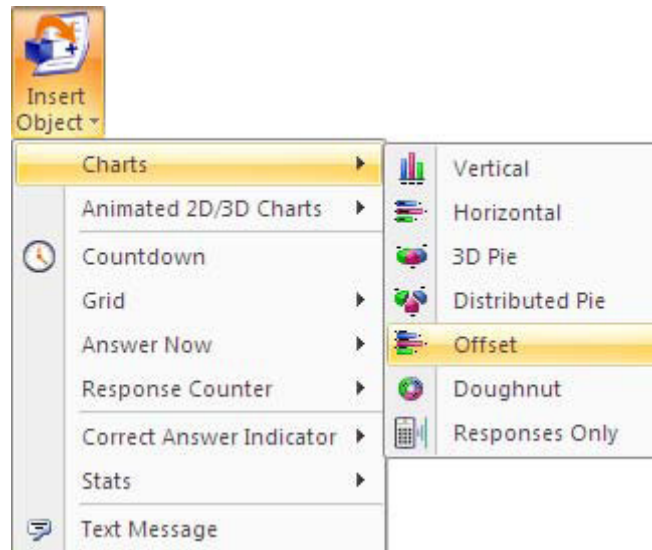




TurningPoint Quick Sheet: Converting PowerPoint Slides to TurningPoint Slides

Question slides that were created in PowerPoint can be converted into interactive TurningPoint questions. To convert a PowerPoint slide into a TurningPoint slide:

1. From the TurningPoint Ribbon, click **Insert Object**, mouse over **Charts** and select the desired **chart type**. Begin with a PowerPoint Slide in “**Title and Content**” layout. HINT: Title Area = Question; Text/Content Area = Bulleted Answer Choices



TurningPoint Settings Pane (Office 2007)

The Settings Pane is a shortcut for frequently used slide settings.

1. Click the gear icon to access TurningPoint Settings Window.
2. Click the drop down menu to select a Participant List.
3. Set Point Values. The default is 1 for a correct answer.
4. Set the number of responses allowed by each participant.
5. Set correct/incorrect answer choices. TIP: If the Settings Pane is not visible, open it by clicking **Tools** and selecting **Enable Settings Pane**.

