

TurningPoint AnyWhere 2.2 for PC

Set Up the Response Devices

Each audience participant uses a response device to respond to the questions asked during the presentation. TurningPoint AnyWhere supports infrared and radio frequency ResponseCards. A receiver accepts responses from the cards.



1. Connect the device receiver to the USB port on the presentation computer.
2. From the TurningPoint AnyWhere Showbar Menu, select Tools, then Settings.
3. Select Response Device settings if there is a need to change the radio frequency channel.
4. Select polling test if there is a need to check response card and receiver functionality.
5. Close settings when finished.

Student devices need to be set to the same radio frequency channel as the receiver they want to respond to in order to communicate properly. To set the channel on an RF card:



Standard Card

1. Press the Channel button.
2. Type in the two digit channel number.
3. Press the Channel button again.

XR Card

1. Follow menu to Change Channel.
2. Type in channel.
3. Press Enter.



Collecting Responses

There are a few options when it comes to polling. This section will cover the different options available for collecting responses.



Basic Polling

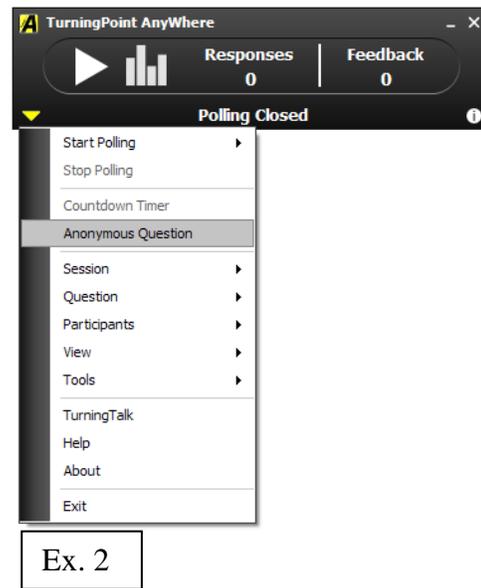
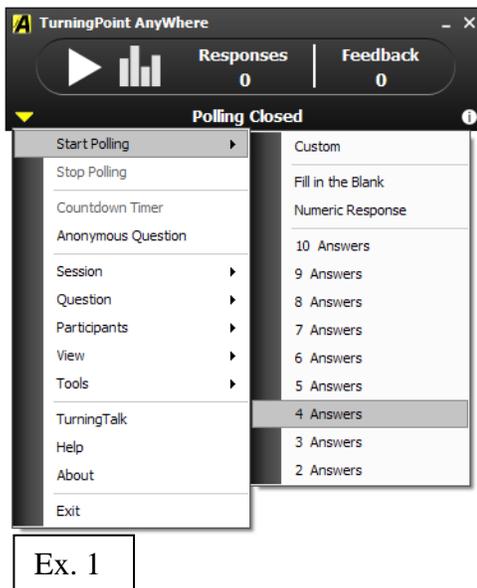
1. Click the Open Polling button on the Showbar. 
2. After your participants have responded, click the Close Polling button. 
3. After polling is closed, the chart will be displayed.

Defined Polling (Ex. 1)

1. Click the Showbar Menu.
2. Select Start Polling from the menu, and then select the number of answer choices desired.
3. Click the Close Polling button once participants respond.

Anonymous Polling (Ex. 2)

1. Click the Showbar Menu.
2. Select Anonymous Question from the menu. Responses to this question will not be tied to an individual or to a Response Card.
3. Click the Close Polling button once participants respond.



Extra Options While Polling

TurningPoint AnyWhere allows for some extra functions that will assist in the collection and interpretation of the data.

Using Countdown Timers

1. After Polling is open, click the Showbar Menu.
2. Select Countdown Timer from the menu. The timer will appear and automatically closes polling when the timer runs out.

