

Quick Start Guide



TurningPoint

Quick Start Guide TurningPoint® 2008

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Installing TurningPoint 2008 Software

1. You must be logged into your computer as a local computer administrator.
2. Download TurningPoint 2008 by going to the “Downloads” section on the www.keepad.com Website.
3. On the new screen, locate and click on TurningPoint 2008.
4. Fill out the software Downloads Registration form, and then click on Download.
5. Click on the link to start downloading TurningPoint 2008.
6. A file download window will appear, click on Save to start the download.
7. When the download is complete, **double-click the “setup” icon** to open the file. The installation Wizard will appear

Note: If your TurningPoint kit came with a TurningPoint 2008 CD, you could insert the CD into your computer’s CD-ROM drive. Follow the on screen instructions to begin the installation wizard.

8. Click **Next** to continue with the installation
9. If you accept the terms of the License Agreement, select the button labelled **I accept the terms in the license agreement**.
10. Click **Next**.
11. Click **Install** and TurningPoint will now begin installing.
12. Once TurningPoint has installed the required files select **Launch TurningPoint** if you would like to immediately open the program. To open TurningPoint at a later time, you will need to double-click on the TurningPoint Icon on your desktop or open the program through your Start Menu.
13. Click **Finish** when the process is complete.
14. During the installation process, if you were prompted to install necessary components, you will need to restart your computer.

Upgrading Your TurningPoint USB Receiver

If you have a USB Receiver that was used with TurningPoint 2006 you will need to complete the following steps. If you received your TurningPoint USB Receiver with a TurningPoint 2008 CD you can disregard these steps.

IMPORTANT NOTE: You must have an upgraded license code before you complete the following steps. If you need an upgrade code please contact Keepad Interactive.

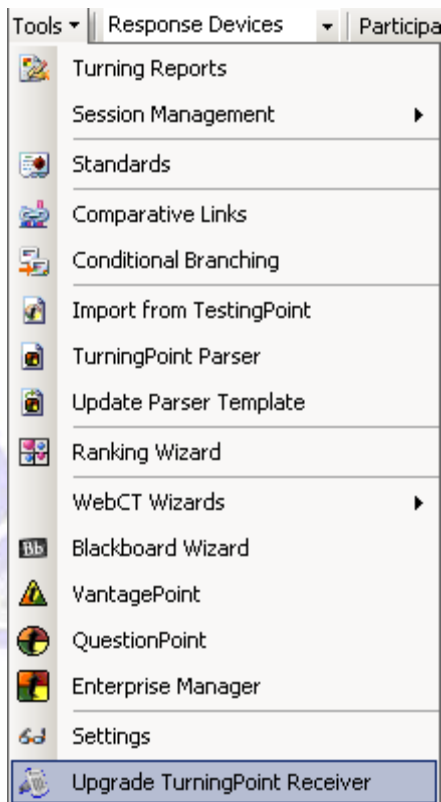
FREE CALL (within Australia) 1800 463 279

