



BEST PRACTICES TIP SHEET

Integrate Poll Everywhere Into Slides

For Lectures Delivered Live, Online with BlueJeans, Zoom, ... & Traditional Lectures in Large Halls.

! Preparation

Start this process after your slides and poll questions are in final edited form.

1. GO TO> MS Powerpoint

- Open the relevant slide deck.
- Select to view in "Normal" mode, so you can see the slide order in left column.

2. GO TO> Poll Everywhere

- Download the [Poll Everywhere](#) app for Powerpoint (or Google Slides).
- [Create a Poll Everywhere account](#).
- Create your Poll Everywhere "Activity"/Poll
- Click **Insert Slides**. Your poll slide will be inserted at the end of your slide deck.

3. GO TO> MS Powerpoint

- Select the Poll Everywhere slide & move it to the appropriate place in your deck.

! Delivery



Close all unnecessary apps, especially those with alarms and notifications that may distract you and your learners.

1. Keeping MS Powerpoint, Poll Everywhere, and BlueJeans/Zoom open, select and open the relevant meeting within the meeting app (BlueJeans/Zoom)
2. From within the meeting app, share your desktop.
3. Open the relevant slide deck and play slide show.
4. Share your Poll Everywhere URL or direct learners to submit responses via text
5. The Poll Everywhere slide in your deck will display results.

