



for SMART Response™ interactive
response system

User's guide

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Product registration

If you register your SMART product, we'll notify you of new features and software upgrades.

Register online at smarttech.com/registration.

Keep the following information available in case you need to contact SMART Support.

Serial number:

Date of purchase:

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Chapter 1

About Acuity UnWired™ for SMART Response™ interactive response system

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Introduction

Acuity UnWired™ for SMART Response interactive response system is a classroom assessment tool that connects three SMART Response systems with the Acuity® InFormative Assessment™ Solution. Acuity gives teachers access to a wide variety of predictive and diagnostic assessment options. Teachers can also customize assessments using the built-in item banks and authoring tools.

Teachers access the Acuity website to choose and then assign assessments to a class list of students. Teachers can then use Acuity UnWired to download and administer the assigned Acuity assessments to their class. Students are able to use SMART Response PE or XE clickers to answer assessment questions. The Senteo™ interactive response system is no longer available for purchase but is supported and integrated with Acuity UnWired for SMART Response.

As an assessment progresses, Acuity UnWired for SMART Response displays how each student answers a question and how many questions a student has attempted. Information on how each student performed during the assessment is given once the assessment is stopped. Student performance data from the completed assessment is then uploaded to Acuity for processing.

Teachers have access to standards-aligned reports that are generated within minutes of assessment results being submitted to Acuity. Information contained in the reports enables teachers to quickly modify classroom instruction in response to student performance during an assessment.

An Acuity server based in your local district is used to administer assessments, providing a faster more reliable transfer of student results to Acuity for processing. Teachers can also use the Acuity UnWired user interface to monitor the upload status of submitted results.

What you need

To use Acuity UnWired for SMART Response you need the following:

- SMART Response assessment software installed on your computer (see *SMART Response software version requirements* on page 6) and a SMART Response receiver connected to your computer

NOTE

- Students answer questions using SMART Response clickers (see *Selecting how students answer questions* on page 6 for more information on which SMART Response clickers are supported by Acuity UnWired for SMART Response).
 - Your choice of SMART Response receiver will determine the maximum number of student clickers that can be used during an assessment (see *Assessment format considerations* on page 7).
 - For evaluation purposes you can use Acuity UnWired for SMART Response with the SMART Response clicker simulator and no receiver device. However, the clicker simulator is available only on the computer that has SMART Response assessment software installed on it.
- Acuity UnWired for SMART Response software installed on your computer
 - An active subscription to the Acuity InFormative Assessment Solution

IMPORTANT

Acuity UnWired for SMART Response must be purchased separately from the SMART Response system. A subscription to the Acuity InFormative Assessment Solution must also be purchased separately.

CHAPTER 1

About Acuity UnWired for SMART Response interactive response system

Features

Feature	Description
Integration with the Acuity InFormative Assessment Solution	Teachers can access and select Acuity assessments to administer to their class.
Integration with the SMART Response system	Students can use their SMART Response PE or SMART Response XE clickers to answer assessment questions. The Senteo interactive response system is no longer available for purchase, but it is supported by Acuity UnWired for SMART Response.
Efficiently administer assessments	<ul style="list-style-type: none">• Students use their SMART Response clickers rather than computers to take on-line tests allowing computers to be available for other classes.• Using SMART Response clickers to submit answers is more efficient than bubble sheets as the assessment data is immediately available in Acuity for reporting and analysis.• Save time and money by not having to print, barcode, distribute, collect and scan answer sheets.
Monitor students registering during an assessment	You can monitor students as they register for an assessment and quickly see which students haven't registered.
Instantaneous feedback	Easily monitor students' responses as they complete assessment questions. Information is displayed on how each student answers a question (including skipped questions) and how many questions each student has attempted. The instant feedback you receive as students answer questions enables you to modify your lessons accordingly.
Review student performance data from completed assessments	Once an assessment is stopped, confirmation is given on whether the students' answers were correct or incorrect. Information is also displayed on how many correct, incorrect and skipped responses each student gave.
Administer multiple assessments to the same class of students	Once your students have registered for an assessment, you can administer multiple assessments to the same class without the need to re-register students.
View the upload status of submitted assessment results	You can quickly and easily view the upload status of submitted assessment results. Results that failed to be submitted to Acuity can be resubmitted.

