

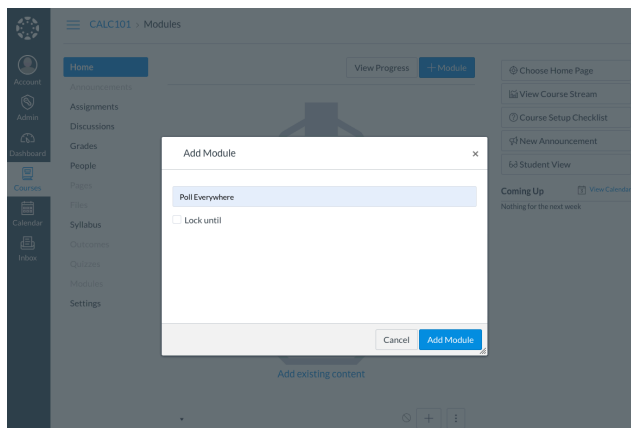


Poll Everywhere & Canvas LMS LTI 1.3/LTI Advantage Integration Guide for Canvas Educators

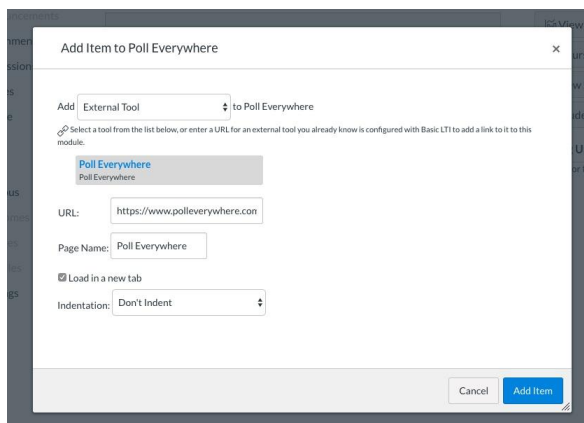
Version 1.0.0

Section 1: Importing Students

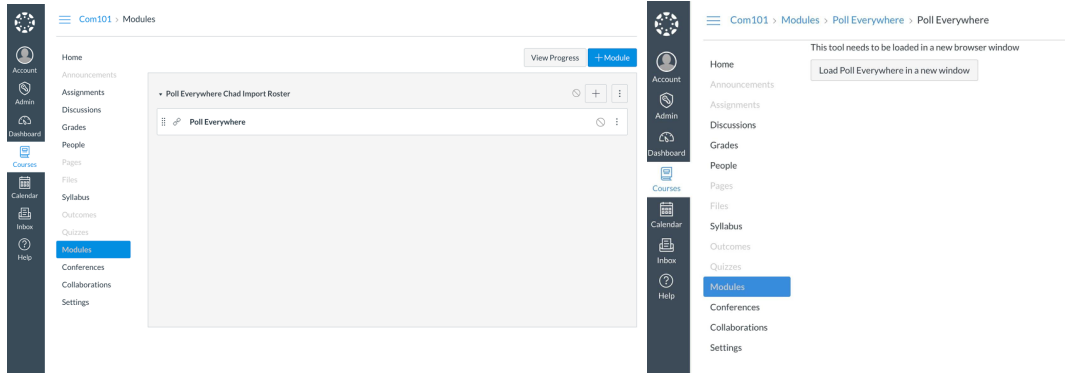
1. Go to the course that you wish to connect with Poll Everywhere and click the '+ Module' button. Name the module whatever you like in the subsequent popup window, then click the 'Add Module' button to save.



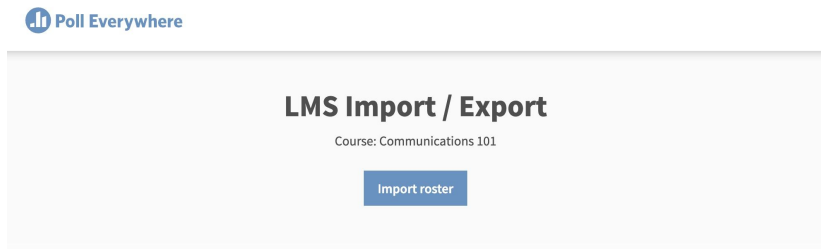
2. Within your new module, click the '+' button. From the dropdown menu at the top of the popup window, select 'External Tool', then select Poll Everywhere. URL and Page Name fields will auto-populate below. **Lastly, check the 'Load in a new tab' checkbox to and click 'Add Item' to save.**



