

The CMS Integrate Wizard Setup Instructions

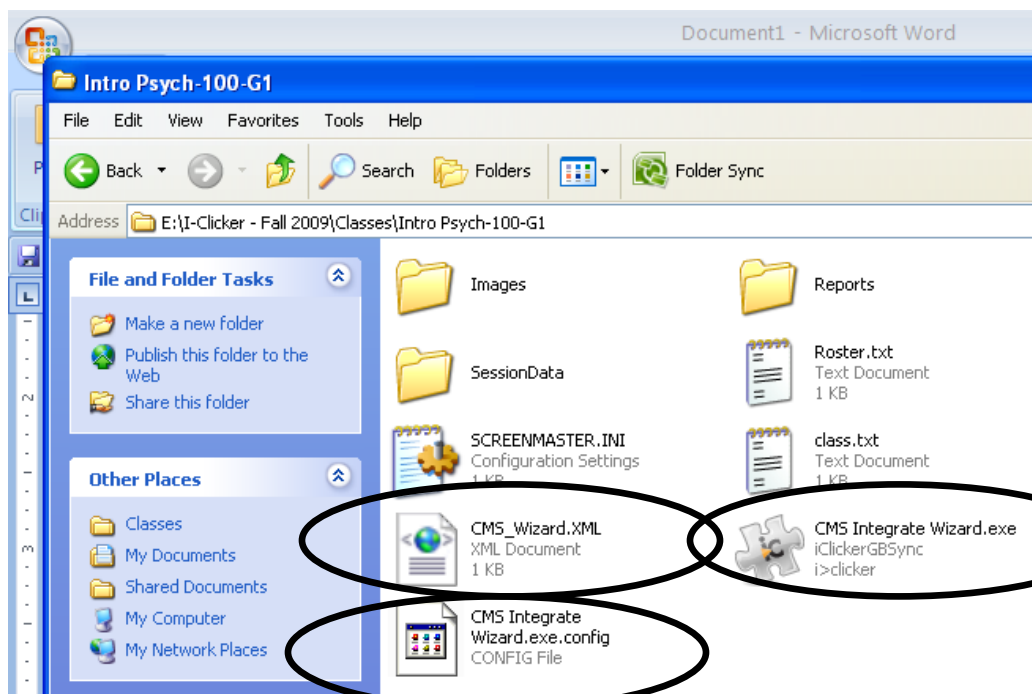
The CMS Integrate Wizard is an application that allows for seamless, one-click integration of data between your campus course management system and i-clicker. You can import your class roster from Illinois compass and export session data to compass quickly and easily. In this document, you will find step-by-step instructions on how to set up and use the CMS Integrate Wizard.

Setting up the Wizard

1. Before you begin, be sure that you have set your i-clicker software preferences. Under **Registration and Export** settings, be sure to select **Vista (formerly WebCT Vista)** as your course management system. When you save setting, you might get a warning message. Click OK.
2. Download the .zip file **CMS_Wizard_windows.zip** from iclicker.illinois.edu.
3. Using Windows Explorer locate your class folder. The folder will be located in the **iclicker Win/Classes** folder either on the i-clicker Flash drive or in the location where you saved the iclicker software.

Note: iclicker Win is the default folder name for i-clicker. It is possible that you or an administrator may have changed the name of this folder.

4. You should see one or more folders (one for each section or course) within the **Classes** folder. Unzip **CMS_Wizard_windows.zip** into *each* section folder within your classes folder. Or, unzip the files, then copy and paste them into each folder.
5. Open up one of the section folders within your **Classes** folder. You should now see the following 3 files within *each* section folder: **CMS Integrate Wizard.exe**, **CMS Integrate Wizard.exe .config**, and **CMS_Wizard.XML**.



Note: if you are using an older version of the software, these instructions will not quite work for you. To be sure that you are unzipping the files to the correct folder, make sure the files are in the same folder as your **Roster.txt** file.

6. Now, open the CMS integrate wizard by double-clicking on **CMS Integrate Wizard.exe**. You will see the following:

Log in to your CMS

Welcome to the i>clicker integrate CMS (Course Management System) Wizard. This tool allows you to:

- Transfer your course roster from your campus CMS into i>grader
- Transfer scores from i>grader into your campus CMS

Want help? Contact support@iclicker.com or your campus IT support team.

System / Version: Illinois Compass

Your Campus CMS URL: <https://compass.illinois.edu/>

Your CMS User Name: [Text Box]

Your CMS Password: [Text Box]

Save Password Auto Login next time

Login Exit

Note: if you get an error message when you try and open CMS_Integrate_Wizard.exe, you need to download and install Microsoft .NET framework 2.0 from the following link:

<http://www.microsoft.com/downloads/details.aspx?displaylang=en&FamilyID=0856acb-4362-4b0d-8edd-aab15c5e04f5>

7. Enter your **net ID** and **password**. Decide if you want to save your password and/or autologin, then select/deselect the appropriate boxes. Then click **Login**. You will then see the following:

Transfer Roster/Scores [Sucessfully Logged in : Illinois Compass]

Advanced Tools

Select your Course or Section: Fall 2009 - Sections G3 GP1 GP2 GP3 GP4

Import Student Roster from CMS Export i>clicker Scores To CMS Exit

8. Select the appropriate compass course from the drop-down menu.
9. Click **Import Student Roster from CMS**.
10. To export i-clicker scores to compass, you must first open **igrader**. Select **Export All Session(s) as csv (Excel) file**. Or, if you only want to export certain sessions, check the box next to each session date that you want to export and select **Export Selected Session(s) as csv (Excel)**.
11. Open the **CMS Integrate Wizard**, select the appropriate course or section (if necessary), and click **Export i>clicker Scores To CMS**.
12. Log in to compass and open the gradebook. You should see one column for each session that you exported from **igrader**.

Note: Currently, the CMS Integrate Wizard will only export individual sessions to compass, and **not** the total points. If you want only the total column to be imported into your compass gradebook, skip steps 11 and 12 and import **UploadFile.csv** file directly into compass without using the CMS Integrate Wizard.