

Poll Everywhere

Introduction

Poll Everywhere is an online tool that allows you to poll or survey your class and collect results in real-time.

Learning Objectives

Completion of this tutorial will give you experience with the following:

- creating a Poll Everywhere account
- creating polls online at www.polleverywhere.com
- creating polls in Microsoft PowerPoint
- sharing polls
- collecting data

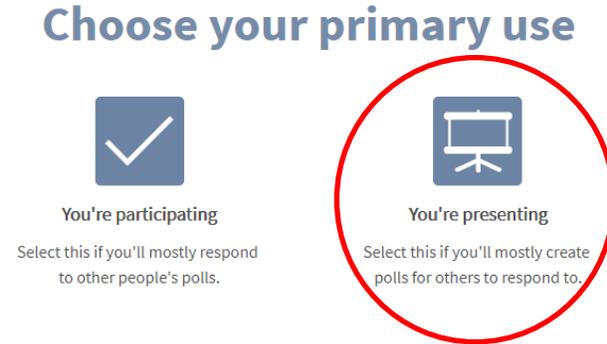
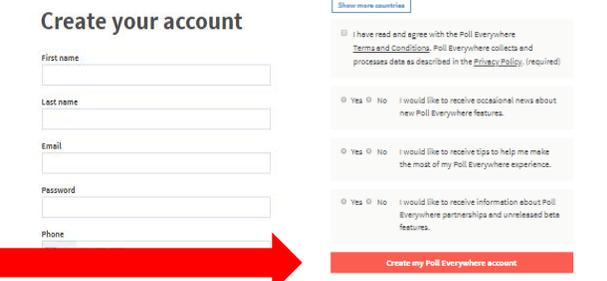
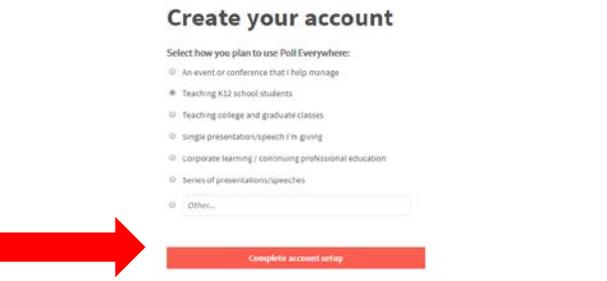
This tutorial assumes

- You have internet access and an active email account

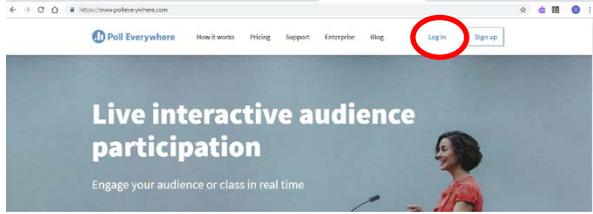
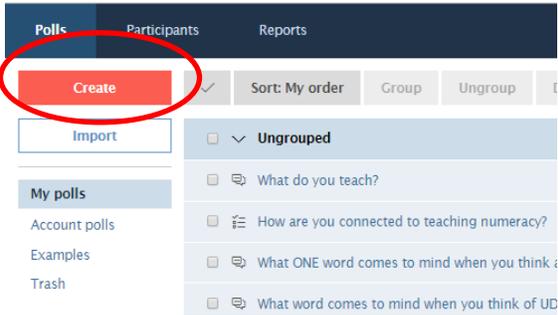
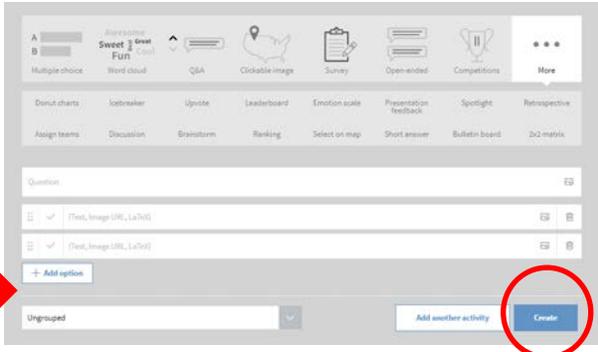
Case Study