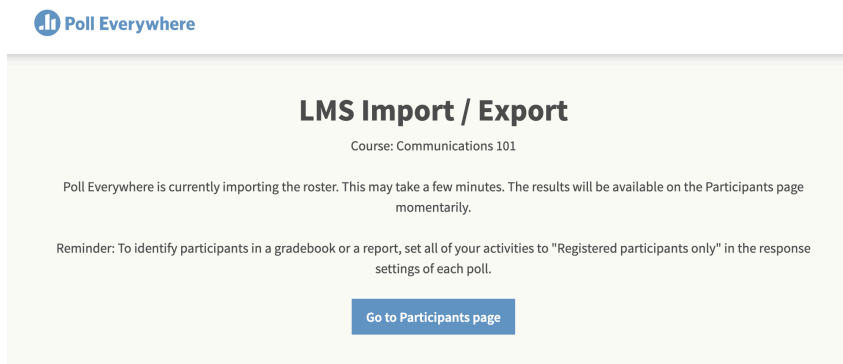
- Now, click on the new Poll Everywhere link that you made within the module. You will see a 'Load Poll Everywhere in a new window' button. Click this button to launch the Poll Everywhere connection.



- In the new tab, you will be asked to acknowledge you are launching Poll Everywhere through Canvas. Acknowledge the launch. The next page will present you with an 'Import Roster' button.



After you click this button, a page will inform you that the participant import is proceeding, and you will see a 'Go to Participants page' button. Click the button. Once on the participants page, you will be able to verify that the import took place because there will be a new group named after your course.

