

**Quick Guide to Getting Started**

1. Take the small plastic piece out of the bottom of each device. This activates the battery in each device.
2. Plug in the ActivHub into a USB port on the computer you are working on. Allow a few seconds for the computer to recognize the hub.
3. Open the ActivInspire software. The first menu that pops up in the dashboard.
4. On the dashboard, click **Configure**. Then choose **Register Devices**.
5. You will see this screen.
6. Click on ActiVote (s) Click **Register**.
7. Choose the number of devices you are registering.
8. Next, follow the directions on the screen and apply to each device.
	1. Press and hold the central Registration button (orange flame)
	2. The red and green lights turn on
	3. Enter the 3-letter pin code on each device
	4. Click Finish when all through with all devices