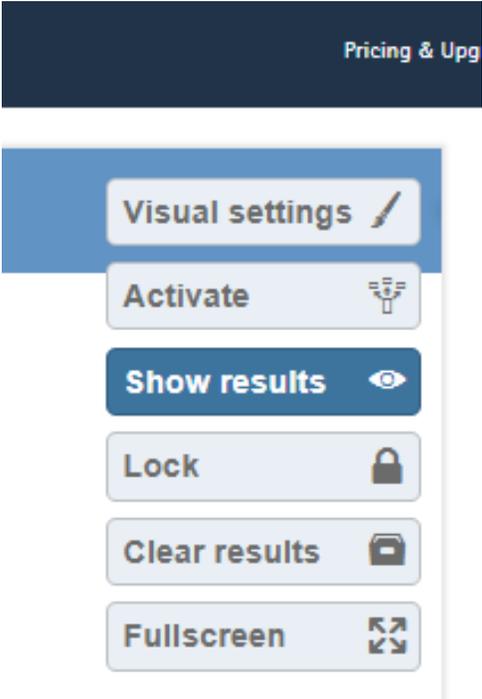
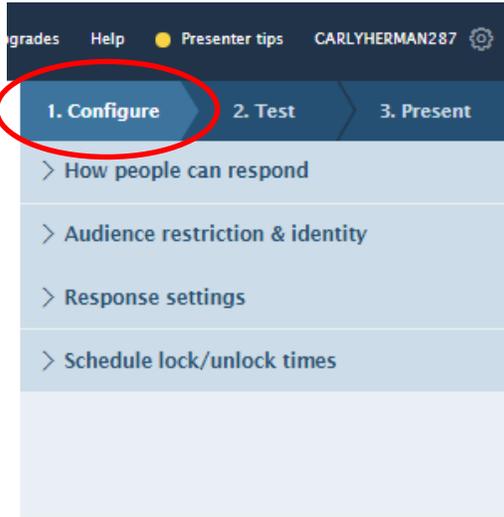
You need an engaging, real-time method to evaluate student understanding during your lessons, as well as, a tool that allows all students to feel comfortable sharing their opinion or ideas.

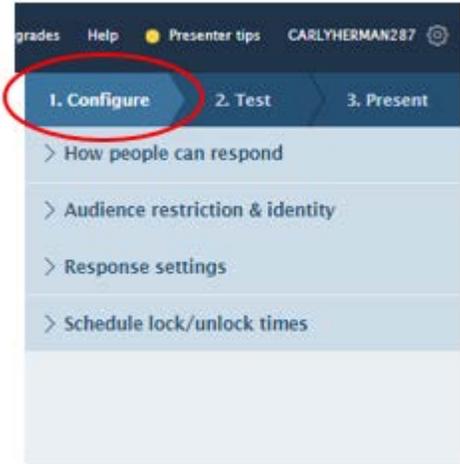
Creating a Poll Everywhere Account

<p>1</p>	<p>In your web browser, go to www.polleverywhere.com</p> <p>Click on "Sign up".</p>	
<p>2</p>	<p>Choose "You're presenting" as your primary use.</p>	
<p>3</p>	<p>Enter your information to create a free account.</p> <p>Click "Create my Poll Everywhere account".</p>	
<p>4</p>	<p>Select how you plan to use your Poll Everywhere account.</p> <p>Click "Complete account set up".</p>	

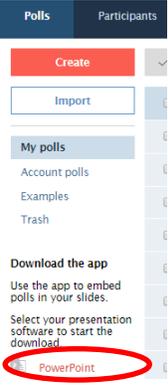
Creating a Poll on the Poll Everywhere Website

