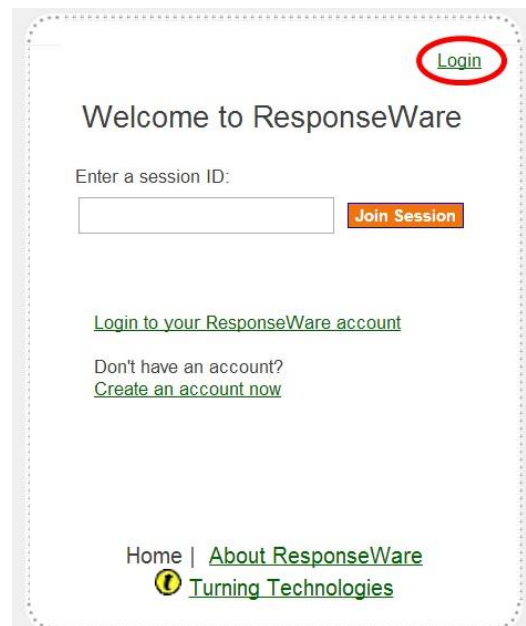


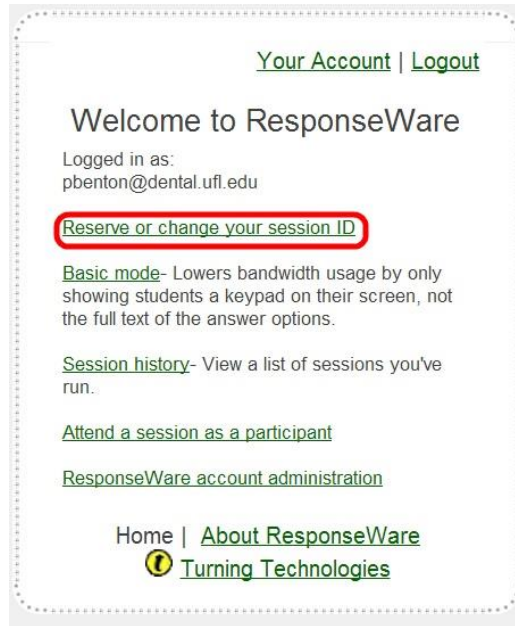
ResponseWare Documentation for Faculty

ResponseWare is a product created by TurningPoint that allows students to use their smartphones or computers to participate in TurningPoint polling sessions. This year, the College of Dentistry is allowing incoming students to purchase ResponseWare Licenses to use throughout their years at College of Dentistry instead of purchasing a TurningPoint clicker, if they choose. To accommodate the ResponseWare License users, faculty should follow the steps outlined in this guide.

1. Contact Instructional Support to create a ResponseWare account. You may call us at 3-6589, or email us at instructional_support@dental.ufl.edu
2. After you have set up a ResponseWare account with Instructional Support, open your web browser and navigate to www.RWPoll.com. Click *Login* on the top right corner of the box, as seen below. Then login with your e-mail and password that were set up by Instructional Support.