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Installing *Acuity UnWired* for SMART Response interactive response system

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Introduction

The following section provides information on which version of SMART Response software is supported by *Acuity UnWired* for SMART Response. Also provided are the computer requirements and software installation guidelines for *Acuity UnWired* for SMART Response.

This section also provides information is given on selecting how your students answer assessment questions and on formatting assessments.



IMPORTANT

Before you install *Acuity UnWired* for SMART Response, ensure that SMART Response software is installed on your computer.

SMART Response software version requirements

This table summarizes the SMART Response software version that is compatible with Acuity UnWired for SMART Response.

Name	Date (if applicable)	Version
SMART Response 2011	July 2011	3.5

Computer requirements

For a complete list of computer requirements, refer to the *Release notes SMART Response™ software* (smarttech.com/kb/158856).



IMPORTANT

Acuity UnWired for SMART Response is available only for Windows® computers.

Installing Acuity UnWired for SMART Response software

Use the following procedure to install Acuity UnWired for SMART Response on your computer.

■ To install Acuity UnWired for SMART Response software on your computer

1. Insert the Acuity UnWired for SMART Response CD into your computer's drive.
If the Acuity UnWired for SMART Response setup wizard doesn't appear, browse to and double-click the **setup.exe** file on the CD.
2. Click **Next** to start the wizard, and then follow the on-screen instructions.

Selecting how students answer questions

Acuity UnWired for SMART Response enables students to answer questions using one of these options:

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- SMART Response PE clickers
- SMART Response XE clickers
- SMART Response/Senteo clickers

i NOTE

The Senteo interactive response system is no longer available for purchase but it is supported and integrated with Acuity UnWired for SMART Response.

Each model of clicker has a corresponding mode in SMART Response assessment software. You can also operate the SMART Response system in Mixed mode where you can simultaneously use a combination of the SMART Response clickers listed above.

You can change the clicker operation mode after installation using the SMART Response Setup Tool. See the SMART Response 2011 online help for information on using the SMART Response Setup Tool.

Assessment format considerations

You can use Acuity UnWired for SMART Response to select and administer Acuity assessments. However, Acuity UnWired for SMART Response supports specific question formats and has a limitation on the maximum number of students that can register for an assessment. This section provides further information on the assessment format and class size considerations that must be made before selecting an Acuity assessment.

Supported question formats

Acuity UnWired for SMART Response supports multiple choice question formats only. Assessment questions must have a maximum of 4 possible answers (including the correct answer). Your students use a single clicker button, **A** through **D**, to submit their answers.

Assessment format and class-size considerations

The number of questions in an assessment determines the maximum number of students that can register for that assessment. Conversely, the number of students registering for an assessment determines the maximum number of questions permissible in the assessment. The ratio is as follows:

Maximum number of students	Maximum number of questions
100	80
80	100

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Installing Acuity UnWired for SMART Response interactive response system

Receivers and class-size considerations

Acuity UnWired for SMART Response supports the SMART Response XE and Senteo receivers. Both types of receivers have a maximum number of clickers they can support. Therefore, the type of receiver connected to your computer will determine the maximum number of student clickers that can be used during an assessment.

Type of receiver	Maximum number of clickers
SMART Response XE	100
Response/Senteo	60

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Introduction

When you start Acuity UnWired for SMART Response, you are connecting to your local Acuity server. Connecting to the server enables you to select and administer assessments from the Acuity website. Student responses to questions can be monitored during an assessment. Once your students have complete an assessment you can upload their results to the Acuity website for analysis and report generation. You can also view the upload status of completed assessment results and resubmit results that didn't transmit.

 **IMPORTANT**

Before starting Acuity UnWired for SMART Response, ensure that:

- Your SMART Response software is correctly configured to operate with your student clickers (see *Selecting how students answer questions* on page 6).
- A SMART Response receiver is connected to an available USB interface on your computer.
- You have an active subscription to Acuity.

Starting Acuity UnWired for SMART Response

The following section provides information on starting Acuity UnWired for SMART Response and connecting to your local Acuity server. Information is also provided on changing the Acuity server address, configuring proxy settings and switching users once you're connected to the Acuity server.

Connecting to your local Acuity server

Follow the instructions below to start Acuity UnWired for SMART Response and connect to your local Acuity server.