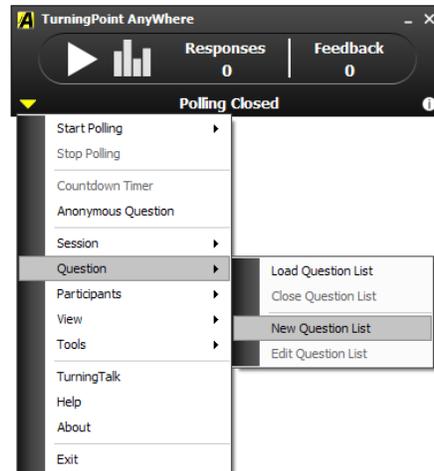


Setting Correct Answers

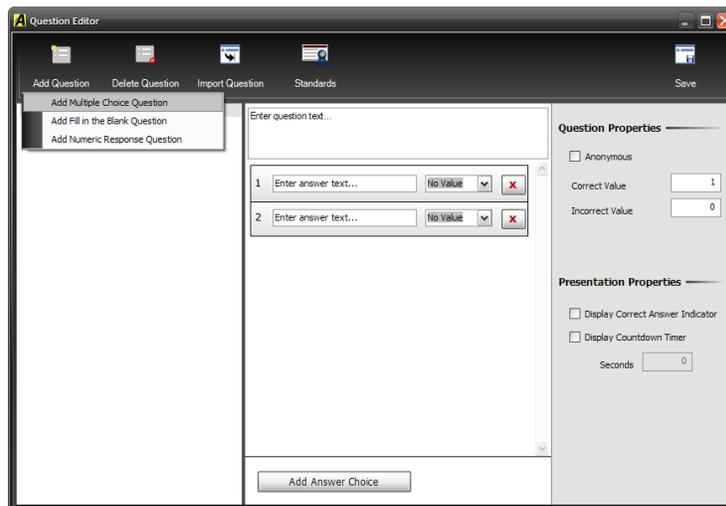
If a correct answer is desired for any polling question, right-click on the answer choice bar in the chart once polling is closed, and select to mark the answer as correct.

Creating Question Lists

TurningPoint Anywhere allows the user to pre-create a list of questions for polling.



1. Click the Showbar Menu.
2. Select Question, then select New Question List from the menu.



3. In the Question Editor, select Add Question to add new questions.
4. Type in the question and answer choices in the fields. Additional answer choices can be added by clicking Add Answer Choice in the bottom of the screen.
5. Select the correct answer, if applicable by clicking the drop down menu.
6. Check the box next to Anonymous to designate this question Anonymous.
7. Correct and Incorrect point values can be changed for this question by updating the value in the appropriate box.
8. Check the box next to Display Correct Answer Indicator, if desired.
9. Check the box next to Display Countdown Timer to add a timer to this question.

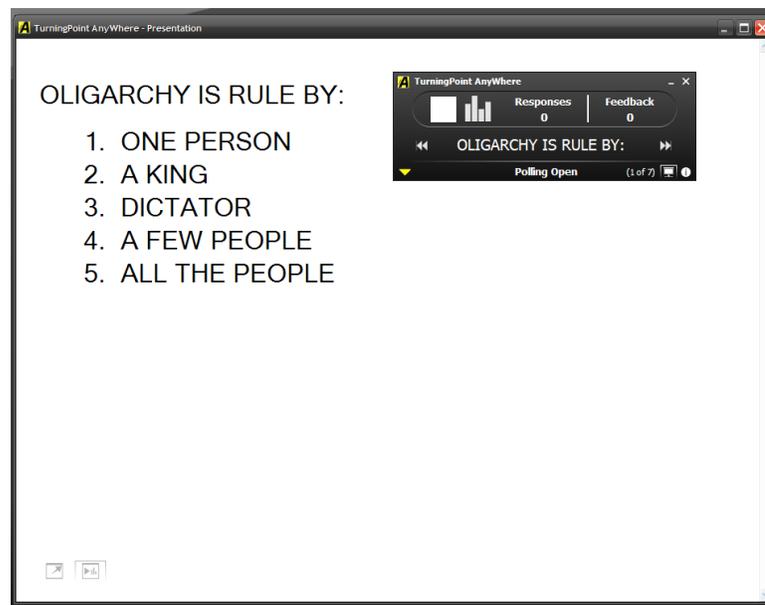
When finished creating questions, click Save. These questions will save as a .tpq.