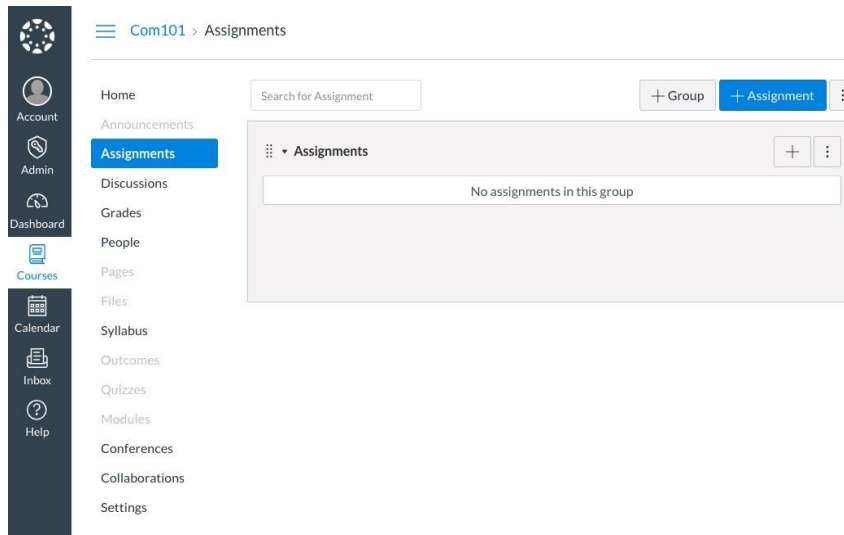


Section 2: Exporting a Gradebook Report

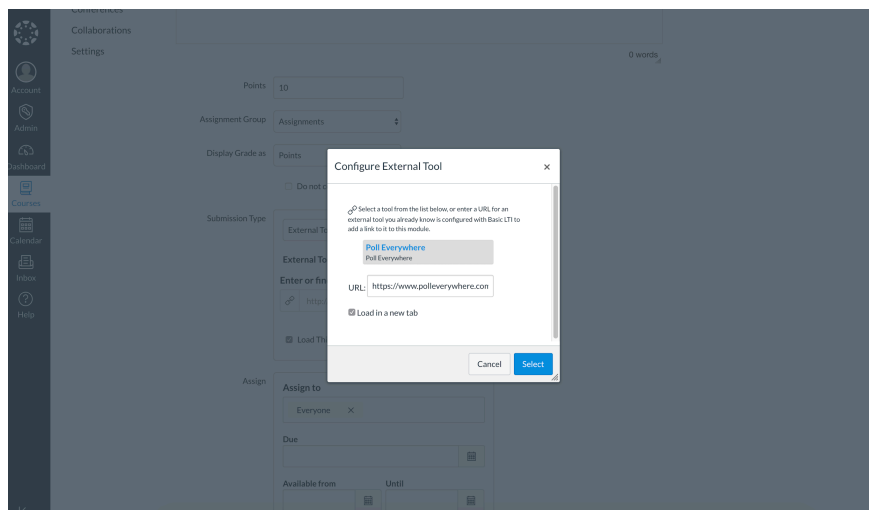
(See Section 3 if you would like to add Weighted grading to your account)

Once you have collected some poll results from students, you can export those results to Canvas.

1. First, create an assignment by navigating to the Assignments tab within Canvas. Click the blue '+ Assignment' button in the top right.



2. On the next screen, enter a Name for this assignment, then scroll down to the Submission Type fields. In the Submission Type section, select External Tool from the dropdown. Click the Find button, select Poll Everywhere, and **click the checkbox to ensure it opens in a new window.**



3. On the next screen, click the button with your assignment name to launch Poll Everywhere.

Com101 > Assignments > Grade Column 1

Grade Column 1

Home

Announcements

Assignments

Discussions

Grades

People

Pages

Files

Syllabus

Outcomes

Quizzes

Modules

Conferences

Collaborations

Settings

This tool needs to be loaded in a new browser window

Load Grade Column 1 in a new window

4. Click through the acknowledgement and you will be greeted with a page with two options. Select 'Create Gradebook for export.'