To start Acuity UnWired for SMART Response

1. Double-click the **Acuity UnWired for SMART Response** desktop icon.

 **TIP**

Select **Start > All Programs > Acuity UnWired**.

The *Welcome* dialog box appears.

2. Type the **Acuity Server Address** (see *Changing the Acuity server address* on the next page), your **Acuity Username** and **Acuity Password** into the appropriate boxes.
3. Click **Next**.

The *What would you like to do today?* window appears. You now have the option to *Administer a Test* or *View the Upload Status* of completed test results.

NOTE

When you select the *Remember me on this Computer* check box your login details are saved. The next time you log into Acuity UnWired for SMART Response you are taken directly to the *What would you like to do today?* window.

Contact your system administrator if you don't know your Acuity Server Address, Acuity Username or Acuity Password.

Changing the Acuity server address

Use the following procedure to change the Acuity server address stored in your computer.

To change the Acuity server address

1. Double-click the **Acuity UnWired for SMART Response** desktop icon.
The *Welcome* dialog box appears.
2. Click **Change Server Address**.
3. Enter the new server address in the *Acuity Server Address* box.

Manually configuring proxy settings

By default Acuity UnWired for SMART Response is configured to automatically detect proxy settings, but you can also manually configure them.

IMPORTANT

Consult your system administrator before changing any Acuity UnWired for SMART Response proxy settings.

To manually configure proxy server settings

1. Double-click the **Acuity UnWired for SMART Response** desktop icon.
The *Welcome* dialog box appears.
2. Click **Proxy Settings**.
The *Proxy Settings* dialog box appears.
3. Select the **Connect to Internet using a proxy** check box.
4. Select **Manually configure proxy settings**.
5. Enter the required proxy server information.

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6. Click **Apply**.

Acuity UnWired for SMART Response will now use your proxy settings to connect to your local Acuity server.

Switching users

Once you start Acuity UnWired for SMART Response, you can switch users by following the instructions below.

To switch a user

1. Start Acuity UnWired for SMART Response. (see *Connecting to your local Acuity server* on page 10).

The *What would you like to do today?* dialog box appears.

2. Click **Switch User**.

The *Welcome* dialog box appears.

3. Enter your new login details.

4. Click **Next**.

The *What would you like to do today?* dialog box appears.

NOTE

The *Remember me on this computer* check box is automatically selected. Your new login details are saved. The next time you log into Acuity UnWired for SMART Response you will be taken directly to the *What would you like to do today?* window.

Administering a test

Use the *Administer a Test* feature to search for and select assessments from the Acuity website. You can then start an assessment and begin testing your students. Your student's responses to questions can be monitored as they attempt assessment questions. Completed assessments are uploaded to the Acuity website for scoring.

A print-out is available showing all the students who were listed for an assessment and which students actually registered by signing in with their SMART Response clicker.



IMPORTANT

Assessments and student lists are not created using Acuity UnWired for SMART Response. All assessments and student lists are stored and administered from the Acuity website. The assignment of assessments to specific student lists is also performed on the Acuity website.

Administer an assessment by following these steps

1. Search the Acuity website and download the assessments assigned to your students.
2. Your students register using their SMART Response clicker devices.
3. Run the assessment and monitor your students progress as they attempt each question.
4. Upload the completed assessment results to the Acuity website for processing and report generation.
5. After uploading the completed assessment results, you can run more assessments with the same class of students or register a different class of students to take assessments.

The following sections provide instruction on completing the steps listed above.

Before starting

Before administering an assessment to your students, ensure the following:

- The assessment you're going to administer is available on the Acuity website and assigned to your student class list.
- You have provided a copy of the assessment questions to your students.

Searching for an assessment

Use the following procedure to search for an Acuity assessment.

IMPORTANT

Ensure that all stored assessment data is current and assigned to the appropriate student list before searching for an assessment.

To search for an assessment

1. Start Acuity UnWired for SMART Response (see *Connecting to your local Acuity server* on page 10).

The *What would you like to do today?* dialog box appears.

2. Click **Administer a Test**.

The *Generate Test Assignment* dialog box appears.

3. Select an assessment from the following drop-down lists.
 - **District**
 - **School**
 - **Class**
 - **Subject**
 - **Assessment**

The assessment you selected appears in the *Select Assignments* area.