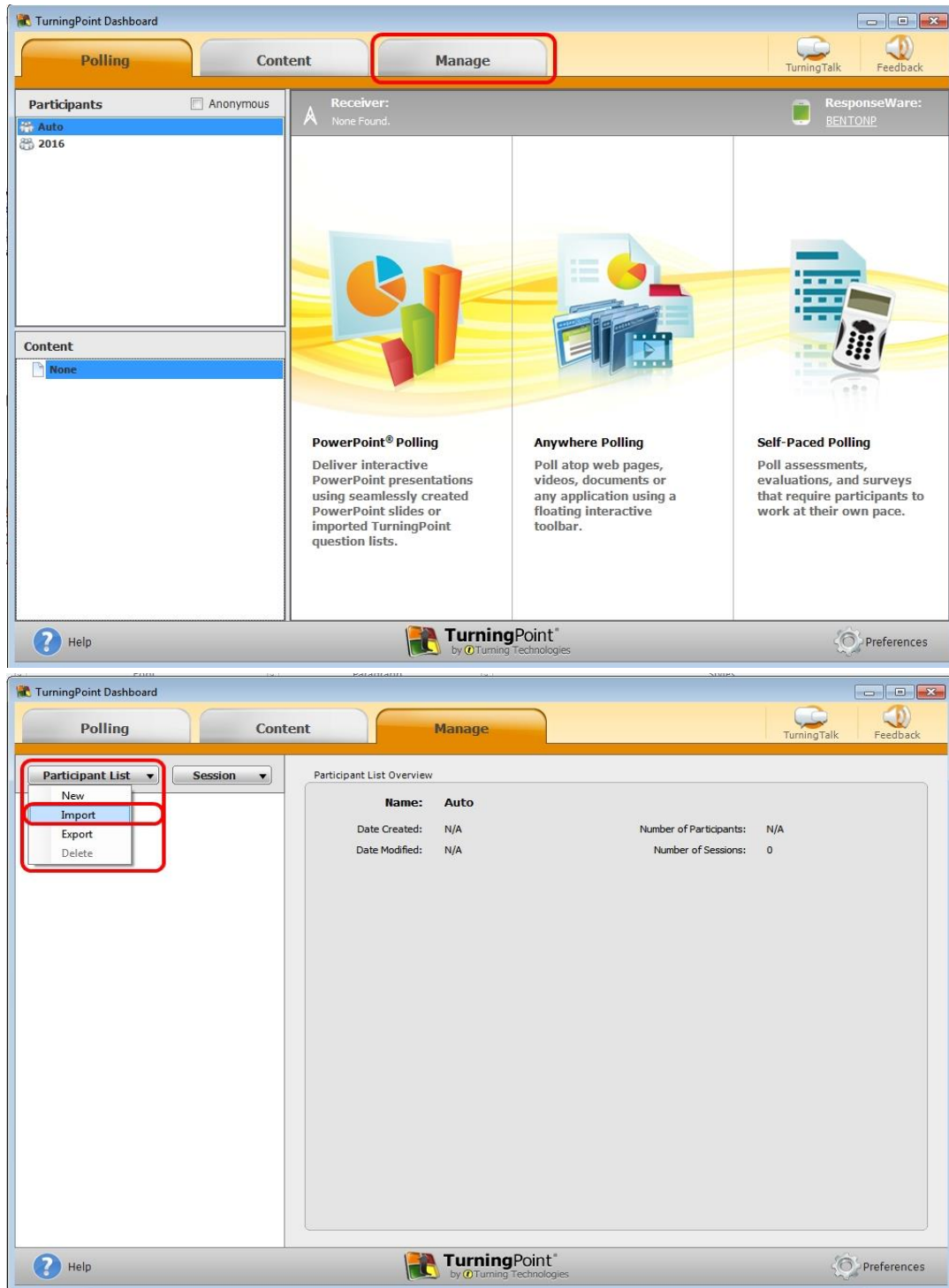


3. Once you have logged in, a new screen will appear with several options. From this screen, you can set up or change your **Session ID**, which is what students will use to connect their ResponseWare devices or TurningPoint Clickers to your session. Click on *Reserve or Change Your Session ID*.



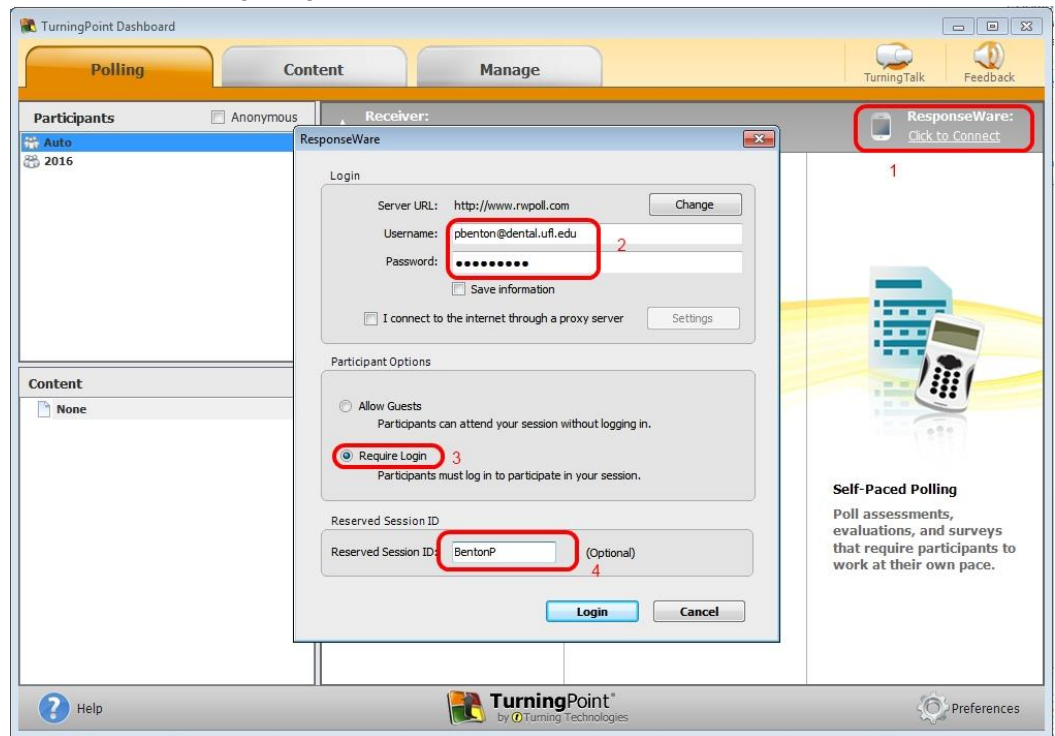
4. Next, enter a Session ID in the blank field and select *OK*. Instructional Support suggests that you use your last name and first initial for the session ID. For example, my Session ID would be BentonP. Another screen will display confirming your Session ID. Select *Continue*.

