

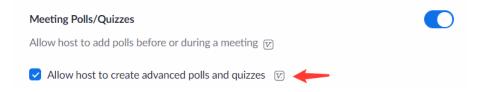
Zoom Advanced Polling Feature

With the latest Zoom update 5.8.3, you can now create more advanced quizzes and polls inside a Zoom meeting.

Note: Users using any versions of Zoom <u>older than 5.8.3</u> will not be able to participate in polls with new question types or take quizzes.

To enable this feature:

- 1. Go to <u>https://zoom.us</u> and Sign into your account with SMU Email address and Zoom password.
- 2. From the left navigation panel, go to Settings.
- 3. Go to In Meeting (Basic).
- 4. Select the check box Allow host to create advanced polls and quizzes



To create an Advanced Poll, please follow these steps.

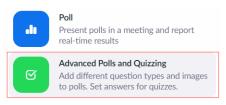
- 1. Go to <u>https://zoom.us</u> and Sign into your account with SMU Email address and Zoom password.
- 2. From the left navigation panel, go to **Meetings**.
- 3. If you already have your meeting scheduled, click on the **Meeting Topic** and scroll down to the bottom of the page. Otherwise <u>schedule a new meeting</u> and open the meeting by clicking on meeting topic.



4. Click on + Create



5. Select the option Advanced Polls and Quizzing



6. It will open the Advanced Polling window (see the screenshot below) where you can add different types of questions accordingly.

Untitled Question	 Single Choice ~
Choice 1	
Choice 2	
+ Add choice	
Required Show as dropdown	÷.

)	Save	Cancel

To select different types of question, click on the dropdown menu beside the question title.

Untitled Question	Single Choice	×)

These are the types of question that you can create with Advanced Polling Feature.

- Single Choice
- Multiple Choice
- Matching
- Rank Order
- Short Answer
- Long Answer (Max 2000 Character)



- Fill in the blank
- Rating scale

With the new polling feature, you can also add images to the polling/ quiz questions. To Add images under a question

1. Click on the three dots below the question.



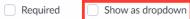
2. Select the option **Upload Image**

Upload Image	
Duplicate Question	

You can make a question required in the poll / quiz. To do so, check the option **Required** under the question



Also, only for Multiple choice questions you have the option to show the question as a dropdown menu.

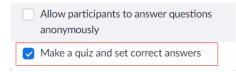


You can also create individual polls as a Quiz and set correct answer for the questions

1. Click on the three dots beside the Save button.



2. Check the option Make a quiz and set correct answers.





3. Now after you added/ edited any question in the poll/ quiz click on Set Answer. Then select the correct answer(s).

set answer	Required	Sho
<u>Set answer</u>	ricquireu	

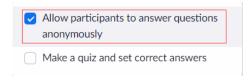
Show as dropdown

Also, you can allow students to answer poll question anonymously.

1. Click on the three dots beside the Save button.



2. Check the option Allow participants to answer question anonymously.



Launch Poll in a Zoom meeting

After the meeting is over you can download the response of the Quizzes / Polls from the Meeting Report.

Here is a <u>short introduction</u> on Basic poll which explains how to launch polls and download poll report.