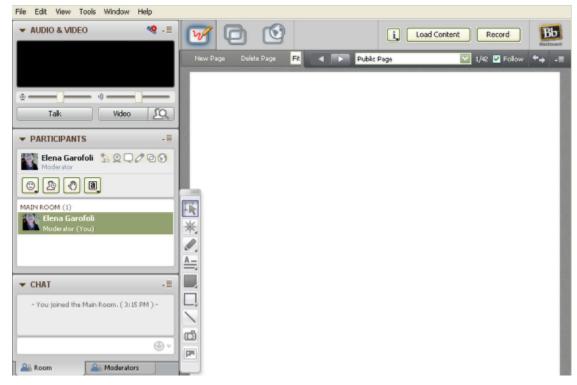
## **Creating a Poll**

Collaborate supports the option for you ask True/False and Multiple choice questions during a session.

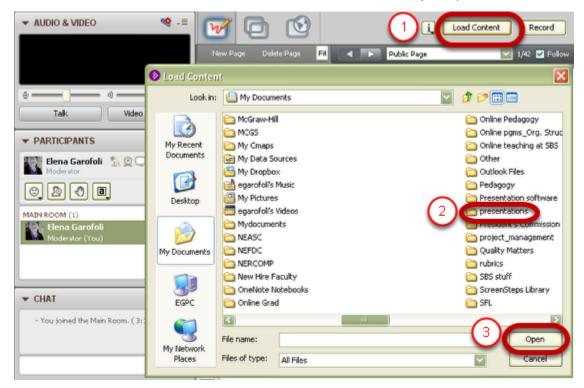
- ll≙. Qh. ð. - 24 E - E -注注: t≡-畜 Calibri (Body) Δ. b 2 Editing New Slide \* Shapes Arrange Quick Paste abe AV - Aaв I U 동동동문 -20. Slide Paragraph Drawing 1 1011 owerpoint What did you did on your summer vacation? a) Worked b) Went to the beach Went to summer school d) All of the above e) None of the above
- 1. Create your question as a slide in a Powerpoint presentation

2. Go into the Collaborate session that you created in your Blackboard course



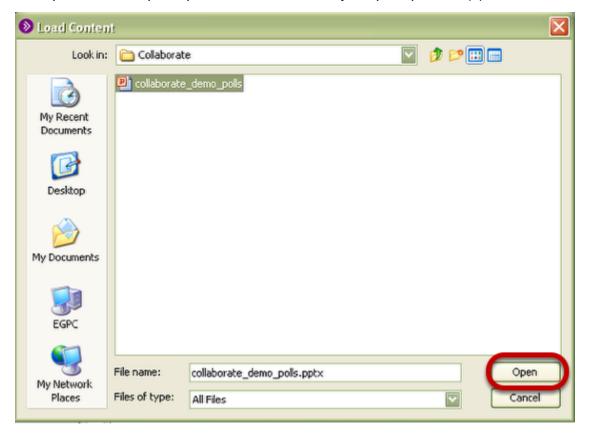
You are now looking at the Whiteboard in Collaborate

3. Select the Load Content button and find the folder that contains your presentation.



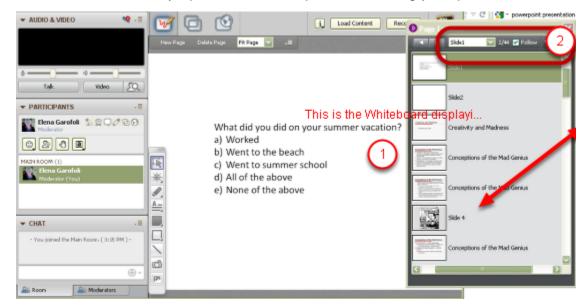
Select Open.

4. Select the specific Powerpoint presentation that has your poll question(s)



Click Open.

