



Getting started with Poll Everywhere

Back to School
2017 Edition

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What is Poll Everywhere?

Poll Everywhere is a student response system. Instead of using clickers, Poll Everywhere works with the phones and laptops your students already have. All they need is a web-enabled device to respond to questions and activities.

You can use Poll Everywhere on the web, or in PowerPoint, Keynote, or Google Slides. To get started, visit www.polleverywhere.com, or advance to the next slide.

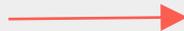


Registering your students

Register your students when you want to see who responded to non-anonymous poll activities. You can also restrict activities to only those who register, so students get credit for participation.

What do I need to do? Go to the [Participants tab](#) at the top of My Polls. Create groups. Many educators create one group for each class, but how you divide up your students is entirely up to you.

See how to do it on the next slide

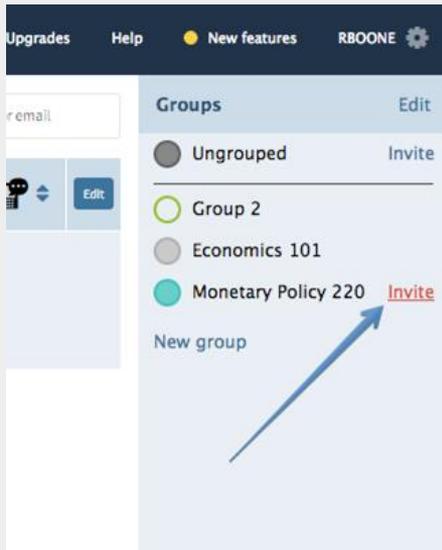


Registering your students

Once you create a group, there are three ways to register your students.

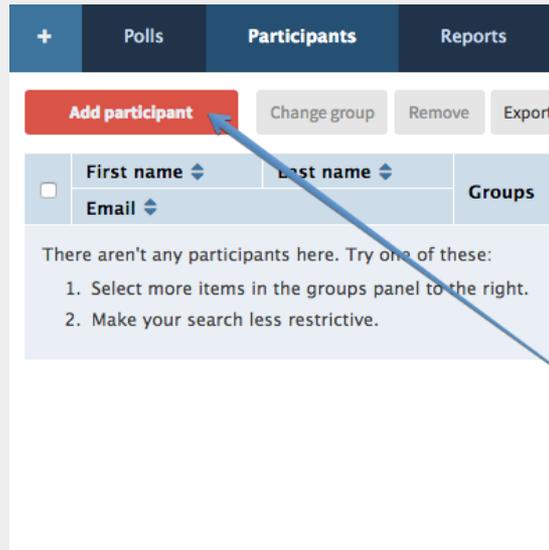
1

Copy and distribute a link to students, or...



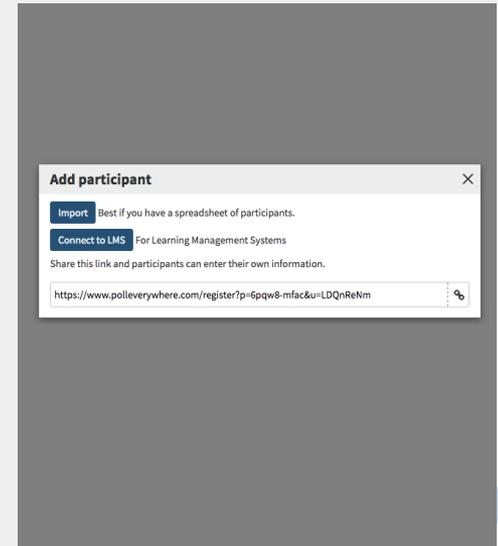
2

Import participants with a CSV, or...



3

Connect to your LMS

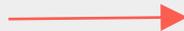


Requiring registration

Require registration to identify and credit every student who responds to your questions. You can still make individual polls and activities anonymous — which prevents you from seeing who responded — even if you require registration.

What do I need to do? From [My Polls](#), click a question to enter editing mode. When you do, you'll see a settings panel to the right. Under “Response settings”, select “Registered participants only.”

