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Overview

This guide will explain how to use TurningPoint in a lecture theatre or seminar room with a Windows10 PC.

Using PowerPoint Polling on a Windows10 PC

Log in to the Windows 10 machine.

Put TurningPoint Polling USB Dongle into the USB slot:

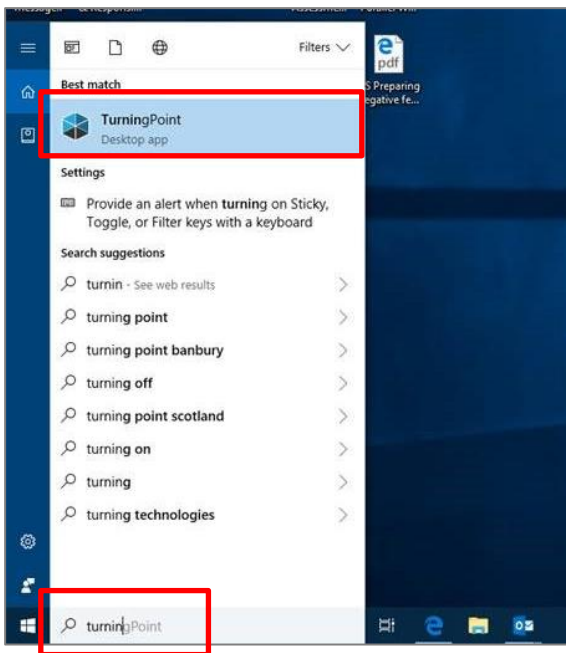


Distribute Turning point handsets to students / participants.

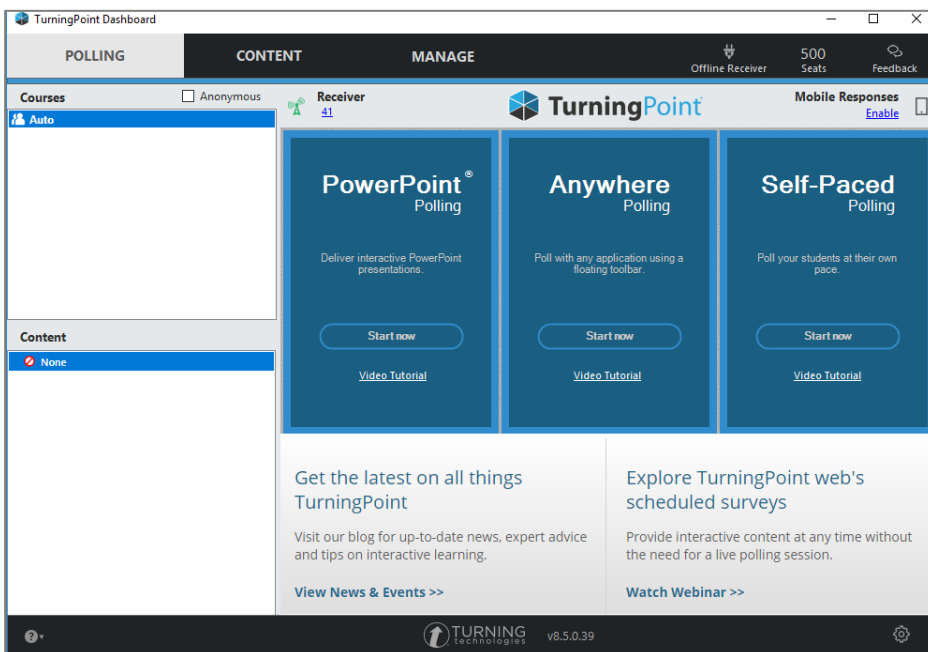


TurningPoint is installed on all Windows 10 machines.

