

Yong Loo Lin School of Medicine

Poll Everywhere User Guide For Faculty

Version 3.0 Aug 2017

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Introduction

Poll Everywhere is a web-based classroom response system. It allows real time engagement with your students in both small and large group settings.

How it works:



1. Install add-in for PowerPoint/Keynote

- 2. Before class:
- Create poll
 questions and
- insert in slides
- Test the poll
- 3. During class:
- Deliver contentInvite students to
 - respond to poll
- Discuss results



Download results from server and analyse

The first section of this manual is a quick guide to using Poll Everywhere to conduct polling session during class. For steps on how to do any advanced functions, please refer to the respective appendices.

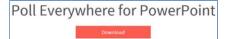
Install add-in for PowerPoint

(For Mac users, refer to Installing add in for Keynote.)

- 1. Go to website > <u>www.polleverywhere.com</u> .
- 2. Scroll down to the Poll Everywhere slideware integrations section.
- 3. Select PowerPoint.



4. Click Download.



5. Run the **pollev** executable file.



6. Click Install. Click Close when installation is complete.



- 7. Launch PowerPoint.
- 8. Poll Everywhere tab will be added at the top menu.

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Before Class

Create and insert poll questions to presentation slides

There are 2 interfaces where you can create poll questions:

PowerPoint plug-in/ Keynote app	<u>Web server</u>
 Insert questions on the fly in slides with default settings: single-response MCQ - allowing change of answer clickable image - allowing change of answer short answer/essay - allowing more than 1 text response 	In addition to the settings on the left, you can also do the following: - create questions for multiple classes/sessions - special settings - multiple response - set clickable image as multiple response - set short answer/essay with only 1 response - cannot change of answer - create and monitor survey responses - download report - organize polls

Based on the above, you may choose which interface to use for creation, depending on your needs.

1) Create directly via PowerPoint plug-in/ Keynote app

- 1. Open your presentation slides.
- 2. Select Poll Everywhere tab.

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3. Click Log in.

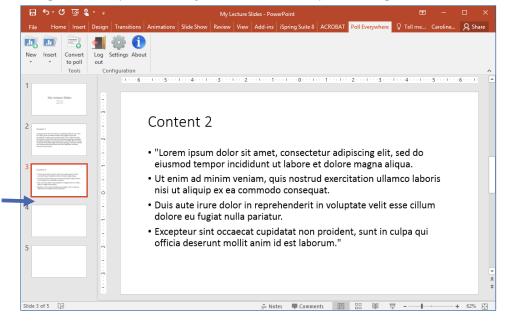
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New T	Insert •	Convert to poll	in	Settings Abo	out							
		Tools	Co	onfiguration								

4. Enter your email and password. Click Log in.

0	Lo	gin	×
	Please log in or signup	verywhere to use live polling in your ntation.	
	Log in	Sign up	
	Email or Username Password		
	Lo	gin	
		ree to Poll Everywhere's and <u>Privacy Policy.</u>	

If you have forgotten your password, go to <u>https://www.polleverywhere.com/login</u> to reset it.

5. Navigate to the point where you want to add a question, e.g. after slide 3.



6. Click New.



Note: For first time creation, use the **New** button. Use the **Insert** button if you want to reuse questions created previously.

7. Select a question type.

٠		New poll	×
< Back			
Multiple choice	Word 🗘 Q&A	Rank order Clickable Image	🕞 Survey 🥅 Open- ended

- 8. To create a multiple choice question:
 - 1) Select Multiple Choice.
 - 2) Enter question.
 - 3) Enter text or image **options**.
 - 4) Select the correct answer for objective question. The correct answer will be shaded in green.
 - 5) Click Insert.

	-	Multiple choice	S Word cloud		Q&A		Rank order	Clickable image	Surve	y =	Open- ended
	Wh	ich country ha	as the larg	est popul	ation in th	ne world	?				
>		Canada								2	Ô
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0		Russia								2	Đ
~	::	United States	;							2	Đ
	+										
	As	sign activity t	o a group			-					nsert

9. The question will be inserted as a slide.

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2 Intel [®]	da		ч
3 former international and an entropy of the second	na		
4 Rus			
			*
Slide 4 of 5 D2	🌲 Notes 🛡 Comments 🔲 🔠 💷 🐺 🗕	1	+ 62% 🗄

10. Repeat steps 6-8 to add more questions.

11. Re-arrange your questions by dragging the question slide to the correct position. **Save** your presentation.

2) Create via <u>web server</u> and insert to slides

- 1. Go to website > <u>www.polleverywhere.com</u> .
- 2. Log in with your account.
- 3. Click Create.

