CPS Spark with Response can be found on page 9.

**Note:** Student’s devices must be registered and Student ID entered, in order to work properly with Response software. See page 12 to register devices.

The first time a student joins a class, they will be prompted to enter the class channel # to associate the student with the roster. After the initial class, students will be automatically joined to this class.

## Using CPS Spark with CPS

CPS student response software saves lessons, questions, standards, and reports in a class database. Once you create a class, students are automatically joined and are ready to begin an assessment!

### Creating a Class

Students must be matched to their device in order to get credit for their answers. Students are linked to a device in the class database.

**To create a class:**

1. Use the **Class Wizard** to create a class database, OR create a new class in the **Classes** tab of the software.

Import an existing roster (.csv file)

Class

Add a student

Student roster

Class

Class	Students
3rd Grade	

Student Information

First Name: 1 Gender: Female Student ID: 1234 Clear

Last Name: Student Ethnicity: N/A Pat ID: 1 Save Student

Student ID

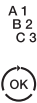

Device #



2. Import an existing student roster (.csv file) or manually add students to the roster.

## Polling Students

CPS Spark supports two types of questions:

- **Teacher-paced:** The teacher must start and stop each question. The Question Status will display OK or correct/incorrect, depending on teacher preferences. 
- **Self-paced:** Students answer at their own pace using the arrow buttons to navigate through the assessment. 

**Tip!** Self-paced mode supports up to 100 questions.

Answers are automatically sent as soon as the student answers a question.

## To ask questions:

1. From the **Lessons** tab, create a new lesson, or open a previously prepared lesson.



2. Click **Engage** to open the polling bar.
3. Begin the assessment.

**Note:** If using CPS Spark in a multi-device environment, elnstruction software will only allow simple questions compatible with CPS Spark (multiple choice, true/false, yes/no).

## To view responses:

- Select the **Reports** tab.

## Using CPS Spark with ExamView

ExamView Assessment Suite enables you to create, administer, and manage tests and assessments effortlessly. Using ExamView Test Manager, you can easily administer paper tests and score them with CPS Spark.

### Creating a Class

Students must be matched to their device in order to get credit for their answers. Students are linked to a device in the class database.

#### To create a class:

1. Launch the ExamView Test Manager. A startup window with two options will appear. Choose the **Start a New Class** option.
2. If you are already working with the ExamView Test Manager, save the current class and choose **New Class** from the File menu. Import an existing student roster. (.csv file) or manually add students to the roster.

### Assigning CPS Spark IDs

In order to correlate the transmitted data with student records, device IDs must be assigned to students.

#### To assign a clicker ID:

1. Open the Student Information window by double-click the student you want to edit from the class roster.
2. Enter the device ID number in the field labeled Pad ID.
3. Click **Next** or **Previous** to move to the next student on the roster.




## Get Student Results

After you create the assignment, hand out the paper test and device and start the session to get the student results directly into ExamView Test Manager.

### To get results:

1. Launch ExamView Test Manager and open the class.
2. Select (highlight) the assignment that will be used in the session.
3. Click the **Get Results from CPS Clickers** button on the toolbar, or choose **Get Results from CPS Clickers** from the Assignment menu.
4. Test Manager searches for eInstruction receivers attached to the computer then opens the **Get Results from CPS Clickers** dialog. All detected receivers are automatically shown by their COM port in the Connection

pull-down list.

5. Select the Session Delivery Mode using the pair of radio buttons.
  - **Teacher-paced:** The teacher must start and stop each question. The Question Status will display OK or correct/incorrect, depending on teacher preferences.  
  - **Self-paced:** Students answer at their own pace using the arrow buttons to navigate through the assessment.   
Answers are automatically sent as soon as the student answers a question.
6. Session settings can be verified or adjusted by clicking the **Sessions Settings** button.
7. Click the **OK** button to close the dialog and open the session window.

## Using CPS Spark with Response

Response saves lessons, questions, standards, and reports in a class database. Once you create a class, students are automatically joined and are ready to begin an assessment!

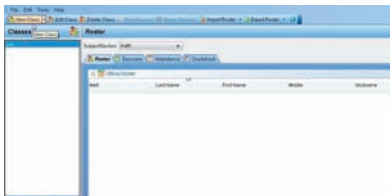
### Creating a Class

Students must be matched to their device in order to get credit for their answers. Students are linked to a device in the class database.

#### To create a class:





- Press the **Create a New Class** button to create a class using the wizard, OR press the **Manage My Data** button to manually create a class.

**Note:** Select CPS Spark in the **Select Clicker Types** window (third screen in the wizard).



## Polling Students

CPS Spark supports two types of questions:

- **Teacher-paced:** The teacher must start and stop each question. The Question Status will display OK or correct/incorrect, depending on the teacher preferences.    A  
B  
C
- **Self-paced:** Students answer at their own pace using the arrow buttons to navigate through the assessment. 