5. Now you must launch the TurningPoint software on your PC. The TurningPoint user interface has two columns on the left portion of the screen, three large buttons on the right side of the screen, and three tabs at the top of the screen labeled *Polling*, *Content*, and *Manage*. Begin by selecting *Manage*. Next, click on *Participant List* and then *Import* as shown below:



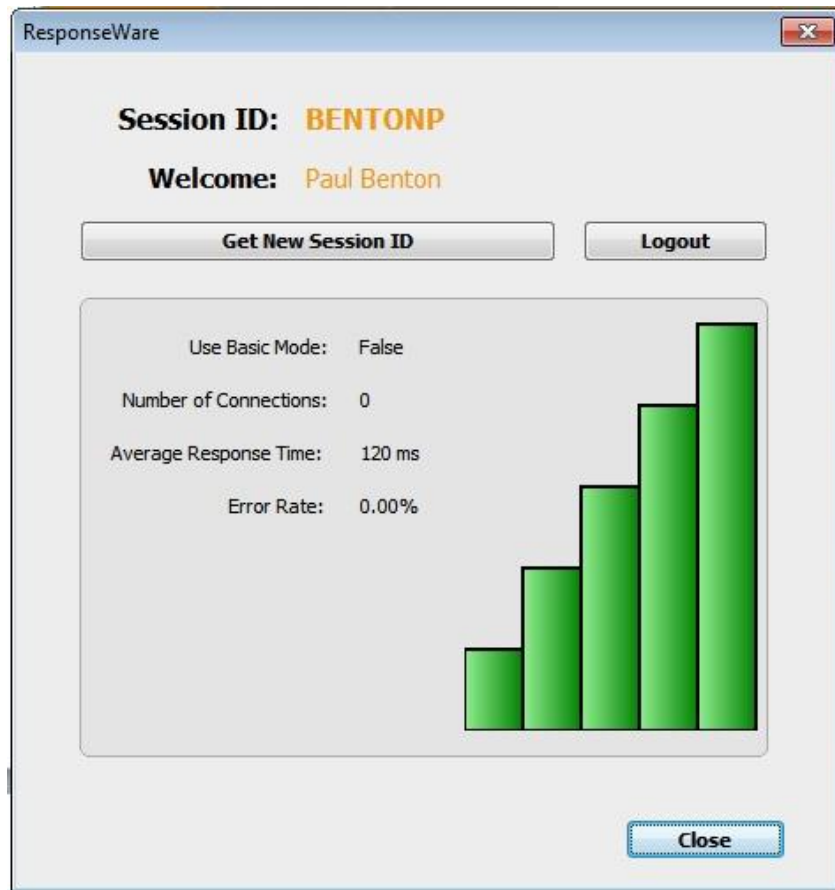
6. A dialog box will appear. Select *Choose File*. Then, browse to G:/All UFCD/Turning Point and select the desired class's .tpl file (e.g. 2016.tpl). Press *Ok*.
7. Return to the *Polling* tab in TurningPoint. Select *Click to Connect* beside the *ResponseWare* Icon (1). Fill in your username and password (2), and select *Require Login* (3). Then, enter

your Session ID in the *Reserved Session ID* (4) field and press *Login*. All of these steps are outlined in the following image:



(**Note:** The first time you use ResponseWare, you will be required to accept TurningPoint's Privacy Statement and Terms of Use Agreement. Simply select the box next to *I have read...* and press *Accept*.)

8. Finally, you will see the following screen appear, indicating that your Session was created and launched successfully. You can select *Close* on this window and the software will be ready to collect responses.



If you have any issues in this process, please contact Instructional Support and we will be glad to assist. We hope that the transition to ResponseWare will be smooth and that this will be well received by students and faculty alike.

Here is our contact information once again:

UF COD Instructional Support

(352) 273-6589

instructional_support@dental.ufl.edu

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<http://dental.ufl.edu/about/administration/it-help-desk/instructional-support/>