NOTE

If you're unable to find the assessment you want, access the Acuity website to ensure the assessment is available and assigned to your class list of students.

4. Select the check mark next to the assessment you want to administer.

NOTE

The *start date* and *end date* are the period of time in which you are able to administer the assessment. If the current date is outside of this period, you can't administer the assessment.

5. Click **Next**.

The *Register Students* dialog box appears.

Registering students

The *Register Students* dialog box enables you to see a list of all students who are due to take the assessment. As students use their SMART Response clickers to register, a check mark appears next to their name in the *Status* column. For more information on the operation of SMART Response clickers, refer to the SMART Response 2011 online help.

IMPORTANT

SMART Response clickers will recognize numeric student IDs only. If a student list contains at least one or more students with an alphanumeric ID, Acuity UnWired for SMART Response generates a corresponding list of temporary numeric student IDs. Students with an alphanumeric ID then register with their temporary numeric IDs, which appear in an additional *Clicker ID* column.

To register students

1. Instruct your students to turn on their clickers, then find and connect to the class you're administering.

NOTE

Only the first eight characters of an Acuity *Class Name* are shown on your students' SMART Response clicker display.

2. Students enter either their *Student ID* or *Clicker ID*.

NOTES

- You can click **Student list** to see a list of all students due to register for the assessment and their registration status. Clicking on the **sort by** drop-down box enables student names to be sorted by their first or last name in both ascending and descending order. Click **Print** to print a list of students registering.
- If a student attempts to sign in using an ID that another student is already using, a message appears indicating that they're unable to sign in and lets them retry.

A check mark appears next to each student in the **Status column** as they register.

3. Click **Registration Complete** to begin the assessment.

The *Assessment In Progress* dialog box appears.

NOTE

You can't begin an assessment until at least one student has registered.

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Running an assessment

Students use their SMART Response clickers to submit answers to assessment questions. For example, your student's clicker screens will display *Q1* for question 1. Your students then use their clicker key pad to enter and submit the correct answer (A–D). This is repeated for all questions until the assessment is complete.

The *Assessment in Progress* dialog box enables you to monitor your students' progress as they attempt assessment questions. After you stop an assessment you can see more about on student performance during the assessment.

Information available during an assessment

This table summarizes the information available from the *Assessment in Progress* dialog box once an assessment has started.

Window	Description	Information displayed
<i>Students in Progress</i>	A list of students who have registered for an assessment	<ul style="list-style-type: none">• A students' <i>First Name</i> and <i>Last Name</i>• The <i>Student ID</i> of students registered for the assessment• The answer each student gave to a particular question <div data-bbox="1101 1121 1471 1260"><p>i NOTE</p><p>Unattempted questions are marked as Skipped.</p></div> <ul style="list-style-type: none">• The number of questions each student has attempted
<i>Inactive Students</i>	Students listed for the assessment but who haven't yet registered	<ul style="list-style-type: none">• A student's <i>First Name</i> and <i>Last Name</i>• The <i>Student ID</i> of un-registered students• The <i>Clicker ID</i> of un-registered students <div data-bbox="1029 1598 1471 1768"><p>i NOTE</p><p>As students register, their names move to the <i>Students in Progress</i> window.</p></div>

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<i>Assessment Information</i>	Information identifying the assessment	<ul style="list-style-type: none">• <i>District</i>• <i>School</i>• <i>Class</i>• <i>Subject</i>• <i>Assessment</i>• <i>Teacher</i>
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The total number of questions in an assessment is displayed below the *Students in Progress* window.

Information available after stopping an assessment

This table summarizes the information available from the *Assessment in Progress* dialog box once an assessment has stopped. The dialog box displays information on whether student's answers were correct or incorrect. Information is also displayed on how many correct, incorrect and skipped responses each student gave.

