

# ***VotePlus Response System***

## ***User Manual***

Version : 5.0.0

# **1 Introduction**

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**VotePlus** is an interactive audience response solution which enhances the interaction between presenter and audience. With user friendly software application and presenter's / audience's remote, Corporate Conference and Teaching Environment can be more interesting with audience's participation. VotePlus uses cutting edge RF technology for data transmission and supports over 500 concurrent users. Presenter obtains level of participation as well as the result of response in various formats by simply touch on a button on the presenter's remote during conference.

Watch the PowerPoint presentation and feedback with remote controls! VotePlus enriches your presentation by involving your audience and increasing their attentiveness. The system works as a plug-in with Microsoft PowerPoint, powerful and popular presentation software that supports graphic files for presentation.

**VotePlus** can be used for **corporate conference, examination, training voting, AGM, medical forum and public consultant**. The applications are widely used in classrooms, lecture halls, training centers and conference rooms. The system enables real-time performance tracking, immediate feedback and review. The wireless design saves time, paper and investment costs in networking or purchasing student PC. With this total solution, Corporate Conference and Teaching Environment can be more interactive and be different from traditional presentation style.

## **FCC STATEMENT**

1. This device complies with Part 15 of the FCC Rules.  
Operation is subject to the following two conditions:
  - (1) This device may not cause harmful interference, and
  - (2) This device must accept any interference received, including interference that may cause undesired operation.
2. Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

## **System Requirements**

- OS: Microsoft Windows XP / Vista /windows 7.
- Microsoft Office 2003 / 2007 /2010 (with Microsoft Access, PowerPoint and Excel)
- Microsoft . NET Framework 2.0 Service Pack 1 for XP WINDOWS
- CPU: Pentium 1.4G or higher
- RAM: 1G or above
- Display: 16-bit High Color or higher
- USB 1.0/1.1/2.0 port

### **Notes**

- The batteries should be removed from the remotes if they are not to be used for long time.
- The communication range will decrease if batteries are low.
- In case of unsatisfactory signal reception and transmission, please check whether the batteries are low.
- Design and specifications are subject to change without prior notice.

**Lithium Battery Type:**



**CR2032**

**CR2032**





## **REMOTE KEYPAD:**

- Place batteries and insert the screw (optional) into the back of the keypad to secure the battery compartment.
- Be sure the batteries are inserted properly.
- Do not mix used and new batteries
- **For power saving, keypad will be turning to sleeping mode when the keypad is not in using for 10 minutes automatically.**
- **Adjust the receiving antenna would help for boosting communication range and signal quality.**
- An undesirable antenna position and angle adjustment might affect signal communication and reduce the range of communication. The student remotes may be unable to connect to the receiver in this situation.

## KEYPAD





### Instructor Keypad



BUTTON / PARTS		FUNCTIONS
LCD display - Connectivity Indicator		Display the connection status for recent sent-out record (not showing the exiting connectivity). To know the exiting connectivity, press any key of the keypad.   Connected  Not connected
	LCD display - Channel	Channel number: 1-10
	LCD display – Battery	Indicate battery level      Hi:  Low: 
Channel		<b>Auto Channel</b> matching, press “Channel” button, the keypad will reach the channel of the receiver automatically and channel number on the keypad will be flashed.  <b>Manual set channel</b> –Press & hold down “Channel” button for 3 seconds then use left /right key to select channel.
DISPLAY ID		Show or Hidden Student ID for keypad
VOTE		Hot key for Start voting
OK		Function as “Enter”
Up / Left Arrow		Previous page
Down / Right Arrow		Next page
Start		Star
Stop		Stop
Pause		Pause
Buzz In		Switch to buzz In mode or normal answer mode
Power Point		Power Point full screen
Esc		Exit Exam / PowerPoint full screen
Answer		Display correct answer for the current question
Report		Display accumulative score of each audience's keypad on screen

