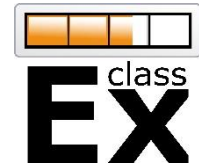


Before the start



Testing the game

After choosing a game, you should get familiar with it by using test participants. You can find a detailed explanation on how to run a ready-made game with real or test participants in the [classEx Documentation](#) in the section “Run ready-made games”.

Mobile devices

Depending on your class or audience you can inform them beforehand of the experiment to ensure they bring a mobile device (laptop, tablet, smartphone) with enough charge left and an internet connection. ClassEx runs best with Firefox, but also works with Chrome or Safari (not with Internet Explorer). Cookies should be enabled and Javascript needs to be turned on.

Connection test

It is recommended to use an own internet connection for the lecturer PC, so playing with many participants doesn't slow it down. If your institution provides an internet connection just for lecturers, you should test and use it (best with a LAN connection).

Use a projector

The results and the initial explanations are not displayed on participants mobile devices (especially not to draw attention away from the lecturer). You should therefore use a projector and test it in advance.

Payoff preparation

If you play with payoffs, you or the person handing out the money should try out the administration account (you can use your normal account and password for this. Instead of logging in as lecturer you can select administration). Lastly you should tell your participants in advance that you play with real payoffs.

Prepare a course password

You should choose a password for your participants and provide it to them at the beginning of the lesson. You can change the password in classEx by clicking on your profile in the upper right corner, then click on *course data*, type in a password and press save. Passwords are only updated after a new login.

Troubleshooting during the experiment

- If you accidentally **closed your browser**, just reopen it again and login to classEx. Your game and your participants should still be there.
- Sometimes participants **cannot make decisions** as their internet connection is too slow, e.g. if they use a slow open WLAN. Mobile data might be a solution.
- If participants **cannot make a decision** and the internet connection is not the problem, they can try to relog. If they click on the classEx symbol on their device, they find a logout button.

For any further questions you can have a look into the documentation at www.classEx.de/documentation or contact us at classEx@uni-passau.de

Running the experiment



1. Connection and projector

Before starting you should connect your device to the internet and the projector.

2. Participants login

You should provide your participants with the URL <https://classex.uni-passau.de> in order to login. There they need to select the institution under which you have registered, pick your course name and enter the password you picked for the course (see *prepare a course password*).

3. Select your game

Now log into your lecturer account. You can select your game in the overview mode and click on the *play* button.

4. Time to explain

You might want to explain some things before the game starts – this is the perfect time. Your own display and the projector show the starting instructions, the participants just see a screen with a message saying the game hasn't started yet.

5. Everyone ready?

Right above your *start* button is the login counter. It shows the number of participants who are logged in. It is always possible to join a game during the first stage, so after you pressed start. Nevertheless, it makes sense to wait for a significant number of participants to login.

6. Start and proceed

After you pressed start, classEx assigns the participants to different treatments or roles. Those are shown over the start button. The right number shows the number of participants logged in, the left one shows how many have decided. It is recommended to wait for most people to make a decision unless waiting longer doesn't seem to increase the amount significantly. Make sure to be in the first stage long enough that all participants devices have updated. Assignment of roles and treatments is done in the first stage.

7. Results and payoff

After the last stage you can display and explain the results. Meanwhile some participants receive a message on their devices that they will get a payoff. It is suggested to tell participants the following: Winner's should take a screenshot or write their code down, not show the code to others and go to the office you have chosen to pick up the money.

8. Download your results

By clicking on *data* in the top bar you can download the results of your experiment. This is recommended if you e.g. want to include it in further lessons, an exam or want to compare it with older or forthcoming games. You can also download them later via *previous results*.

9. Ending the game

If you don't want to use the displayed *restart* button now, you can just logout. If you want to run an experiment in your next course with other participants click on your profile name in the right upper corner, on *course data* and on *log out all participants*.

After the experiment: Paying out payoffs

After logging into the administration section of your account, you will see a list with the date and time of the experiment, the player number of the winner, the payoff code and the amount of money to be paid out. If a payoff is picked up you can press the red button to print out a receipt the winner has to sign. After storing those receipts, you can tick the checkbox *Paid out*.