Window	Description	Information displayed
<i>Students in Progress</i>	A list of students who have registered for an assessment	<ul style="list-style-type: none">• A students' <i>First Name</i> and <i>Last Name</i>• The <i>Student ID</i> of students registered for the assessment• How each student responded to a question (<i>Correct</i> or <i>Incorrect Answer</i>) <div data-bbox="1101 1178 1471 1314"><p>i NOTE Unattempted questions are marked as <i>Skipped</i>.</p></div> <ul style="list-style-type: none">• How many <i>Correct</i>, <i>Incorrect</i> and <i>Skipped</i> responses each student has given during an assessment
<i>Inactive Students</i>	Students listed for the assessment but who haven't yet registered	<ul style="list-style-type: none">• A student's <i>First Name</i> and <i>Last Name</i>• The <i>Student ID</i> of un-registered students• The <i>Clicker ID</i> of un-registered students <div data-bbox="1031 1711 1471 1877"><p>i NOTE As students register, their names move to the <i>Students in Progress</i> window.</p></div>

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<i>Assessment Information</i>	Information identifying the assessment	<ul style="list-style-type: none">• <i>District</i>• <i>School</i>• <i>Class</i>• <i>Subject</i>• <i>Assessment</i>• <i>Teacher</i>
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CHAPTER 3

Using Acuity UnWired for SMART Response interactive response system

Starting and running an assessment

Use the following procedure to start and run an assessment.

IMPORTANT

Before you start an assessment, ensure the clicker mode selected in SMART Response assessment software corresponds with the type of clickers your students will use. See the SMART Response 2011 on-line help for more information on selecting clicker device modes.

NOTE

- Assessments that contain more than 40 questions are administered in parts. The *Assessment In Progress* dialog box displays your students progress as they attempt each part of the assessment.
- The question numbers displayed on your students' clickers don't match the equivalent assessment question number once they have attempted
 - 40 questions using SMART Response PE and Senteo clickers, or if the clicker device mode in SMART Response is set to Mixed.
 - 100 questions using SMART Response XE clickers.

EXAMPLE

An assessment contains a total of 50 questions and your students' are using SMART Response PE clickers to submit their responses. The question numbers displayed on their clickers will match for the first 40 questions, but when you move to the second part of the assessment (final 10 questions), your students' clickers display question 1 for assessment question 41, question 2 for assessment question 42, etc.

To run an assessment

1. Click **Start Assessment** to begin transmitting questions to your students' clickers.

You now have the following options:

Click **Stop Assessment** to complete assessments containing 40 questions or fewer.

OR

Click **Continue to part # of #** to continue to the next part of a multipart assessment.

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IMPORTANT

Ensure that your students have attempted all questions in an assessment or part of an assessment before you click **Stop Assessment**. Skipped questions cannot be answered after you stop or move to the next part of an assessment.

- Click **Finish**, and then **OK** to submit student results to Acuity for processing.

NOTES

- Clicking **Close** gives you the option to end the assessment and log out of Acuity UnWired for SMART Response without submitting student results to Acuity.
- Exiting Acuity UnWired for SMART Response without clicking **Finish** will log off your students and turn off their clicker devices. No results file will be created or submitted to Acuity for processing.

The *Save results* dialog box appears. Student results have been submitted to Acuity for processing. Log into Acuity to view the progress of the data processing. Results will be ready for viewing in Acuity within 24 hours.

IMPORTANT

No assessment data is sent to Acuity for processing until you click **Finish**.

- Click **Next**.

The *Assessment Options* dialog box appears.

Assessment options

The *Assessment Options* window enables you to choose one of the following options:

Option	Description
<i>Run another assessment with the same class</i>	Select this option to administer a new assessment to the students who are currently still registered from the previous assessment. The student list must be the same for both the previous assessment and the new assessment. If the student list for the two assessments differ, student clickers will be turned off and students logged out.
<i>Run another assessment with a different class</i>	Select this option to administer a new assessment to a new class of students. Students registered from the previous assessment are logged out and their clickers turned off.
<i>Return to the Home Page</i>	Select this option to return to the <i>What would you like to do today?</i> dialog box. Students registered from the previous assessment are logged out and their clickers turned off.

Viewing upload status

Use the *View Upload Status* dialog box to determine the transmission status of assessment results you submitted to Acuity for processing. Assessment results that failed to be submitted to Acuity can easily be resubmitted.

Assessment results can be exported and saved in a .txt file format. You can also delete specific assessment results from the list of submitted results.