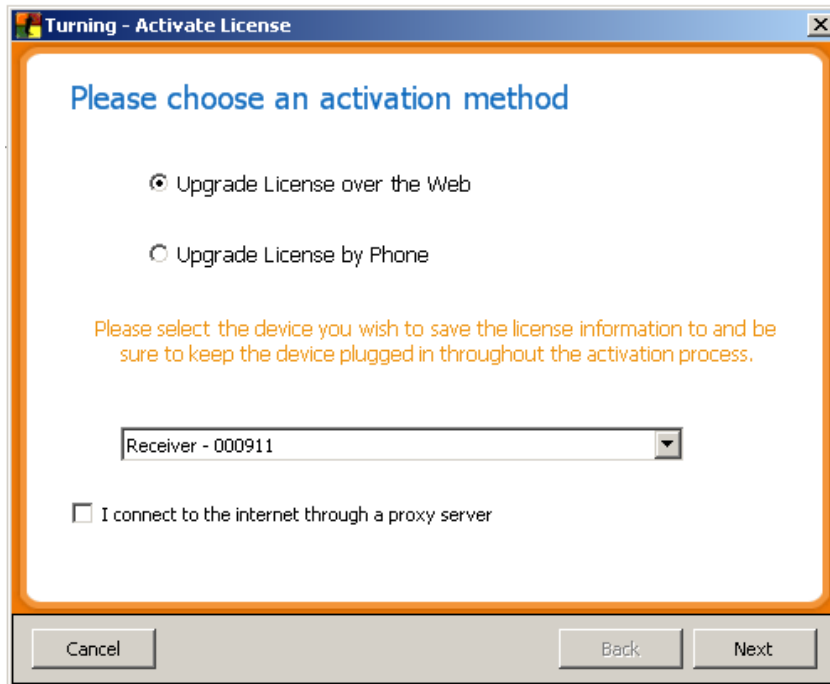
INTERNATIONAL +61 7 5592 2800

1. Plug in your USB Infrared or Radio Frequency Receiver. A message will appear stating that your receiver is not licensed to work with TurningPoint 2008.
2. Click **OK**.
3. Click on **Tools** on the TurningPoint toolbar.



4. Scroll down to select **Upgrade TurningPoint 2008 Receiver**.





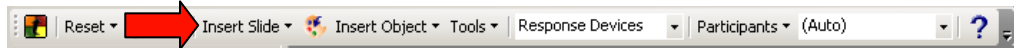
5. Select your **receiver** from the dropdown menu.
6. Select an **activation method**.
7. Click **Next**.
8. Enter your **16-digit alpha numeric TurningPoint 2008 License Code**.
9. Fill in the remaining fields with your information.