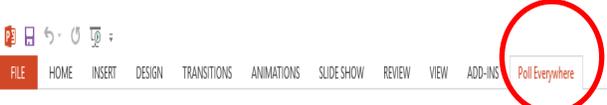
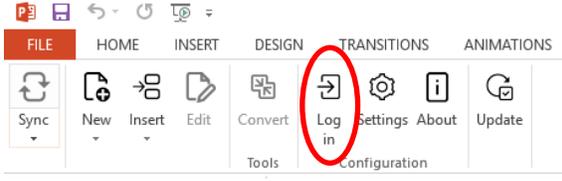
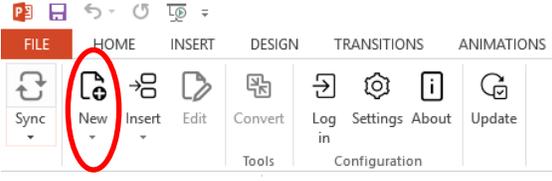
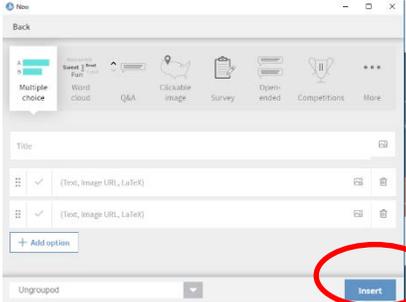
<p>1</p>	<p>In your web browser, go to www.polleverywhere.com</p> <p>Click on “Log in”.</p>	
<p>2</p>	<p>If you have previously made polls they will appear here, and you will need to click “Create” to make a new poll.</p> <p>If this is your first time creating a poll skip to step 3.</p>	
<p>3</p>	<p>Select the type of poll you would like to create by clicking on it.</p>	
<p>4</p>	<p>Enter your poll question, and answer options (if applicable). You can include images in your question and answer(s) if desired.</p> <p><i>Note: “ungrouped” is the only option in the dropdown menu, so you can leave that as the setting.</i></p> <p>Click “Create”.</p>	

<p>5</p>	<p>When viewing your poll there are several actions available on the right side of your poll:</p> <ul style="list-style-type: none"> • Visual settings: allows you to choose how the results will be displayed (i.e.: bar graph, donut graph, word wall) • Activate: publishes your poll and makes it open for responses • Show results: when selected enables the results to be viewed in real-time as they are entered • Lock: allows you to lock your poll so responses cannot be entered • Clear results: allows you to reset your poll 	 <p>A screenshot of a poll control panel. At the top right is a dark blue button labeled 'Pricing & Upg'. Below it is a vertical stack of six buttons: 'Visual settings' with a pencil icon, 'Activate' with a broadcast icon, 'Show results' with an eye icon, 'Lock' with a padlock icon, 'Clear results' with a trash can icon, and 'Fullscreen' with a four-way arrow icon.</p>
<p>6</p>	<p>There are also options available under the "Configure" tab:</p> <ul style="list-style-type: none"> • How people can respond: this allows you to select whether you would like students to interact with your poll online or via text message • Audience restriction & identity: this allows you to choose if responses will be linked to a screen name, or be anonymous. <i>Note: users</i> 	 <p>A screenshot of the 'Configure' tab in the poll interface. The top navigation bar shows '1. Configure' (circled in red), '2. Test', and '3. Present'. Below the navigation bar are four menu items, each with a right-pointing chevron: 'How people can respond', 'Audience restriction & identity', 'Response settings', and 'Schedule lock/unlock times'.</p>

