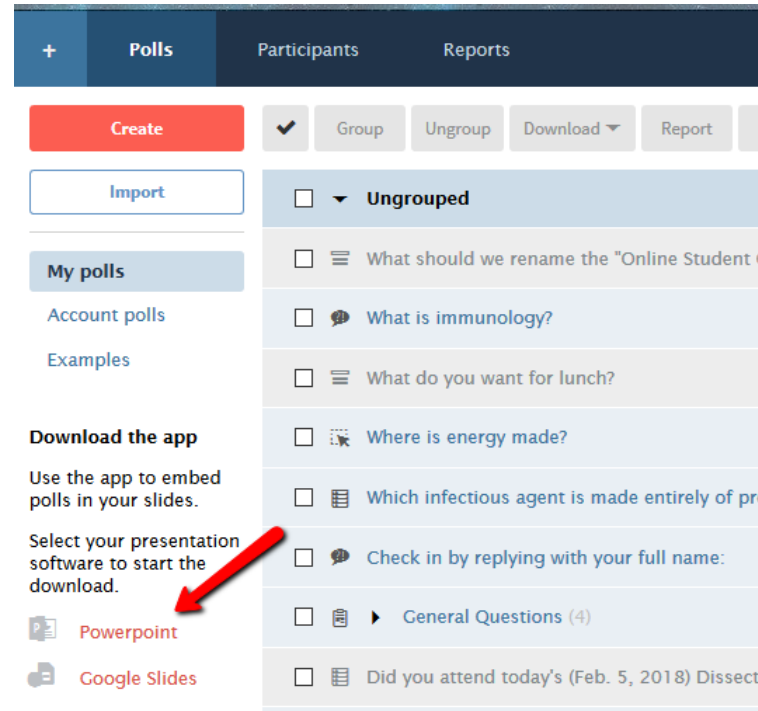
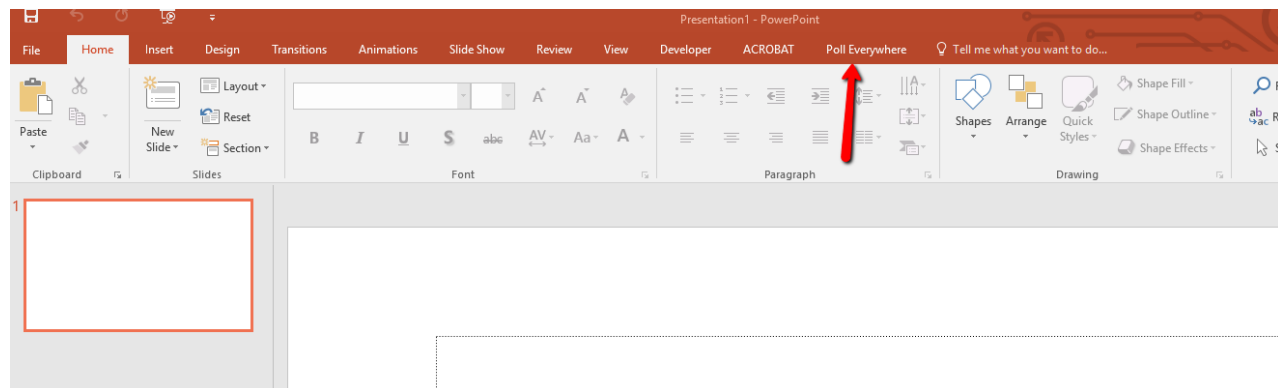


Using Poll Everywhere in PowerPoint

1. At Polleverywhere.com, click to download the app for PowerPoint (located on the left hand side of your “My Polls” page):