+	+ Polls		oants	Reports			1	Pricing & Upgr		
	Create	~	Lock	Unlock	Group	Ungroup	Clear	Delete		

- 4. In the pop-up:
 - a. Select a question type, e.g. Multiple Choice.
 - b. Enter question.
 - c. Enter text or image options.
 - d. Select the correct answer for objective question. The correct answer will be shaded in green.

e. Click Insert.	e.	Click	Insert.
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A B Multiple choice	Awesome Sweet i Great Fun Word cloud	Ç64	1 2 3 Rank order	Clickable image	Survey	Open-ended	• • •	
Which type of clou	ud bring rain?							
🚽 🗄 cirrus							53	B
 ✓ II stratus 							53	ŝ
🗢 🗄 nimbus							63	÷.
🔄 🗄 cumulus							53	ŝ
•								
Assign activity to	a group		-		Add a	nother activity	Creat	

5. The question will be created. On the right panel of the question, select the appropriate response settings. Selected settings will be saved automatically.

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*	Polls	Participants	Reports	0	Pricing & Upg	rades Help	D New Features	критесния ф
-					_	1. Configure		3. Present
			Whie	ch type of cloud bring rain?	1	+ How peopl	le can respond	
				is active, respond at PollEv.com/edute UTECH107 to +61 429 883 481 once to	¥	• Response		-
					425	 up to 1 as many to 	time mes as they like	
	cirru	IS			~	Anonymity (? Make resp) onses anonymous	
		5.×				Who can resp		
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	nimbu				22	 Don't allow Custom reph 	v changes	
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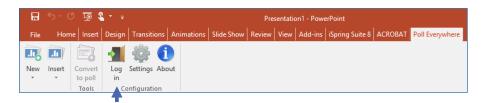
- 6. To create more questions, click and repeat steps 4-5.
- 7. When done, click to see all questions created.
- 8. By default, any new questions will be displayed under **Ungrouped**.

+ Polls	Participants	ants Reports										
Create	✔ Lock	Unlock Group	Ungroup Download	▼ Report	Clear	Delete	Edit	Move				
Import	- Ungi	rouped										
My polls	re miles.											
Account polls	How	do you feel today?										
Examples	🗐 🔲 Selec	🗄 📮 Select your group.										
Download the app	🔡 🗐 What	do you think is wron	g with the patient?									
Use the app to embed polls in your slides.	🐢 🗏 If you	🗭 💷 If you could improve one thing, what would it be?										
Select your presentation software to start the download.	eqe 🔲 Any (🗠 📑 Any guestion at this point?										
PowerPoint	🗄 🗆 How	How well do you know your basic sciences?										
Google Slides	🗎 🗏 Whic	h type of cloud bring	rain?									

- 9. To insert the question(s) into your slides:
 - a. Open your presentation slides.
 - b. Select Poll Everywhere tab.

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c. Log in with your account.



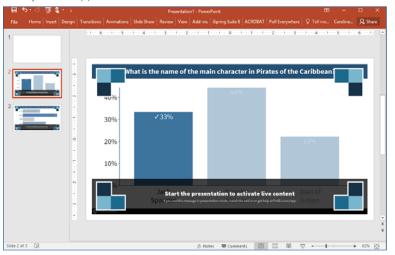
d. Click Insert. Select Poll.

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	I Po	oll	Configurati								
	i⊟ Su										
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e. Select the question(s) you want to add to your slides.

+ New	Q Search	
Ungrouped		4 polls
Image: Second	Edit	15 responses
B Svote where u want to eat on Friday - Kevin's farewell!	Edit	0 responses
🔋 📄 Where do you want to eat this Friday? ~ Kevin's farewell (you can vote more than once :)	Edit	21 responses
🗐 😑 What day is it today?	Edit	2 responses
👻 😑 Survey Type		6 polls
∃ 🗷 What is the name of the main character in Pirates of the Caribbean?	Edit	9 responses
Tell me your name.	Edit	3 responses
28 🔲 Do you have any questions?	Edit	4 responses
Arrange these in proper order.	Edit	3 responses
🕷 🔲 Where is the uvula?	Edit	14 responses

f. The question(s) will be added into the slides.



g. Re-arrange your questions by dragging the question slide to the correct position. **Save** your presentation.