Poll Everywhere

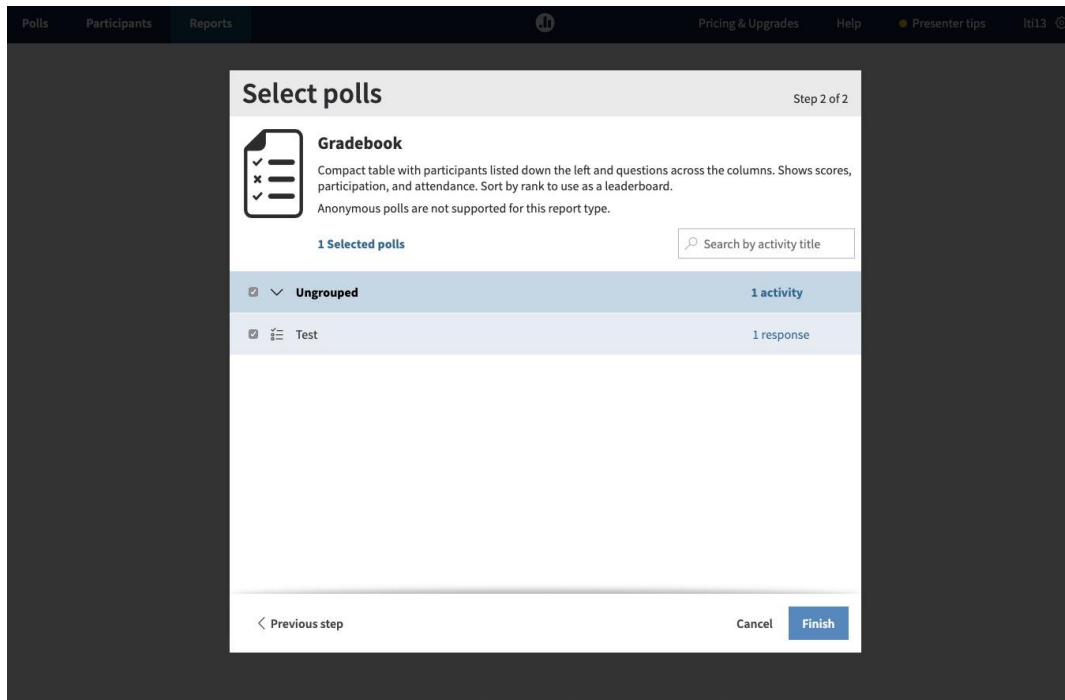
LMS Import / Export

Course: Communications 101

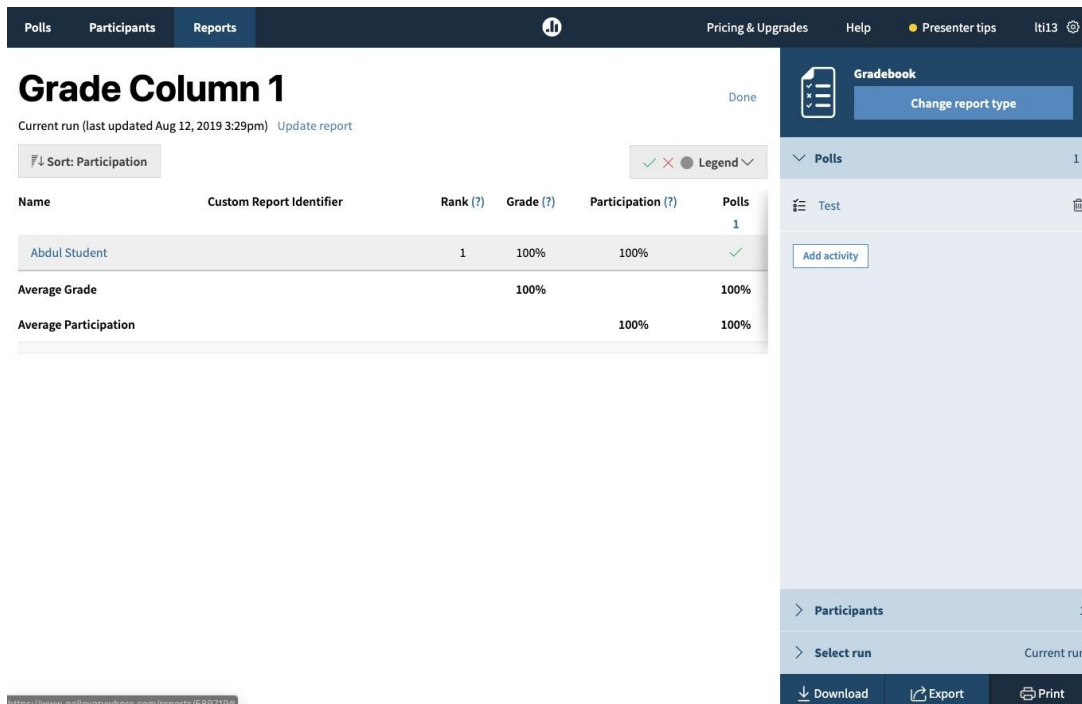
Import roster

Create Gradebook for export

- You are now in the Gradebook creation flow. Select the poll(s) you wish to include in your Gradebook and click Finish.



- Once in the Gradebook report, click the 'Export' button at the bottom right of the page.



- Next you will see a popup that will walk you through the export or show you errors if something goes wrong. Check to see that the class noted in the popup matches the grades you wish to export and click the 'Next' button. The export will complete in the background.

Export report

Exporting this report will automatically update it to include only the students from the imported course.

The report will be filtered to the Communications 101 group.

Cancel **Next**

Custom Report Identifier	Rank (?)	Grade (?)	Participation (?)	Polls
1	1	100%	100%	1
				100%
				100%

- Once the export is complete, head back over to Canvas and click into your Grades center to verify that the new gradebook column was created.

