

## Self-Paced Exam - Student Instructions for ResponseCard NXT®

### Before Starting the Exam:

1. Press the central Enter Key to turn on your clicker.
2. Wait for the "Welcome" and "OK" prompts.
3. Verify that you are on the correct Channel ( on upper left). If not, please enter the correct channel by pressing the Channel Key followed by the Number.
4. **Important:** When prompted for your ID, enter your 8-digit Student ID# (Numeric Only – No Dashes or Spaces) or ID provided by your instructor, then press the Enter Key . **Troubleshooting:** If necessary, Press the Input Mode Key until the top right of the screen displays "123".
5. Enter your Exam Version #, then press 'OK' (Right Function ). **Warning: If you enter the wrong Version, you will be unable to change it during the exam.**
6. **Important:** Verify the Exam Version #, # of Questions, then press 'OK' (Right Function ).

### During the Exam:

1. Enter the proper response type corresponding to your answer, then press Enter (See **Questions and Response Types**).
2. When sending your answer, the display will show ●●●.
3. After the answer is sent, the display will show ●●✓.
4. A checkmark (✓) and darkened Question Number means you selected or entered an answer.
5. Answer the next question, and so on.
6. To return to a previously answered question, press the Left or Right Key, then scroll using either Left or Right Keys OR press the Left Function Key and enter the Question Number, followed by 'Enter' .

### After Completing the Exam:

1. When you answered all questions, you can choose the 'Go Back' (Left Function ) to go back and review or 'OK' (Right Function ) to end the exam.
2. **Troubleshooting:** If you do not see this screen, select 'Go Back' , then select 'Go To' (Left Function ) , next select 'Blank' (Right Function ) to submit. Finally, you can choose to 'Go Back' or 'OK' to End the Exam.
3. The device will ask, "Are you sure?" – press 'OK' (Right Function ). **Warning: You will not be allowed to reenter the exam!**
4. Your exam will be saved and "Test Received" message will appear.
5. Next, you will see a message, "See Final Message?", click 'OK' (Right Function ). The clicker will display a message that indicates to the instructor that you agree that you completed the exam.
6. **Important:** Write the displayed Final Message on your exam at indicated location. **Note:** This message will only appear for approximately 30 seconds!
7. Hand your exam in to the instructor/TA.

### Question and Response Types:

Input Mode	Question and Response Type	Comments
	Multiple Choice, Single Response 	Once the selection is made, the response is sent to the instructor automatically.
123..	Numeric Value 	Once the numeric value is entered, press 'OK' (right function key) to transmit your answer.
3,1,2..	Multiple Response with Numeric Value 	Once the multiple numeric values are entered, press 'OK' (right function key) to transmit your answer.
C,A,B..	Multiple Response with Alpha Characters 	Once the multiple alpha characters are entered, press 'OK' (right function key) to transmit your answer.
txt	Short Answer Alphanumeric 	Enter the alphanumeric text using cell phone texting (one key tap of the '7' key is '7', six key taps is 'S'. The period key is also the 'space' key). Press 'OK' to transmit your answer.