See how to do it on the next slide



Requiring registration

How to require registration:

1. Configure 2. Test 3. Present

How people can respond

Response settings

Each person may respond

- up to 1 time
- as many times as they like

Anonymity (?)

- Make responses anonymous

Who can respond (?)

- Everybody
- Registered participants only

Change answer

- Allow changes
- Don't allow changes

What students see if they haven't registered:

rboone's presentation

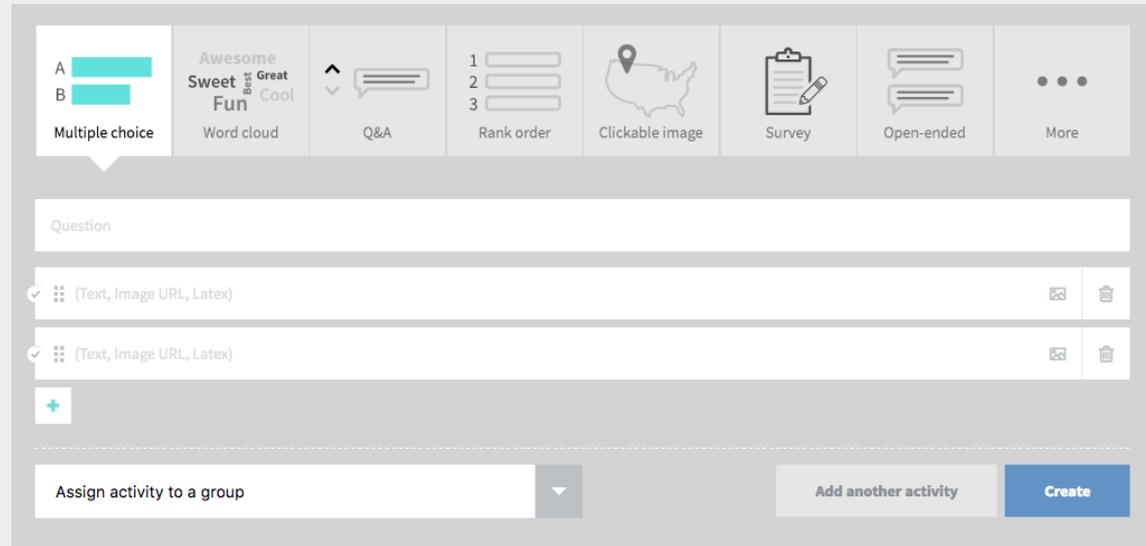
rboone requests that you register before you participate.

Register

Creating activities

Click the “Create” button from *My polls* to open the activity creator, then choose an activity type. (For a more detailed look at each activity type, [see the guide](#).)

Note that Q&A, rank order, clickable images, and surveys require students to use the web to respond. They cannot be used with SMS text messaging.



The screenshot displays the activity creator interface. At the top, there is a horizontal menu with several activity type icons: Multiple choice (with a bar chart), Word cloud (with the text 'Awesome Sweet Best Great Fun Cool'), Q&A (with a speech bubble), Rank order (with a list of numbers 1, 2, 3), Clickable image (with a map of the USA), Survey (with a clipboard), Open-ended (with two speech bubbles), and More (with three dots). Below the menu is a large text input field labeled 'Question'. Underneath the question field are two rows of options, each starting with a checkmark and a plus icon, followed by the text '(Text, Image URL, Latex)'. To the right of each option row are icons for image and trash. Below the options is a plus icon in a square. At the bottom of the interface, there is a dropdown menu labeled 'Assign activity to a group', a button labeled 'Add another activity', and a blue button labeled 'Create'.



Recommended settings

1. Configure

2. Test

3. Present

▼ How people can respond

- Website**
Audience can respond at PollEv.com/rboone, as long as the poll is active. (?)
- Text messaging**
 - Presenter session: Audience texts **RBOONE** to **22333** to join the session, then they text
[Choose custom keywords](#)
 - Keywords: Audience texts an auto-generated code for each response, without joining the session.

Activities are designed to adapt to your needs.

These are our recommended default settings, based on years of feedback from educators.

