

# Instructors: How to install iClicker Cloud 5.0, create account and courses

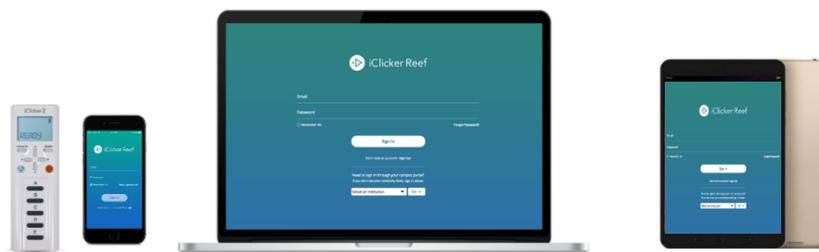
**NOTE: iClicker Cloud 5.0 is a new version of iClicker Cloud 4.6. All users will need to download the full version of 5.0 (even if you have already installed iClicker Cloud 4.6 or the Beta version of 5.0). Make sure to remove your old version from your desktop and start using the new version.**

**iClicker Cloud 5.0 is a required update for Fall 2019 courses. Instructors will have until mid-August to make the switch. In the meantime, instructors can continue using iClicker Cloud 4.6 for summer courses.**

**Students are not required to upgrade iClicker Reef to participate in the classroom.**

## **Instructors: How to install iClicker Cloud 5.0, create account and courses**

Students can participate in class using the iClicker Reef app. Students can also use iClicker Reef app on a smartphone, tablet, laptop, iClicker remote. **The iClicker reef app is used by students to participate in the classroom while iClicker Cloud application is used by instructors to create courses and poll questions.**



