Polling in Zoom

What are Zoom Polls?

Make your meeting or webinar more inclusive and engaging by interacting with your class in real time with Zoom polls. Instructors can create polls before or during a meeting or webinar.

Zoom has two types of polls: standard and advanced. Both types provide the option to allow students to answer anonymously, share results, and review the data afterward. However, advanced polls have a few additional options. Review the table below to compare the different features available in basic and

Use Case	Examples
Ice breakers	

When should I use polls?

Polls provide immediate feedback from your students. Launch polls at any time to interact, gauge how students are feeling, or gather information.

Create Breakout Rooms with Poll Results

[Creating meeting breakout rooms from poll results](#) is available for Zoom Meetings with access to polls. Organize breakout rooms based on poll results to drive more meaningful conversations.

Instructors can set a limit for how many students are placed in each breakout room and move or exchange students after launching the breakout rooms.

What else should I know about polls?

- By default, **only the original meeting host can edit or add polls during a meeting.** If the host or co-host role is transferred to another user, that user will only be able to launch polls already created.

- [Alternative hosts](#) can add or edit polls, but the host must enable the [setting to allow alternative hosts to add or edit polls](#) when selecting the alternative host.

- Host and co-hosts cannot vote in polls. However, in webinars, they have the option to allow panelists to vote.

- If a poll is relaunched in a meeting/webinar, the poll report will only display data from the most recent or final poll occurrence. If you know you will need to launch the same poll twice and want to see both sets of data, consider creating a second poll with the same questions as the original to avoid re-launching.

- Users with older versions of Zoom will not be able to take quizzes or participate in polls with certain question types.

- If enabled by an admin, you can manage a central library of polls so you can reuse the same poll.

Show Me: Polling for Zoom Meetings and Webinars

Find out how to interact with your audience in your classes, meetings or webinars.

Quick Recap

Enable Polls for a Specific Webinar

1. Click the <u>Upcoming tab</u>.

2. Select <u>Schedule a Webinar</u>.

3. Edit your webinar settings and click **Schedule**.

4. Next, click the **Polls/Quizzes tab**.
    a. Polls that you previously enabled will appear.

5. Click **Create** to add additional polls.

6. Click **Library**, then enable or disable polls from your library before the webinar begins.

Quick Recap

Advanced Polls and Quizzes

1. Once you start the webinar, locate the toolbar and click **Polls/Quizzes**.
   a. Enabled polls will appear.

2. Here you can launch, duplicate, make edits, or delete a poll.

3. Click the **plus sign** to create a new poll.

4. Select **Advanced Polls and Quizzing**.
   a. To reuse this poll for a later webinar, check the box **Add to Polls/Quizzes library**.

5. Customize the name of your poll.

6. Select the question type.

7. With advanced polling and quizzing, you have multiple question types to choose from:
   a. Single Choice
   b. Multiple Choice
   c. Matching
   d. Rank Order
   e. Short Answer
   f. Long Answer
   g. Fill in the Blank
   h. Rating Scale

Quick Recap

Quizzing

1. After creating a question, click the **More** drop-down, then check the box for **Make it a quiz and set correct answers**.

2. For each question, click **Set answer**, select a correct answer, and click **Done**.

   a. Question types such as Short Answer, Long Answer, and Rating Scale will not allow you to set a correct answer.

3. Optionally, require answers to be anonymous. With this option, the poll report will only show the response, not who gave it.

Quick Recap

Launch Polls and Share Results

1. While only the host can create and edit polls, both hosts and co-hosts can launch them.

   a. Once launched, you will see results in real-time, along with a timer to show how long the poll has been live and how many attendees have answered.