Access these settings by clicking a question from [My Polls](#) to enter editing mode.

1. Configure

2. Test

3. Present

▶ How people can respond

▼ Response settings

Each person may respond

- up to time
- as many times as they like

Anonymity (?)

- Make responses anonymous

Who can respond (?)

- Everybody
- Registered participants only

Change answer

- Allow changes
- Don't allow changes

Custom reply message

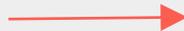
- No reply message
- Send reply message (?)

Moderation (premium feature)

Running an open response question? You may want to enable moderation. With moderation turned on, you decide which responses are displayed onscreen, and which are not. (If you require registration for this question, you could simply remind students that their answers will be traceable.)

What do I need to do? From [My Polls](#), select an open-response question. (Look for the  icon.)

See how to do it on the next slide



Moderation (premium feature)

1

Before you present, enable moderation and block profanity automatically

The screenshot shows a configuration menu with three steps: 1. Configure, 2. Test, and 3. Present. Under the 'Moderation' section, the following options are visible:

- Enable moderation
- Disable moderation
- Automatic profanity filter**
 - Disable filter. Anything goes!
 - Censor profanity out of responses (?)
 - Block responses with profanity (?)
- Filter emoji responses**
 - All emojis allowed
 - Block emoji

2

As you present, approve responses at the bottom of your display.

The screenshot shows a presentation screen with the text "pizza kale pineapple" and a list of responses below. The moderation controls at the bottom are:

- Disable Moderation
- Hide Rejected Responses
- ↑ Hide poll

The response list is as follows:

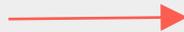
Response	Show	Hide
Twinkies	<input type="radio"/>	<input checked="" type="radio"/>
pizza	<input checked="" type="radio"/>	<input type="radio"/>
pineapple	<input checked="" type="radio"/>	<input type="radio"/>
kale	<input checked="" type="radio"/>	<input type="radio"/>

Correctness (premium feature)

Grading responses? Mark certain answers as correct, then reveal the correct response at just the right moment. *(Note that only multiple choice polls and clickable images can have correct responses.)*

What do I need to do? From [My Polls](#), select a multiple choice or clickable image question. At the bottom of the configuration panel, click “Edit.” Check the “Grade incoming responses” box at the bottom of the display. Select the right answer(s) by checking “Mark as correct.” Finally, click the red “Save” button.

See how to do it on the next slide



Correctness (premium feature)

1 Before you present, mark answer(s) as correct.

What's the word of the day?

