THE HONG KONG POLYTECHNIC UNIVERSITY
香港理工大學

COLLEGE OF PROFESSIONAL AND CONTINUING EDUCATION
專業及持續教育學院

# E-learning Resources Centre
# Poll Everywhere Installation Guide for Teachers

**College of Professional and Continuing Education**

**The Hong Kong Polytechnic University**

Poll Everywhere

**Version 1.0**

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# 1 Install the PowerPoint Add-in

There are two methods to install the Poll Everywhere PowerPoint Add-in on your desktop. If you failed to install the Poll Everywhere PowerPoint Add-in by method 1, please follow the instruction to install Poll Everywhere PowerPoint Add-in by method 2.

**1.1 Download and Install PowerPoint Add-in**

**1.2 Check the version of PollEv add-in**

**1.3 Update to the latest version**

# 1.1 Download and Install PowerPoint Add-in

Please follow the below instruction to install the three files.

1 **Close** ALL **Microsoft office software** before you start the installation procedure.

2 **Download and install Microsoft .NET Framework 4.5**

3 **Download and install Visual Studio 2010 Office Runtime 4.0**

4 **Download and install PollEv Presenter Add-in MSI**

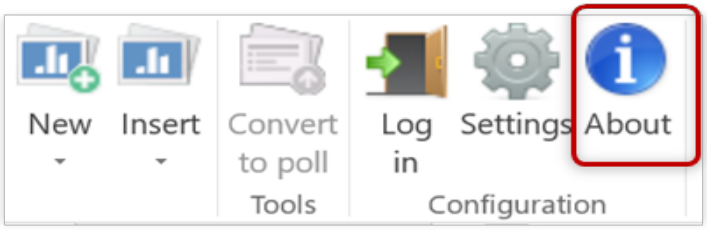
Finally, after you installed the above files and once you open PowerPoint, you will find the "Poll Everywhere" ribbon. And you can start to use Poll Everywhere PowerPoint Add-in.

# 1.2 Check the version of PollEv add-in

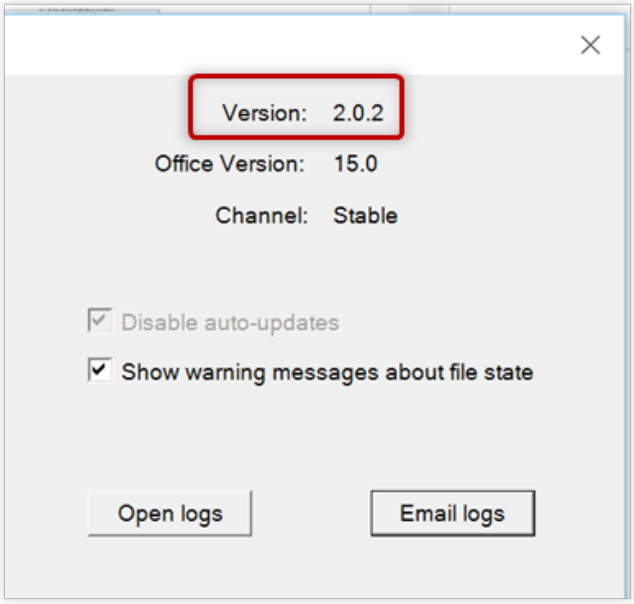
You can check the PollEv add-in version in the PowerPoint.