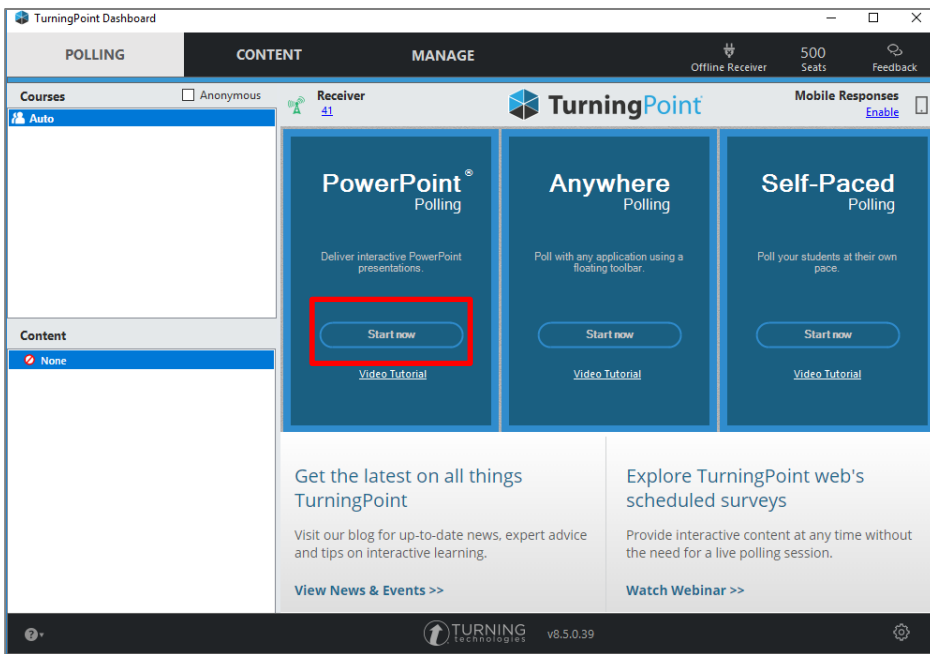
Write 'turning' into the Search bar in the bottom left of the screen, then click on TurningPoint to launch it.



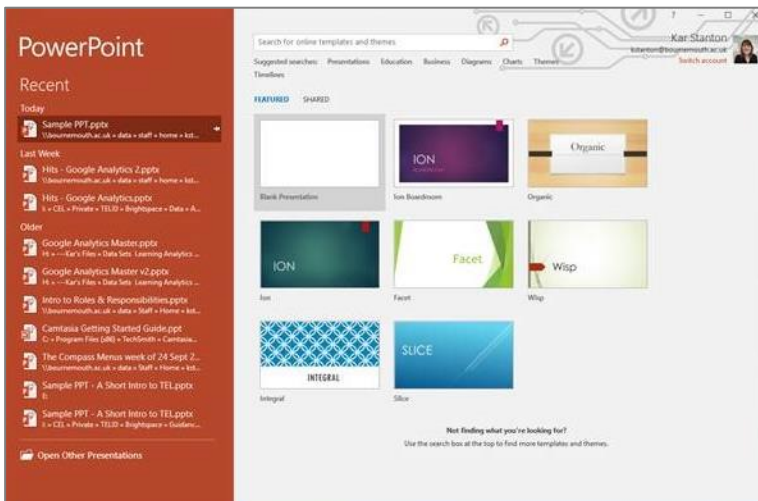
The following screen will appear.



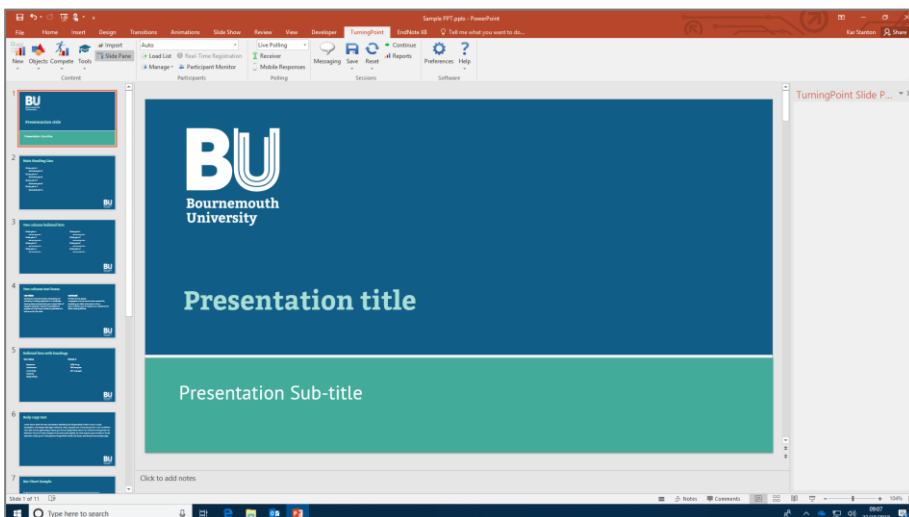
In the PowerPoint Polling box click on Start Now.