☰ Neutral
 Mark as correct

☰ Ramshackle
 Mark as correct

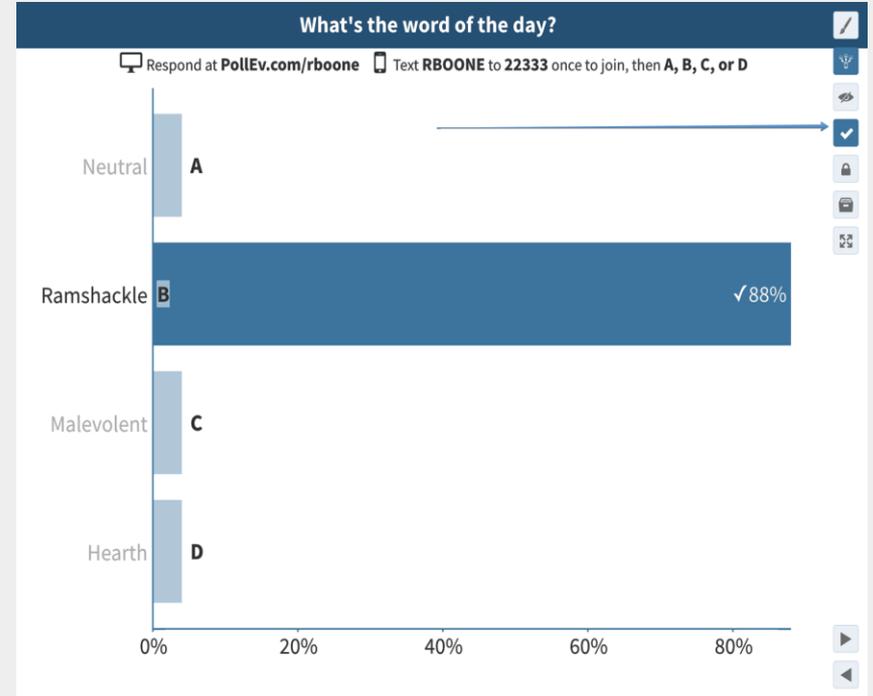
☰ Malevolent
 Mark as correct

☰ Hearth
 Mark as correct

+ Type text or upload an image to use as choice

Grade incoming responses (?)
 Assign points to different options (?)

2 As you present, reveal the correct answer when desired.

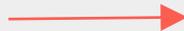


Custom replies (premium feature)

By default, students will not see a reply message when they respond to a poll activity. You may choose to send a reply, however, and to customize the message. For example, you could reply with a link to a website that encourages further exploration on the topic.

Often, custom replies are used to inform students their answer was correct, or to simply show them the correct answer.

See how to do it on the next slide



Custom replies (premium feature)

1. Configure 2. Test 3. Present

How people can respond

Response settings

Each person may respond

up to times **Carefull**

as many times as they like

Anonymity (?)

Make responses anonymous

Who can respond (?)

Everybody

Registered participants only

Change answer

Allow changes

Don't allow changes

Custom reply message

No reply message

Send reply message (?)

You chose %choice%, which is %correctness%!

82 characters remaining

← If you input this

Your students will see this →

[Find out more about custom replies in the support hub.](#)

Note that custom replies are limited to 160 characters, and that replies are sent each time the student answers a poll. If you've allowed multiple responses, students will see the reply message multiple times.

✕ You chose Ramshackle, which is correct!

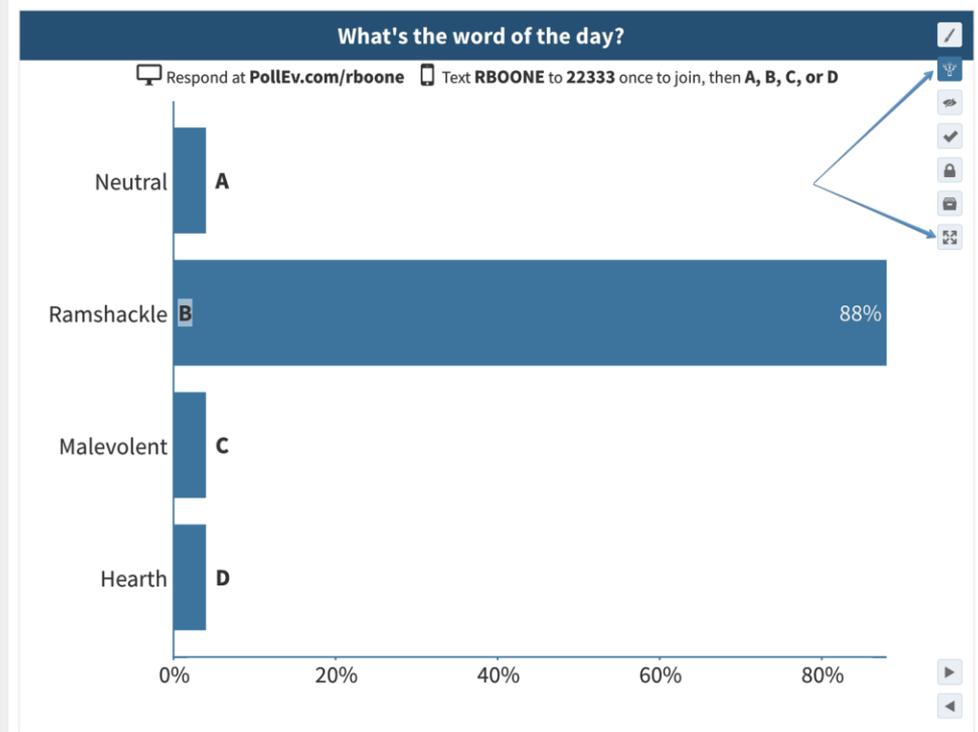
What's the word of the day?

