Getting Started with TurningPoint 8.5

Contents
Launching TurningPoint and Signing In........................................................................................................2
The TurningPoint Dashboard and Enabling Mobile Responses .................................................................4
Running Polls..............................................................................................................................................6
  PowerPoint Polling....................................................................................................................................6
  Anywhere Polling.......................................................................................................................................6
Students Voting with Their Own Devices....................................................................................................7
Launching TurningPoint and Signing In

Once TurningPoint is installed on a PC, you launch it in the normal way, from the Start Menu (under Turning Technologies).

The first time you launch it, it will ask you to select a region – in our case, this is Europe.

You will then be presented with the TurningPoint start window (below).

Note that you need to sign in to run a poll, which requires Internet access (although you do get the option to create an offline password once you’ve performed the initial sign-in). However, you can Create Content Offline (eg build polls) without needing to sign in.

To be able to sign in, you will need a TurningPoint licence associated with your Bristol email address; if you haven’t been assigned a licence, please request one by emailing digital-education@bristol.ac.uk.
Click on the Sign In button, and – once the connection to the TurningPoint server is established – you will be shown the sign-in window (below).

To sign in, enter your email address, click on Sign In, enter your TurningPoint password (which is different from your University password – you will have chosen it when you set up your TurningPoint licence), and then click on Sign In again. (If you can’t remember your TurningPoint password, click on the ‘Forgot your password?’ link to reset it.)

At this point, if you have a TurningPoint receiver (“dongle”) plugged into the PC, you may receive a Caution message (below). This just indicates that the receiver needs to be updated to TurningPoint 8 – click on Update License, and it will automatically update in under a minute.
The TurningPoint Dashboard and Enabling Mobile Responses

Once you’re signed in, you will see the TurningPoint dashboard (below).

At the top right of the dashboard you can see the ID ① you’ve logged in with and the number of seats ② associated with the licence (which is the number of votes that can be recorded at one time). At the bottom left, there is a link ⑤ to online user guides and tutorials.

If you have a receiver (“dongle”) plugged in ③, the dashboard shows the channel number that it is set to. If you’re using handsets (“clickers”) to vote with, they will need to use this channel.

If you are using students’ own devices (eg smartphones, laptops) to vote with, you will need to activate a Mobile Responses session ④. To do this, click on Enable, which will open a TurningPoint session start window (below).
If you click on **Start Session**, TurningPoint will generate a random six-digit number as the session ID (below). Alternatively, you can click on **Reserve** and type in a session ID of your own choice (eg a unit code), and then click on **Start Session**. In either case, the students will need to know the session ID to vote in your session.

Once this is done, you can click on Close – the session ID will appear on the TurningPoint dashboard (under Mobile Responses) while the session is active.
Running Polls

There are three ways to run polls: PowerPoint Polling (using polling slides in a PowerPoint presentation), Anywhere Polling (using a floating toolbar alongside any other application) and Self-Paced Polling (where the students aren’t answering the questions at the same time). To launch any of these, click on the appropriate Start now button in the TurningPoint Dashboard.

PowerPoint Polling

Clicking on the PowerPoint Polling panel launches PowerPoint, with a TurningPoint tab added in – you can then open your PowerPoint presentation. **NB. You must always start TurningPoint first, and then open PowerPoint from within TurningPoint.** If you try to open your presentation by double-clicking on the file, or opening PowerPoint on its own, it won’t have the TurningPoint tab, and you won’t be able to run or edit polls. You will generally prepare your slides in advance, adding new TurningPoint slides at the points where you want to poll the audience. Before you run your slide show, make sure that you **Reset the Session**, to clear out any polling data from previous sessions – if you don’t, students won’t be able to vote on polls that have been run before. If you want to keep the data, save it first.

Anywhere Polling

Clicking on the Anywhere Polling panel launches the toolbar (below). You will generally prepare your questions in advance, in the Content tab of the TurningPoint Dashboard, but you can use the Quick Poll drop-down menu to ask questions on the fly.

Students Voting with Their Own Devices

To vote with their own devices, students will need to go to the website student.turningtechnologies.eu (below) or use the TurningPoint app (which is available for both iOS and Android). On the website, students are offered the opportunity to Sign In (which will require them to create a TurningPoint account if they don’t already have one.)

They can also simply Join as a Guest (below), which will let them vote on your polls anonymously without the need to sign in.
On the website or in the app, students need to enter your session ID and click on **Join Session**. After this, they will be presented with your polls (once polling is open) and be able to vote on them.

If you have any questions, please email **digital-education@bristol.ac.uk**.