## Student Keypad



BUTTON / PARTS		FUNCTIONS
LCD display - Connectivity Indicator		Display the connection status for recent sent-out record (not showing the exiting connectivity). To know the exiting connectivity, press any key of the keypad.  Connected  Not connected
	LCD display - Channel	Channel number: 1-10
	Channel	<b>Auto Channel</b> matching, press "Channel" button, the keypad will reach the channel of the receiver automatically and channel number on the keypad will be flashed.  <b>Manual set channel</b> –Press & hold down "Channel" button for 3 seconds then use left /right key to select channel.
	User ID	To check USER ID, press "User ID" button, LCD display will show the full student ID, 1-12 digit If the student ID over 8 digi please, press ← / → button to view the full ID
	LCD display – Battery	Indicate battery level      Hi:  Low: 
	RID display = Student ID	RID = Student ID keypad will show the last digit for the student's ID (i.e. student ID is 123456789012, the keypad shows RID "012")
	LCD display – Exam mode	To start paper exam, hold the "OK" button for 3 seconds
Join key		Press JOIN , computer will program student ID for the keypad Hold down "Join key" for 3 seconds, keypad will be turned off
Paper Exam (This is an option feature. Basic Voteplus software is not available.)		<ul style="list-style-type: none"> <li>◆ Hold the button of "OK" for 3 seconds, the remote keypad will turn to exam mode.</li> <li>◆ Audience can re-input the answer by pressing ◀ to return to previous question and ▶ to go to next question.</li> <li>◆ To exit exam mode, press "OK" button then hold for 5 seconds</li> </ul>
OK		Function as "Enter"
7 / Left Arrow		Exam Mode: Previous Next Question / <--
9 / Right Arrow		Exam Mode: Next Question / "→"
Answers option 0-9 / A-F		Select answers from the options
8 / <input checked="" type="checkbox"/>		True (Yes)
0 / <input type="checkbox"/>		False (No)
Decimal Point ( ./ - )		Decimal Point
CLEAR		Delete character or delete all input by pressing the button for 3 seconds

## **VotePlus System Installation**

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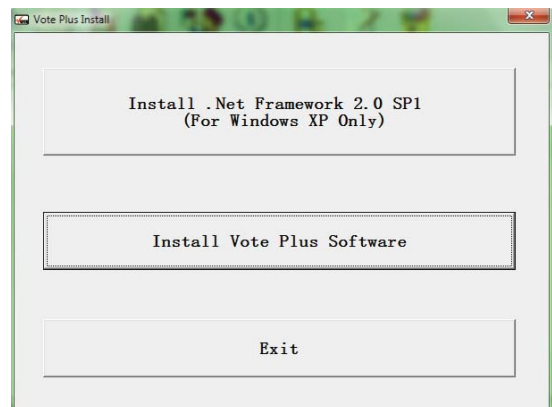
### **Install the VotePlus software**

Please make sure to login to Windows with the account of administrator.

#### INSTALL .Net Framework 2.0 SP1

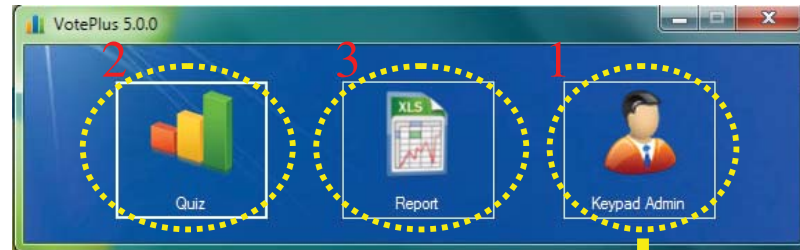
For the PC with OS of Windows-XP, click "Install .Net Framework 2.0 SP1" to install .Net package.