You have responded 3 times

0	Neutral
2	Ramshackle
1	Malevolent
0	Hearth

Presenting from the web

Activate a poll on the web with the  button, and go fullscreen with the  button. Navigate between polls using the arrow keys on your keyboard, or the arrows on the chart.

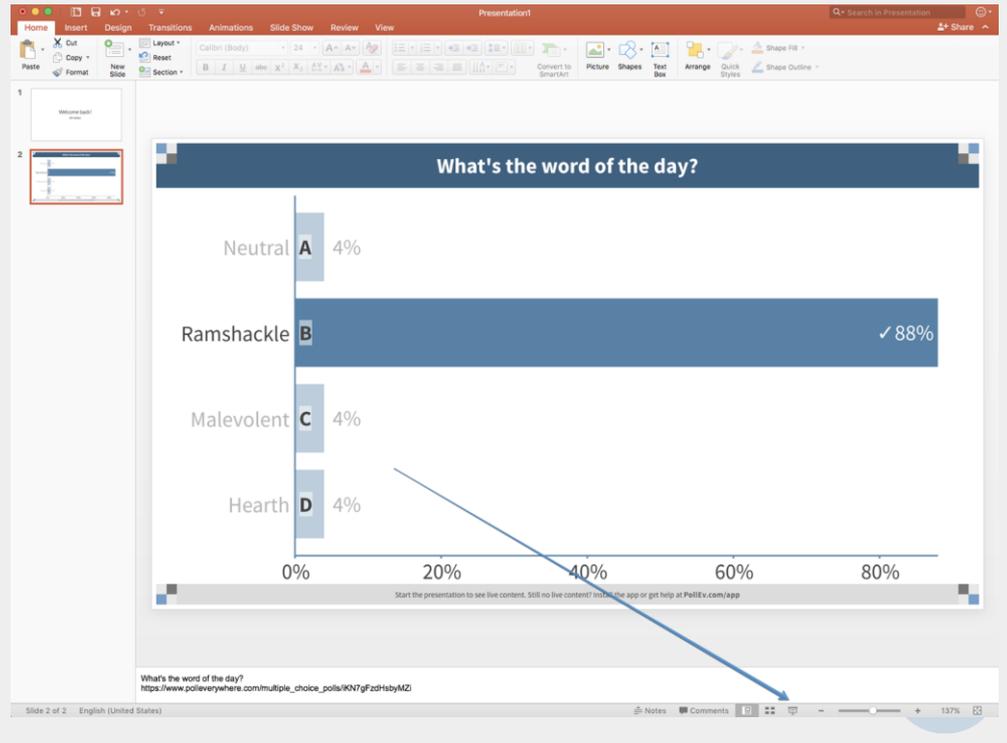


Presenting from PowerPoint

Use Poll Everywhere directly in PowerPoint by installing [the add-in](#).

Once installed, each activity is inserted as a slide. Present just as you normally would; when you get to an activity slide, it automatically activates to display responses as they happen.

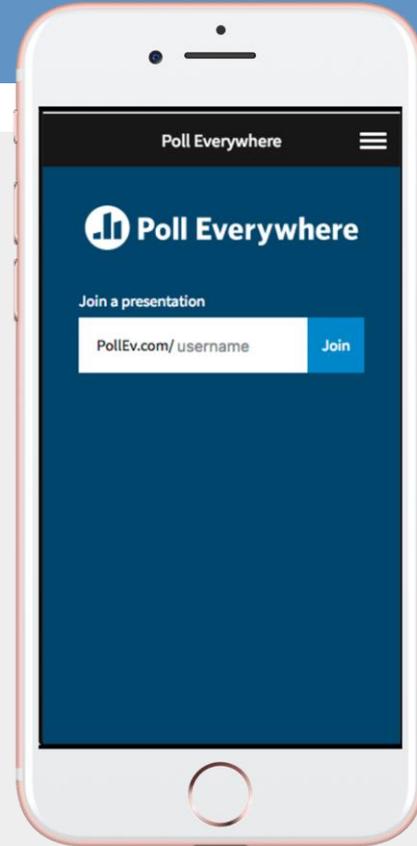
Add-ins also available for [Keynote](#) and [Google Slides](#).



