RESPONSEWARE FOR IOS USER GUIDE

The ResponseWare app turns a participant's web-enabled mobile device or tablet into a virtual clicker. Participants are able to respond to polling questions using a Wi-Fi or data connection.

ResponseWare allows the user to respond to multiple styles of questions, such as multiple-choice, alphanumeric, multiple response and essay questions. Questions and answer choices are displayed on the web-enabled device while polling is open. ResponseWare is compatible with TurningPoint 5 and TurningPoint Cloud.

Technical Requirements

The following technical requirements are required for ResponseWare to properly function:

- iPhone®, iPod Touch®, iPad® with iOS 7.0 or higher
- Wi-Fi connection (recommended for optimal performance) or data connection
- TurningPoint 5 or higher
- TurningPoint Cloud

> **WARNING**
> You may be charged by your wireless provider if you do not have an unlimited data plan. Turning Technologies is NOT responsible for any cellular usage charges.

ResponseWare and Turning Account

A Turning Account may be required to use ResponseWare. A Turning Account is a free account that provides a unique identifier for each user and can be tied to all response devices, including ResponseWare. Instructors and classrooms using TurningPoint Cloud will require a Turning Account License to register response devices for courses and to receive credit in class. The Turning Account License is available for purchase from the Turning Technologies Student Store.

> **WARNING**
> If the presenter is using TurningPoint Cloud, a Turning Account license is mandatory. If you do not purchase a Turning Account license, your score will show as an asterisk in all TurningPoint Cloud participant reports. Furthermore, your score will export as "0" to an Excel workbook and will not be exported to an LMS.

> **NOTE**
> A Turning Account license may also be required to be able to respond to questions from TurningPoint 5 and TurningPoint Cloud.

For more information about creating and managing a Turning Account, see the Turning Account User Guide from the Turning Technologies website.

ResponseWare App Options

Tap the **Navigation Drawer** ☰ icon in the upper left corner to display your options.
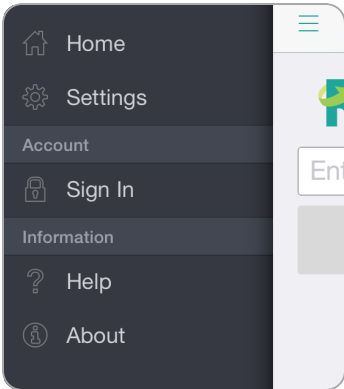
| Home	Select Home to return to the close the Navigation Drawer.
Settings	Enable or disable settings in ResponseWare. • **Prevent Auto-Lock** • **Keep Me Signed In**
Sign In(Out)	Select to sign in or out of your Turning Account. This option is only available when you are not in a session.
Help	Select Help to view the User Guide.
About	Select About to view the ResponseWare version, Privacy Policy, Terms of Service and Acknowledgments.
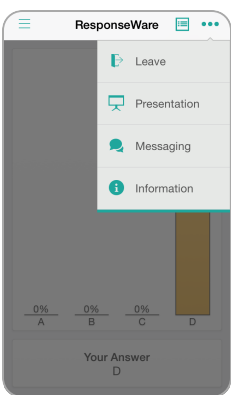
Tap the **Menu** ●●● icon in the upper right corner to display your options.

Leave	Select Leave to disconnect from the session.
Presentation	Select Presentation to return to the current question.
Messaging	Select Messaging to send a message to the presenter and/or group.
Information	Select Information to view the Session ID, user name and Device ID.

turningtechnologies.com/user-guides

> **NOTE**
> The app display adjusts to the screen orientation on the tablet only. The landscape view is not available on the iPhone.

Using the ResponseWare App

This section covers using the ResponseWare app for iOS.

Logging into a ResponseWare Session
Responding to Multiple Choice Polling Questions
Responding to Short Answer, Numeric or Essay Questions
Responding to Multiple Response Questions
Responding to Moment to Moment Questions
Messaging the Presenter and the Group

Logging into a ResponseWare Session

Most presenters require participants to be signed into a Turning Account. Alternatively, presenters may allow participants to sign in as guests.

> **IMPORTANT**
> Participants can only join one session at a time.

1 Open **ResponseWare** on your iOS device.

> **NOTE**
> If a Turning Account is not required to submit responses, skip to Step 4.

2 Tap the **Navigation Drawer** ☰ and select **Sign In**.

> **TIP**
> To prevent your phone or tablet from locking during a
>
> presentation, tap the **Navigation Drawer** ☰ , select **Settings** and tap the slider button labeled **Prevent Auto-Lock**.