The following information is available for each assessment submitted to Acuity for processing:

Type of information	Description
<i>Upload Date</i>	The date and time an assessment was uploaded to Acuity
<i>Upload User</i>	The user name of the person who uploaded an assessment
<i>Assessment Name</i>	The name of an assessment
<i>Transmission Status</i>	Whether an assessment upload to Acuity UnWired server was successful, or failed and requires resubmission
<i>Full File</i>	The full name of the file containing the assessment results. The file can be opened as a .txt file and saved to your computer.

Viewing the upload status of an assessment

Use the following procedure to view the upload status of assessment results sent to Acuity for processing.

To view the upload status of an assessment

1. Start Acuity UnWired for SMART Response (see *Connecting to your local Acuity server* on page 10).
2. The *What would you like to do today?* dialog box appears.
3. Click **View Upload Status**.
The *View Upload Status* dialog box appears.
4. The *Transmission Status* field indicates whether an assessment upload was *Successful* or *Failed Resubmit*.
5. Click **Resubmit** to resubmit an assessment that didn't transmit.

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Export and save the class results of an assessment

Use the following procedure to export and save the class results of an assessment.

■ To export and save the class results from an assessment

1. Browse to the *View Upload Status* dialog box.
2. Click the **Full File** name of the report.
The assessment report opens in .txt file format.
3. Browse to a folder, type a name for the file, and then click **Save**.

Deleting an assessment

Use the following procedure to delete an assessment listed in the *View Upload status* dialog box.

■ To delete an assessment

1. Browse to the *View Upload Status* dialog box.
2. Select the assessment to be deleted.



IMPORTANT

Ensure that assessment data was successfully transmitted to Acuity before you delete an assessment. Deleted assessment data cannot be recovered.

3. Click **Delete**.
A message appears prompting you to ensure that the selected assessment's data has been uploaded to Acuity before you delete it.
4. Click **Delete**.
A message appears confirming that the selected assessment results have been deleted.
5. Click **Next**.
The *View Upload Status* dialog box appears.

Chapter 4

Troubleshooting

This section includes troubleshooting information.

Issue	Cause	Solution
You're unable to install Acuity UnWired for SMART Response software.	SMART Response 2011 software isn't installed.	Install SMART Response 2011 software.
Students' clickers don't find or connect to a class.	SMART Response receiver isn't connected to an available USB interface on your computer.	Connect the SMART Response receiver to your computer.
You're unable to log into the Acuity server.	There is an issue with your computer's Internet connection.	See your system administrator.
	Your computer or network is protected by a firewall or proxy.	See your system administrator.
	Your Acuity login details are incorrect.	Confirm Acuity UnWired login details and retry.
	Your network configuration requires that your computer use a proxy server to connect to the Acuity server.	Enable or check the Acuity UnWired for SMART Response proxy setting (see <i>Manually configuring proxy settings</i> on page 11).
Acuity UnWired for SMART Response closes unexpectedly.	Your SMART Response receiver was disconnected from your computer and then reconnected again.	Close Acuity UnWired for SMART Response and then restart the assessment that was running when Acuity UnWired for SMART Response closed.
<div style="background-color: #f0f0f0; padding: 5px;">  CAUTION No data will have been saved from the assessment that was in progress when Acuity UnWired for SMART Response closed. </div>		
You're unable to start an assessment.	There is an issue with computer's Internet connection.	See your system administrator.

CHAPTER 4

Troubleshooting

Issue	Cause	Solution
	SMART Response isn't configured correctly for your students' clickers.	Close Acuity UnWired for SMART Response, then select the appropriate SMART Response mode for your students' clickers. See your SMART Response 2011 user guide or on-line help.
No assessments are available from the <i>Generate Test Assignment</i> window.	The Acuity assessments you're searching for haven't been correctly assigned to you.	Access the Acuity website and ensure the assessments you're searching for are correctly assigned to you.
Assessment results don't upload successfully to the Acuity server.	There is an issue with your computer's Internet connection.	See your system administrator.
		i NOTE Use the <i>Resubmit</i> feature to resubmit results that weren't uploaded successfully (see <i>Viewing upload status</i> on page 21).
The question numbers on your students' SMART Response clicker display don't match the equivalent assessment question number.	The numeric value of the assessment question number has exceeded the maximum value that can be displayed on your students' SMART Response clickers.	See <i>Registering students</i> on page 15.

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