How to respond

Students can respond to multiple choice and open-ended questions via SMS text message, or via the web. Responding to other activity types, like clickable images and Q&As, require students to respond on the web.

To respond on the web, students will enter pollev.com/your-username in a web browser, or they can type *your-username* into the mobile app.



Slides and graphics you can use in your presentation

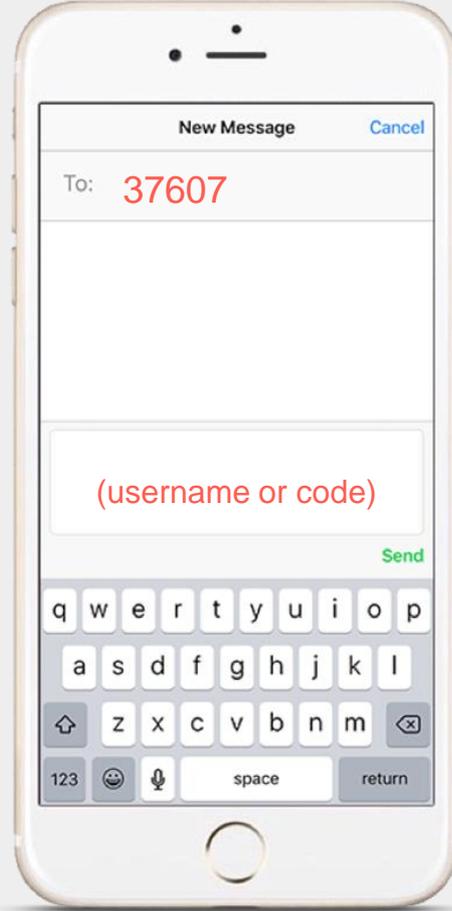
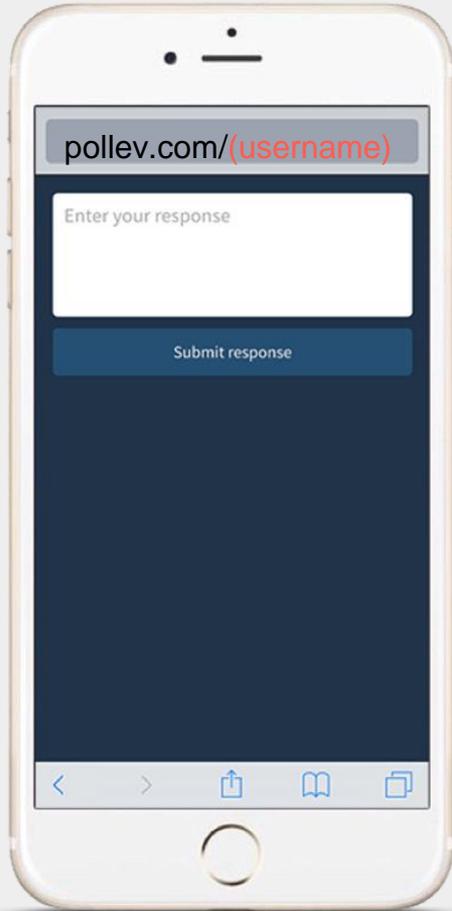
The following slide includes instructions to help the class respond via text message and on the web.

You can tailor the graphic to match your own presentation, customizing it to match the:

1. Five-digit SMS number (or full phone number in some non-US locations)
2. Name of your personal Pollev.com page (pollev.com/YOURNAME)
3. *Optional:* Any response codes or keywords particular to your activity.
(Response instructions can be customized. If you make changes, mirror those changes in your instructions.)



How to respond to Poll Everywhere activities



Additional resources

[Educator guide](#)

[Student FAQ](#)

[Video guides](#)

[Example activities](#)

[Getting started webinar](#)

[Inspiration](#)

[Education blog posts](#)

[Support hub](#)

[Higher-ed success primer](#)