**This is NO necessary to install ".Net Framework 2.0 SP1" for OS Vista and Windows-7.**

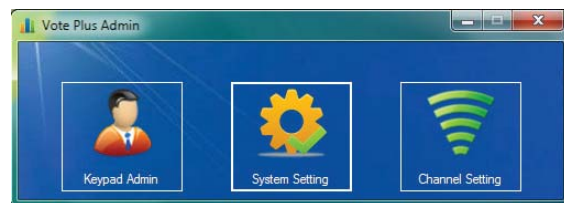


## Operation of VotePlus System

### Main Menu

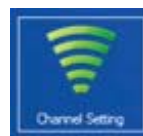


### 1 VotePlus Admin



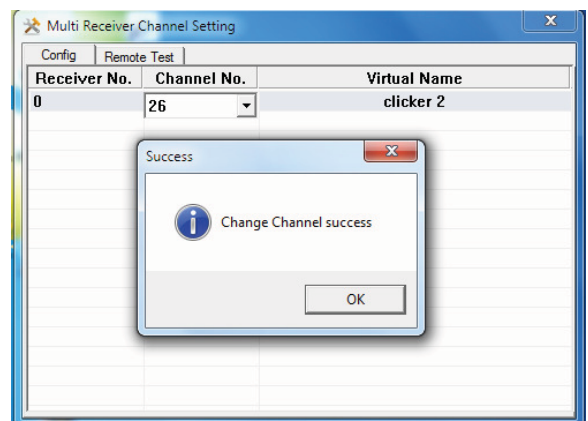
#### 1.1 Channel Setting for Receiver

- Click the button of Channel Setting
- Select channel number for receiver. Edit channel name for receiver if necessary.



**NOTE :**

*In case there is more than one Receiver in a same location, each Receiver should select different channel to avoid data signal jammed.*





## 1.2 System Setting

### **GENERAL**

#### School Name

Input school/organization name that will be Print on the report of vote / quiz.

#### Language

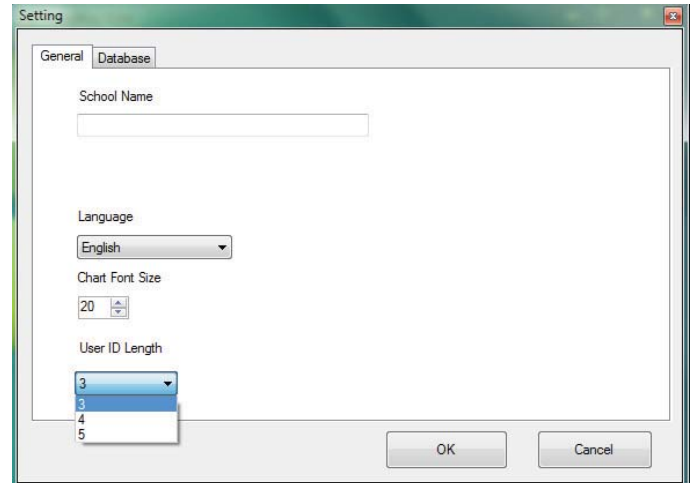
Change software language

#### Chart Font Size

Font size of real-time update chart

#### User ID Display

To select the number of digit of Student ID to be shown onto the screen when voting



### **DATABASE**

#### Backup database

Click "Backup Database" to backup the voting / quiz result.

#### Restore database

Click "Restore Database" to restore the backup data

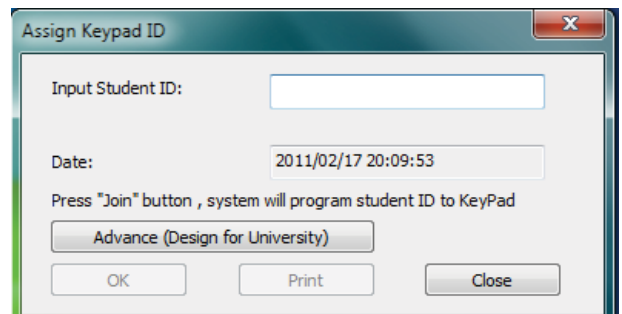


## 1.3 Keypad Admin

To program the Student ID for the keypad:

- Step 1: input Student-ID  
(or using barcode scanner not provided)
- Step 2: click "OK" button.
- Step 3: press "Join" button of the keypad

To verify the Student-ID, press "User-ID" button of the keypad. The programmed Student-ID will be displayed.