Polling with a Question List

1. Click the Showbar Menu.
2. Select Question, then select Load Question List from the menu.
3. Select the saved list, and click Open.
4. The pre-created questions will be loaded. The current question will appear on the Showbar.



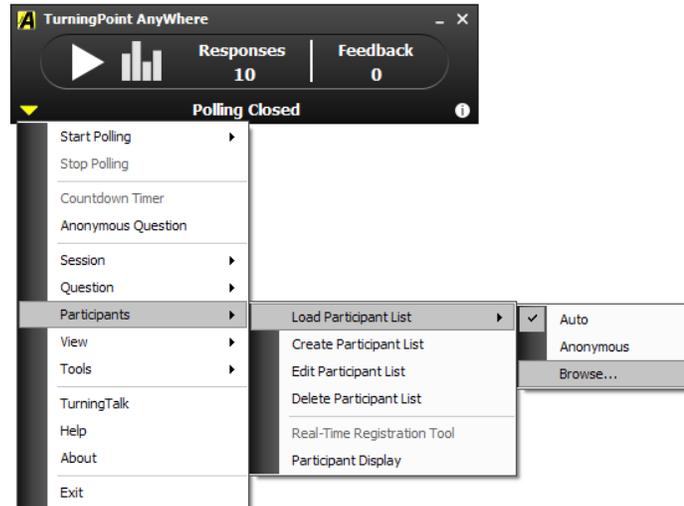
5. Click the back/forward arrows to navigate through the questions.
6. Click the display option in the bottom right to display the questions in a large window with the answer choices.



1. Click the Open Polling button on the Showbar. 
2. After your participants have responded, click the Close Polling button. 
3. After polling is closed, the chart will be displayed.
4. Alternately, press the chart button to display the chart while polling, which will change dynamically while the participant answers. 

Polling with a Participant List

A Participant List identifies the members of the audience that will use a Response Device during the presentation. Once a Participant List has been created this list will need to be selected in order to track participant responses.



Loading a Participant List

1. Click the Showbar Menu.
2. Select Participants.
3. Select Load Participant List.
4. Choose Auto, Anonymous or if tracking participants by name, select Browse to choose a .tpl.

From Participants under the Showbar Menu we can also:

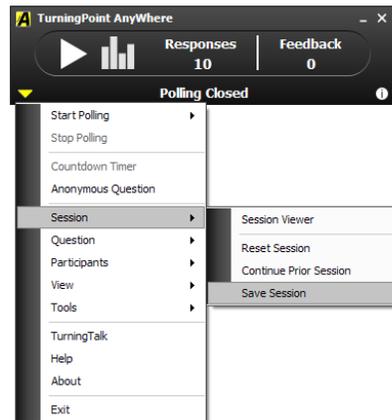
- Create a Participant List.
- Edit previously made lists.
- Delete no longer needed lists.
- Register cards or Display the cards registered in the current list.

Working with the Session Data

TurningPoint AnyWhere allows the presenter to save and edit the session data, as well as to generate the reports from the collected responses.

