

**Class Name:** American National Government (PLS 101 – Spring 2014)

**Class Key:** t11871a57

**You will need:**

- Class Key t11871a57
- Connection to the Internet
- Method of Payment:
  - credit card or
  - personal check



Gen2

or



Pulse

### ***Enrolling through CPSOnline***

#### **I. Create an Account**

1. Go to [einstruction.com](http://einstruction.com).
2. Click the **Higher Ed Log in** link at the top/right of the page.
3. Click the **CPS Online** button in the middle/right of the page.
4. Click the **Higher Ed Students** button in the middle of the page.
5. Select **University of North Carolina Wilmington** from the drop-down menu.
6. Click the **Choose Site** button.
7. Click the **Create a New Account** button.
  - a. Enter your UNCW email address;
  - b. Choose a security question and provide an answer;
  - c. Enter your serial number. You can find your serial number on your LCD screen when you turn on your pad;
  - d. Click **Continue**.
    - i. Create a CPSOnline username and password.
    - ii. Fill in your contact information.
    - iii. Click **Submit** to create your account.

#### **II. Enroll in a Class**

1. Click **Yes** to enroll immediately in your class.
2. Enter your **Class Key** in the space provided. If you have a Code, enter it in the **Code** box. Note that a Code is not required.
3. Click **Submit** and choose your payment options. Click **Continue**.
4. Fill in your billing information and click **Continue**.
5. To join an additional CPSOnline class, click the **Enroll in a class** button from the main menu.
6. Once you have finished enrolling in all of your classes, click **Log Out**. *So that CPSOnline properly records your information, log out of CPSOnline.*

**NOTE:** *If you enroll in more than one class using CPS, your response pad may have a different assigned number for each class. Note your assigned response pad number after you enroll for each class, and use the reminder emails from eInstruction to keep track of your information.*

# Using Your “Clicker” in class




White/blue pad




Grey pad

If you have any questions you can reach CPS Technical Support at **(888) 333-4988**.

## 1) To power up and join a class:

- a) press the **POWER** or  button at the very bottom of the keypad;
- b) your response pad automatically searches for a class roster to join whenever you turn it on.

## 2) To answer a question:

- a) Press your answer (**A** through **E**) and then press the **SEND** or  button

## 3) To clear an answer:

- a) use the **CLEAR** or  button

## 4) To review your quiz/exam answers

- a) use the ◀ or ▶ buttons at the very top of the keypad

## 5) To view the pad's Serial Number

- a) press the **Power** button on the **white/blue pads**
- b) or look on the back of the **grey pads**;

## 6) To power down

- a) press and hold the **POWER** or  button at the very bottom of the keypad;
- b) then release the **POWER** button when the “**POWERING DOWN**” message appears.