

Using Poll Everywhere

Poll Everywhere is an easy way to gather live responses in any venue... conferences, classrooms, webinars, and off-sites — anywhere with internet.



Ask a question

Use multiple choice questions to identify gaps in understanding or kick off group discussions with a colorful word cloud.

Collect live responses

Invite the audience to respond simultaneously by visiting a website or texting a number on their phones.

See instant results

Responses appear in an animated graph or chart embedded in your presentation. Results update live for all to see.

Starting Out

If you would like to use Poll Everywhere in your presentations, please get with Dwayne Hunter – dwayne.hunter@okstate.edu – and request an account or request an account be activated with the Oklahoma State University license.

Logging In

Once your account has been created and activated, go to **polleverywhere.com** and log in. Once logged in, it is suggested that you change a few settings to better enable your audience to use your polls. Click the settings gear icon in the top right of the page and choose the **My Settings** option.

Username

Changing your username to something short, yet descriptive, will prevent your users from having to enter or text a long string of characters when accessing your poll.

Password

If you are logging in for the first time, it's suggested that you change your password here.

Branded Response Page

By clicking the **Branded Response Page** option in the left navigation menu, you can change the way your polls are presented when accessed by the users via the website.

Creating a New Activity

Once you are finished changing your initial settings, to create a new activity click the **Polls** option in the top menu and click the blue **Create** button. This will allow you to create a new poll with the style and function of your choice. Follow the steps associated with your chosen activity type and click the blue **Create** button in the bottom right.

Once your new poll is created, you can then change some settings within the activity before you present.

Visual Settings

This button allows you to change the way the poll looks when presenting.

Activate

This button should be pressed when you are ready to present your activity and accept responses from the audience.

Show Responses

This button will show the responses live to your audience as new answers are submitted. Only enable this if you are ready for the audience to see what was submitted.

Lock

This enables you to lock the activity so that no more submissions are allowed.

Clear Responses

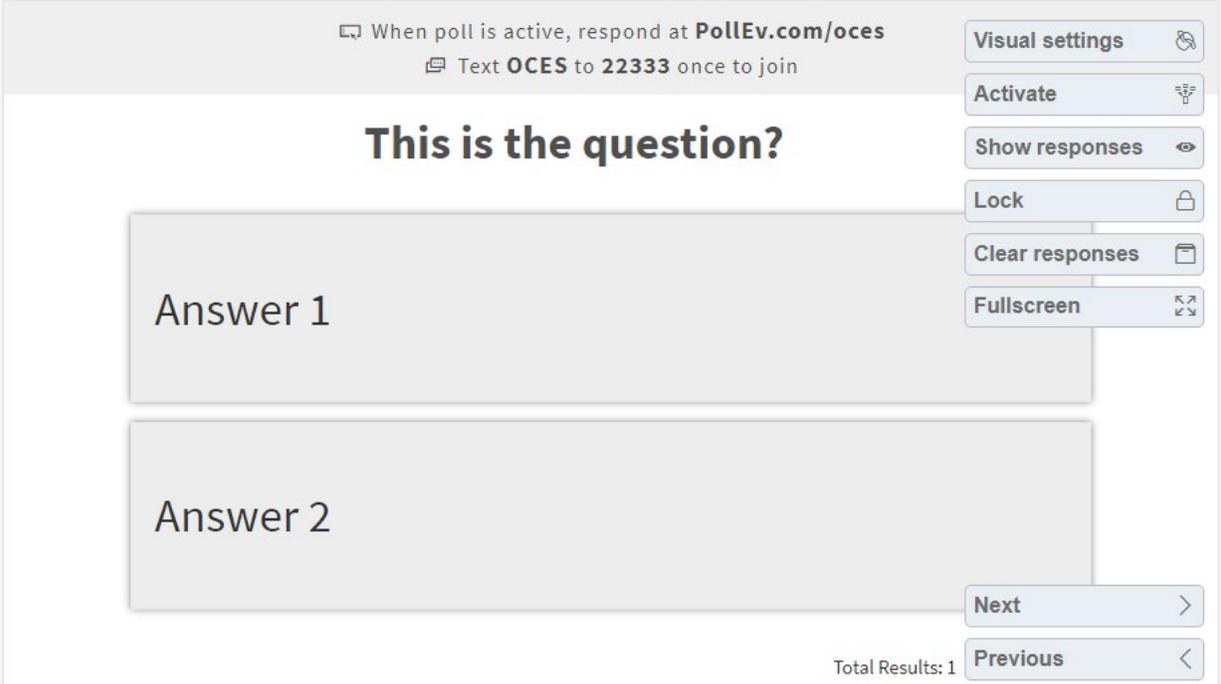
This will allow you to clear all the current submissions.

Fullscreen

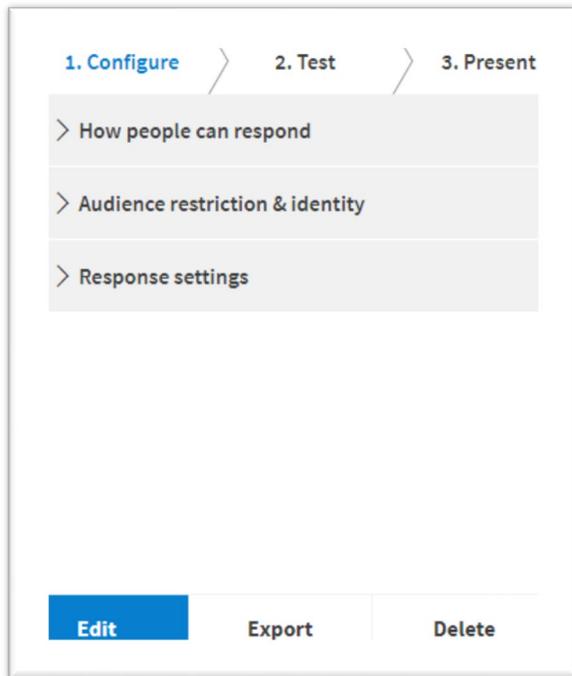
This button allows you to maximize the activity on the screen.

