



TurningPoint[®]



QUICK START GUIDE

ATTENTION!!

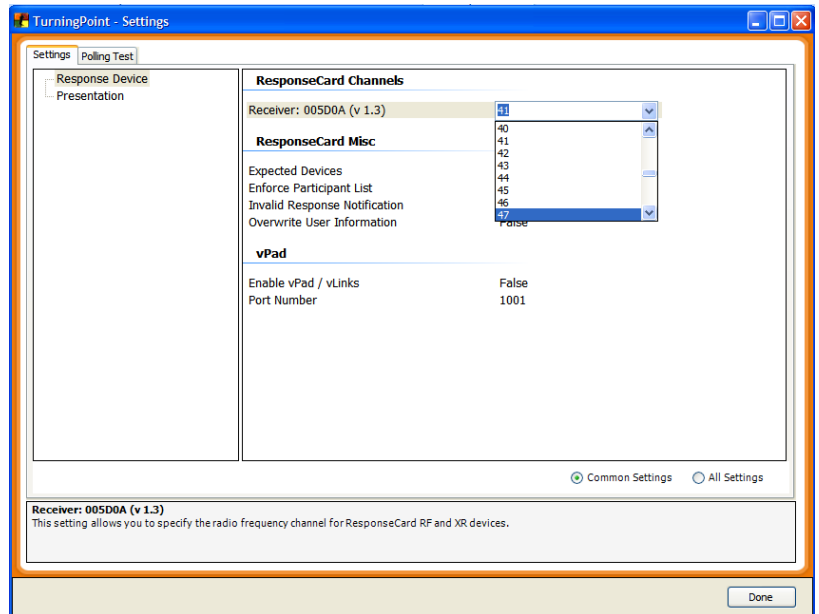
PLEASE READ

- Please remember to collect **ALL** the clickers (Response Card).
- Each Clicker kit contains **50** clickers. You may be using more than one kit so ensure all are replaced after use.
- Remember to **remove the Turning Point USB Receiver** from the AV-PC USB port and return it to the kit once you have completed your session.
- Remember to **copy your session data** to your removable media (USB stick, CDRW, Network Share etc) once you have completed your session, prior to logging off. It may no longer be there once the AV-PC has been restarted.

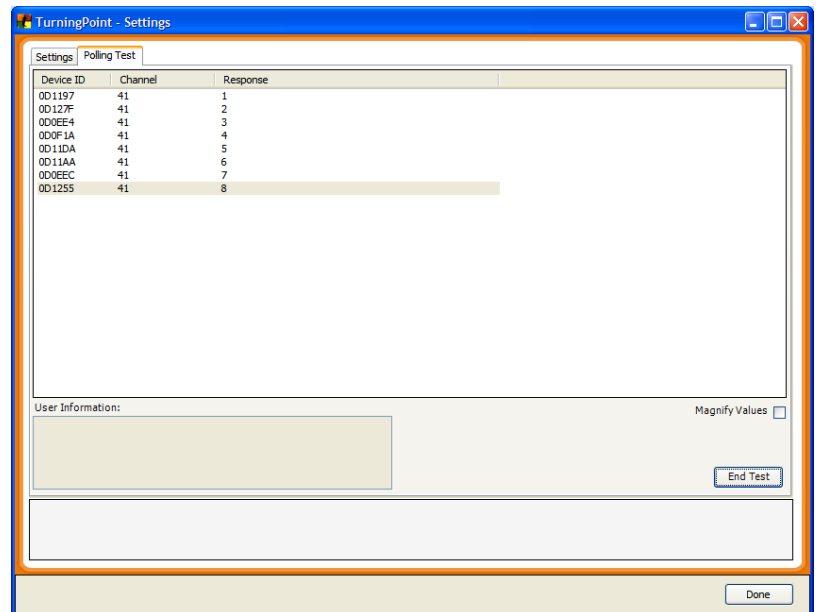
1. Setting Response Cards and Receiver

<p>1. Plug in your TurningPoint 2008 Receiver into the USB port of the PC</p>	
<p>2. Start up TurningPoint 2008 software by clicking on the TurningPoint 2008 icon on the Windows desktop or within the Applications folder.</p>	
<p>3. TurningPoint 2008 will then launch Microsoft PowerPoint 2007. Click on the TurningPoint 2008 Tab to access the TurningPoint ribbon from within PowerPoint 2007.</p>	

- Select Response Device at the top left hand side of the Settings Window. Check that the receiver channel for the receiver channel is set to the channel number listed in the kit. If it is not, click on the channel number to open up a pulldown menu to select the correct number.