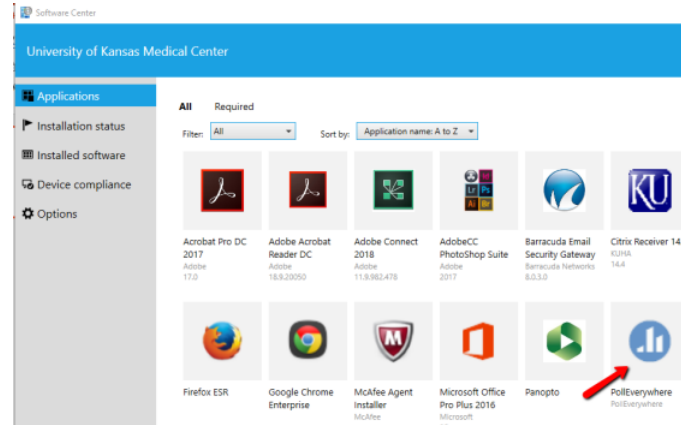


2. PowerPoint should reload with the Poll Everywhere add-in:



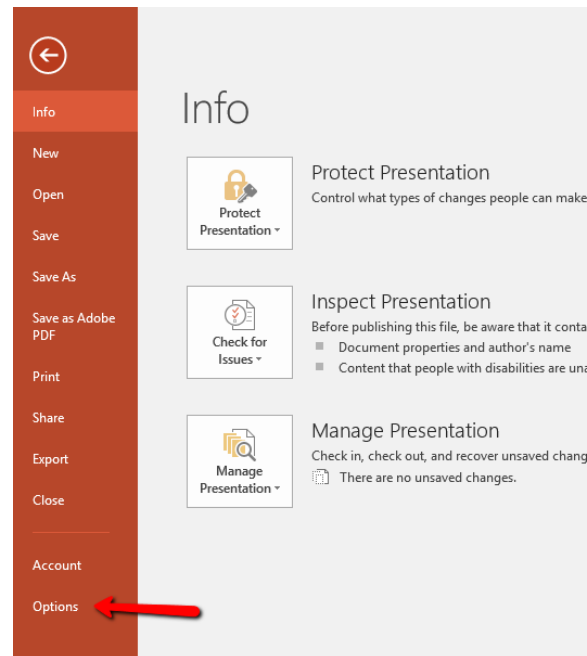
3. If Poll Everywhere does NOT appear, follow steps 4 – 8. If Poll Everywhere DOES appear, skip to step 9.

4. First go to the Software Center on your computer.

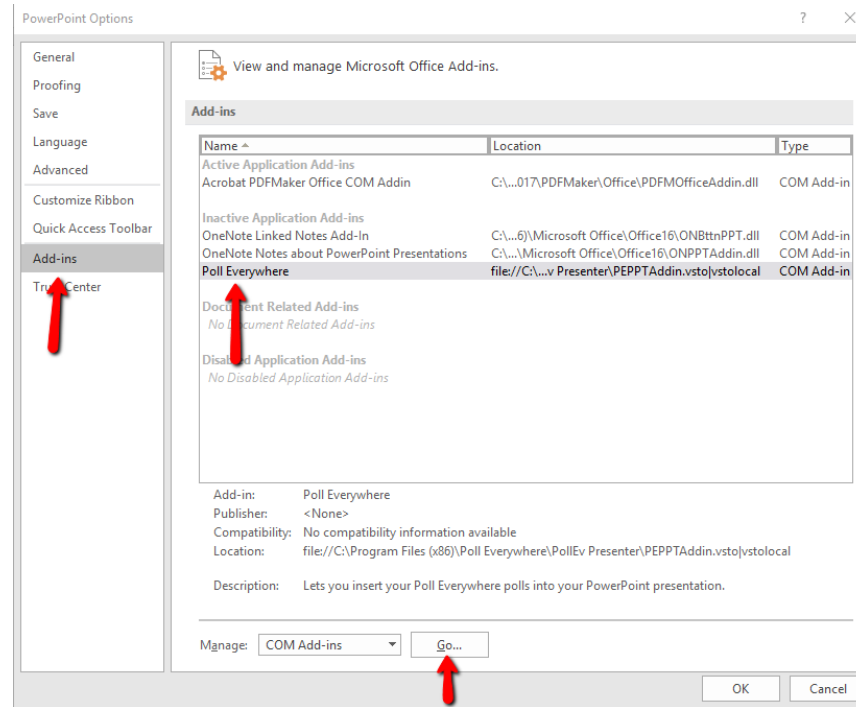


5. Install PollEverywhere.

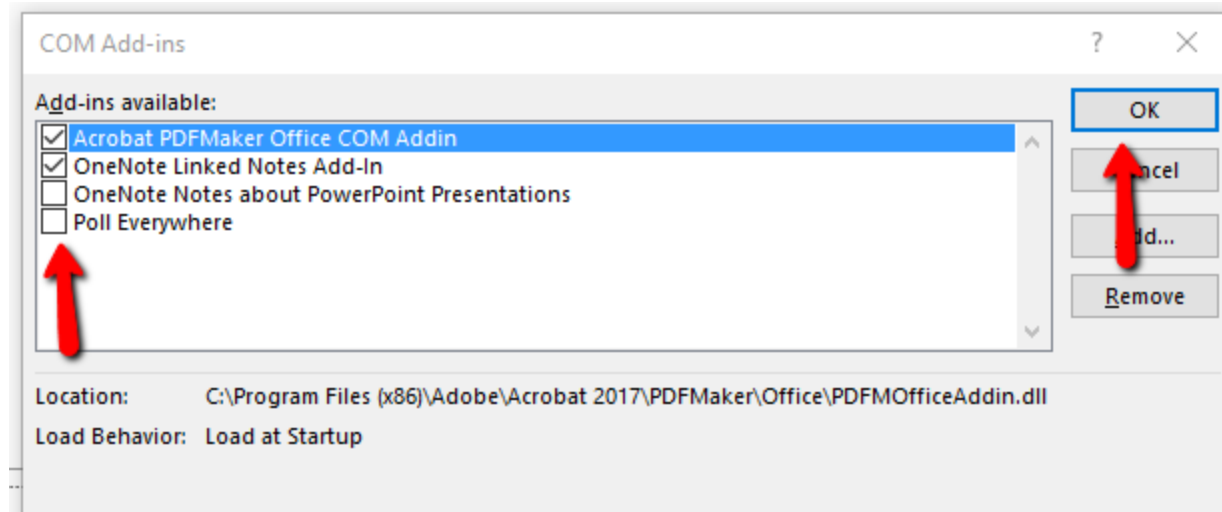
6. Open PowerPoint. Click File → Options.



