Teaching with Zoom’s Built-in Polling

Rick Moore, Ph.D.
Assistant Director of Assessment & Evaluation
rick.moore@wustl.edu
Overview

• Why use polling
• Why use Zoom polling instead of Poll Everywhere
• Mechanics
• Questions and Discussion
Why use polling?

• Breaks up lectures and increases student engagement in material (attention reset)

• Reduces barriers student participation

• Increases students feeling of engagement and belonging in a class

• Gives valuable feedback to instructor and students (formative assessment)
Types of questions to ask

• Survey students for their opinions.
  • “How difficult was the exam?” OR “What social class do you identify with?”

• Test understanding
  • “Is the example given more about “culture” or “structure?”

• Predict data
  • “Which comes closest to the percentage of people in the US with a bachelor’s degree?”

• Etc.
<table>
<thead>
<tr>
<th></th>
<th><strong>Zoom</strong></th>
<th><strong>Poll Everywhere</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Strengths</strong></td>
<td>Integrated into Zoom</td>
<td>Many question types, integrated images</td>
</tr>
<tr>
<td></td>
<td>Works well</td>
<td>Allows in-person &amp; remote students to participate at same time</td>
</tr>
<tr>
<td><strong>Weaknesses</strong></td>
<td>No way for in-person &amp; remote students to participate at the same time</td>
<td>Need to learn another software</td>
</tr>
<tr>
<td></td>
<td>Interface awkward (creating, downloads)</td>
<td>Slightly more complicated to use in a Zoom meeting</td>
</tr>
<tr>
<td></td>
<td>Only multiple choice questions, no integrated images</td>
<td>Students needs to answer the poll outside of Zoom</td>
</tr>
</tbody>
</table>
Zoom polls vs. Poll Everywhere

**Zoom:**
Good for occasional polling, if you don’t need many features

**Poll Everywhere:**
Good for frequent polling, if you want more options, and if you have a mix of in-person & remote students
Creating a Zoom poll
Create your meeting like you normally do

Note: the polling option is only available for scheduled meetings. If you create a meeting from the Zoom app by simply clicking “New Meeting” you will not have access to the polling option.
Then go to: https://wustl.zoom.us/
Meeting

Security

Waiting Room

When participants join a meeting, place them in a waiting room and require the host to admit them individually. Enabling the waiting room automatically disables the setting for allowing participants to join before host.

Waiting Room Options

The options you select here apply to meetings hosted by users who turned ‘Waiting Room’ on

- Everyone will go in the waiting room

Edit Options Customize Waiting Room

Require a passcode when scheduling new meetings

A passcode will be generated when scheduling a meeting and participants require the passcode to join the meeting. The Personal Meeting ID (PMI) meetings are not included.

Require a passcode for instant meetings

A random passcode will be generated when starting an instant meeting

Require a passcode for Personal Meeting ID (PMI)
Polling
Add 'Polls' to the meeting controls. This allows the host to survey the attendees.
### Waiting Room
When participants join a meeting, place them in a waiting room and require the host to admit them individually. Enabling the waiting room automatically disables the setting for allowing participants to join before host.

#### Waiting Room Options
The options you select here apply to meetings hosted by users who turned 'Waiting Room' on
- Everyone will go in the waiting room
- Edit Options
- Customize Waiting Room

### Require a passcode when scheduling new meetings
A passcode will be generated when scheduling a meeting and participants require the passcode to join the meeting. The Personal Meeting ID (PMI) meetings are not included.

#### Require a passcode for instant meetings
A random passcode will be generated when starting an instant meeting

#### Require a passcode for Personal Meeting ID (PMI)
<table>
<thead>
<tr>
<th>Start Time</th>
<th>Meeting ID</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>03:00 PM - 04:00 PM</td>
<td>982 1376 1950</td>
<td>Rick and Tim Planning</td>
</tr>
<tr>
<td>02:00 PM Central Time (US and Canada)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04:00 PM - 05:00 PM</td>
<td>994 2148 4515</td>
<td>CDI_3_JoinMeeting_3p</td>
</tr>
<tr>
<td>03:00 PM Central Time (US and Canada)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Men, Aug 31</td>
<td>11:00 AM - 12:00 PM</td>
<td>Your Favorite Class</td>
</tr>
<tr>
<td></td>
<td>Meeting ID: 910 3042 0934</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Recurring</td>
<td>CDI: 3p &quot;B&quot; Cohort Meeting</td>
</tr>
<tr>
<td></td>
<td>Meeting ID: 961 0676 6787</td>
<td></td>
</tr>
</tbody>
</table>
# Manage "Your Favorite Class"