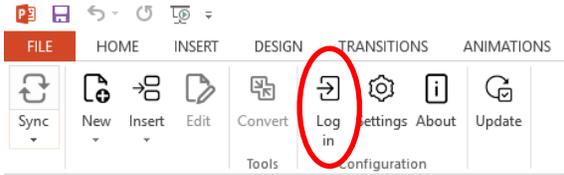
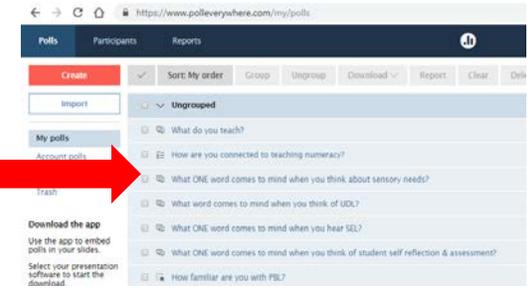
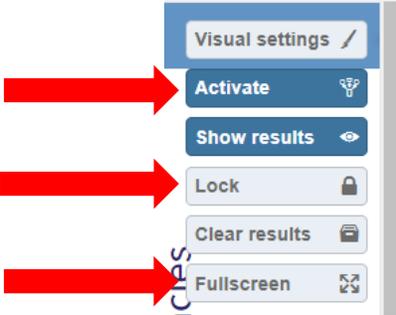
	<p><i>have the option to skip entering their screen name when responding to a poll</i></p> <ul style="list-style-type: none"> • Response settings: this allows you to select how many answers a user may provide, or if they can change their answer once submitted • Schedule lock/unlock times: this feature allows you to set the poll to lock and unlock automatically, allowing you to skip the “unlock” step described earlier • Moderation: depending on the type of poll you have selected to use, there may be the option to have you approve responses before they are submitted 	 <p>The screenshot shows a dark blue header with 'grades', 'Help', 'Presenter tips', and 'CARLYHERMAN287'. Below the header is a navigation bar with three tabs: '1. Configure', '2. Test', and '3. Present'. The '1. Configure' tab is highlighted with a red circle. Below the navigation bar are four menu items: '> How people can respond', '> Audience restriction & identity', '> Response settings', and '> Schedule lock/unlock times'.</p>
8	<p>Under the “Test” tab, you can trial your poll to ensure the responses will appear in the manner you want</p>	 <p>The screenshot shows the same dark blue header as above. The navigation bar now has '1. Configure', '2. Test', and '3. Present'. The '2. Test' tab is highlighted with a red circle.</p>
9	<p>There are presentation options under the “Present” tab:</p> <ul style="list-style-type: none"> • How to present: allows you to select if you will use your poll online from the website, or if you will embed it into a PowerPoint presentation • Share: allows you to select additional features for sharing your poll with 	 <p>The screenshot shows the same dark blue header as above. The navigation bar now has '1. Configure', '2. Test', and '3. Present'. The '3. Present' tab is highlighted with a red circle.</p>

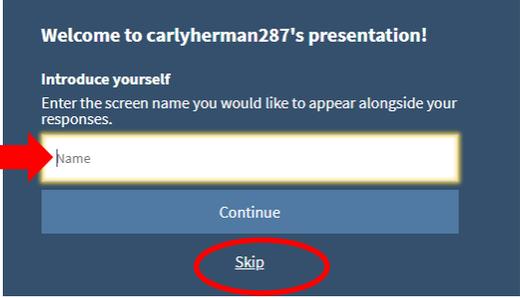
	students (these can be left to the default setting).	
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Creating a Poll in Microsoft PowerPoint		
1	<p>In your web browser, go to www.polleverywhere.com</p> <p>Click on “Log in” and enter your credentials.</p>	
2	<p>Underneath the heading <i>Download the app</i> click on “PowerPoint”.</p>	
3	<p>A new screen will open, and you will need to click “Download”.</p>	

