



Professional Development Center “Learn from the Experts”

CPS Level 1 Training Guide: Product Knowledge

Half-Day Training

- **Module 1: Setting Up CPS:** Participants will set up the CPS receiver and use CPS response pads. They will also create a CPS database with class and student information to use when engaging CPS lessons and activities.
- **Module 2: Instant Classroom Interactivity:** Participants will learn how to use the Verbal and Chalkboard mode of delivering questions on the fly to bring interactivity to their lessons. The *FastGrade* feature will be used to grade printed assessments with a CPS answer key and engage the content in Teacher Led and Student Paced modes.

Full-Day Training

Choose one of the following modules:

- **Module 3: Creating Content in CPS:** Participants will create lessons and use the question-authoring templates to create their own content within CPS and deliver lessons in a Teacher Paced mode.
- **Module 4: Using *ExamView*® and CPS:** Participants will create tests with the *ExamView Test Generator* using content from the *Learning Series* or a textbook question bank. They will import the tests into CPS to deliver them with student response pads and view student performance data using CPS reports.
- **Module 5: Interactive PowerPoint Presentations:** Participants will learn how to engage questions while viewing a PowerPoint slideshow in CPS or through CPS for PowerPoint.

The day will commence with one of the following modules:

- **Module 6: Learning Through Team Activities:** Participants will learn how to present content to students using the Challenge Board and There It Is! team activities.
- **Module 7: CPS Reports** Participants will learn how to edit reports to re-grade questions and students.