**POLL EVERYWHERE FACULTY QUICK GUIDE**

Poll Everywhere is Northeastern’s supported classroom response system.

**LOGIN TO POLL EVERYWHERE**

- **Faculty and staff** - have pro access to Poll Everywhere.
  1. Go to northeastern.edu/ats/pollev
  2. Login with myNEU username and password

- **Students** - Can login using single sign-on on their computer or using the Poll Ev mobile app.
  1. Go to northeastern.edu/ats/pollev
  2. Login with myNEU username and password
  3. Go to professor’s Poll Everywhere URL

**CREATING POLLS**

1. **Create new poll** - Click on the plus sign or create new poll button to start creating polls.
2. **Select activity** - Chose the activity you would like your students to complete: Multiple choice, word cloud, Q&A, Rank order, clickable image, survey, and open-ended.
3. **Write the prompt** - Write the question or prompt for the activity.
4. **Write answer options** - Depending on the prompt/question type, you will provide answer options. In the answer option boxes, you can include text, images, and equations using LaTeX. If there is a correct answer, you can mark this using the check mark.
5. **Add answer options** - Click the plus sign to add more answer options.
6. **Assign to group/folder** - To help organize, you can add the activities to the poll group, which acts like folders in Poll Everywhere.
7. **Create or add activity** - If you are done creating activities click Create. If you would like to create more activities click Add another activity.

**QUESTION TYPE EXAMPLES**

- Multiple Choice
- Ranking
- Word Cloud
- Hot Spot

northeastern.edu/ats  ats@northeastern.edu  617-396-4287