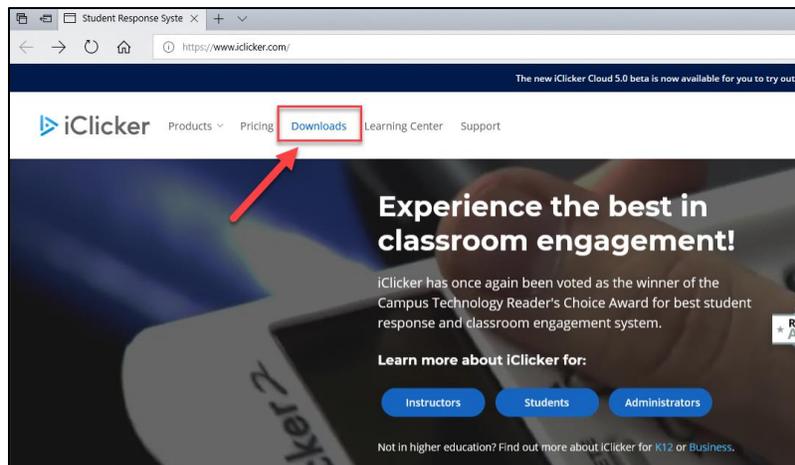
For Students



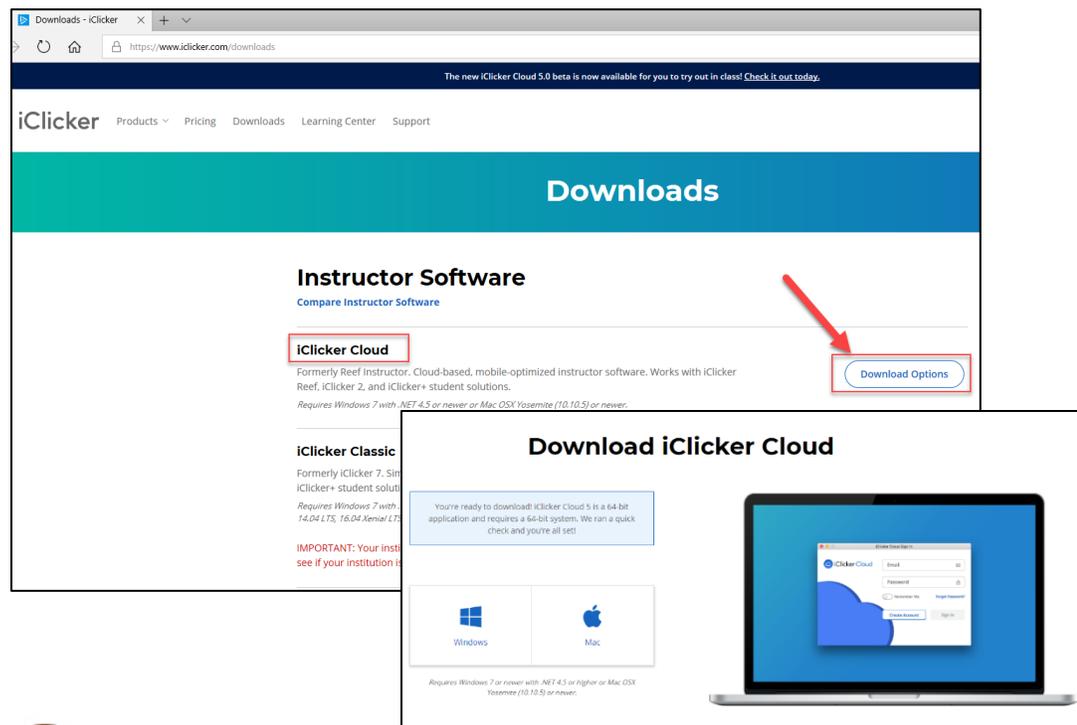
For Instructors

Follow the instructions to upgrade or install iClicker Cloud application.

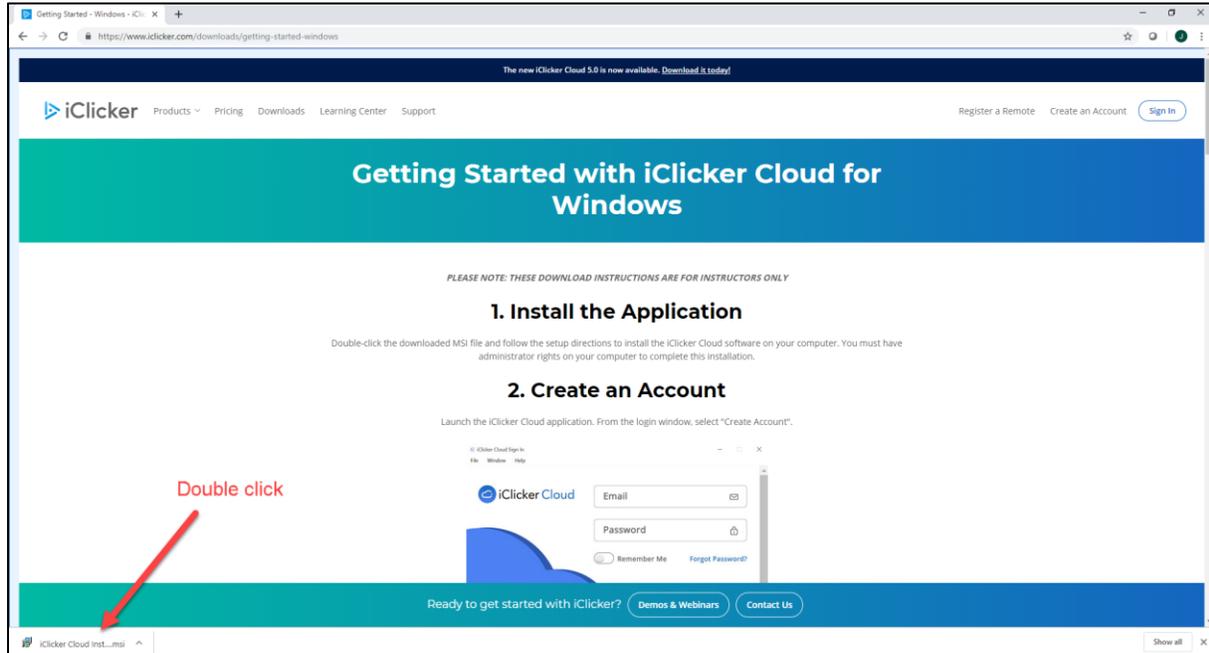
1. Uninstall iClicker Cloud 4.6 from your computer (if applicable). You must have administrator rights on your computer to complete this step and to install a new version of iClicker Cloud. *\*This step is optional and you can keep both versions until Fall 2019.*
2. Go to <https://www.iclicker.com/> and click “Downloads”.