Test the poll

Test the poll to ensure everything is in place before delivery.

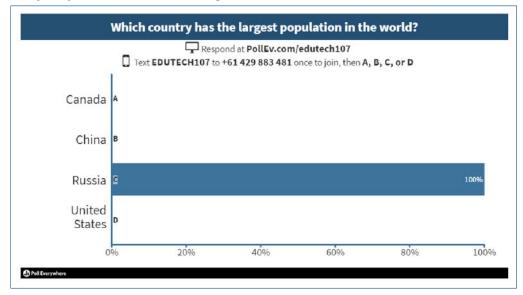
- 1. Launch presentation in **slideshow** mode.
- 2. Select any poll slide. Note the **poll URL** that appears just below the question.

W	hich country has the largest population in the world?											
Text EDUTECH107 to +61 429 883 481 once to join, then A, B, C, or D												
Canada A	Ignore the messaging option. This does not work in Singapore.											
China B	This does not work in singapore.											
Russia c												
United States												
L												

3. Enter the **poll URL** to any web browser on your mobile device or laptop . Select any option.

▲ 🗔	ا %90 h. 🕈 ⊠ ≯ ≉	10:37 a.m.										
	ttps://pollev.com/	8 :										
D Poll	Poll Everywhere											
Which country has the largest population in the world? You can respond once												
	Canada											
	China											
20	Russia											
	United States											
145												

4. From the instructor's slideshow view, you will see real time responses coming in. Some delay may occur if network is congested.

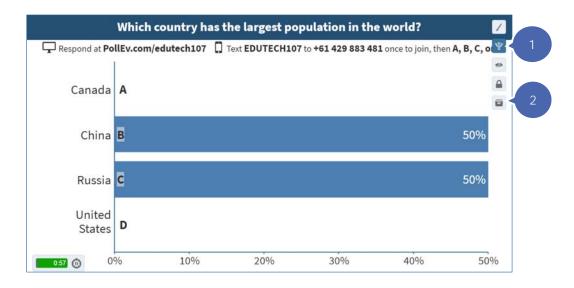


IMPORTANT:

After each testing, remember to **1) deactivate poll and 2) clear test responses.** This ensures that the poll will start only when you deliver it during actual session.

To do this, move your mouse pointer to the right side of the poll in slideshow mode then:

- 1) click 🕙 to deactivate the poll.
- 2) click clear responses.



Edit poll question

All created poll questions will be saved automatically into the server under your account. To edit an existing poll question:

1. Click Insert. Select Poll.

	H		জ 😮 -										F
	File	Home	Insert	Design	Trans	itions	Animations	Slide Show	Review	View	Add-ins	ACROBAT	Poll Everywhere
	J.		3 🚽	Ö	1								
Т	New		poll out	Settings	About								
		Poll		Configurati	on								
		i Survey (Ji) Screer											

2. Select/search for the question. Click Edit next to the question.

•	My Polis X
+ New	Q Search
▼	4 polls
🗎 🥚 What day is it today?	Edit 0 responses
■ Which country has the largest population in the world?	Edit 1 response

3. Edit the question. Click **Save** and close the window.

٥	My Polis			×
< Back	(
Whi	ich country has the largest population in the world?		, Ar	•
	Canada	2	8	
	China	2		
	Russia			
	United States	5	۲	
-	Type text or upload an image to use as choice			
				d
	Cancel	S	ave	×

- 4. To edit via web server, go to website > www.polleverywhere.com.
- 5. Log in with your account and click Edit.

$\leftrightarrow \rightarrow \circ$	C Secure h	ttps://www.polleverywh	ere.com/my/polls		
+	Polls	Participants	Reports	D	Pricing & Upgrades Help 💿 N
	Create	✔ Lock	Unlock Group	Ungroup Clear Delete	
	Import		grouped		Ļ
My p	olls	= =	is the largest o	country in the world by square kilometers and	square miles. Share Edit Duplicate

Note: Edits done either via PowerPoint or web will synchronised in slideshow mode.