10. Click **Next**.
11. If you chose to upgrade the license over the Web, you'll receive a Thank You message letting you know that you've successfully upgraded.

NOTE: If you chose to upgrade over the phone, you will need to contact Keepad Interactive.

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Creating an Interactive PowerPoint Slide

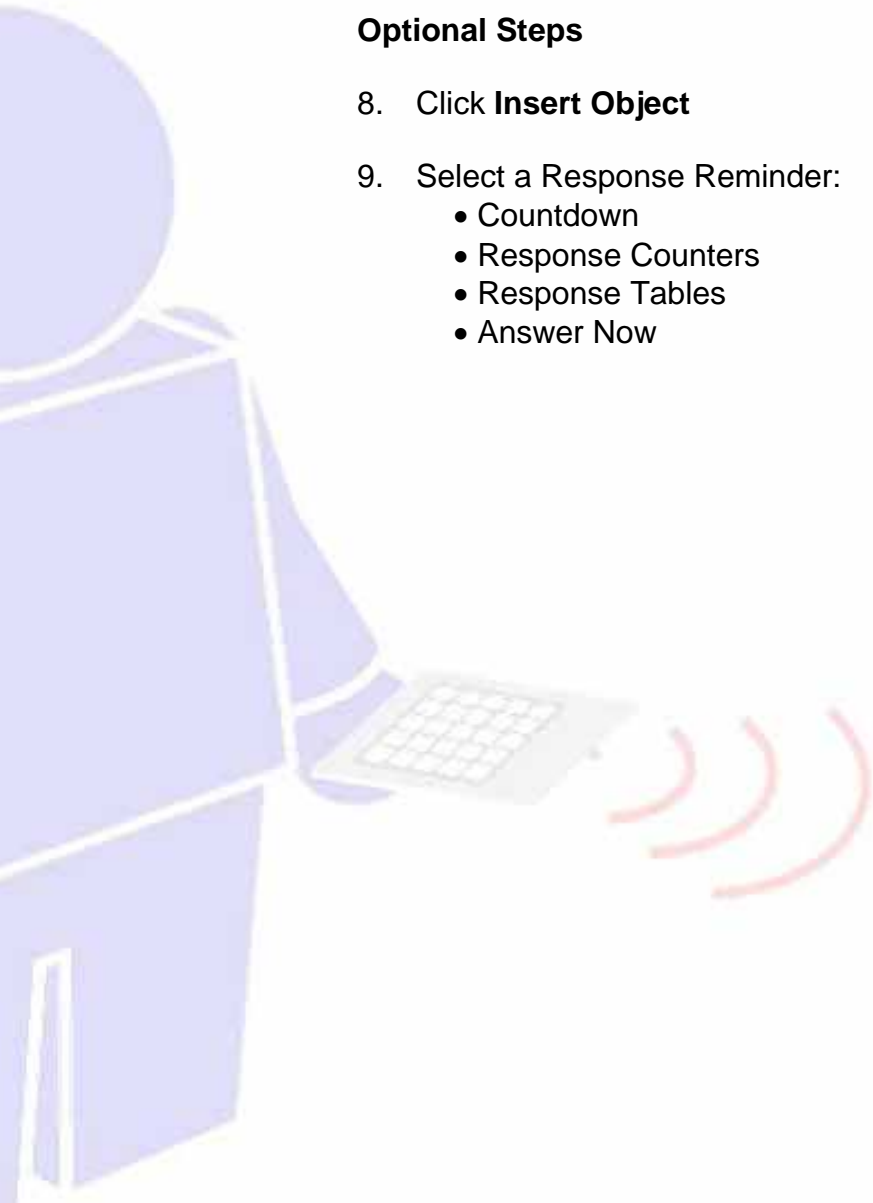
1. Open TurningPoint 2008.
2. Locate the TurningPoint Toolbar. (It is located on the top portion of your PowerPoint screen.) All the functionality of TurningPoint can be accessed through the toolbar.
3. Click **Insert Slide**.