3. Select iClicker Cloud and click Download Options. Next, you have to choose your operational system, Windows or Mac. *\*iClicker Cloud 5.0 requires Windows 7 or newer with .NET 4.5 or higher or Mac OSX Yosemite (10.10.5) or newer.*



4. Double click on the executable file to install iClicker and follow the prompts.



5. Once you have downloaded and installed the iClicker Cloud 5.0 in your computer, open the application from the desktop.



6. If you already have an iClicker account, use your account to log in on your device, then go to Step 6.3. If you do not have an account, create an account using your staff email address.

## Instructions for New iClicker Users

6.1 If you do not have an iClicker account, click “Create Account” to create a new account.

The screenshot shows the iClicker Cloud Sign In interface. It features a menu bar with 'File', 'Window', and 'Help'. Below the iClicker Cloud logo, there are input fields for 'Email' and 'Password'. A 'Remember Me' toggle is present, along with a 'Forgot Password?' link. At the bottom, there are two buttons: 'Create Account' (highlighted with a red arrow) and 'Sign In'.

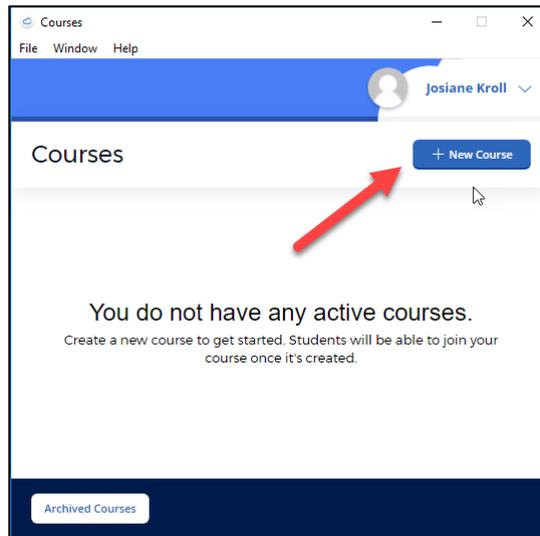
6.2 Complete the form and click “Create” to open an account.

The screenshot shows the iClicker Cloud Create Account form. The form is filled out with the following information:
 

- University of Manitoba
- Primary Discipline: Computer Science
- First Name: Josiane
- Last Name: Kroll
- Email: josiane.kroll@umanitoba.ca
- Password: [masked]
- Confirm Password: [masked]
- Instructor Remote ID (Optional): [highlighted with a red box and a red arrow]
- I agree to the Privacy Policy and Terms of Use:

 A red arrow points to the 'Create' button. Below the Instructor Remote ID field, there is a red arrow pointing to the text 'Leave blank'. A link 'Can't find your iClicker remote ID?' is also visible.

6.3 Create your first course by clicking the “+ New Course” button.



6.4 Select “Polling, Quizzing, and Attendance”, fill in the form with the information about your course, then click “Create”.

 A screenshot of a 'Create Course' form. The form has a blue header with the title 'Create Course'. Below the header, there are two radio buttons under the label 'Course Activities:'. The first radio button is selected and is enclosed in a red box with a red arrow pointing to it; it is labeled 'Polling, Quizzing, and Attendance'. The second radio button is labeled 'Attendance-only'. Below these are several input fields: 'Institution' (University of Manitoba), 'Course Discipline' (Computer Science), 'Course Name' (COMP9999), 'Start Date' (6/3/2019), and 'End Date' (12/3/2019). There is an 'OPTIONAL' section with 'Course ID' (COMP9999) and 'Term' (Fall). At the bottom, there are 'Meeting Times' options for Monday, Tuesday, and Wednesday, with 'Monday' selected and a time field set to '10:00 AM'. At the very bottom are 'Cancel' and 'Create' buttons.

6.5 Repeat the above steps to create more courses.