### **ADAVANCE FOR (UNIVERSITY one student own one keypad)**

Management system for keypad, it allows university to check inventory. It brings convenience for administration staff to control "lend" and "return" progress.



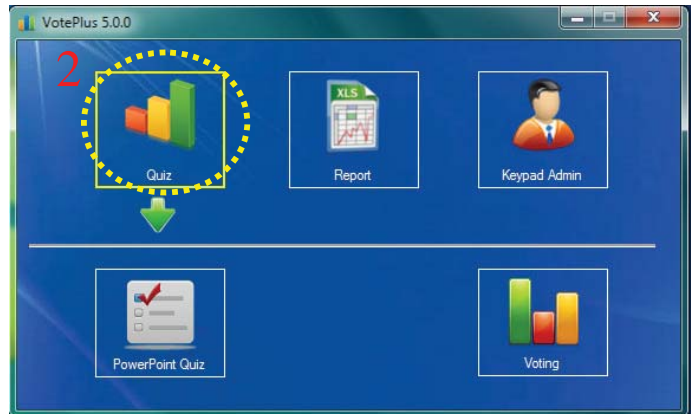
## 2. Quiz

### 2.1 POWER POINT QUIZ

Survey / quiz material in Power Point format can be prepared in advance and open the file when execute survey / quiz / vote.

### 2.2 VOTING

Presenter can execute some simple voting / survey / quiz instantly. All response result will be recorded.



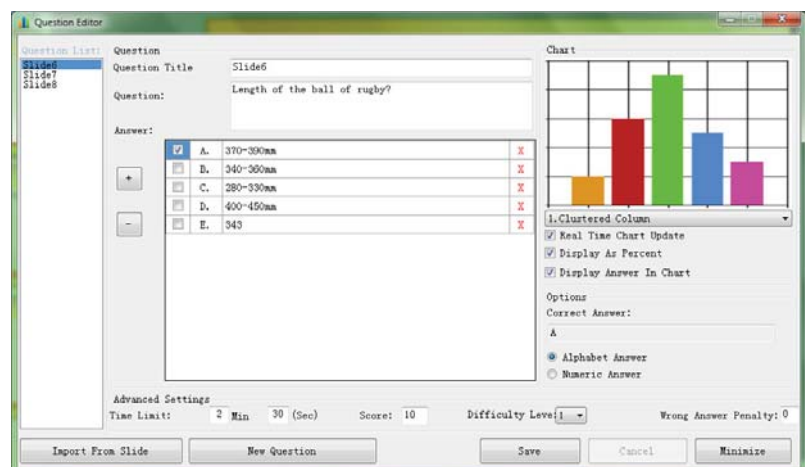
### Power Point Quiz

This function is the plug-in for Microsoft PowerPoint. The presenter can create questions in PowerPoint Slides or using "Question Editor" and conduct examination.

#### 2.1.1 Question Editor


User can create examination paper either by Question Editor or importing slides from PowerPoint slides