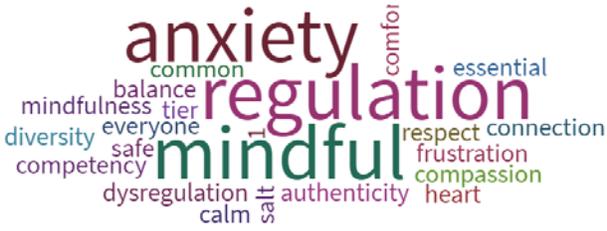
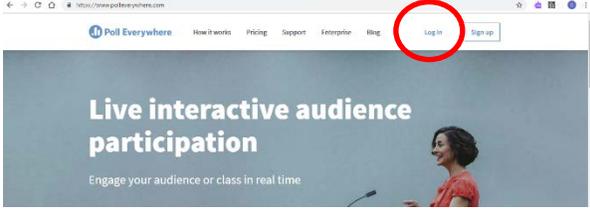
<p>4</p>	<p>Open the downloaded <i>pollev.exe</i> file to begin installation. Follow the steps to install as prompted.</p>	
<p>5</p>	<p>Open Microsoft PowerPoint on your computer. Click on the “Poll Everywhere” tab on the top menu bar.</p>	
<p>6</p>	<p>Click “Login” on the menu bar and enter your credentials.</p>	
<p>7</p>	<p>Once logged in, click “New” from the menu bar.</p>	
<p>8</p>	<p>Select the type of poll you would like to create by clicking on it. Enter your poll question, and answer options (if applicable). Click “Insert”.</p>	

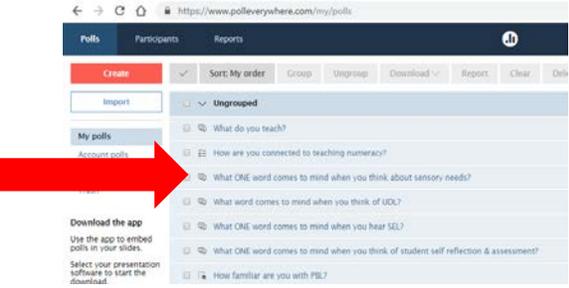
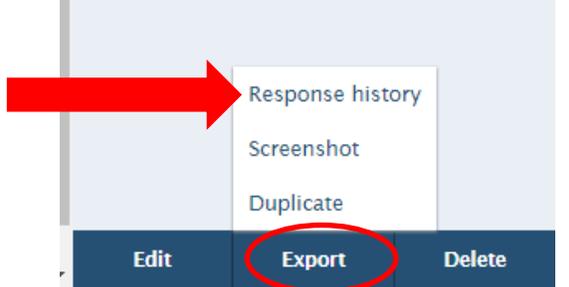
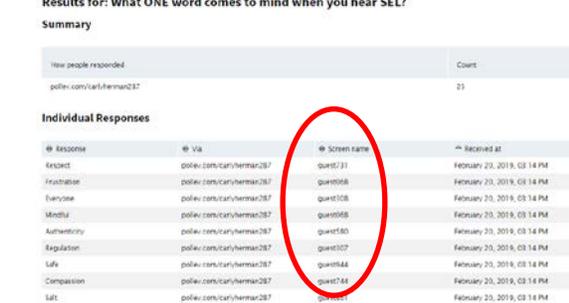
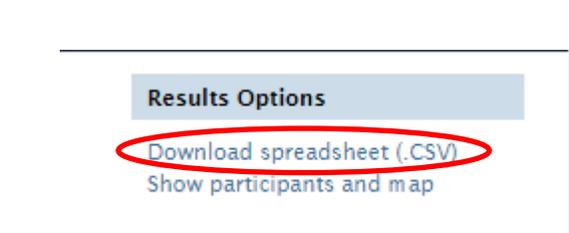
Sharing Polls

<p>1</p>	<p>If you created your poll within Microsoft PowerPoint, you do not need to share your poll. Ensure you are logged into Poll Everywhere within PowerPoint before you start your presentation, and the poll will be live when you present.</p>	
<p>2</p>	<p>If you created your poll on www.polleverywhere.com, you will need to login to your account.</p>	
<p>3</p>	<p>Click on the poll you would like to share.</p>	
<p>4</p>	<p>Ensure you have selected “Activate”, and that “Lock” is not on. Click on “Fullscreen”.</p>	