1 Open PowerPoint on your desktop, you will find the "**Poll Everywhere**" ribbon.

2 Click "About"




3 The version of PollEv add-in shows on the pop-up signage.

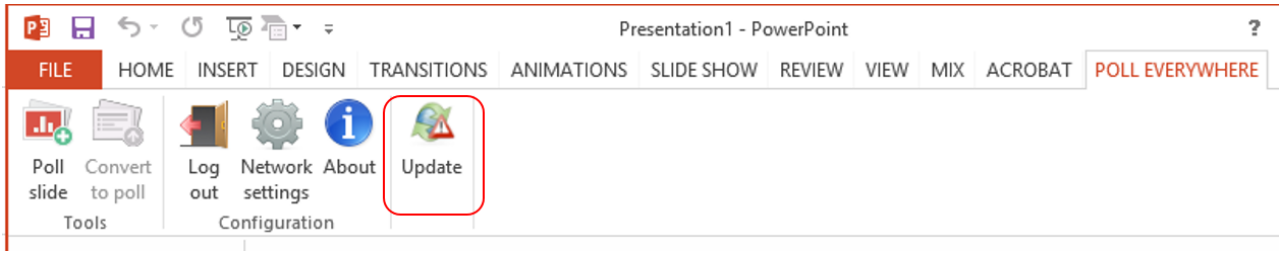


# 1.3 Update to the latest version

You can update the latest PollEv add-in version in the PowerPoint.

1 Open PowerPoint, you will find the "**Poll Everywhere**" ribbon.

2 Click "Update" if any.




3 Follow the instruction to update the add-in.

# 2 Install the Poll Everywhere app

For teachers, you can download and install the "**Poll Everywhere**" app on your phone to give responses on Poll Everywhere.

