

Great, you've registered for an [e2Polls](#) account!

What should you do next?

Of course, the next step is to create a poll! We've put together a short tutorial to walk you through the steps, which take less than two minutes (we timed it!), and our Support team is here if you have any questions.



support@e2polls.com

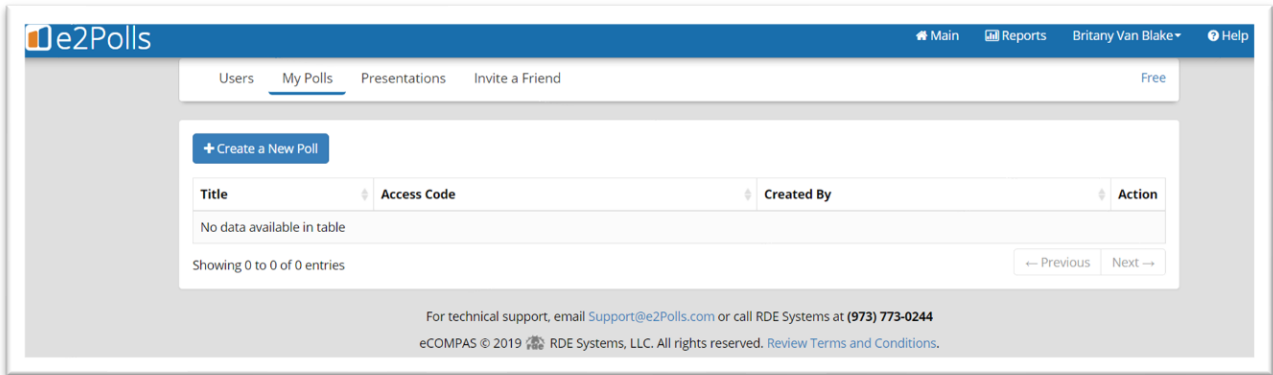


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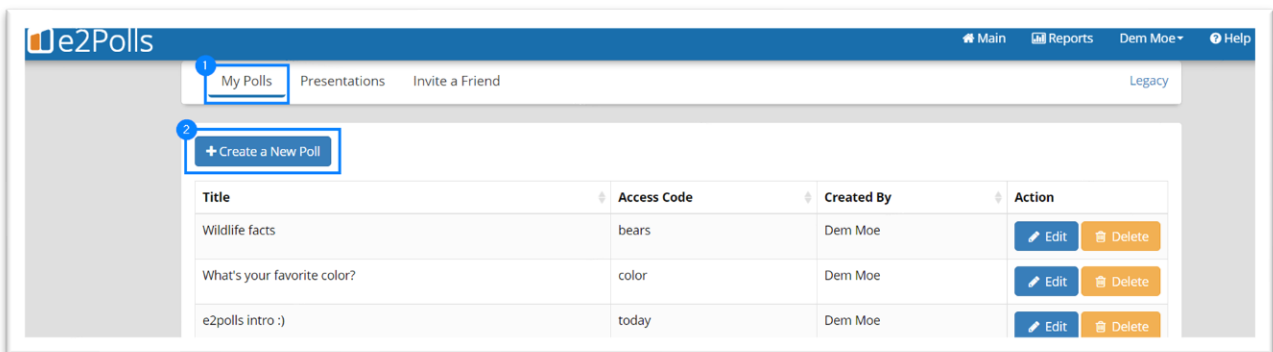
P.S. - Before we get started, please make sure you're logged in to [e2Polls](#).

Let's create a poll!

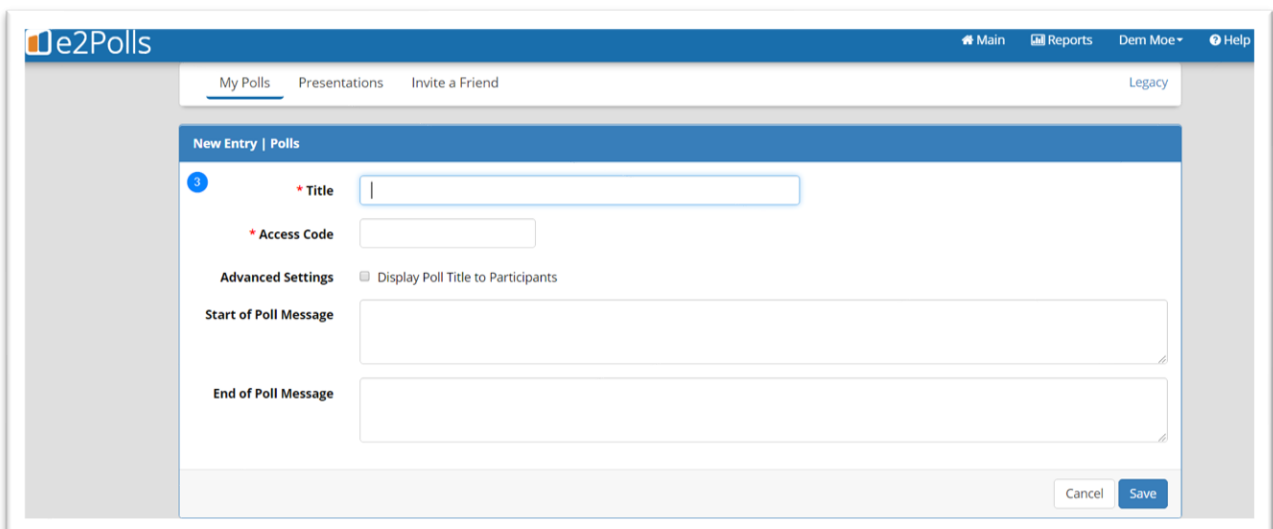
1. Click the **My Polls** tab at the top of the page. Your screen will look like this:



2. Next, click the **+Create a New Poll** button. This will open a pop-up window where you can enter your poll questions and answers (more on that below...)



3. Enter your poll title and unique access code in the window that appears. You can add Start and End messages too, or leave these blank. It's up to you, but we like to say something like, "Hope you enjoy the presentation!" and "Thanks for participating!"



4. Once you've entered the title, access code, and Start or End messages, go ahead and click **Save**.

The screenshot shows the 'New Entry | Polls' form in the e2Polls application. The form has the following fields and options:

- Title:** A text input field containing 'How to Create Your First Poll'.
- Access Code:** A text input field containing 'first'.
- Advanced Settings:** A checkbox labeled 'Display Poll Title to Participants' which is currently unchecked.
- Start of Poll Message:** A text area containing 'Welcome to the tutorial, let's get started!'.
- End of Poll Message:** A text area containing 'How easy was that? Let us know what you thought!'.
- Buttons:** 'Cancel' and 'Save' buttons are located at the bottom right. The 'Save' button is highlighted with a blue box and a circled '4'.

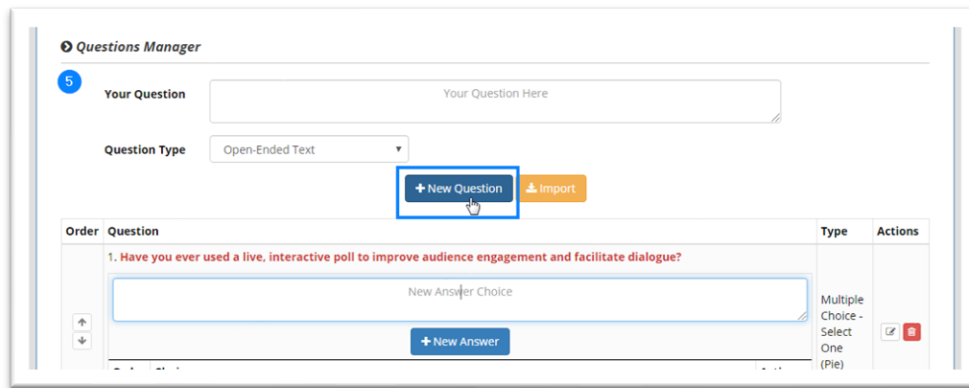
The Questions Manager box will appear after you click Save. This is where you can add, edit, and rearrange your questions.

5. Enter your question in the text box, then choose its **Question Type** and **Chart Type**.

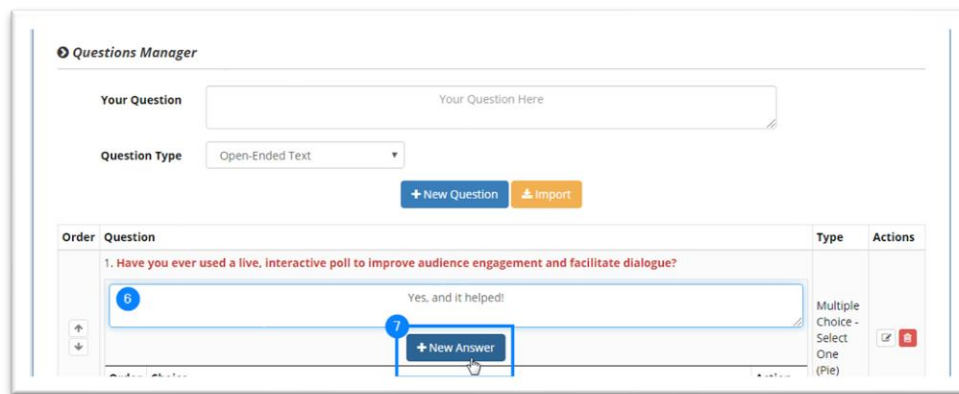
The screenshot shows the 'Questions Manager' interface. The 'Your Question' field contains the text: 'Have you ever used a live, interactive poll to improve audience engagement and facilitate dialogue?'. The 'Question Type' is set to 'Multiple Choice - Select One'. The 'Chart Type' dropdown menu is open, showing 'Default (Horizontal Bars)' and 'Pie'. There are '+ New Question' and 'Import' buttons. Below the form is a table with columns 'Order', 'Question', 'Type', and 'Actions'. The table is currently empty with the text 'There are no questions for this Poll.' at the bottom. 'Cancel' and 'Save' buttons are at the bottom right.