4. Select a **slide type** from the list.
5. Enter your question into the text box entitled "**Enter Question Text...**"
6. Enter correct and incorrect responses into the text box titled "**Enter answer text...**"
7. Press Enter after each potential response.

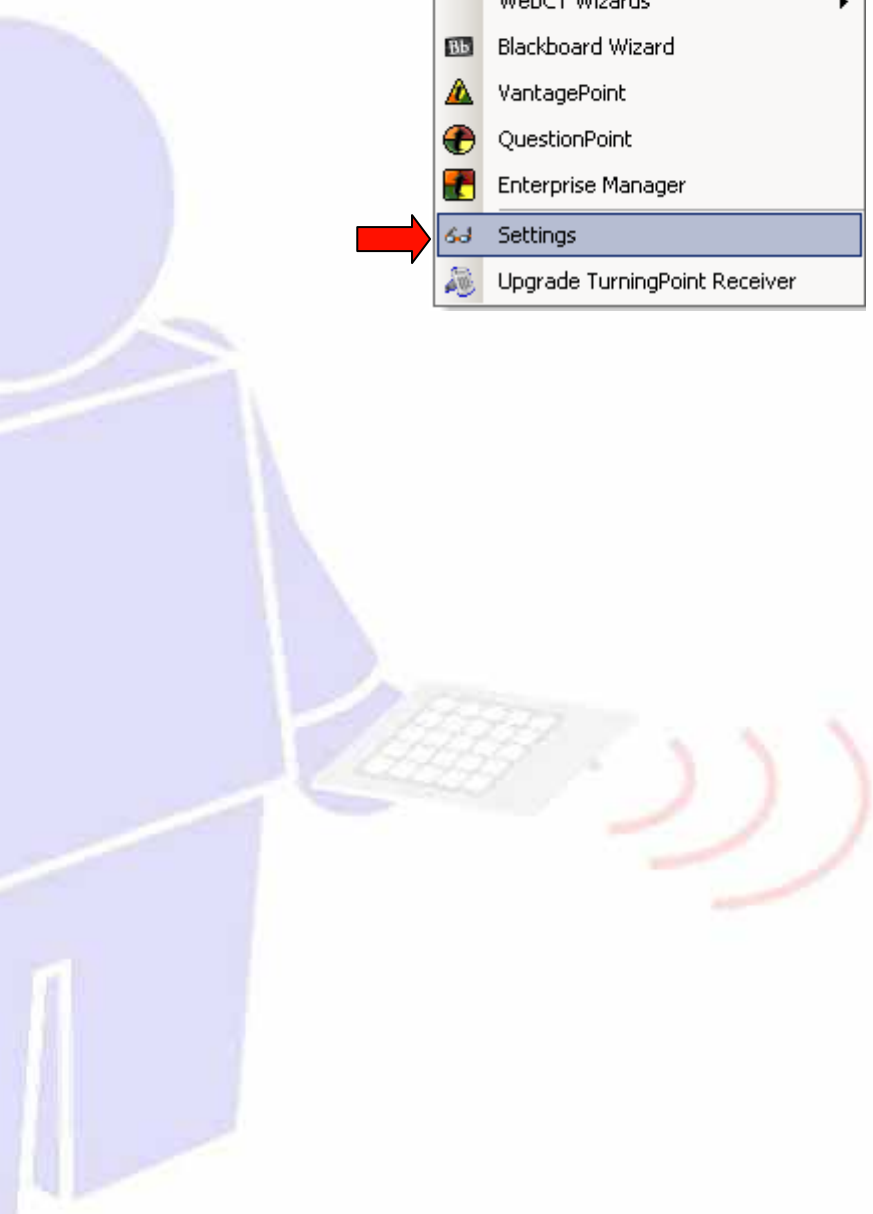
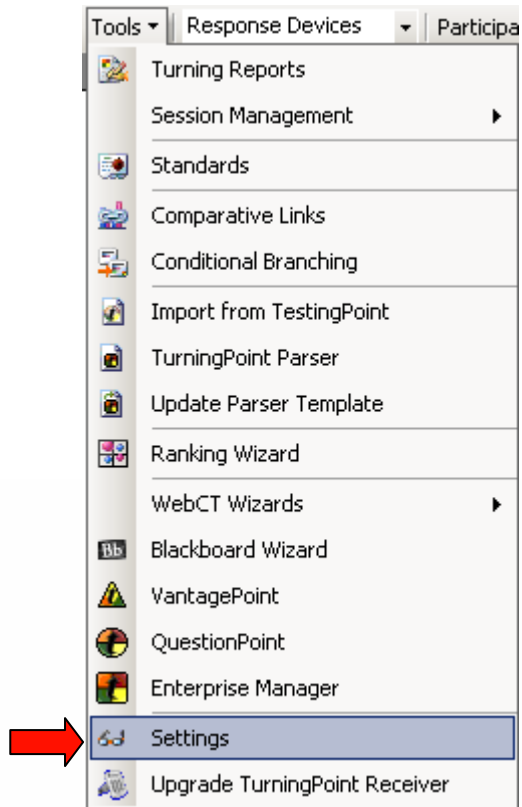
Optional Steps