3 Enter the **Email** and **Password** associated with your Turning Account and tap **Sign In**.

> **TIP**
> To change your password, tap **Forgot your password?**.

4 Enter the **Session ID** provided by the presenter in the *Enter Session ID* field.

5 Tap **Join Session**.

6 If prompted, enter additional information, such as first and last name, email address, or User ID. Required information must be entered.
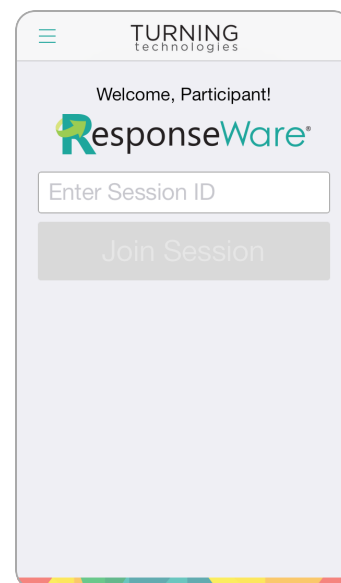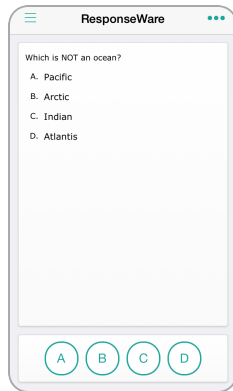
> **NOTE**
> User ID may refer to a Student ID, section number or any other identification required by the presenter.

7 Tap **Submit**.

The first question appears on-screen after the presenter opens polling.

8 Tap the button that corresponds to your answer choice.

The results appear after polling is closed.

Responding to Multiple Choice Polling Questions

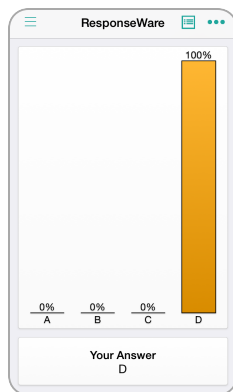**1** When polling is open, the question and answer choices are displayed.

2 Tap the **number** or **letter** that corresponds to the answer choice(s).

> **NOTE**
> Answer selections can be changed while polling is open and the question is not set to only accept your first response.

After polling is closed, the results are displayed.

TURNING technologies

3 To view the question, tap the **Question View** ▤ icon in the upper right of the screen.

4 To return to the chart, tap the **Chart View** ▥ icon in the upper right of the screen.

Responding to Short Answer, Numeric or Essay Questions

1 When polling is open, the question is displayed.

2 **Tap** the blank field next to *Send*.
   The *On-screen Keyboard* is displayed.
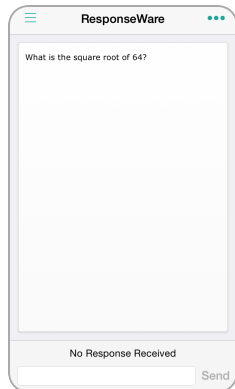
3 Enter a response by typing your answer.

4 Tap **Send**.
   If your answer was successfully sent, the message *Response Received* is displayed.

> **NOTE**
> Answers may be edited while polling is open and the question is not set to only accept your first response.

When polling is closed, your answer is displayed.

Responding to Multiple Response Questions

Multiple Response questions allow participants to send more than one response to a question.

1 When polling is open, the question and answer choices are displayed.

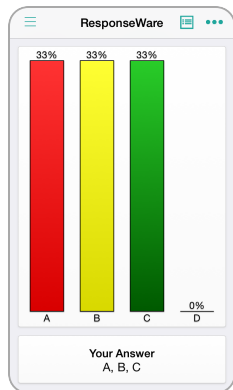2 Tap the **number(s)** or **letter(s)** that correspond to the answer choices.

> **NOTE**
> The presenter may have enabled to allow duplicate answers, which you are permitted to select the same answer choice more than once.
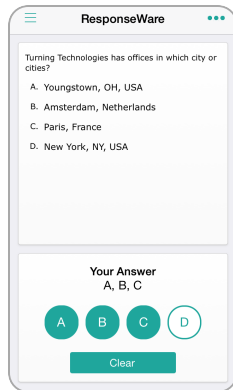
> **NOTE**
> Answer selections can be changed while polling is open.

After polling is closed, the results are displayed.

3 To view the question, tap the **Question View** icon in the upper right of the screen.

4 To return to the chart, tap the **Chart View** icon in the upper right of the screen.

Responding to Moment to Moment Questions

Moment to Moment questions are used to track the on going opinions of participants over a period of time. Moment to Moment questions display a scale from 1 to 5.