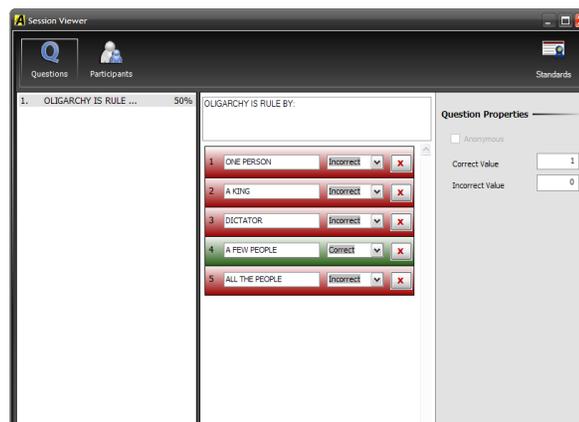
Saving Sessions

1. Click the Showbar Menu.
2. Select Session from the menu, then choose Save Session.



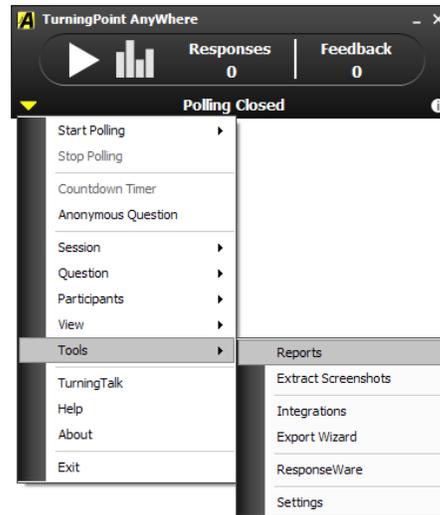
Editing Sessions/Session Viewer

1. Click the Showbar Menu.
2. Select Session from the menu, then choose Session Viewer.
Note: If the desired session is not loaded, click Continue Prior Session, and select the session to edit before entering the Session Viewer.
3. While on the Questions tab, click on the question you would like to edit.
4. On the right, change the question text, answer text, and/or correct answer.
5. While on the Participants tab, click on the individual response device you would like to edit. Add participant information or any other data desired.
6. Close window when finished, and **save the session** to retain the changes.

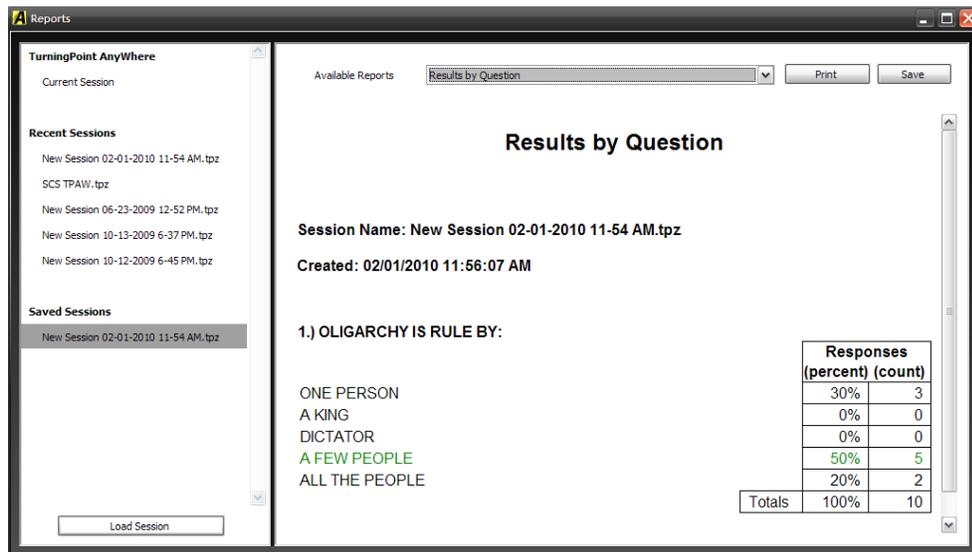


Running Reports on Saved Session Files

1. Click on the Showbar Menu.
2. Select Tools.
3. Click Reports.



4. Once Reports opens, select either the current session (if you have not yet saved) or a saved session.



5. Once a session is selected, select and view your desired report from the dropdown menu on the right.
6. Click Save As...to use in another application, or click Print. Close the window when finished.