<p>5</p>	<p>Instructions for how students can respond will be at the top of the screen.</p>	
<p>6</p>	<p>If students are entering their poll responses using the web, they will be prompted to enter a username. You can choose to have them enter a username, or prompt them to click "Skip".</p>	

Collecting Data

<p>1</p>	<p>You can collect data while your poll is in use – using students' answers to gauge understanding, or collect ideas/opinions in the moment. This example is a word cloud sharing prior knowledge about SEL that was then used to guide conversations.</p>	
<p>2</p>	<p>You can also access data from your poll after the activity has ended. Begin by logging into your Poll Everywhere account.</p>	

<p>3</p>	<p>Click on the poll you would like to look at the data from.</p>	 <p>A screenshot of the 'My polls' section in the 'poll Everywhere' application. A red arrow points to a poll question: 'What ONE word comes to mind when you think about sensory needs?'. Other poll questions are visible below it.</p>																																								
<p>4</p>	<p>Click on “Export” at the bottom right corner of your screen. Select “Response history”.</p>	 <p>A screenshot of the export options menu. A red arrow points to the 'Export' button, which is circled in red. Other options include 'Response history', 'Screenshot', and 'Duplicate'. At the bottom are 'Edit' and 'Delete' buttons.</p>																																								
<p>5</p>	<p>The screen that opens will show you individual responses – if you had students use screen names to respond, you will be able to see how each student responded here.</p>	 <p>A screenshot of the 'Results for: What ONE word comes to mind when you hear SEL?' page. It shows a 'Summary' section with 'How people responded' and 'Count' (21). Below is a table of 'Individual Responses' with columns for 'Response', 'Via', 'Screen name', and 'Received at'. The 'Screen name' column is circled in red.</p> <table border="1"> <thead> <tr> <th>Response</th> <th>Via</th> <th>Screen name</th> <th>Received at</th> </tr> </thead> <tbody> <tr> <td>Respect</td> <td>poll-e.com/carl/herman287</td> <td>quest231</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Trustworthiness</td> <td>poll-e.com/carl/herman287</td> <td>quest068</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Integrity</td> <td>poll-e.com/carl/herman287</td> <td>quest108</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Mindful</td> <td>poll-e.com/carl/herman287</td> <td>quest068</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Authenticity</td> <td>poll-e.com/carl/herman287</td> <td>quest180</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Regulation</td> <td>poll-e.com/carl/herman287</td> <td>quest107</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Life</td> <td>poll-e.com/carl/herman287</td> <td>quest444</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Compassion</td> <td>poll-e.com/carl/herman287</td> <td>quest744</td> <td>February 20, 2019, 03:14 PM</td> </tr> <tr> <td>Self</td> <td>poll-e.com/carl/herman287</td> <td>quest101</td> <td>February 20, 2019, 03:14 PM</td> </tr> </tbody> </table>	Response	Via	Screen name	Received at	Respect	poll-e.com/carl/herman287	quest231	February 20, 2019, 03:14 PM	Trustworthiness	poll-e.com/carl/herman287	quest068	February 20, 2019, 03:14 PM	Integrity	poll-e.com/carl/herman287	quest108	February 20, 2019, 03:14 PM	Mindful	poll-e.com/carl/herman287	quest068	February 20, 2019, 03:14 PM	Authenticity	poll-e.com/carl/herman287	quest180	February 20, 2019, 03:14 PM	Regulation	poll-e.com/carl/herman287	quest107	February 20, 2019, 03:14 PM	Life	poll-e.com/carl/herman287	quest444	February 20, 2019, 03:14 PM	Compassion	poll-e.com/carl/herman287	quest744	February 20, 2019, 03:14 PM	Self	poll-e.com/carl/herman287	quest101	February 20, 2019, 03:14 PM
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<p>6</p>	<p>You can download the result as a spreadsheet by clicking “Download spreadsheet (.CSV)”.</p>	 <p>A screenshot of the 'Results Options' menu. The option 'Download spreadsheet (.CSV)' is circled in red. Other options include 'Show participants and map'.</p>																																								