Com101 > Grades

Individual View

Filter by student name or secondary ID

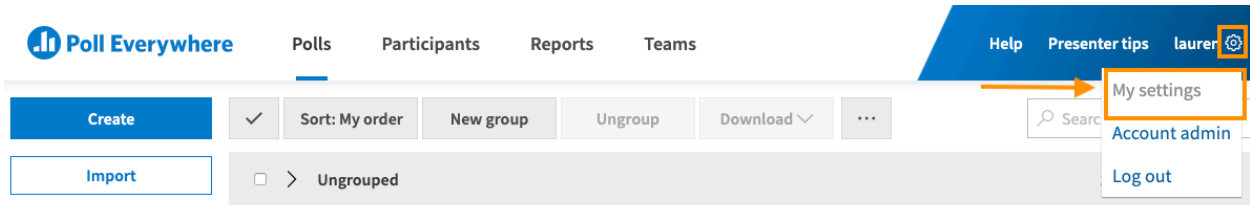
Import Export Settings

Student Name	Secondary ID	Grade Column 1 Out of 100	Assignments	Total
Abdul Student	abdul.canvas.stude	100	100%	100%
Adrienne Student	adrienne.canvas.sti	0	0%	0%
Agustina Student	agustina.canvas.sts	0	0%	0%
Aimee Student	aimee.canvas.stude	0	0%	0%
Alethia Student	alethia.canvas.stud	0	0%	0%
Anastacia Student	anastacia.canvas.st	0	0%	0%
Angele Student	angele.canvas.stud	0	0%	0%
Antoine Student	antoine.canvas.stu	0	0%	0%
Aurora Student	aurora.canvas.stud	0	0%	0%
Benita Student	benita.canvas.studi	0	0%	0%

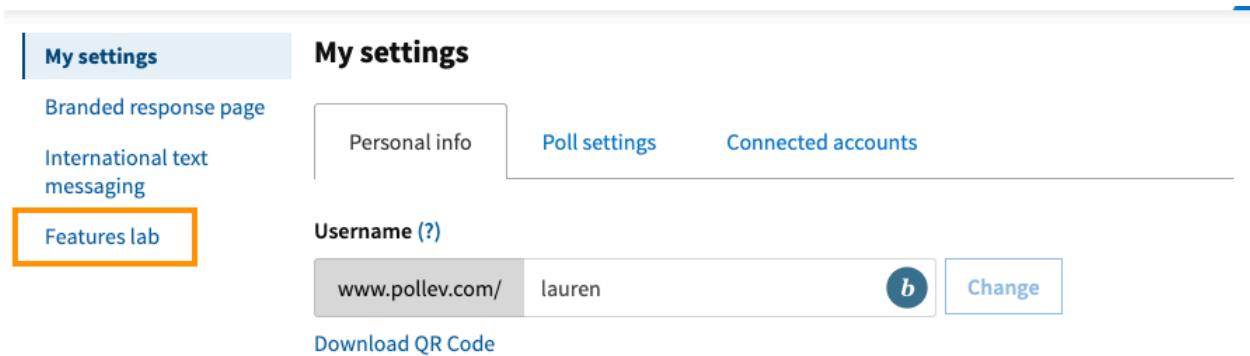
Section 3: Adding weighted grading to your polls

Did you know that you can assign different point values to each answer within your Polls? This is called weighted grading. Here are the instructions on how to add implement that:

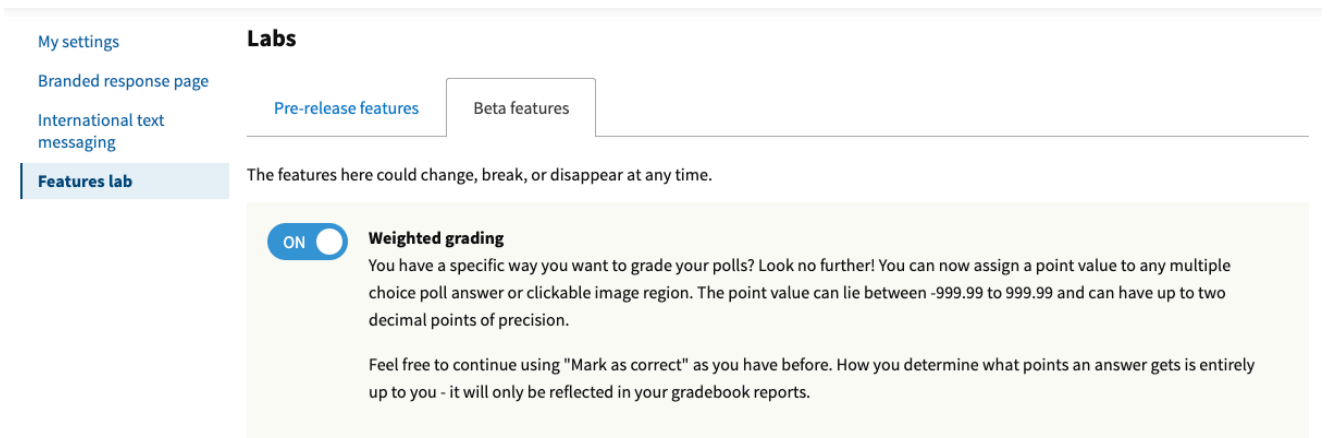
1. Click on the gear icon in the upper left corner and select 'My settings'.



