The ResponseCard NXT is an audience response device used when a presenter wants to gather immediate feedback from the audience.

**CHANGING THE CHANNEL**

Use the steps below to manually set the channel or refer to *The Toolbox: Find Channels*.

1. Press the Channel button.
2. Use the number pad to enter the new channel number.
3. Once the channel number has been entered, press the Enter button.

**RESPONDING**

During the presentation, the ResponseCard NXT prompts you to enter the proper response type. An indicator appears in the top left side of the screen for special question types.

<table>
<thead>
<tr>
<th>Example</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>123..</td>
<td>Numeric Response question</td>
</tr>
<tr>
<td>3,1,2..</td>
<td>Multiple Response question with numeric answer values</td>
</tr>
<tr>
<td>C,A,B..</td>
<td>Multiple Response question with alpha answer values</td>
</tr>
<tr>
<td>txt</td>
<td>Short Answer question</td>
</tr>
<tr>
<td>txt</td>
<td>Essay question</td>
</tr>
</tbody>
</table>

**EXAMPLE SCREENS**

- **Single Response** - Single Response questions are multiple choice questions, where only one answer is selected. Once the selection has been made, the response is sent to the presenter.
- **Short Answer** - Short Answer questions require a text response. Once the text has been entered, press OK to transmit your answer.
- **Numeric Response** - Numeric Response questions require more than one number to be entered. Once the answer has been entered, press OK to transmit your answer choice.
- **Essay** - Essay questions require a string of text. Once the answer has been entered, press OK to transmit your answer choice.
- **Multiple Response** - Multiple Response questions have more than one possible answer. Enter your answer choices and then press OK to transmit your answer choices. Your response may be alpha or numeric.
- **Invalid Response** - If you see this screen after sending a response, it means that the response was invalid. For example, answer options are A - D, and you submitted E as your answer choice.
- **Incorrect Channel** - This screen is to alert you that the ResponseCard NXT is not on the correct channel or that the device is unable to communicate with the receiver.
- **Polling Closed** - This screen indicates that polling is closed and answers are not being accepted.

**THE TOOLBOX**

- **Find Channels** - Automatically detects the receivers within range of the ResponseCard NXT. Scroll through the rolodex using the left or right arrow keys to find your channel. Press the Enter button to set the channel.
- **Send Message** - Send a message to the leader/presenter. The leader is unable to respond back via the same method. NOTE: The leader/presenter may have this feature disabled in the software. If this is the case, you will see a “Not Open” message when trying to send a note.
- **Device Info** - Device Info displays the Device ID.
- **Contrast** - Use the left or right arrows to adjust the contrast of the objects. Press the Enter button to save.
- **Your I.D.** - Assigns an alphanumeric identification to the ResponseCard.
- **Brightness** - Adjusts the LCD display on the ResponseCard NXT.
ResponseCard® NXT
Quick Start Test Mode

CHANGING THE CHANNEL
Before logging into a test, the ResponseCard NXT needs to be on the same channel as the receiver.
1. Press the Channel button.
2. Use the number pad to enter the new channel number.
3. Once the channel number has been entered, press the Enter button.

LOGGING INTO A TEST
1. Press a button on the ResponseCard to "wake up" the device.
2. The Welcome Screen is displayed followed by the Battery Indicator Screen.
3. You may be prompted for Your ID.
   a. Press the left function key to clear the information displayed.
   b. Enter Your ID.
   c. Press OK.
4. You may be prompted for Test Version.
   a. Locate the Test Version number on the paper test.
   b. Use the number pad to enter the Test Version.
   c. Press OK.
5. The test name, version number (if applicable) and question count are displayed.
6. If the information displayed in the previous step is correct, press OK. If the information is incorrect, press the back button (left function key), verify that the ResponseCard is on the correct channel and begin the process from step 1.
   You are now in Test Mode.

TAKING A TEST
1. Go To a Specific Question
   a. Use the left and right arrows to scroll back or forward through the question rolodex.
2. Scrolling Through Questions
   1. Use the left and right arrows to scroll back or forward through the question rolodex.
3. Go To a Specific Question
   1. Press the left function key.
   2. Use the number pad to enter the question number.
   3. Press the Enter button to be taken to the question.

SENDING A TEST
When answering the last question of the test, you will receive a message that the test is complete or incomplete.
1. Completed Test
   1. Press the right function key to send the test.
      TIP: Press the left function key to return to the test and review your answers.
   2. The ResponseCard NXT will save the test and send it to the host computer.
2. Incomplete Test
   1. The ResponseCard NXT displays a list of the incomplete questions and then prompts you to send the test.
   2. Press the left function key twice to return to the test.
   3. You are automatically taken to the unanswered questions.
   4. Once all the questions have been answered, you will receive a message that the test is complete.

THE TOOLBOX
Find Channels - Automatically detects the receivers within range of the ResponseCard NXT. Scroll through the rolodex using the left or right arrow keys to find your channel. Press the Enter button to set the channel.
Send Message - Send a message to the leader/presenter. The leader is unable to respond back via the same method. NOTE: The leader/presenter may have this feature disabled in the software. If this is the case, you will see a "Not Open" message when trying to send a note.
Device Info - Device Info displays the Device ID.
Contrast - Use the left or right arrows to adjust the contrast of the objects. Press the Enter button to save.
Your I.D. - Assigns an alphanumeric identification to the ResponseCard.
Brightness - Adjusts the LCD display on the ResponseCard NXT.
Test Info - Displays the test name, version number (if applicable) and question count. This option is only available while in Test Mode.
Delete Test - Deletes the current test from the ResponseCard. This option is only available while in Test Mode.
Send Test - Sends the current test to the host computer. This option is only available while in Test Mode.

NAVIGATING THROUGH QUESTIONS
1. Single Response - Press the button that corresponds to the answer choice. Answer choices can be alpha or numeric.
2. Short Answer - Enter the text using the number pad, similar to cell phone texting. Press OK once you have made your selection.
3. Essay - Enter the text using the number pad, similar to cell phone texting. Press OK once you have made your selection.
4. Multiple Response - Enter your answer choices and then press OK once you have made your selection. Answer choices can be alpha or numeric.
5. True or False - Press 1/A for True or 2/B for False.

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