1 Tap the number **1 (minimum)** to **5 (maximum)** that corresponds to your rating of the current question.

2 Repeat step 1 to change your rating of the current question.

> **NOTE**
> ResponseWare does not display Moment to Moment results. Refer to the presenter's screen to view results.

Messaging the Presenter and the Group

Participants can send questions or comments to the presenter via the Messaging icon. The presenter may enable an option that allows for participants to message the entire group including the presenter.

> **NOTE**
> If you have a message, an alert badge is displayed next to the **Menu** icon in the upper right corner.
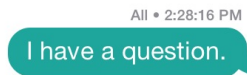
1 Tap the **Menu** icon in the upper right corner and select **Messaging**.

2 Tap **To All** or **To Presenter**.

> **NOTE**
> If you do not see the options **To All** or **To Presenter**, the presenter has disabled the option to send a group message. Skip to Step 3.

3 Tap **Enter Message** field.
   The *On-screen Keyboard* is displayed.

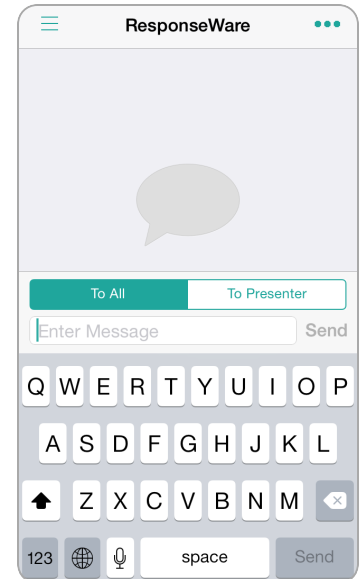4 Enter a **question** or **comment** for the presenter or group.

5 Tap **Send**.
   The sent message is displayed in blue.

6 Tap the **Menu** icon in the upper right corner and select **Presentation** to return to the current question.

> **NOTE**
> To close the keyboard, tap anywhere in the empty content view.

FREQUENTLY ASKED QUESTIONS

Setting Up ResponseWare

Where can I download the app for my smartphone or tablet?

Search for *ResponseWare* in the App Store™ or in iTunes™.

How much does the app cost?

The app is free. However, a licensed account may be required to participate in class.

How do I verify that I have the most current version of the ResponseWare app?

Check *Pending Updates* in the App Store. If ResponseWare is listed, tap **Update**.

If no update is available, the ResponseWare app is the most current version.

I downloaded the app. Where do I create an account to sign in?

Go to https://account.turningtechnologies.com and sign up for a Turning Account. See the complete Turning Account User Guide for more information.

Why do I need a Turning Account? What is a Turning Account?

A Turning Account is a unique identifier that is used to tie together all software accounts and response devices. Turning Accounts may be required for use with ResponseWare.

Do I need a Turning Account license?

A Turning Account license is required for responses from response devices or ResponseWare to be tracked and used in TurningPoint Cloud and Learning Management Systems (LMS).

Where do I buy a Turning Account license code?

Create a Turning Account prior to purchasing the license code. Go to https://account.turningtechnologies.com and sign in. Select **Licenses** from the left menu. Click the **online student store** button to be redirected to the Turning Technologies Student Store. Select a Turning Account License or a bundle that includes a license. **Checkout**. The license will be automatically added to your Turning Account.

How do I add a license to my account?

Go to https://account.turningtechnologies.com/ and sign in. Select **Licenses**. Below *Redeem License Code*, enter your code and click **Redeem**.

What is my User ID?

User ID can refer to a Student ID, section number or any other identification required by the presenter.

How do I prevent my phone/tablet from falling asleep during class?

To prevent your phone or tablet from locking during a presentation, tap the **Navigation Drawer** icon, select *Settings* and tap the button next to **Prevent Auto-Lock**.

Using ResponseWare

What is my Session ID?

The **Session ID** is a unique identification number provided by the presenter that allows participants to join the current session.

Why are my options grayed out?/Why can't I change my answer?

Answers can only be changed while polling is open and the presenter does not have a setting enabled that allows only first responses submitted.

Why am I unable to message the presenter or group?

The presenter has disabled the messaging function. The presenter can choose to allow you to message the presenter only or the presenter and the group or to disable messaging entirely.

CONTACT US

For additional help, contact Turning Technologies Technical Support.

Technical Support is available from 7 a.m. - 9 p.m. EST.

From within the contiguous United States, you can reach Technical Support toll-free by calling 866.746.3015. If you are calling from outside of the United States, please call +1 330.746.3015.

Technical Support may also be reached via e-mail at **support@turningtechnologies.com** or **support@einstruction.com**, a brand of Turning Technologies.