Create Participant List - TurningPoint Integration with Blackboard

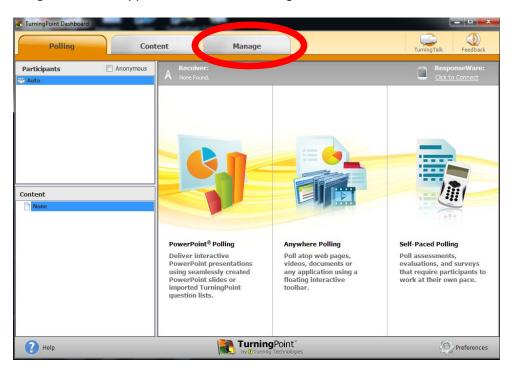
If you are still using TurningPoint 2008, please go to the link below and get the free download of an updated version of TurningPoint.

http://www.turningtechnologies.com/responsesystemsupport/downloads/

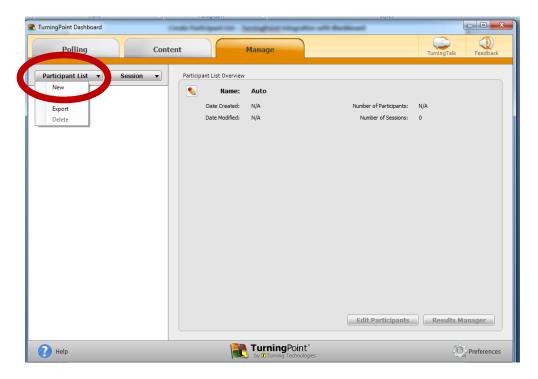
MAC users please note that a new version of TurningPoint for use with Microsoft Office 2011 for MACs is forthcoming from the vendor.

To being integrating TurningPoint with Blackboard, once you have the TurningPoint software installed, open it by double clicking on the icon placed on the desktop of your computer during the installation process.

The new TurningPoint screen appears. Click on the Manage tab.

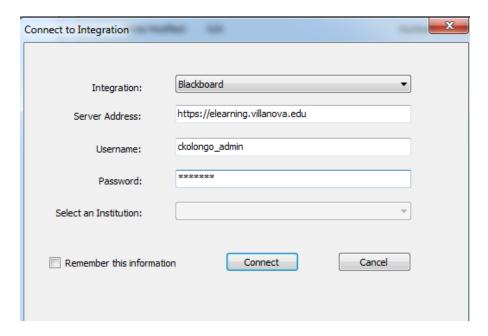


Click on Participant List and select New.

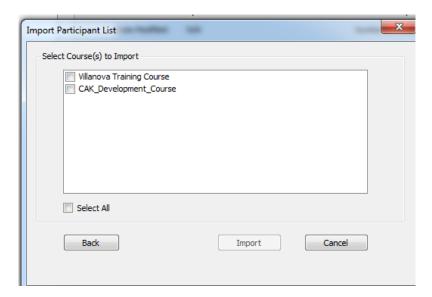


On the next screen click the radio button next to Download from Integration then click Create List.

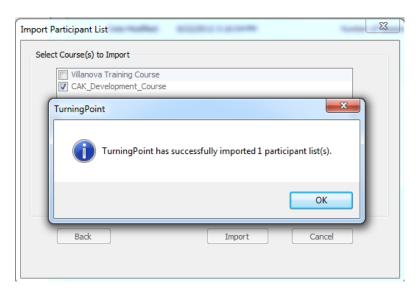
On the next screen you'll be asked to fill out some information. Select Blackboard from the pull-down menu next to Integration. For the server the address is https://elearning.villanova.edu. It is important to remember the 's'. For the Username: and Password: fields use the same userid and password that you use for Villanova email or to access Blackboard. The Institution field remains blank. Once you have entered this information click Connect.



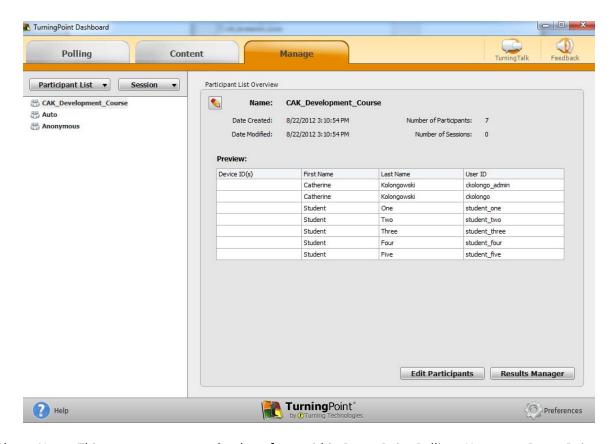
When you click Connect, you will see a list of all the courses you have taught. If you see the same course listed multiple times, select the last instance of it. This should be the current class.



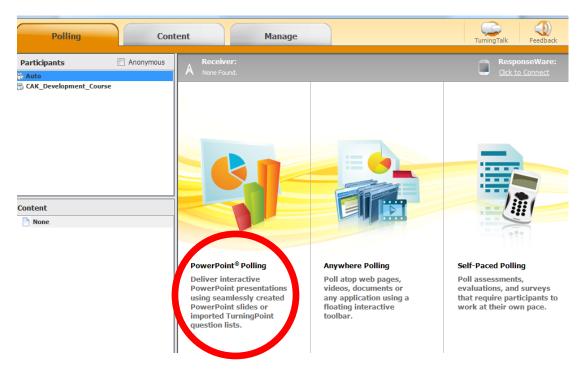
Select the course by clicking in the check box next to it. The import button will become live when you do this. Click Import and the message shown next should appear on your screen.



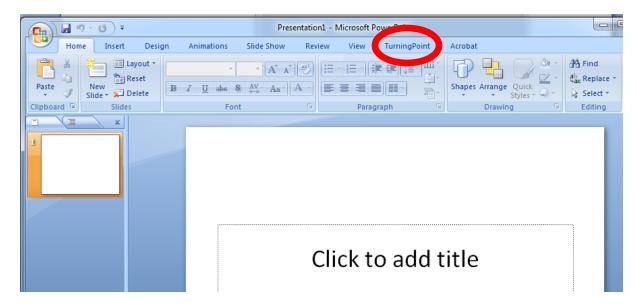
Click OK and your participant list will appear on your screen as shown next.



Please Note: This same process may be done from within PowerPoint Polling. You enter PowerPoint Polling on the main TurningPoint screen.



Next click on the TurningPoint ribbon near the top of the screen as shown next.



Next click Load List and follow the above instructions.