2. After ending the poll, click **share results** to review the results with attendees.
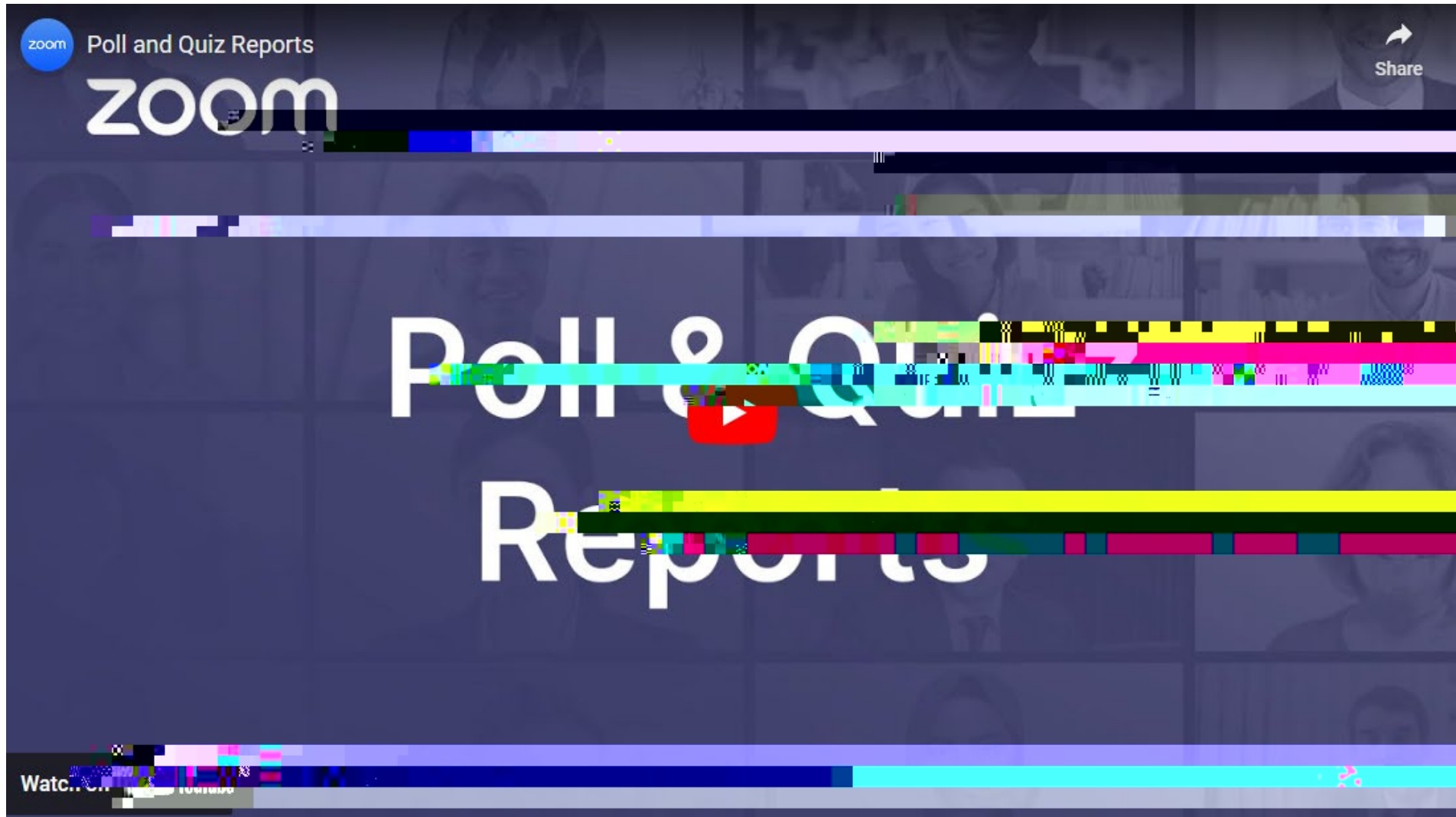
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Polling for Meetings:

Show Me: *Poll and Quiz Reports*
Learn how to retrieve your poll report during and after your meeting or webinar. In this video, we'll look at how to generate poll reports both during and after a meeting or webinar

Quick Recap

Generating a poll report during the meeting/webinar

- Launch a poll and click on the ellipses next to the Share Results button.

- Click **Download Results** and a CSV file will be downloaded to your computer.

- Open the CSV and you will see the meeting/webinar information such as when it took place, duration, user name, user email, rm4.6 a2)(MCI 6.1 6)5.5 o.1 6 Z (cTd[0.)3.8r)1.7 8b5 o.1 5)3.7 (e)34 a2 (e

Quick Recap

Generating a poll report after the meeting/webinar

- Log into the [CSU Zoom Web Portal](#)

Quick Recap

Launch Polls and Share Results

Meeting Registration and Polling Report:

Create a Quiz in Advanced Polling Video: **WATCH NOW**