Instructor Guide

Getting Started with Poll Everywhere

What is it?

Poll Everywhere is an audience response system that "helps turn ordinary presentations into compelling conversations." Use Poll Everywhere to engage your students as you lecture and encourage continuous active participation. This user-friendly classroom response system allows you to embed polls directly into your presentations, so that you can receive instant audience feedback and gather important metrics about student comprehension while simultaneously creating an engaging learning atmosphere.

You can create multiple poll types such as multiple choice, word clouds, Q&A or open-ended feedback. Students can respond to your polls online or with their cell phones through text, no clickers required! Poll Everywhere can be successfully used face-to-face in the classroom or during a Zoom session. It is the ultimate active learning tool!

Reasons you want to use it!

Keeping students engaged while teaching them remotely can be particularly difficult especially if students aren’t comfortable turning on their cameras and interacting online. Poll Everywhere helps create an interactive classroom experience by providing a safe platform for students to ask questions, participate and demonstrate their learning. Use Poll Everywhere if you want to...

- **Encourage active learning.**
  Create fun activities to break up lengthy lectures. Encourage active participation and help students engage with the course content. Ask interactive and meaningful questions to get students talking.

- **Embed polls directly into your presentation slides.**
  Poll Everywhere allows you to embed polls directly into Google Slides or Powerpoint so you never need to exit your presentation to conduct a poll.

- **Create a safe space for shy students.**
  Connect with all of your students; even those that are usually too shy to participate in class. Poll Everywhere provides anonymity, empowering students who may normally be afraid to speak up to contribute to the class and ask questions.
• **Gauge student understanding and monitor participation.**
  As students respond to polls and activities their responses instantly appear on your screen which can help you determine where there may be knowledge gaps and a need to review material. Use poll data to track student participation and receive meaningful feedback.

• **Streamline grading and attendance**
  Connect Poll Everywhere with Canvas to streamline grading and attendance. Use the Canvas integration to easily import Poll Everywhere grades into your Canvas gradebook. This is a great way to take attendance or to add a participation grade to your course.

**Account Setup**

Request a Poll Everywhere Instructor Account (If you have more than 25 students in your classes)

1. Go to [https://sites.uci.edu/pollevyewhere/](https://sites.uci.edu/pollevyewhere/) and [complete the form](https://sites.uci.edu/pollevyewhere/) to request an instructor account
2. Once your instructor account has been approved, you will receive an email invitation to join UC Irvine’s Poll Everywhere account. Follow the instructions in your email invitation to sign up for your account.

Create a Free Poll Everywhere Account (If you have fewer than 25 students in your classes)

1. Go to [https://www.pollevyewhere.com/](https://www.pollevyewhere.com/)
2. Sign up for a Poll Everywhere account by clicking on the Sign Up button on the top right hand corner of the page
3. Choose “I’m a presenter” and enter your First Name, Last Name and UCI Email. You’ll see the button above converts to a “Log in with UCI” button
4. Click on the button that says “Log in with UCI” and complete UCI’s authentication
5. Click on the “Sign up for my Poll Everywhere account”

**How to Get Started**

Create a New Group

- Set up groups to organize your polls (Ex. ‘Course Name - Week or Topic’)

Add an Activity

- Click the “New Activity” or “Add Activity” button
- Choose a type of activity to create: Multiple Choice, Word Cloud, Q&A, Clickable Image, etc…

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This document is developed by the [DTEI Support Team](mailto:DTEIsupport@uci.edu) updated 02/11/2021

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Configure Your Poll

- Decide how you want students to respond (website, text message or both)
- Decide how often students can respond to a poll, whether you will allow them to change their answer, and whether students can see a chart of all responses

Activate Your Poll

- Click on the “Activate” button to make your poll live

Have students respond to your poll

- Share your poll screen; students need to follow the instructions at the top of the screen to participate in the poll

Poll Everywhere Canvas Gradebook Integration

Poll Everywhere’s Canvas integration allows you to export poll data directly into Canvas’ Gradebook. This makes it easy to use Poll Everywhere polls as a participation grade, to check for attendance, or to administer mini-quizzes.

To learn how to integrate Poll Everywhere with Canvas, check out Poll Everywhere’s step-by-step visual guide on Canvas Integration.

**Note:** The Poll Everywhere Canvas integration only works with an instructor account. Faculty have reported sync issues for students who are using email re-directs/alternates.

Embedding Activities into your Presentation Slides

Poll Everywhere allows you to display your activities and polls directly from Powerpoint or from Google Slides by embedding your poll into a slide. This allows you to seamlessly present without having to switch between programs.

To learn more about how to embed your activities and polls into your presentation slides take a look at the “Presenting Your Poll” section of the Presenter’s Guide.

Use these links to download the extensions needed to add Poll Everywhere activities and polls to your presentation slides:

- Poll Everywhere for Google Slides
- Poll Everywhere for Powerpoint (Windows)
- Poll Everywhere for Powerpoint (Mac)
Best Practices for Teaching with this Tool

Provide clear instructions up front - Before you start your first poll, provide your students with clear instructions on how to participate in the polls and activities.

Start off with a practice poll - Begin with an icebreaker or a fun opening question so students have time to get their devices ready and participate in a low pressure environment.

Offer adequate time for students to respond - While it may seem awkward to wait there while students are responding to polls, within a few sessions both you and your students will become accustomed to the silence. Provide at least 90 seconds for the first poll and at least 30-40 seconds for subsequent polls. This allows students to become familiar with the process and gives them time to focus more on the question than the process of responding. As you conduct more polls, you can decrease “wait-time” as students become familiar with the process.

Space out polls and try different poll types - Don't conduct too many consecutive polls; students will start to lose interest in the activity. Space out your polls and give time for students to analyze the results of the poll. Also, try to mix it up with different types of polls and activities to keep students engaged.

Offer incentives to participate - You can make your activities into a game or competition. You can offer extra credit to those that answer a certain number of questions correctly.

Resources

Tutorial Resources:

- Presenter Getting Started Guide
- Poll Everywhere’s Instructor Guide
- Poll Everywhere & Canvas Integration Guide for Educators
- Integrating Poll Everywhere activities into your Slide Presentation
- Embedding Activities into Canvas

Webinar Recordings:

- Poll Everywhere Getting Started Mini-Tutorials
- Poll Everywhere Live and Recorded Webinars

Technical Support and Consultation:

- Poll Everywhere Support Center
- OIT Classroom Technology Audience Response Support (for Poll Everywhere account help)

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