During Class

Prepare and deliver the poll

- 1. Load your slides onto the computer at the lecture theatre/classroom.
- 2. Open your slides. Log in with your Poll Everywhere account.

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	.11			🌞 🚹												
New	Insert	Convert to poll	Log in	Settings Abou	ıt											
		Tools		nfiguration												^

Note:

- If you are using the common PC at the lecture theatre, ensure to log out other users first and log in with your account.
- If you are using your own laptop, ensure that you have logged in.
- 3. Launch your presentation in slideshow mode.
- 4. Present your content as usual.

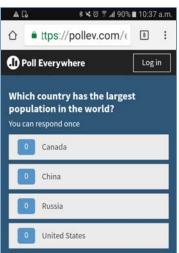
Instructor's view:

 When you reach the first poll, instruct students to enter the URL into their Poll Everywhere app or mobile web browser. The URL is at the top of the slide.

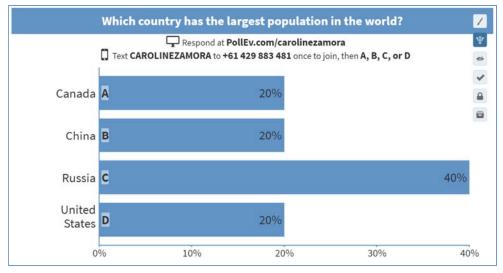
	Which country has the largest population in the world?
	Text EDUTECH107 to +61 429 883 481 once to join, then A, B, C, or D
Canada	A
China	в
Russia	c
United States	D
n Dall Franceshare	

Note: Please advise students to ignore the SMS version, as this doesn't work in Singapore.

Student view:



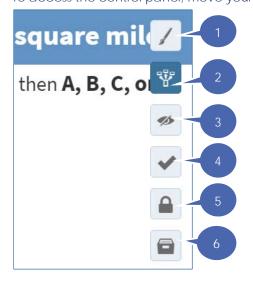
6. As students submit their answers, the chart on the projector screen will update accordingly.



Default display:

- a. Response chart is shown
- b. Correct answer is hidden
- c. Total results is hidden

7. Use the control panel to control and customise your poll.To access the control panel, move your mouse pointer to the right side of the slide.



Below are what each icon is for:

		1
1		Click on this icon to edit poll settings in the Visual settings panel.
	<u>D</u>	a. To monitor how many students have answered a poll, click on
		the Show total results check box.
		Visual settings ×
		Bar chart
		> Color scheme 😿 🔻
		> Heat map
		> Font Source Sans Pro •
		> Title
		> How to respond
		> Background
		> Bars
		> Axis & labels
		Segment responses Enable
		> Instructions view settings
		Response totals Percentage *
		Show total results
		b. To adjust the font size of the question, use the Font Size slider.

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		Visual settings X	
		Bar chart	
		> Color scheme	
		> Heat map	
		✓ Font Source Sans Pro ▼	
		Primary font color	
		Secondary font color *	
		Size -	
		> Title	
		> How to respond	
		> Background	
		> Bars > Axis & labels	
		Segment responses Enable	
		> Instructions view settings	
		Response totals Percentage 🔻	
		Show total results	
2	970 0		
3	\$	Click on this icon to hide t focus on answering, rathe	ne response chart. This will help students r than the results.
		To hide response char	se chart is visible to students. t, click on this icon. It will become ne response chart on the projector.
4		Click this icon to lock/unlo	ck poll.
		respond to the polls.To lock the poll, click c	unlocked and students can view and on this button. It will become shaded to can view but cannot respond to poll.
5		Click on this icon to clear	responses.
6		Click on this icon to show/	hide the correct answer.
	✓	By default, the correctTo show correct answer	answer is hidden from students. er, click on this button.

8. At the end of the class, remember to **deactivate** the last poll question by clicking



9. To keep a copy of the results, <u>download a report</u> via the server.

IMPORTANT: If you will be reusing a poll question for another session, click to **clear responses** and reset the poll.

After Class

Download reports in server

The report of any completed poll is stored in the Poll Everywhere server.

- 1. To access the server, enter this URL in any browser > www.polleverywhere.com .
- 2. Select Log in.

Poll Everywhere How it	works Pricing Support	Enterprise Log in	Sign up
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3. Log in with your account.