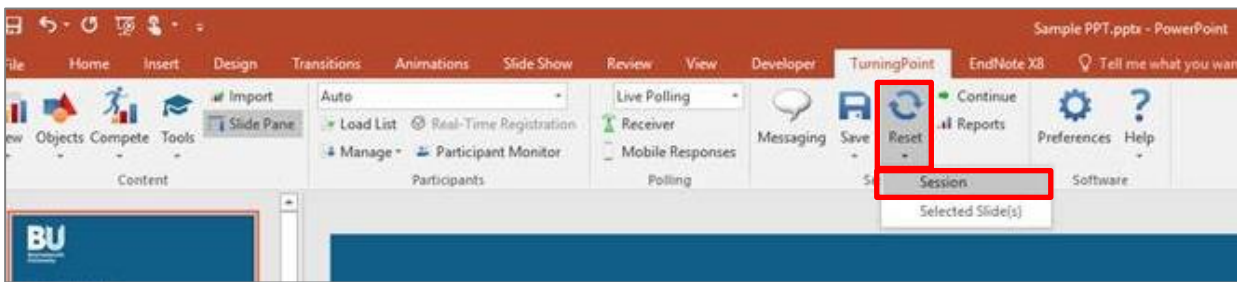
You will now find and select your PowerPoint presentation.



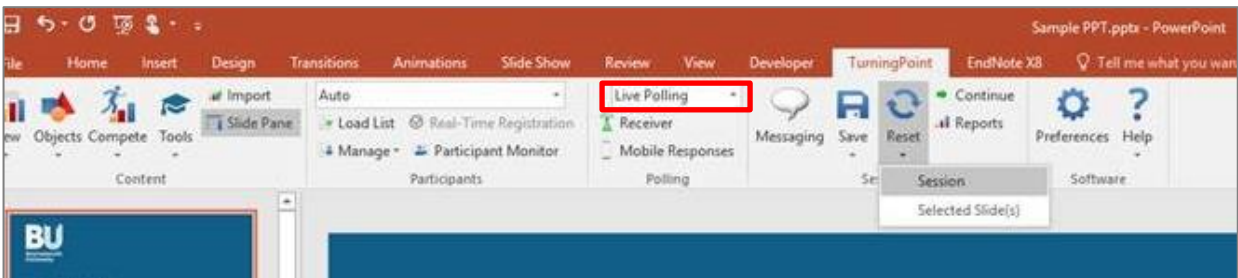
Your presentation will open.



On the toolbar click on Reset and choose Session. This ensures any previous polling is excluded from your new session.

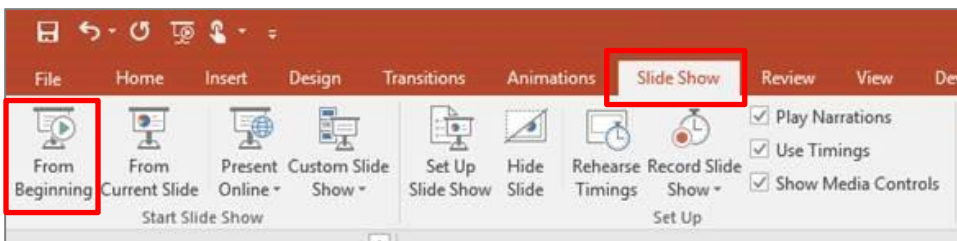


Ensure Live Polling is selected.



There are three different ways to launch your slides / polling.

1. Press F5 on the keyboard
- Or
2. Click on Slide Show tab at the top and then From Beginning.



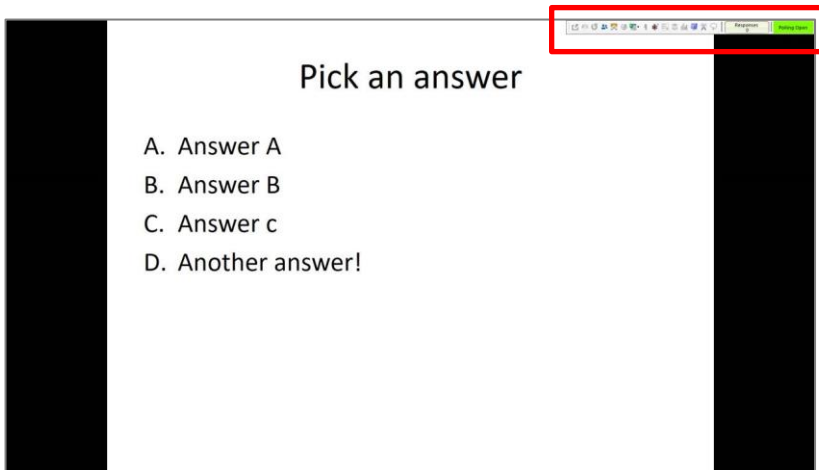
Or

3. Click on Slide Show button at the bottom right of the screen.



Navigate through your PowerPoint by clicking the mouse, or using the space bar or right hand arrow on the keyboard.