Next/Previous

This allows you to continue to the next or previous question in your activity.



The screenshot displays the PollEv.com interface for a poll. At the top, it shows the poll ID 'When poll is active, respond at **PollEv.com/oces**' and the text 'Text **OCES** to **22333** once to join'. The main question is 'This is the question?'. Below the question are two answer boxes labeled 'Answer 1' and 'Answer 2'. On the right side, there is a control panel with buttons for 'Visual settings', 'Activate', 'Show responses', 'Lock', 'Clear responses', and 'Fullscreen'. At the bottom right, there are 'Next' and 'Previous' buttons. The text 'Total Results: 1' is visible at the bottom left of the interface.



Configuring Your Activity

You can also configure your activity with various options.

How People Can Respond

You can enable or disable the website or text message submission options for your activity.

Audience Restriction & Identity

You can restrict participants to only those registered and options for identifying participants.

Response Settings

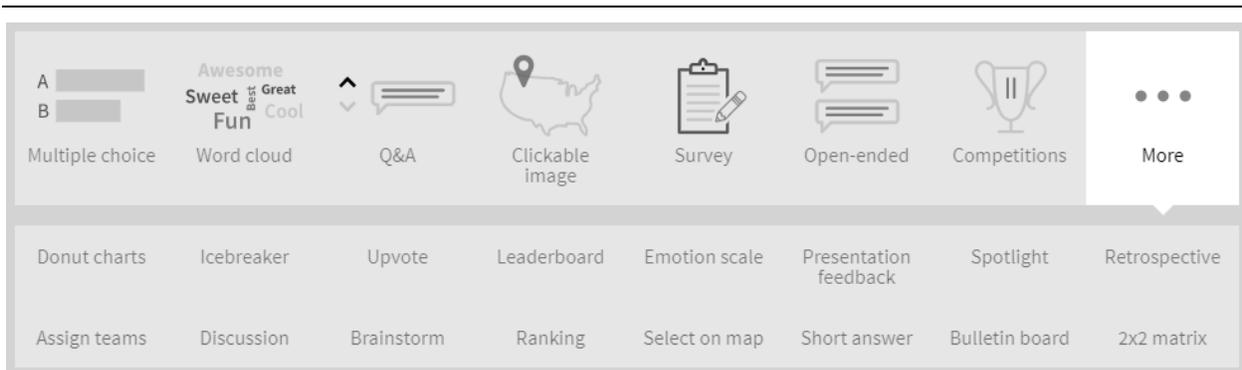
You can limit the amount of submissions from individuals and allow or disallow participants from changing their answer.

Testing Your Activity

This will allow you to test your activity before presenting it for submissions in both the web version and the text version.

Presenting Your Activity

This will give you help for presenting your activity as well as provide sharable links to the poll.



Types of Activities

As you can see, there are over twenty different types of activities you can create. The most common are listed below.

Multiple Choice

This will allow you to ask questions and get pre-listed answers back in response, much like a Multiple Choice Test.

Word Cloud

This will allow you to get responses back from a question and displayed back to the audience in a word cloud, with the most common answers listed in bigger font.

Survey

Allows you to create a series of answers the participants can answer at their own pace.

Open Ended

Allows you to ask questions that allow a free-form answer from the participants.

And More...

Feel free to play around with the different types of activities to get a feel for what they offer.

Presenting from the Web

In order to present your activities via the web, just pull up your favorite web browser, navigate to **polleverywhere.com**, login, and click on the activity you would like to present. Clicking the **Fullscreen** option will maximize the poll questions for better viewing by the audience.

Presenting from PowerPoint

Downloading the PowerPoint Add-in

Click the **PowerPoint** option under the **Download the App** heading in the left navigation menu of the main Polls page. Install the add-in by following the steps in the install wizard. The first time you open PowerPoint after installing the add-in a box should pop-up asking you to log into Poll Everywhere. If you do not see the login screen, click the **Poll Everywhere** tab in the top menu and choose the **Login** option in the configuration ribbon. **Keep in mind, the Poll Everywhere Add-in must be installed on the computer you are using to present an activity for this to work.**

Adding an Activity to Your PowerPoint Presentation

Click the **Insert** option in the Poll Everywhere ribbon and choose the activity you would like to insert. After you have selected the activity to insert, click the blue **Insert Activities** button in the bottom right of the new window to add those activities to your presentation. This will add a new slide to your presentation and when presenting this slide, you can choose to activate the poll at that point.

The screenshot shows the Poll Everywhere interface. On the left, there is a navigation menu with buttons for 'Create', 'Import', and 'My polls'. Below 'My polls' are links for 'Shared with me' and 'Trash'. The main area contains a toolbar with buttons for 'New group', 'Ungroup', 'Download', and a search box labeled 'Search by activity title'. Below the toolbar is a list of activities. The first activity is 'Default' with a dropdown arrow and '1 activity' to its right. The second activity is 'This is the question?' with a list icon, a question mark icon, and '1 response' to its right.

Obtaining Results from Your Activities

If you would like to view and use the results from your activities later, simply click the **Responses** option to the right of the activity you would like to view from the main Polls page. From here, you can show a full report, or you can download the results into a .csv file to work with in Microsoft Excel.