Creating Content in PowerPoint

Before You Begin
Open PowerPoint through TurningPoint. Select the Polling tab and click PowerPoint Polling.

How to Create Content in PowerPoint
1. Select the TurningPoint ribbon or toolbar.
2. Click New and select the question type.
   TIP: On PC, you can specify a default chart type in the Preferences. The TurningPoint PowerPoint Preferences are accessed through the Preferences button on the TurningPoint ribbon. You can also insert a new chart onto a slide using the Objects button on the ribbon.
3. Enter the question text and answer text. On Mac, click the Refresh button to update your chart to reflect your slide changes.
4. Optionally, set the Question Options in the Slide Preferences pane. On Mac, verify the slide number on the Slide Preferences pane before making option adjustments.
5. Optionally, set the Scoring Options, such as point values or speed scoring in the Slide Preferences pane.
6. Optionally, adjust the Polling Options in the Slide Preferences pane.
7. Optionally, click on the chart and adjust the Chart Options in the Slide Preferences pane. (Only available on PC.)
8. When finished, save the PowerPoint presentation.
PowerPoint Polling PC

Polling in PowerPoint: PC Showbar

Before You Begin
To poll in PowerPoint, you need a presentation with questions slides or a question list. To track results based on participants, a participant list is also recommended.

How to Poll in PowerPoint for PC

1. Plug in the receiver.
2. Open TurningPoint and select a participant list and content, if applicable.
3. Click PowerPoint Polling. The TurningPoint window closes and PowerPoint opens. If a question list was selected, TurningPoint will automatically parse the content into slides. If there are a large number of questions in the question list, this may take a few moments.
4. Open the PowerPoint presentation that contains the question slides if content was not selected before PowerPoint was opened.
5. Verify the correct participant list has been loaded and Live Polling is selected in the Polling drop-down box from the TurningPoint ribbon.

6. Start the Slide Show.
7. Depending on the Polling Options that were selected during slide creation, when you come to a polling slide you may need to advance the slide to open polling.
8. Continue until the Slide Show is finished.
9. Close the presentation when you have finished polling.
10. Click Yes to save the session. Tip: To save the session before closing the application, click Save on the TurningPoint ribbon, name the session and click Save.
11. TurningPoint opens to the Manage tab to view reports.