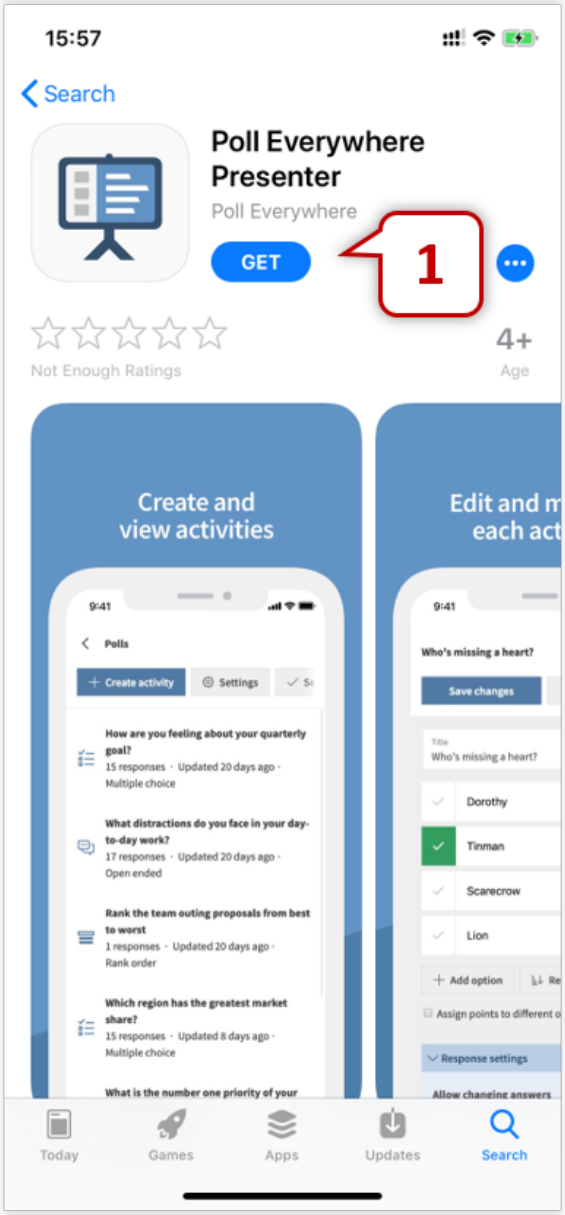
## 3.1 iOS

Available on the App Store

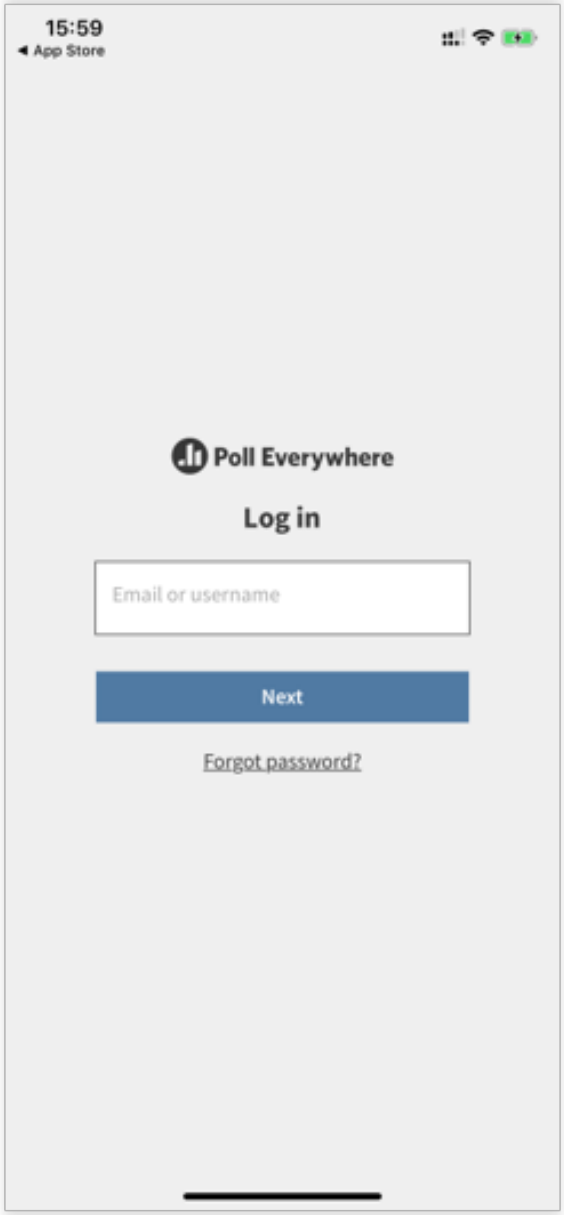
## 3.2 Android

ANDROID APP ON Google play

# 2.1 iOS



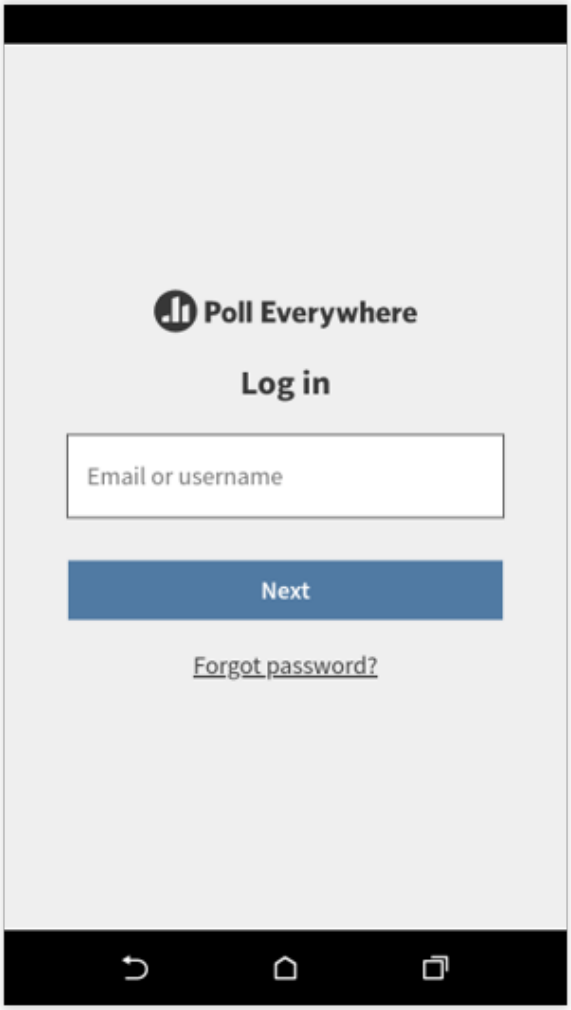

1 Open your "**App Store**" app on your iPhone. Then download and install the "**Poll Everywhere Presenter**" app.




After the installation, you can open the app and you will see the front page of "**Poll everywhere Presenter**" app as the above.

## 2.2 Android

1 Open your "**Play Store**"app on your phone. Then download and install the "**Poll Everywhere Presenter**" app.




After the installation, you can open the app and you will see the front page of "**Poll everywhere Presenter**" app as the above.