2. Once in 'My settings', click on 'Features lab'.



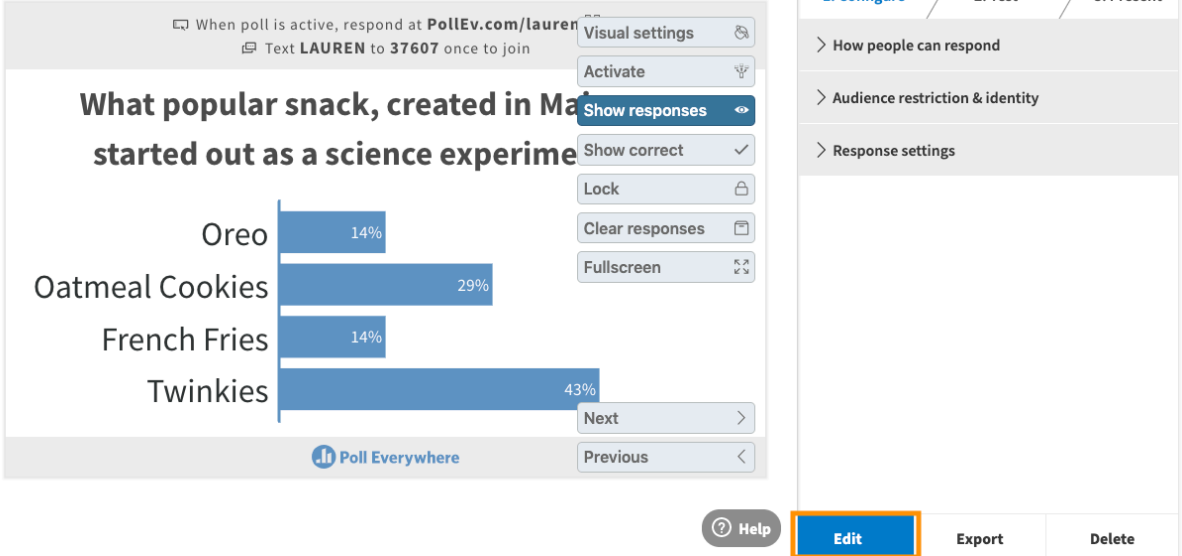
3. Within 'Features Lab, click on the 'Beta features' tab and turn on 'Weighted grading'. Make sure you scroll down to the bottom of the page and select 'Save'.



Congrats, you have now enabled Weighted grading for your account! Now let's discuss how to assign different point values to your multiple-choice polls.

Section 4: How to assign different point values to your multiple-choice poll answers