When you get to a slide with questions, the Polling bar will be displayed in the top right hand corner.



Now ask your participants or students to use their handsets to select their answer.

If a student selects an answer more than once while a question is open, their last choice will be used overriding the one before.

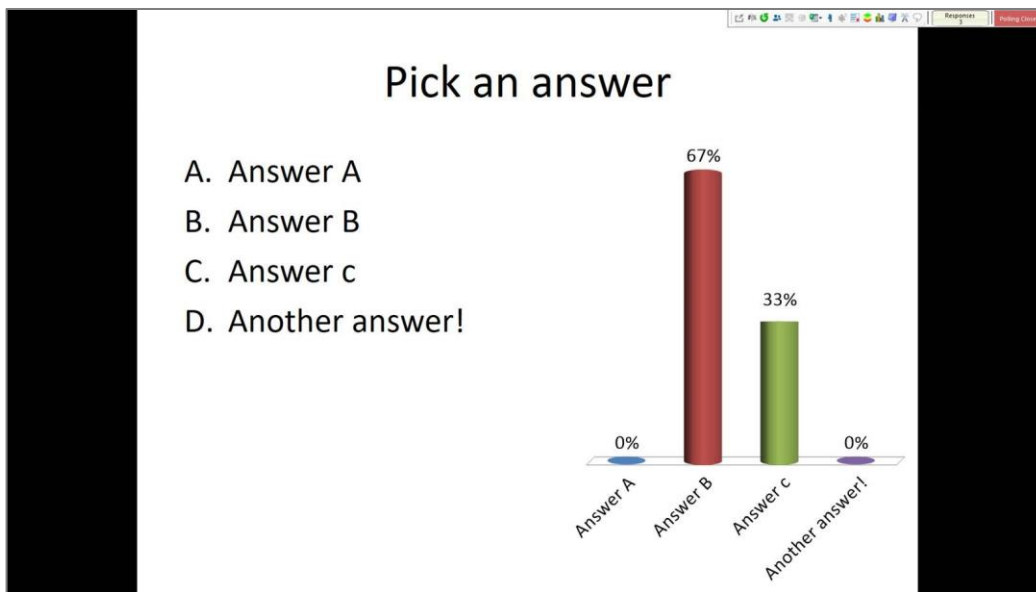
The polling bar will show how many students have participated.



When everyone has selected an answer click again to move to Polling Closed.



The responses of your audience will now be displayed.



Click to continue through your presentation and questions.

If at any point during your presentation you wish to restart polling for the question that you're on.



When you have finished you can create a report of your answer by clicking on Reports.



You can then review your results and Export or Print as required.

The screenshot displays the 'TurningPoint Reports' window. At the top, there are 'Export' and 'Print' buttons. The session information includes: Session Name: Current Session, Date Created: 22/10/2018 09:32:06, Average Score: 0.00%, Active Participants: 3 of 3, and Questions: 1. The main section is titled 'Results by Question' and shows a question: '1. Pick an answer (Multiple Choice)'. To the left is a table of responses, and to the right is a 3D bar chart showing the distribution of answers.

	Responses	
	Percent	Count
Answer A	0%	0
Answer B	66.67%	2
Answer c	33.33%	1
Another answer!	0%	0
Totals	100%	3

The bar chart shows the following data: Answer A (0%), Answer B (67%), Answer c (33%), and Another answer! (0%).

On the right side of the interface, there is a 'Find' button, a 'Zoom' dropdown set to 100%, and an 'Options' panel with checkboxes for: Question Statistics, Difficulty/Discrimination Index, Screenshots, Overall Standards, Show Essay Responses, Show WordClouds (checked), and Short Answer / Numeric Response. Below the options is a 'Show Top Responses' dropdown and 'Question' and 'Close' buttons at the bottom.

Please do not forget to take the TurningPoint Dongle out of the PC, and gather in all handsets and return them to the appropriate set.

Further support

- Audio Visual Loans - for information on booking the TurningPoint handsets call the IT Service Desk on Tel: +44 (0) 1202 965515
- Technical queries - contact the IT Service Desk on Tel: +44 (0) 1202 965515 or log a self service job <https://bournemouth.service-now.com/>
- Need help using TurningPoint - contact your faculty Learning Technologist
- Other queries - contact the Learning Technology team learningtechnology@bournemouth.ac.uk