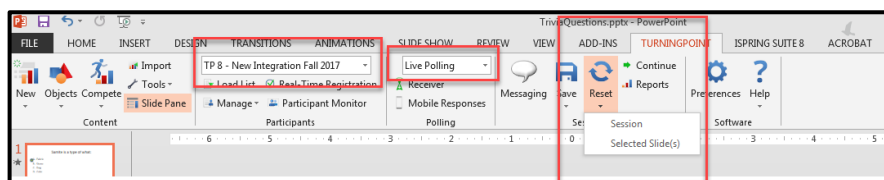
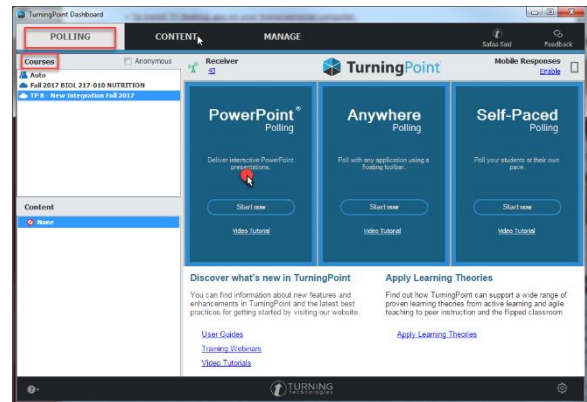


Running and Managing PowerPoint Polling Sessions – Instructor

Running a TurningPoint Session in-class:

1. Open TurningPoint App and sign in to your Turning Technologies Account.
2. From the Polling tab, select the course and click PowerPoint polling. PowerPoint will start.
3. Open your PowerPoint Presentation file with the interactive polling slides.
4. Reset the session.
5. Make sure the course and Live Polling is selected in the Participants tab.

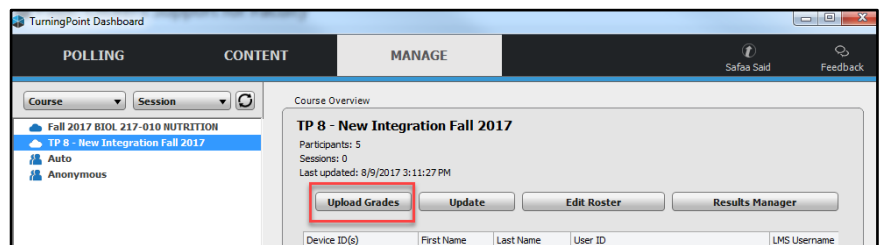


6. Start the Slide Show to Run and save the session.
7. Close the polling environment to return to the TurningPoint Desktop Dashboard

Uploading Grades to MyClasses:

Grades can be uploaded to MyClasses directly from the TurningPoint App Dashboard within the Manage tab.

1. Select the Manage tab.
2. Select the course.
3. Click Upload Grades.
4. Select the grade columns you want to upload and click Upload. The Task Window is displayed.



IMPORTANT: A Turning Technologies Account subscription is mandatory. If a participant does not purchase a subscription, his or her score will show as an asterisk in all TurningPoint Desktop participant reports. Furthermore, his or her score will export as "0" to an Excel workbook and will not be exported to the Gradebook in MyClasses.