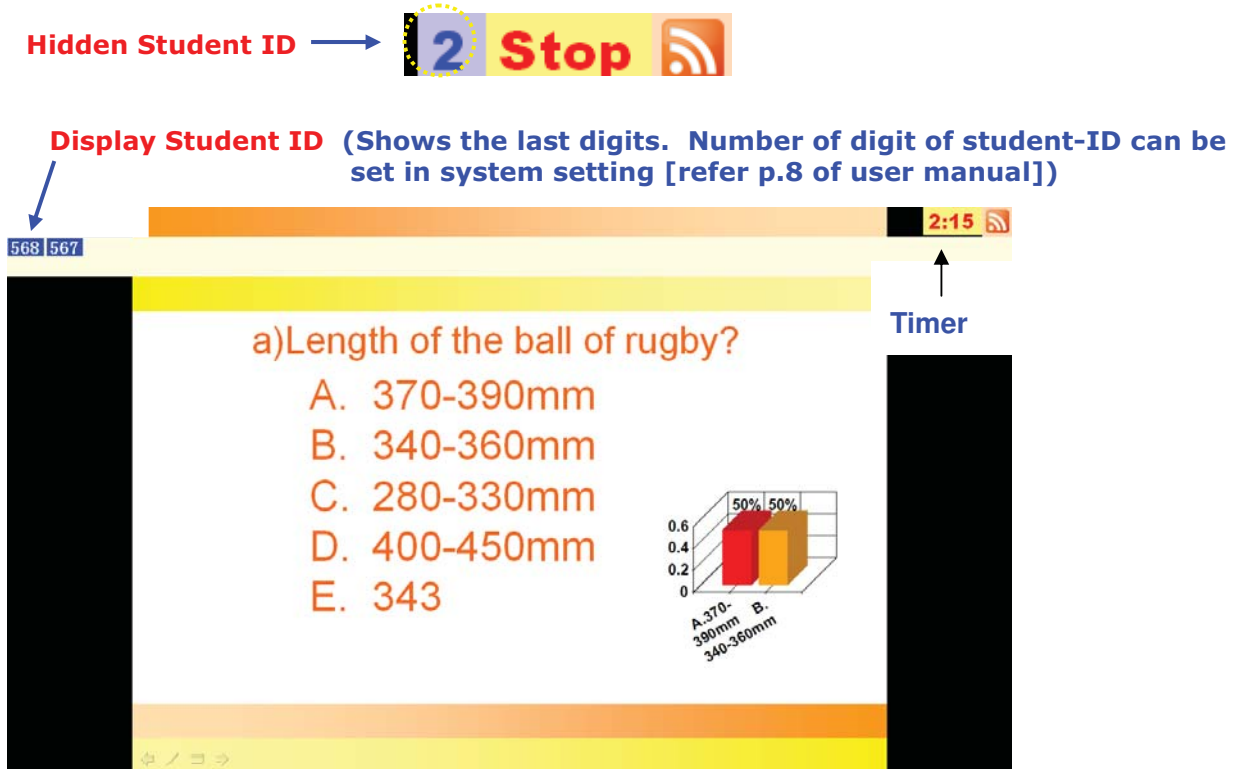
Use the Question Editor to set the question title, question content, answers, multiple choice time limit, score, difficulty and wrong answer penalty.



1. Input Question Title
2. Input Question Content (Maximum 50 characters)
3. **Answer Edit -/+** to decrease or increase the number of answer choices.
4. Check the **Correct Answer** check box for the correct answer and input the answer.
5. Answer Sequence will be shown on the Sequence Choose box for the question
6. Click the **X** button at the end of a choice to delete that choice row.
7. Input Time Limit for the question (default is 20 seconds)
8. Input Score of each question (default is 10) (Maximum is 100)
9. Input the Difficulty (default is 1) (Maximum is 3)
10. Input the Wrong Answer Penalty (default is 0). (Maximum is 100)
11. Select Collect answer mode: Select **Alphabet Input** for alphabet values or **Numeric Input** for numeric values.
12. Check **Real time Chart update** to display results collected in real-time during the quiz.
13. Click **Save** to complete the question edit.

### 2.1.2 Power Point Quiz

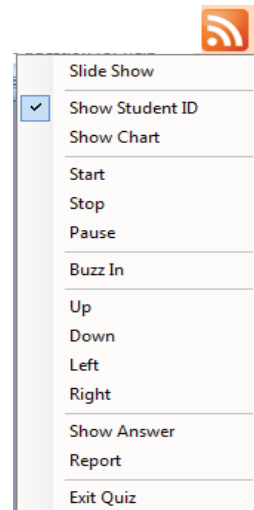
Response Rate Counter and student ID Icons can be displayed or hidden.  
Press "Show Student ID" in teacher keypad or soft tool bar. 



### 2.1.3 Start Quiz

- **Press "Power Point" button on the keypad or software toolbar**
- Press the "Start" button on the keypad or software menu to start the quiz
- The student ID Icons, Timer will be shown on screen
- Students may press answer button(s) on their remotes to answer the questions within the time limit.