Login	
Email or username	
1	
Password Forgot?	
	Log in

4. Select the question(s) which you want to download reports for.

	olls Poll Everywh	• ×				
\leftrightarrow	C 🔒 Secu	e https://www.polleverywhere.com/m	/polls			
+	Polls	Participants Reports	٩	Pricing & Upgrades Help		
	Create	✔ Lock Unlock Group	Ungroup Download * Report Clear Delete Ed	lit Move		
	Import	▼ Ungrouped				
Мур	polls	What day is it today?				
Account polls						
Exan	nples	👔 🗷 What days comes after M	onday?			
Down	load the app	🚦 🗹 Which hemisphere of the	brain has an injury is there's left-sided weakness?			

5. Select **Report** at the functions menu.

	Polls Poll Everywh	ere X						
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+	Polls	Participants Reports	Pricing & Upgrades Help					
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Му	polls	😝 🗹 What day is it today?						
	ount polls	■ 🖉 Which country has the largest population in the world?						
Exa	mples	■ What days comes after Monday?						
Down	load the app	■ Ø Which hemisphere of the brain has an injury is there's left-sided weakness?						

6. Select the <u>type of report</u> you want to view.

The recommended report formats are **Executive summary** and **Participant response history**.

ect Report Type	
Executive summary Visual big-picture overview. Shows engagement, total responses and participants, and each poll's screenshot. Useful ROI infographic.	Survey results One section per participant, one line per question. If a group of questions was used as a survey, use this report to view each participant's responses in order.
Full detail table with one row per response, perfect for exporting to Excel pivot tables. Useful for grouping, crosstabs, or computing sums and averages.	Participant response history One section per participant, one line per response. Shows when and how each individual response was submitted.
Gradebook Compact table with participants listed down the left and questions across the columns. Shows scores, participation, and attendance. Sort by rank to use as a leaderboard.	

7. Click **Download.CSV**. The report will be downloaded as an excel spreadsheet onto your computer.

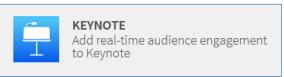
+	Polls	Participants	Reports			•		Pricing & I	logrades Help 🧿 New Feature	EDUTIO-1107 O
		Type Rena	me 4:41pm) Update rep:	on					Executive summ. Change reg	
								0	· Polls Add/Remove	6
	6		3		6			83%	What is the name of the r Pirates of the Caribbean? Tell me your name.	nain character in
	Polls		Particip	ants	Average re	sponses		Average engagement	P Do you have any question Arrange these in proper of Where is the uvula?	
Wha	at is the na	me of the ma	ain character	in Pirates of the Ca					Explain your answer.	
			Response option	15	Correct	Count	Percentage	° 🔿		
-			Jack Sparrow		~	3	33N	(100%)		
-	17%	_	Wonder Woman		×	4	44%	Engagement		
100		100	Jean of X-men		×	2	22%	0		
100								9		
~	Jack Work Sparrow Work							Responses		
Tell	me your r	name.								
	2000 . 1000. 1		Responses					0		
			Leon Jordan					(100%)	Participants	3
			Dariel Perkins					U	> Select run	
			Gilberto Key					Engagement	Select run	Current run
									Report options	
								3 Responses	Download .CSV	Print ?

Helpful Tips

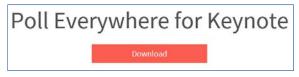
- 1. Have a clear purpose for the polling, e.g.:
 - a. poll at the start of the class to elicit prior knowledge
 - b. poll in between topics to check student understanding before moving on to the next topic
 - c. poll at end of class to assess students and consolidate learning
 - d. re-poll the same question(s) at the end of any discussion to see if students' understanding has changed
- 2. Align questions to learning objectives.
- 3. Use the appropriate question type.
- 4. Add a "fun/warm-up" question at the start to cater time for students to log in and test access during class.
- 5. Add "I am not sure" or "I don't' understand" in MCQs to see what concepts students find difficulty in.
- 6. Use the Q&A type to get burning questions and get students to vote. Address items with the most votes.
- 7. To improve your questions, test the poll with other faculty members and seek feedback.

Appendix A: Installing Poll Everywhere for Keynote

- 1. Go to website > www.polleverywhere.com .
- 2. Scroll down to the Poll Everywhere slideware integrations section.
- 3. Select Keynote.