1. Open up your multiple-choice poll and select 'Edit' on the bottom right.

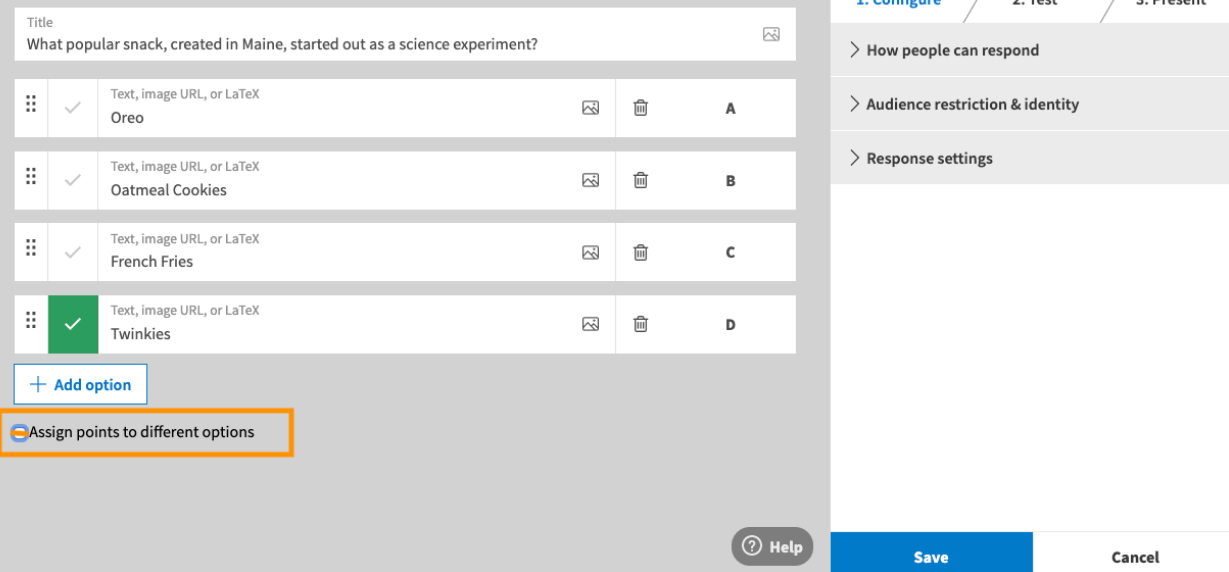


The screenshot shows a poll titled "What popular snack, created in Maine, started out as a science experiment?". The poll results are displayed as a horizontal bar chart:

Snack	Percentage
Oreo	14%
Oatmeal Cookies	29%
French Fries	14%
Twinkies	43%

On the right side, there is a settings menu with the following options: Visual settings, Activate, Show responses, Show correct, Lock, Clear responses, Fullscreen, Next, and Previous. The "Edit" button is highlighted with an orange box at the bottom right.

2. Within the edit page, select the box next to 'Assign points to different options'.



The screenshot shows the edit page for the poll. The title is "What popular snack, created in Maine, started out as a science experiment?". The options are listed as follows:

Option	Label
Oreo	A
Oatmeal Cookies	B
French Fries	C
Twinkies	D

At the bottom, there is a checkbox labeled "Assign points to different options" which is highlighted with an orange box. The "Save" button is highlighted with a blue box at the bottom right.

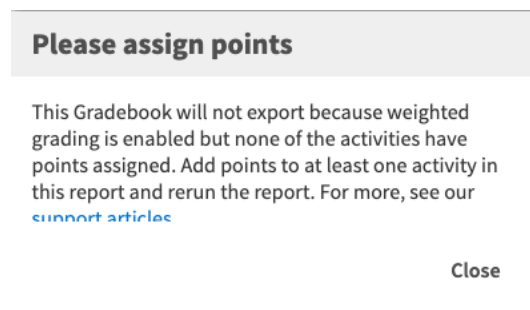
3. Once selected, you will now see the 'Points' boxes. You can change each answer to any point value you would like. Once set, click 'Save' on the bottom right.

The screenshot shows a poll configuration interface. On the left, there are three poll options, each with a 'Points' input field highlighted by an orange box:

- Option B: Oatmeal Cookies, Points: 0.5
- Option C: French Fries, Points: 0.5
- Option D: Twinkies, Points: 1

Below the options is a '+ Add option' button and a checked checkbox labeled 'Assign points to different options'. At the bottom right, there is a 'Help' button and a 'Save' button highlighted with an orange box. To the right of the poll configuration is a sidebar with three tabs: '1. Configure', '2. Test', and '3. Present'. Under the 'Configure' tab, there are three expandable sections: 'How people can respond', 'Audience restriction & identity', and 'Response settings'. At the bottom right of the sidebar, there is a 'Cancel' button.

** Once you have Weighted grading enabled in your account, you will need to assign point values to each of your multiple-choice polls if you plan on exporting those answers to your Canvas Gradebook. If you do not assign point values, you will notice that in Gradebook report that the point values will be 0. You also receive this error when you try to export:



If this happens, you should go back to the poll and make sure you have "Assign point to different options" selected and 'Save'. Now re-run your the Gradebook report. You should see the point values have updated and you can successfully export following the instructions in Section 2. **