Press **Power Point** button to switch to slide show.  
Press **Start** button to start the quiz.  
Press **Stop** button to stop answering each question  
Press **Buzz In** button to switch to normal exam or buzz-in mode  
Press **Answer** button to show the correct answer  
Press **Prev** or **Next** button change to backward or forward  
Press **Report** button to view the accumulative report on screen.



After quiz, press "Stop", the Remote ID Icons show difference color indicates difference situation of the student's option



**Red** = wrong answer

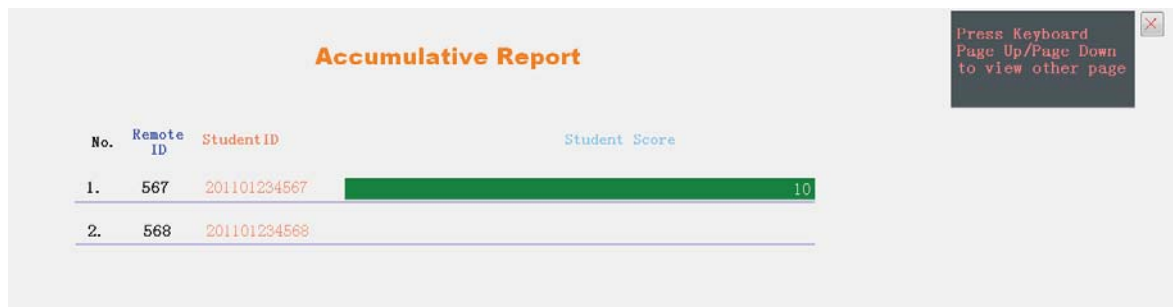
**Green** = correct answer

### 2.1.4 Screen Summary Report

After quiz, press **Stop** button, then press **Report** button on the Instructor keypad or menu tools Screen Summary Report will be displayed.

This report shows the student ID No. and their total scores. It provides a real Time statistic on student progress and data will be saved in database.

This graphical report displays the total score of the top 10 students.



### 2.2 Instant Voting

**Single** = system will collect a single character of input as an answer.  
Only the first digit will be collected.  
(i.e. student press 234, only "2" will be collected by the system)

**Multi** = system will collect multi digits for the answer. Maximum is 8 digits.

Please Select Answer type.


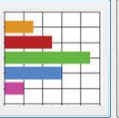
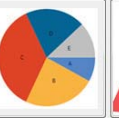

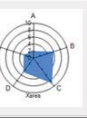
Single

Multi

Select chart style for display for real-time update chart.  
Chart style can be change by pressing <- / -> the button of keypad.

To show student-ID when voting, click the check box of "Display User ID".

Please Select Chart Type.

☒ Real Time Chart Update  
☒ Display User ID



Instructor can execute the quiz / vote at any time on any software interface. There is no pre-made questionnaire in advance. Use the keypad or software toolbar to operating directly throughout the voting process.

Instructors can select to show or hide the student number at any time by using Instructor keypad or software toolbar

Upon user answered, Student-ID will be showed on the top and bottom on the screen.

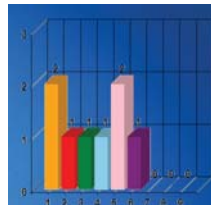
In the voting process, if too many users answered and the specific space for showing student-ID is fully occupied. System will automatically switch to hide student ID but showing the number of users answered.

The screenshot shows the iGoogle toolbar with a search bar and navigation links. A soft menu is overlaid on the right side of the screen. The menu contains the following options: Start, Stop, Up, Down, Left, Right, Show Student ID (checked), Show Chart, and Exit Vote. The toolbar also displays the student ID '567 568' and a timer '0:28 Q1'.

Press “Start” button of keypad, the system ask whether to create next question. if you select “NO”, the system will cancel results of current question.

To change real-time update chart during vote taken place, press button of “UP” or “DOWN”

Size of real-time update chart can be changed by press “Left” or “Right” button of keypad



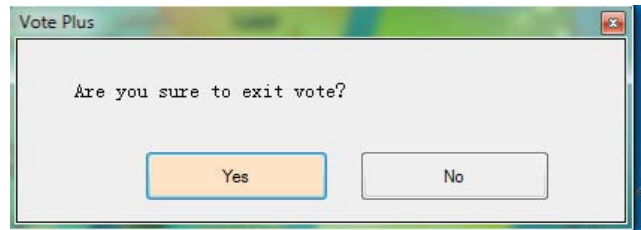
**2** Indication of number of students answered.