4. Click Download.



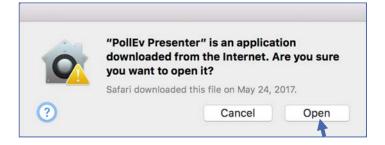
- 8. Open File Finder and navigate to the Downloads folder.
- 9. Double click pollev.dmg.

		Downloads			
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Favorites	Name		Date Modified	Size	į
All My Files	a pollev.dmg		May 17, 2017, 12:13 AM	7.8 MB	l
Cicloud Drive					
AirDrop					
Applications					
Desktop					
Documents					
O Downloads					

10. Drag and drop the PollEv Presenter application icon to the Application folder.



- 11. Click PollEv Presenter application at the Launchpad.
- 12. Click Open.



13. Log in with your account.

0	
	verywhere
	to use live polling in you ntation.
Log in	Sign up
Email or Username	
Password	
Lo	g in
By proceeding you ag	ree to Poll Everywhere's
	and Privacy Policy.

14. Proceed to Add poll questions to presentation slides.

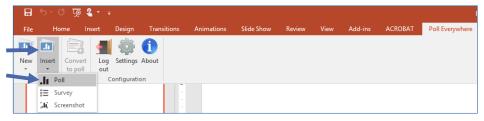
Appendix B. Reusing poll questions for other classes

All created poll questions will be saved automatically in the server under your account. To reuse poll question:

- 1. Open your presentation slides, which you want to add existing poll question.
- 2. Log in with your Poll Everywhere account.



3. Click Insert. Select Poll.



4. Select/search for the question. You can select more than one question. Click Insert poll.

	My polls		
+	New	Q. Search	
•	Ungrouped		4 polls
8	🗊 is the largest country in the world by square kilometers and square mile	s. Edit	15 responses
8	Pls vote where a want to eat on Friday - Kevin's farewell	Edit	0 responses
8	🗊 Where do you want to eat this Friday? - Kevin's farewell (you can vote more than on	ce à Edit	21 responses
8	What day is it today?	Edit	2 responses
-	🚌 Survey Type		6 polls
8	😢 What is the name of the main character in Pirates of the Caribbean?	Edit	9 responses
9	🕒 Tell me your name.	Edit	3 responses
v	Do you have any questions?	Edit	4 responses
w	Arrange these in proper order.	Edit	3 responses
	🖾 Where is the uvula?	EØT	14 responses
			Insert poll

🗄 २ - ে 🖻 १	1.5		_		Pres	entation1 -	PowerPoi	nt							×
	Design	Transitions	Animations	Slide Show	Review	View Ad	ld-ins iSp			Poll Everywher			Caroline	A Sha	re
1		- 1 6 -	- 1 5	4						2		4 # -	- S - 1 - 1	6	*
2	1		W	hat is th	e name	e of the	main	charact	er in Pir	ates of the	Carib	bean			
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	t i														
	1	:	30%		/ 33%										
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ide 2 of 3 DB							≜ Notes	🛡 Conne	nts 🗎	88 00	Ţ -	- 1	+	F 62%	83
						F									
aunch in	slic	le sho	sw a	ind c	click		<u> </u>	0 cl	earı	respoi	nse	s a	nd r	ese	et t

5. The question(s) will be added into the slides.

IMPORTANT: If you intend to keep a record of results of previous session for the poll questions to be reused, always <u>download the report</u> first before clearing results, else

these will disappear completely.

Appendix C. Creating, customising and organising polls in the server

- 1. Go to website > <u>www.polleverywhere.com</u> .
- 2. Log in with your account.
- 3. Select My Polls.
- 4. You will see the Poll Everywhere web user interface.

+	Polls	Participants	Reports		٠			Pricing & Upgrades Help 🥥 I	New features EDUTECH107 🧔
	Create	✔ Lock	Unlock Group	Ungroup Download ¥	Report Clear	Delete	Edit Move		Q. Search by title
	Import		ouped						3 Questions
Му	polls	a 👔 💷 is the largest country in the world by square kilometers and square miles. State Like Dupicase 🦞 🛛 Responses							
	count polls	🖪 🗐 Pis ve	📳 🗍 Pls vote where u want to eat on Friday - Kevin's farewellt 📆 🖗 🛛 Responses						
Exa	amples	🗐 🗏 When	e do you want to eat	this Friday? ~ Kevin's farew	ell (you can vote more	than once :)			21 Responses

Create

5. To create new questions, click

6. Select the appropriate settings on the right panel. The settings will be saved automatically.



- 7. To organise polls by teaching event, click Polls
- 8. Select the questions to group for a teaching event. Click Group.