**Topic:** Your Favorite Class  
**Time:** Aug 31, 2020 11:00 AM Eastern Time (US and Canada)  
**Add to:**  
- Google Calendar  
- Outlook Calendar (.ics)  
- Yahoo Calendar

**Meeting ID:** 910 3042 0934  
**Security:**  
- Passcode: **********  
- Waiting Room

**Invite Link:**  
https://wustl.zoom.us/j/91030420934?pwd=RnpVMU5Nd2RlaFdnWFhmQTJ3OUprZz09  
**Copy Invitation**

**Video:**  
- Host: Off  
- Participant: Off

**Audio:**  
- Telephone and Computer Audio

**Meeting Options:**  
- Enable join before host  
- Mute participants upon entry
Only authenticated users can join

Automatically record meeting

Poll

Live Streaming

You have not created any poll yet.

Want a webinar instead of a meeting? Convert this Meeting to a Webinar
Anonymous = answers not linked to users in data download

Question Type:
- Single Choice = only 1 answer can be selected
- Multiple Choice = more than 1 answer can be selected

Name = title for this group of questions you’ll see in your poll list

Don’t forget to hit “Save” (sometimes you have to scroll down to find)

Can add multiple questions in a single poll
Example poll
Polls can be added in this way to recurring meetings OR Zoom meeting templates.
NOTE: There is another option to create Zoom polls by uploading a spreadsheet via the Zoom page in Canvas.

Instructions for this method are included in the virtual conversation handout and outlined in detail in [this guide from Penn State](#):
Running a Zoom Poll
Select “Polls” in the bottom menu.

NOTE: meeting hosts AND cohosts/alternate hosts should have this button and be able to launch polls.
Select the poll you want to run at the top of the window

Click “Launch Polling” to open the poll
You will see responses in real-time

Usually people need around 30 – 60 seconds to answer a poll

Click “End Polling” to close the poll
“Share Results” shows the results to meeting participants.

“Re-Launch Polling” clears the results and starts the poll over.

NOTE: If you relaunch the poll, previous results will be cleared and will not be available for download.
“Edit” button takes you back to the web interface to create and/or edit polls.

NOTE: only the **original** host of the meeting can edit or create polls. Co-hosts, alternate hosts, and hosts who got their status from being designated host once the meeting started can RUN polls, but they cannot CREATE or EDIT them.
What if I want a poll during a meeting but didn’t create it ahead of time?

Option 1:

If you don’t have polls created before the meeting, you can create them during a meeting using the “Add a Question” button that you will see.

REMEMBER: only the original host of the meeting can edit or create polls. Co-hosts, alternate hosts, and hosts who got their status from being designated host once the meeting started can RUN polls, but they cannot CREATE or EDIT them.
What if I want a poll during a meeting but didn’t create it ahead of time?

Option 2:

A hack to get around this and poll quickly on the fly is to always create a “blank” poll and add it to the meeting.

You can also add this to meeting templates or to a recurring meeting for faster meeting creation.
Downloading Results
Go to:
https://wustl.zoom.us/
Select: “Poll Report”
Select date range, then click “Search”
Click on “Generate” (doesn’t matter which one)
This means Zoom was unable to generate a report.
Uncheck this box to only see the meetings where you ran polls

Click download on the reports you want

It will download as a .csv file that can be opened in Excel
<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>#</td>
<td>User Name</td>
<td>Submitted Date/Time</td>
<td>What is your biggest concern in tran Academic Honesty</td>
</tr>
<tr>
<td>2</td>
<td>1 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>3</td>
<td>2 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>4</td>
<td>3 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>5</td>
<td>4 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>6</td>
<td>5 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>7</td>
<td>6 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>8</td>
<td>7 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>9</td>
<td>8 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>10</td>
<td>9 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>11</td>
<td>11 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>12</td>
<td>12 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>13</td>
<td>13 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>14</td>
<td>14 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
<tr>
<td>15</td>
<td>15 Person's name</td>
<td><a href="mailto:xxx@wustl.edu">xxx@wustl.edu</a></td>
<td>8/27/2020 14:03</td>
<td>There are many different ex Multiple- Choice</td>
</tr>
</tbody>
</table>

9728186952_PollReport
Questions & Discussion
Teaching with Zoom’s Built-in Polling

Rick Moore, Ph.D.
Assistant Director of Assessment & Evaluation
rick.moore@wustl.edu