The screenshot shows the 'Questions Manager' interface. The 'Your Question' field contains the text: 'Have you ever used a live, interactive poll to improve audience engagement and facilitate dialogue?'. The 'Question Type' dropdown menu is open, showing 'Open-Ended Text', 'Multiple Choice - Select One', and 'Multiple Choice - Select Many'. There are '+ New Question' and 'Import' buttons. Below the form is a table with columns 'Order', 'Question', 'Type', and 'Actions'. The table is currently empty with the text 'There are no questions for this Poll.' at the bottom. 'Cancel' and 'Save' buttons are at the bottom right.

Once you've typed your question and selected the Question Type and Chart Type, click **+New Question**.

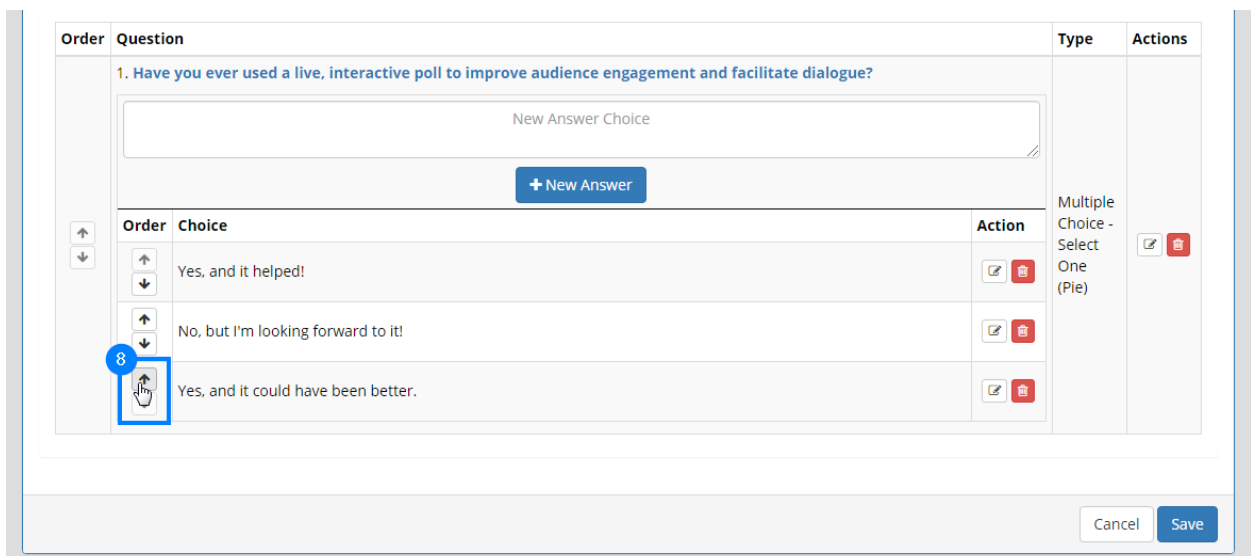


6. For multiple-choice questions, you can input answers in the text field that appears. For open-ended questions, the **+New Question** button will prompt you to enter the next question.
7. To add another answer, click the **+New Answer** button (just like you did to add new questions before) and enter the next answer you'd like your audience to be able to choose from.



What if you don't like the order of your answers—maybe you want to keep a certain answer format grouped together, or you want a more randomized look to the choices?

8. Reordering is easy, just click the up/down arrows to move a question—or an answer—to a position that allows your presentation to flow naturally.



9. Once you are satisfied with how your poll questions look, click **Save** to complete your poll setup. It's that easy!

Order	Question	Type	Actions
	1. Have you ever used a live, interactive poll to improve audience engagement and facilitate dialogue?		
	<input type="text" value="New Answer Choice"/>		
	<input type="button" value="+ New Answer"/>		
		Multiple Choice - Select One (Pie)	<input type="checkbox"/> <input type="checkbox"/>
↑ ↓	Order Choice	Action	
↑ ↓	Yes, and it helped!	<input type="checkbox"/> <input type="checkbox"/>	
↑ ↓	Yes, and it could have been better.	<input type="checkbox"/> <input type="checkbox"/>	
↑ ↓	No, but I'm looking forward to it!	<input type="checkbox"/> <input type="checkbox"/>	

Cancel **Save**

Now your newly-minted poll appears at the top of your **My Polls** tab.

Record edited successfully!

Title	Access Code	Created By	Action
How to Create Your First Poll	first	Dem Moe	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
Wildlife facts	bears	Dem Moe	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
What's your favorite color?	color	Dem Moe	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
e2polls intro :)	today	Dem Moe	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

What did you think? Let us know how you envision yourself using **e2Polls** to empower your audience and make your presentations more engaging. Or, if there's a question we didn't cover here, shoot us an email or give us a call!



support@e2polls.com



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