	Polls	Participar	nts	Reports						•		
	Create	>	Group	Ungroup	Download 🔻	Report	Clear	Delete	Edit	Move	Lock	Unlock
	Import Ungrouped											
My p	My polls 🔎 🖉 🦻 This is a random question.											
Account polls 🛞 🙀 Refer to the image below. Explain it.												
Exan	nples		Refer	to the imag	ge below and o	omment on	it.					

9. **Rename** the new group according to your teaching event.

•	New Group	Convert to survey	Add activity	Rename	Duplicate		2 activities
9	This is a random question.		Share	dit	Duplicate	Ÿ	No responses
L.	Refer to the image below. Explain it.		Share	Edit	Duplicate	1	8 responses

10. **Duplicate** if the same set is to be used for another class. Rename the duplicated set according to your teaching event.

0	٠	Intro Lecture - Class A	Convert to survey	Add activity	Rename	Duplicate
	ø	This is a random question.		Share	Edit	Duplicate
٥	R	Refer to the image below. Explain it.		Share	Edit	Duplicate

11. To send a group of polls as survey, click **Convert to survey**.

•	Intro Lecture - Class A	Convert to survey
ø	This is a random question.	1
	Refer to the image below. Explain it.	

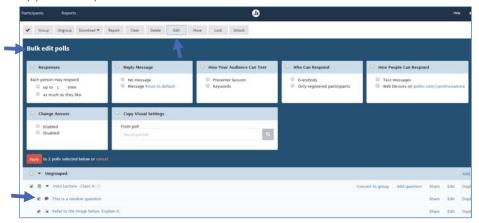
12. Click Share and send the link to students.



- 13. To move a question to another position or group, drag and drop it to the desired position.
- 14. To view responses for each question, click the responses link.

question.			Share				
This is a random question.				Edit	Duplicate	Ϋ́́	No responses
je below. Explain it.			Share	Edit	Duplicate	Ť	8 responses
9	ge below. Explain it. Share	ge below. Explain it. Share Edit	ge below. Explain it. Share Edit Duplicate	ge below. Explain it. Share Edit Duplicate $\frac{\pi T}{D}$			

15. To bulk edit polls, select the questions and click **Edit**. Choose the settings to be applied for questions selected.



Appendix D. Personalising the poll URL

If you wish to change the default URL (generated automatically by the system) to something meaningful or shorter, follow the steps below:

- 1. Go to website > <u>www.polleverywhere.com</u> .
- 2. Login with your account.
- 3. Click your profile name.
- 4. Select Settings.

•	Pricing & Upgrades	Help	New features	EDUTECH107 🏟
			Your Account	Settings
			You are on the Univ Plan, Click here for	Log out

5. Edit the URL and click Change. Scroll below and click Save.

+ Polls	Participants	Reports	•
Personal info	User settir	igs	
Participant registration		1	
International text	User settings	Account settings	Poll settings
messaging Response history	Username (?)		
Manage users	www.pollev.com	m/ edutech107	Change

Appendix E. Other useful information

1.	Support Center https://www.polleverywhere.com/support
2.	The Benefits of a Real-Time Web-Based Response System for Enhancing Engaged Learning in Classrooms and Public Science Events http://bit.ly/2fnvtO8
3.	Creative Ideas on Using Poll Everywhere http://www.polleverywhere.com/blog/
4.	System Requirements https://www.polleverywhere.com/app/powerpoint/system- requirements
5.	Question Types Supported https://www.polleverywhere.com/guides/presenter/getting- started
6.	Report Types https://www.polleverywhere.com/guides/presenter/reporting
7.	Creating Surveys <u>https://www.polleverywhere.com/guides/presenter/getting-</u> <u>started#surveys</u>
8.	Presenting from the Web https://www.polleverywhere.com/guides/presenter/getting- started#presenting-from-the-web
9.	Frequently Asked Questions https://www.polleverywhere.com/faq
	2. 3. 4. 5. 6. 7. 8.

For any questions beyond this guide, please write to Education Technology @ <u>medbox77@nus.edu.sg</u>.