

## Background

TurningPoint is the supported software used to develop interactive presentations for use with the University's supply of electronic voting handsets. TurningPoint also has a feature called ResponseWare which allows students to respond to interactive slides via their own mobile devices as an alternative to the dedicated handsets.

Staff interested in trialling ResponseWare or finding out more should contact their eLearning team. Email: [elearning@manchester.ac.uk](mailto:elearning@manchester.ac.uk).

## Details

If you do not already have a Turning Technologies Instructor Account, please create one:

<https://account.turningtechnologies.eu/account/>

You should register using your *primary* University of Manchester email address (i.e. *not* a convenient shortened alias you may otherwise use), but **do not** register using your central IT account password - please choose a different password for this service.

Contact your Faculty eLearning team ([elearning@manchester.ac.uk](mailto:elearning@manchester.ac.uk)) to be added to our ResponseWare licence.

## Presenting

1. Launch TurningPoint on the presenting machine. Select PowerPoint Polling. This will start up PowerPoint with TurningPoint enabled.

**Tip:** do not simply double click your Powerpoint file – if TurningPoint is not running this will launch PowerPoint without TurningPoint enabled.

2. Locate the TurningPoint ribbon or toolbar. Click on the **ResponseWare**.



3. **First time use:** In the ResponseWare login box click the **Change** button alongside the “Server URL” parameter. Copy and paste the following URL into the text field:

<https://responseware.turningtechnologies.eu/responseware/> . Click **Change** once more.

**Tip:** this needs to be done only once on each machine on which you use ResponseWare, so this step can be skipped on subsequent visits. A quick way to get the URL above is to enter **responseware.eu** into a browser address bar then copy-paste the URL it forwards to.

## 4. Enter other settings as follows:

ResponseWare

Login

Server URL:

Username:

Password:

Save information

I connect to the internet through a proxy server

Participant Options

Allow Guests  
Participants can attend your session without logging in.

Require Login  
Participants must log in to participate in your session.

Do not prompt participants to enter user information.

Reserved Session ID

Reserved Session ID:  (Optional)

**Username and Password** – your Turning Account email address and password. Note that your password is the same as that when you created your Turning Account (this should **not** be your University central IT account password).

**Allow Guests** - this allows students to be able to log into the session without having a Turning Technologies account.

**Do not prompt participants to enter user information** - this causes students to skip a page which request personal details. If you *do* wish to log identifiable information about your participants/students, leave this unchecked.

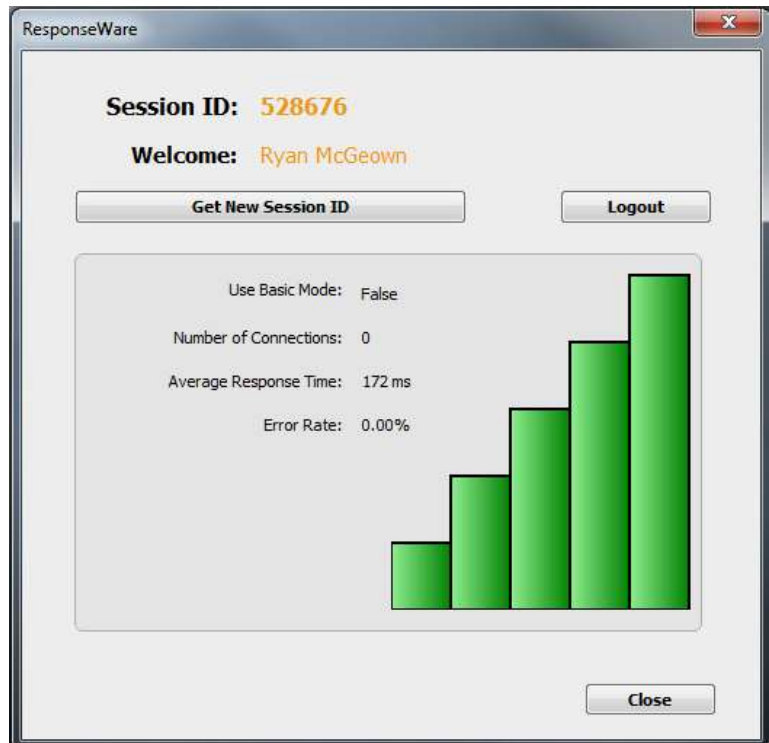
**Reserved Session ID** – If you have a reserved session ID enter it here or leave blank for random numeric ID.

**Tip:** you can obtain a reserved session ID with the assistance of [elearning@manchester.ac.uk](mailto:elearning@manchester.ac.uk).

- Note the **Session ID**. Share this with your students they join your polling session.

**Tip:** create an intro slide directing them to **responseware.eu** and type the session ID below that. Write them both, large, on a whiteboard if available.

You can see the ResponseWare connection information again by clicking the ResponseWare button.



- Before presenting, you may wish to reset the session data of some or all slides. This will ensure polling can automatically open on your question slides. If previous data is present on a slide, TurningPoint does not presume to discard/replace it, so will not automatically open polling. In the TurningPoint toolbar click the **Reset** button then either 'Session' or 'Selected Slide(s)'.



- If using TurningPoint handsets in conjunction with ResponseWare, connect the USB receiver to the computer.
- Begin your presentation.