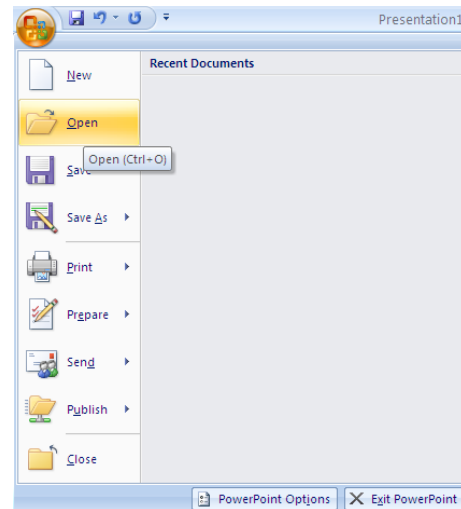


- To test that receiver and the Response Card are configured correctly, select the **Polling Test** tab and click on the **Start Test** button to begin test. Click on the numbers on the Response Cards to make sure the receiver is picking up the responses. Click the **Done** button when finished.



2. Running Presentations

1. Load your TurningPoint enabled PowerPoint Presentation by clicking on Office Button then select Open.

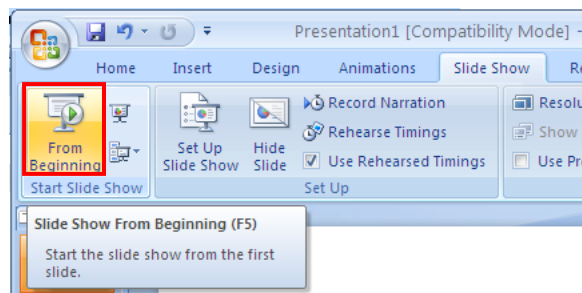


2. From the TurningPoint ribbon, select RESET > SESSION



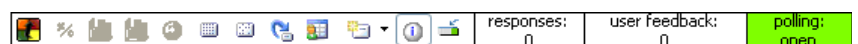
This will clear any previous session responses stored in the presentation.

3. Select SlideShow tab, and click on the From Beginning on the PowerPoint ribbon to start the presentation.



Pressing F5 will do the same.

4. When you reach the slide which require response, the TurningPoint status bar will display at the top right corner of the slide and polling will automatically be open for response.

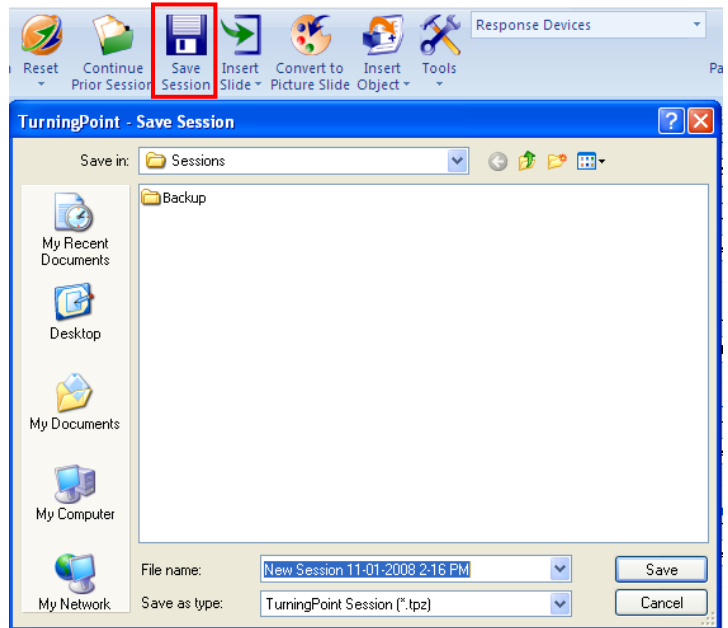


Pressing F9 will show/hide the status bar.

- Clicking the left mouse button/space bar will close the poll. Clicking the left mouse button/space bar again will then proceed to the next slide.



- Should you wish to resume the session or retrieve polling results later, you can save the session. Click on the "Save Session" on the TurningPoint ribbon.



TurningPoint displays the Save Session dialog that shows the file name, file type, and where the file will be saved.

Reprogramming (Changing Channels) the Response Card

To program the Response Card to the new channel, follow the steps on the right.

- Click and release "GO" button
(The light on the Response Card will then flash red and green)
- Click on the number(s) of the desired channel slowly
(1 sec button press)
- Click on the "GO" button again.
(This time the light should go green and then off which indicates that it has accepted the new channel setting.)
- Perform another Polling Test to confirm that it is working.