**0:56** Count down timer.

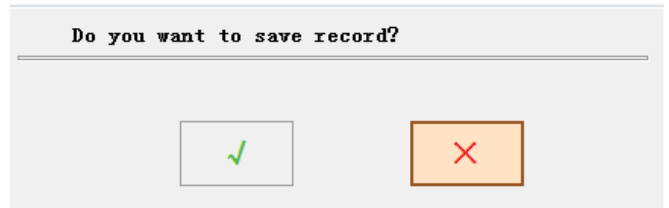
**Q1** Question number, maximum is Q99

The screenshot shows the iGoogle toolbar with a search bar and navigation links. A soft menu is overlaid on the right side of the screen. The menu contains the following options: Start, Stop, Up, Down, Left, Right, Show Student ID (checked), Show Chart, and Exit Vote. The toolbar also displays the student ID '567 568' and a timer '0:28 Q1'.

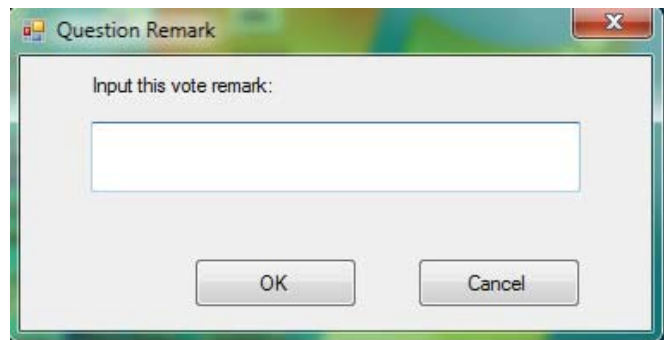
Click "Yes" to exit the vote / quiz or "No" to continue the vote / quiz.



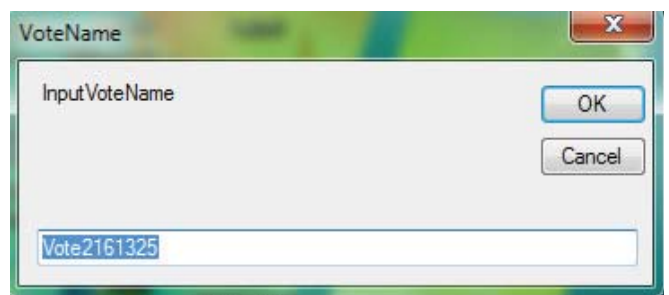
Select "✓" to save the vote / quiz record or "X" to exit without save the record.



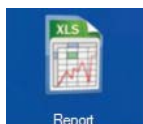
After selected "Yes" for vote record saving, remark slot plug up for instructor to input some notes or remark (can be left it empty). This notes/remark will be shown in the result report.



Enter file name for vote result record.

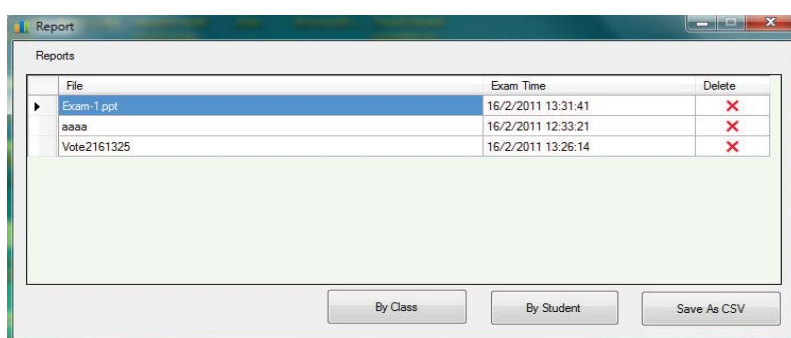


### 3 . Report



Click "Report" to show vote / quiz record.

