**Turning Point ResponseWare – tutor guide**

ResponseWare is an online service that enables students to participate in votes presented using TurningPoint using their own internet-connected device, such as a smart phone, tablet or laptop. Special apps are available for iOS and Android devices, but students can also vote via a website that can be accessed using a standard web browser.

You can have a mix of students voting using the zapper handsets and ResponseWare with their own device. For example, if you don’t have enough zappers for every student, some could use ResponseWare. Alternatively, you might have students at a remote location viewing a lecture via videoconference, and they could take part in votes by using ResponseWare.

Please also add the ResponseWare student guide to your students’ Blackboard course.

**Creating an Account**

ILIaD has purchased 100 ResponseWare licences as a pilot project, and this enables a maximum of 100 simultaneous logins by students. If you wish to make regular extensive use of these licences, please let ILIaD know so that we can try and avoid clashes with other tutors. The licence runs until the end of September 2015.

- If you are using your own laptop, please upgrade to TurningPoint v5.
- Before you can use ResponseWare, you must contact ILIaD (iliad@soton.ac.uk) to request an account on the ResponseWare server. You will need to log in to the ResponseWare service every time you use it by typing in your email address and the password you have selected.
- If you forget your password, go to www.rwpoll.com, click the Sign In link (top right of screen) and then click the Forgot your password? link. You will be sent an email that enables you to select a new password.

**How to use ResponseWare during a lecture**

1. Log on, plug in the USB receiver, start TurningPoint, select PowerPoint Polling and open your presentation. *(Note that if you are ONLY using ResponseWare, you don’t need the USB receiver)*

2. Click the Reset button on the TurningPoint ribbon and choose Session to reset all voting data.

3. Select ResponseWare from the TurningPoint ribbon and log in using your ResponseWare username (usually your email address) and password.

   In the Participant Options section, select Allow Guests and Do not prompt participants to enter user information, then click the Login button.

   Note that it is possible for ILIaD to ‘reserve’ a session ID for you so you can use it every time.
4. Every time you log in you will need to accept a **Privacy Statement** and a **Terms of Use Agreement**. It’s only two clicks…

5. You will be assigned a six-digit **Session ID**, which your students will use to vote.

6. Students vote by joining this session. They should either open the ResponseWare app on their device or browse to [www.rwpoll.com](http://www.rwpoll.com), type the Session ID and click **Join**

7. If you need to remind students of the session ID during your lecture, click the ‘radio mast’ icon on the Turning Point **showbar** when you are on a voting slide.

8. At the end of the session, you should select **ResponseWare** from the TurningPoint ribbon and end the ResponseWare session by clicking the **Logout** button. You can then quit PowerPoint and save the response data in the usual way. *(Note that the ResponseWare session will also logout when you quit PowerPoint)*