5. Collaborate will automatically upload the Powerpoint containing your poll into the Whiteboard



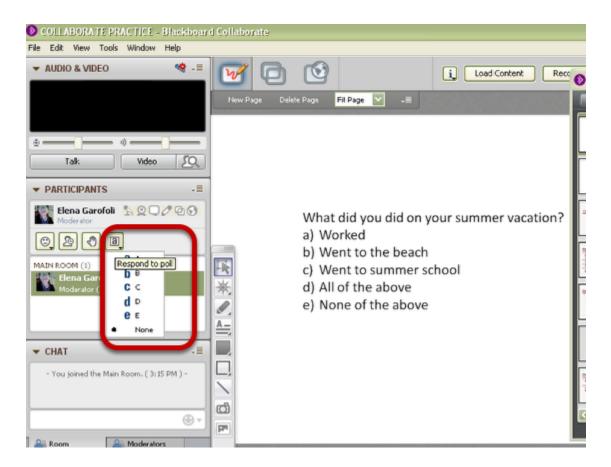
The Page Explorer window opens automatically to show you your slide

6. To go the Tools menu in Collaborate and select Polling, and then Polling Type

COLLABORAT	FE P 👔 CE - Blacki	oard Collaborate	
File Edit View	Tools window Help		
✓ AUDIO & VIE	Application Sharing  Audio Breakout Rooms Chat	-= New Page Delete Page Fit Page .=	i Load Conter
©	Graphing Calculator  Interaction Moderator Poling 2	Poling Type 3 Yes/No Options	
▼ PARTICIPAN Elena Gar Moderator	Profile Recorder Session Plan Telephony	Respond to pol       • AC Multiple Choices         Publish Responses to Whiteboard       AD Multiple Choices         Lock Responses       AE Multiple Choices         Make Responses Visible       did you did on you	4 our summer va
	Timer  Video Whiteboard	a) Worked b) Went to the beach c) Went to summer sc	hool

Select the type of question that corresponds to the one you uploaded.

7. The polling options will appear in the Participants Panel

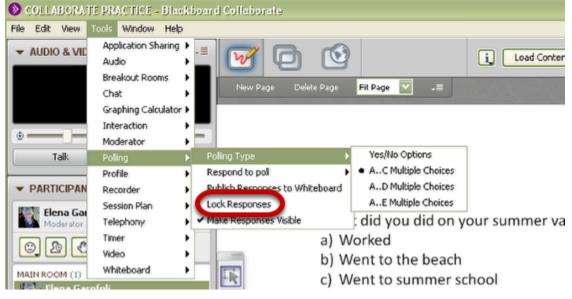


8. You can see the polling in process in the Polling Response Menu.



9. Again, under Tools/Polling, choose Publish Responses to Whiteboard when all participants have responded

10. You can choose to lock the polling responses to prevent Participants from changing their answer



Select Lock Responses from Tools > Polling.

To delete the responses, select Clear

File Edit View Tools Window Help  AUDIO & VIDEO  Talk  Talk  Video  PARTICIPANTS  Filena Garofoli  A: 1 B: 0 C: 0 D: 0 E: 0  MAIN ROOM (1)  Elena Garofoli  Moderator (You)
Talk Video
Talk Video     PARTICIPANTS     Elena Garofoli   Moderator           MAIN ROOM (1)     Elena Garofoli   Moderator (You)
Talk       Video       Image: Constraint of the second sec
PARTICIPANTS      Elena Garofoli     Moderator      A: 1 B: 0 C: 0 D: 0 E: 0      MAIN ROOM (1)      Elena Garofoli     Moderator (You)
Elena Garofoli S Q Q Q Q Q Moderator Q Q Q Q Q Q A: 1 B: 0 C: 0 D: 0 E: 0 Clear MAIN ROOM (1) Elena Garofoli Moderator (You)
Moderator (Clear) A: 1 B: 0 C: 0 D: 0 E: 0 MAIN ROOM (1) Elena Garofoli Moderator (You)
A: 1 B: 0 C: 0 D: 0 E: 0 Clear MAIN ROOM (1) Elena Garofoli Moderator (You)
MAIN ROOM (1) Elena Garofoli Moderator (You)
Elena Garofoli a Moderator (You)
Moderator (You)
▼ CHAT -≣
- You joined the Main Room, ( 3:15 PM ) -
<u>.</u>
A Room A Moderators