**Tip!** Self-paced mode supports up to 100 questions.

Answers are automatically sent as soon as the student answers a question.

### To ask questions:

1. Press the **Manage My Data** button, OR from the open database select the **Lessons** tab.

2. Create the desired lesson and questions.
3. From the home screen, press the **Collect Responses** button.
4. Select the lesson.
5. Begin the assessment.




**Note:** If using CPS Spark in a multi-device environment, eInstruction software will only allow simple questions compatible with CPS Spark (multiple choice, true/false, yes/no).

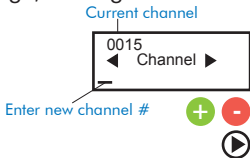
### To view responses:

- Press the **Manage My Data** button, and then select the **Reports** tab.

## FAQs

- **How do I change a channel?**

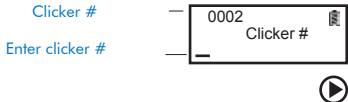
1. Press the arrow buttons simultaneously, and then press the + button. 
2. Enter a channel #. Use the +/- buttons to select from 0 - 9 for each digit. Press the right arrow to advance to the next digit, and again to save.



3. Enter the clicker # using the same technique. Press the right arrow to save. The device will power down and save changes.

- **How do I change a device #?**

Follow the instructions for changing the channel. Press the right arrow after entering the channel # to enter the clicker #.

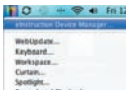


- **How does a student join a class?**

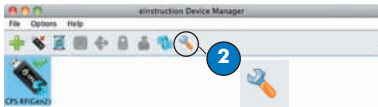
Press any key. The student is automatically joined to the class after the initial session.

**Note:** If the student is late, press the **Join** button in the Student Response Software.

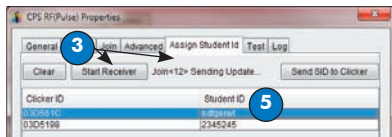
- **How do I register a Student-owned device?**
1. From the main eInstruction menu, select **Device Manager**.



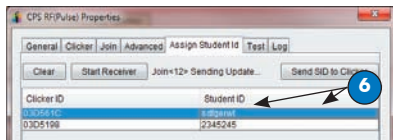
2. Click the **Properties** icon, and then click the **Assign Student ID** tab.



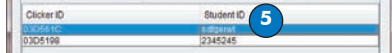
3. Click the **Start Receiver** button. The channel number is displayed in the **Join <Channel #>** field.



4. On the device, enter the channel number. Device Manager will display the Clicker ID in the corresponding column.
5. In Device Manager, enter the Student ID.
6. Click **Send SID to Clicker**. Device Manager will display the status.



7. Press the Power button on the CPS Spark to power down the device.
8. When you power the CPS Spark back on, the Student ID will be assigned to that device and the device will be registered.

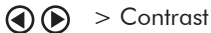


- **How do I adjust my screen brightness?**

1. Press the Menu button to open the Main Menu.



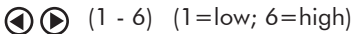
2. Use the arrows to scroll to the Contrast Setting Menu.



3. Press the + button to enter the Contrast Setting Menu.



4. Use the arrow buttons to set the display screen contrast.



5. Press the + button again to save the setting.



6. Press the Menu button to exit the Main Menu.



- **Can I use CPS Spark in a multi-device setting?**

Yes. CPS Spark is compatible with all eInstruction Student Response Systems.

- **How do I update CPS Spark firmware?**

Use Device Manager to update firmware.

- **What kind of batteries do I need?**

CPS Spark uses 2 AA batteries. Under typical use, battery life expectancy is 1 year.



## Declaration of Conformity

### FCC/IC Compliance

This device complies with Part 15 of the FCC Rules and RSS-210 of the Industry Canada Rules. Operation is subject to the following two conditions: (1) this device may not cause interference and (2) this device must accept any interference, including interference that may cause undesired operation of the device. The user is cautioned that changes or modifications to the device that are not approved by the manufacturer could void the user's authority to operate the device.

### EU Compliance

This device is a 2.4 GHz low power response system intended for residential and commercial use in all EU and EFTA member states.

- > Directive 1999/5/EC
- > Directive 2006/95/EC
- > Directive 2002/95/EC (ROHS)
- > EN 301 489-1 V1.6.1: 2005:
- > EN 301 489-17 V1.2.1: 2002:
- > EN 300 328 V1.7.1:
- > EN 60950-1: 2001 + A11: 2004:
- > FCC Part 15B, 15.247: 10-01-2006:
- > IC RSS-210 Issue 7: 2007:

Patents US Patent No.: 7,277,671, 6,665,000, 6,021,119, 5,724,357, Re. 35,449, 5,379,213, 7,599,703  
European Patent No.: EP 1 427 228 b1, EP 1 337 127 b1, EP 0 697 773 b1, EP 1 478 099 b1 and other US  
and foreign patents and patents pending.

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