Anywhere Polling Quick Start Guide
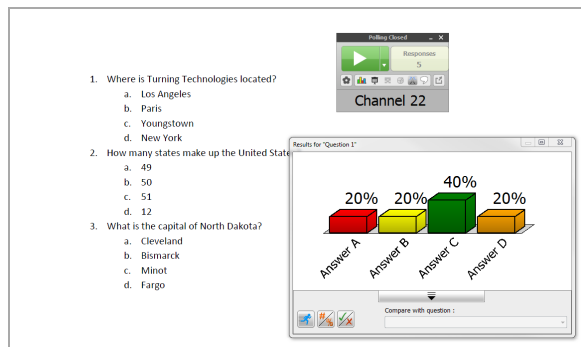
During the Presentation

Polling Over Any Application or an On-the-Fly Question

The Quick Poll feature in Anywhere Polling allows you to ask verbal questions with the option of polling on top of an application, such as a PDF, Word document or web page.

1 Plug in the **receiver** (if using clickers).

2 Open TurningPoint Desktop and sign in to your Turning Technologies Account.

3 Verify connection (receiver and/or TurningPoint Mobile).

4 Select the **course** (if applicable).

5 Click **Anywhere Polling**.

6 Click the **Open** button on the Anywhere Polling showbar to open polling.
   Verbally ask your question and give possible answer choices.

7 Click the **Close** button on the Anywhere Polling showbar to close polling and display results.

> **NOTE**
>
> To open polling again, click the **Open** button.

8 When you are done polling all of your questions, click the **Options** icon, mouse over **Session** and select **Save Session**.

After the Presentation

Editing a Session (Optional)

You may want to edit your session data to include question and answer choices for reporting purposes.

1 From the TurningPoint Desktop Dashboard, click the **Manage** tab.

2 Select the **saved session** from the left panel. The *Session Overview* screen is displayed.

3 Click **Edit Session**.

4 To edit the question or answer text, select **a question** and click the **pencil icon** on the right. **Type** the new text in the boxes provided.

5 To set a correct answer, expand **Scoring Options** and select the correct answer from the drop down menu.

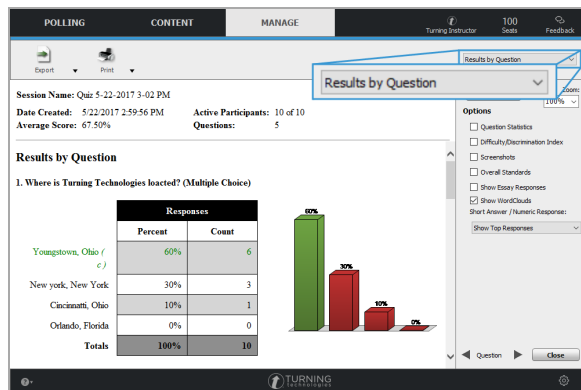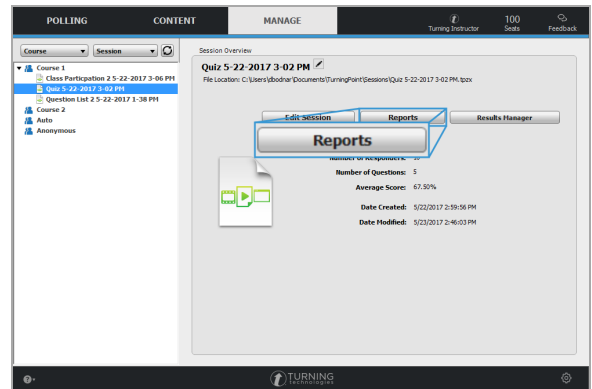6 Click **Close** to return to the question list.

7 Click **Save and Close**.
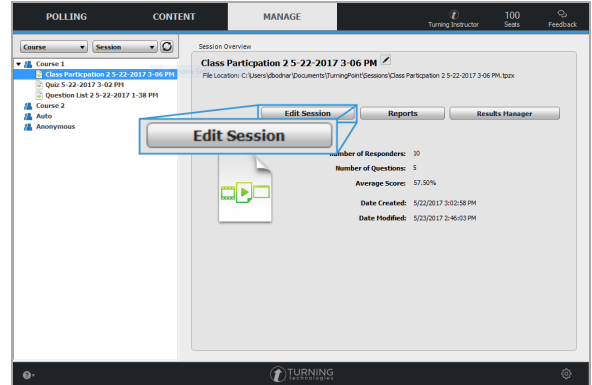
Generating Reports

1 From the TurningPoint Desktop Dashboard, select the **Manage** tab.

2 Select the **saved session** from the left panel.

> **NOTE**
> Expand the associated participant list to view the session, or if a participant list was not used, locate the session below Auto.

3 Click **Reports** in the bottom right corner.

4 Select a report from the **drop-down menu**.

5 Click **Close** when finished.