8. Click **Insert Object**
9. Select a Response Reminder:
 - Countdown
 - Response Counters
 - Response Tables
 - Answer Now

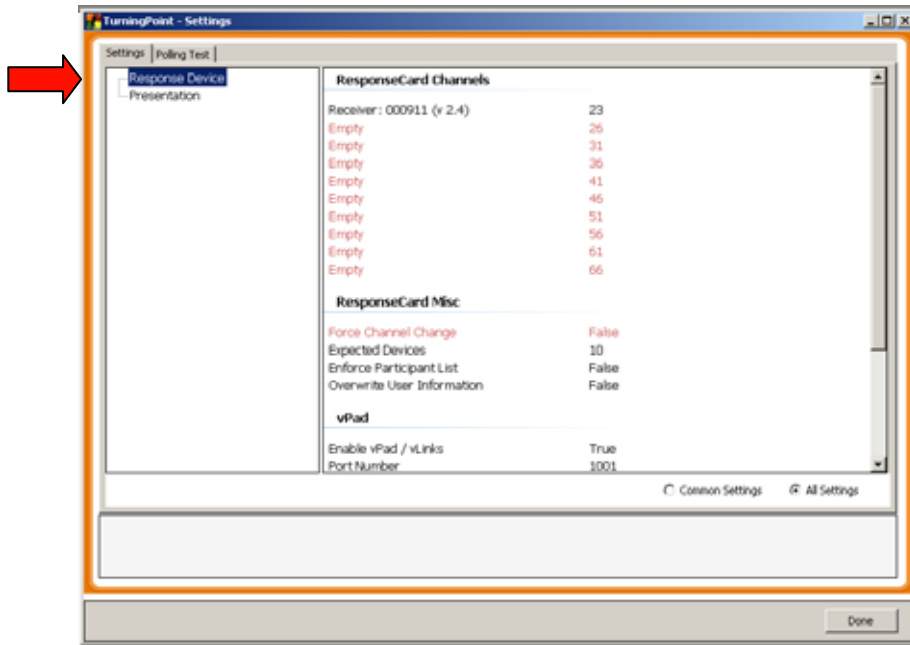


Hardware Setup

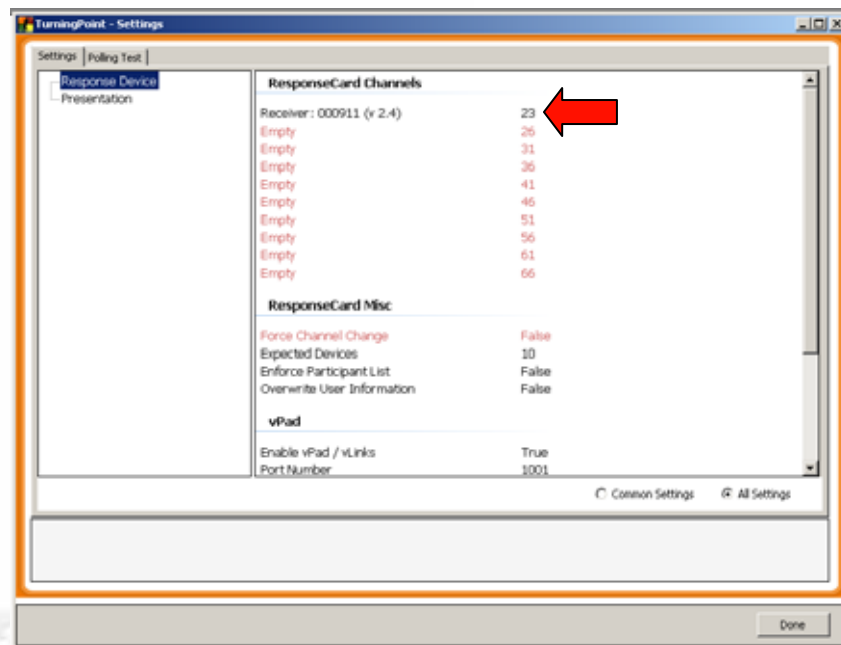
1. Plug in your TurningPoint 2008 Receiver.
2. Click on **Tools**.
3. Select **Settings**.



4. Select **Response Device** at the top of the left hand side of the TurningPoint settings window.



5. Select your **receiver channel** from the dropdown box next to your receiver.



6. Click **Done** when you are finished.

Polling with Response Devices

1. Open **TurningPoint 2008**
2. Open your **Interactive Presentation**
3. Select **Response Devices** from the dropdown box on your TurningPoint Toolbar.
4. Click on **Reset**.
5. Select **Session**.

(If you are using an Infrared Receiver, make sure you have a clear line of sight between the ResponseCards and the receiver.)

6. Click on **Slide Show** on the PowerPoint Toolbar.
7. Select **View Show**.
8. Use your **left mouse click** to advance through the presentation.
9. Audience participants can select a response from your slide. Polling is open until results are displayed.

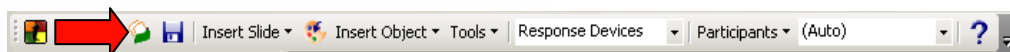


Simulating a Group Response Session

1. Click on the **down arrow** next to Response Devices.



2. Select **Simulated Data**.
3. The number of responses simulated will be associated with the number of response Devices you have set in the Expected Devices setting.
4. From the PowerPoint Toolbar, click on **Slideshow**.
5. Select **View Show**.
6. Animation settings (the order in which objects appear on your slide) for interactive slides were automatically set during the creation of your interactive slide. As a result, you will need to left click your mouse to advance text and reminders (response tables, countdowns, etc.)
7. You can advance to your next slide or press the “esc” key to quit the show.
8. If you wish to save session data or reset your values to zero, then re-poll the same slide set click **Reset** on the TurningPoint Toolbar.



9. Select **Session** or **Current Slide**.
10. Click **Yes** to save and follow on-screen instructions.
11. All data will be saved in a session file, and all slide data will be reset to zero.
12. You can also click the **Save Icon** on the TurningPoint Toolbar to save your session.



Troubleshooting and support

If you have any questions, queries, or problems with your TurningPoint installation, please contact Keepad for support.

Freecall within Australia: 1800 463 279

International: +61 7 5592 2800

Via the web: www.keepad.com

Via email: support@keepad.com

Corporate Headquarters: *Sydney, Australia*

42 Richmond Road,
Homebush, New South Wales, 2140
Sydney, Australia

Tel: + 61 2 9390 9000

Fax: +61 2 9390 9001

Office Locations:

Europe

UK

Japan

Singapore

Australia

New Zealand