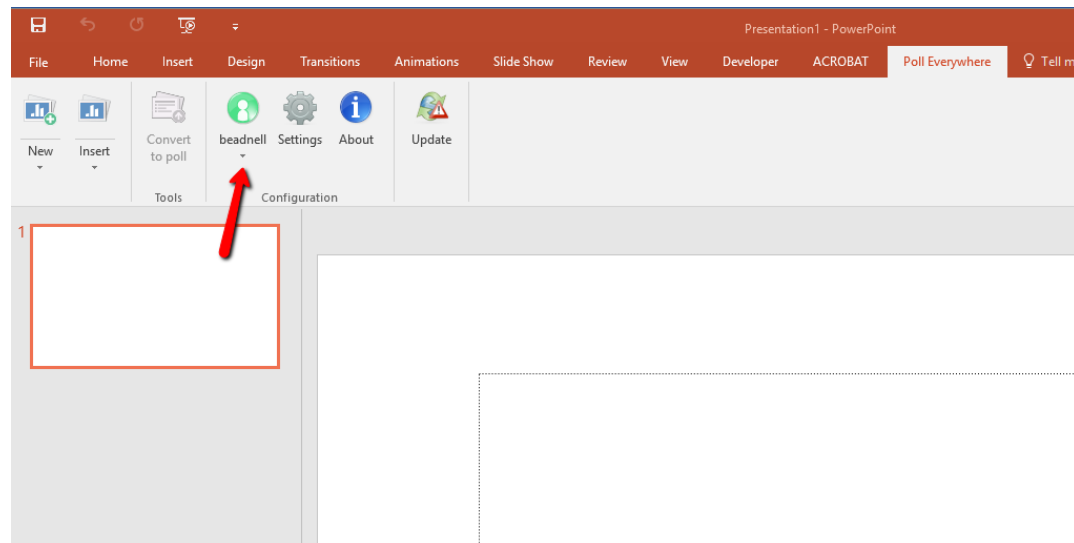
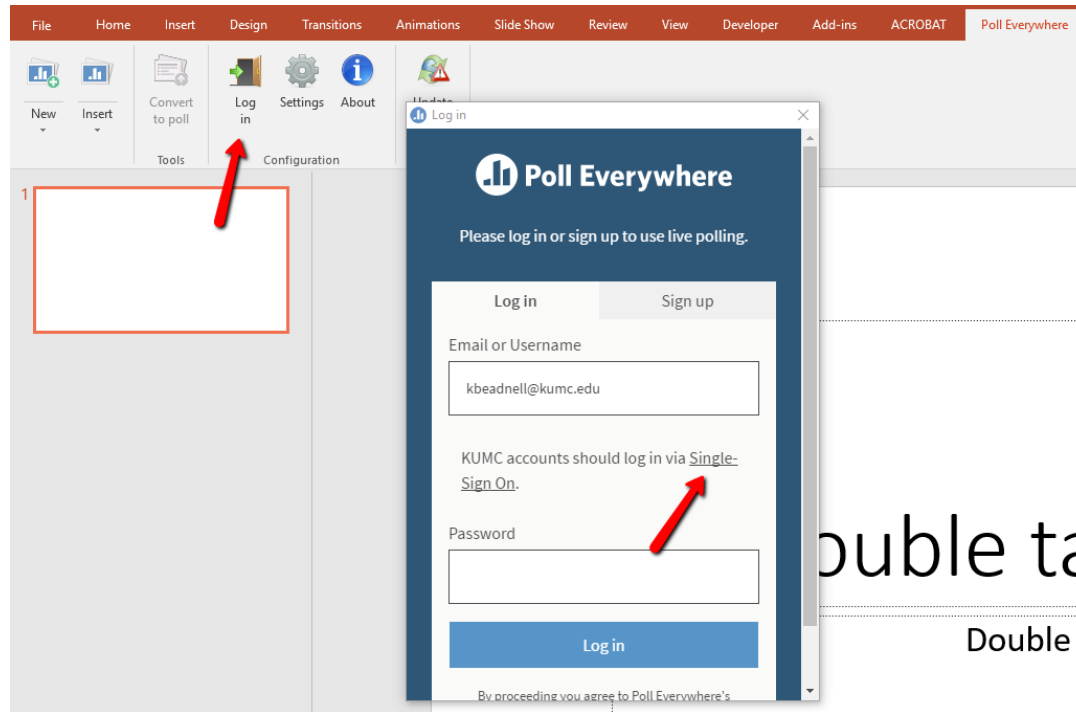
7. Choose Add-ins. Then highlight Poll Everywhere and click Go at the bottom.



8. Check the box next to Poll Everywhere and click OK. Poll Everywhere should now appear at the top of your PowerPoint. If it does not, restart PowerPoint.



9. Click on the Poll Everywhere tab, then click Log In. Type your KUMC email address. The Single-Sign On link will pop up; log in with your KUMC email and password:



10. You can create a poll within PowerPoint by clicking **New**, or you can click **Insert** and choose polls that you have created on the Poll Everywhere website to insert into your presentation.