1. Click "By Class" to preview Class Summary Report in Excel format.
2. Click "By Student" to preview Student Individual Report for an exam.
3. Click "✗" to delete the selected exam record.



#### 3.1 "By Class" - Power Point Quiz Report Sample

	A	B	C	D	E
1	University of Science and Technology				
2					
3	Examination File	Exam-1.ppt			
4	Date/Time	16/2/2011 13:31			
5					
6					
7					
8	Student ID	Q1		Total	
9		Answer	Score	Score	
10	201101234567	A	10	10	
11	201101234568	B	0	0	
12					

#### 3.2 "By Class" – Instant Voting Report Sample

	A	B	C	D	E
	University of Science and Technology				
	Examination File	sales meeting			
	Date/Time	16/2/2011 12:33			
	Quiz Note:	AGM vote			
	No.	Student ID	Q 1 Answered	Q 2 Answered	Q 3 Answered
	1	200101234567	2	6	6
	2	200101234567	1	2	5
	3	200101234567	3	2	3
	4	200101234567	4	3	2
	5	200101234567	5	2	2

### 3.2 Student Individual Report

Click "By Student", the Student Individual Report of the quiz will be generated by separated worksheet.

	A	B	C	D	E	F	G	H	I	J	K
1				University of Science and Technology							
2											
3	Student ID			201101234567							
4	Date/Time			16/2/2011 13:31							
5											
6	Exam Title			Exam-1.ppt							
7											
8	No.	Answered	Score	Question	Correct Answer	Question Score	Penalty	Difficulty	Answer-A	Answer-B	Answer-C
9	1	A	10	Length of the ball of rugby?	A	10	0	1	370-390mm	340-360mm	280-330mm
10	2		0	Weight of the ball of rugby?	B	20	0	1	300-340gm	470-520gm	350-440gm
11	3		0	Who is the founder of rugby?	D	10	0	1	Richard Lindon	William Webb Ellis	Charles Maci
12	Total		10								

<END>

## **6. Notices**

Every effort has been made to ensure all information contained in this user guide is correct, but the accuracy or completeness is not guaranteed. Before using this product, you must evaluate it and determine if it is suitable for your intended application. You assume all risks and liability associated with such use. Any statements related to this product which is not contained in this manual or any contrary statements contained on your purchase order shall have no force of effect unless expressly agreed upon, in writing, by this company.

Without this company permission, reproduction or reprinting this user guide or any part is prohibited.

The contents of this user guide are subject to change without prior notice.

## **7. Warranty**

This product hardware, which is limited to the built-in Sensor, Wireless USB Receiver, Power Adaptor and Electronic Stylus is warranted to be free from defects in material or manufacture for one year from the date of purchase. THIS COMPANY MAKES NO OTHER WARRANTIES OR CONDITIONS INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF CONDITION OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. If this product is defective within the warranty period stated above, your exclusive remedy shall be, at this company's option, to replace or repair this product or refund the purchase price of this product. This company will not be liable for any direct, indirect, special, incidental or consequential loss of damage arising from this product.

You will bear the costs of all required services, repairs and damages resulting from defects in this product and will bear the costs of direct or indirect damage (including the loss of profits or required information) that resulted from this product defects.

Even during the warranty period stated above, you will need to pay a repair charges in the following cases:

- When you are not the original purchaser (for example, you purchase it from another customer).
- When the malfunction or damage results from improper handling (such as fall, impact, etc. during transportation, movement or using).
- When the malfunction or damage results from handling contrary to the methods, warnings and cautions mentioned in this user guide.
- When the malfunction or damage result from abnormal voltage, pollution or other natural disasters.
- When the malfunction or damage results from a connection by other equipment not authorized by this company.
- When the malfunction or damage results from consumables ordinary wear and tear during normal use.

You are responsible for shipping charges required to send all or part of this product for repairing.

You are responsible for the labor fees for repair-associated equipment assembly or disassembly.

The aforementioned warranty provisions supersede all express or implied warranties that include legal defect liability.