



Poll Everywhere & Canvas LMS LTI 1.3/LTI Advantage integration guide for Canvas educators

Version 2.0.2

Before you begin

In order to use the Poll Everywhere LTI Advantage Canvas integration, it is recommended to first Publish the course and add a start and end date for the course term.

1. Ensure the course is Published using the button at the top right of the Course home screen.

Course Status

Coming Up

Nothing for the next week

2. Next, go to the course Settings and on the Course Details tab make sure the course has a start date in the past, and an end date that is in the future from when you intend to use the integration.

Com101 > Settings

Course Details Sections Navigation Apps Feature Options

Course is Published

Course Details

Name: Communications 101

Course Code: Com101

Blueprint Course: Enable course as a Blueprint Course

Time Zone: Pacific Time (US & Canada) 08:00

SIS ID:

Subaccount: Poll Everywhere

Term: Default Term

Starts: Aug 9, 2019 at 2:44pm
Local Fri Aug 9, 2019 2:44pm
Course: Fri Aug 9, 2019 11:44am

Ends: Dec 31, 2019
Local Tue Dec 31, 2019 12:00am
Course: Mon Dec 30, 2019 9:00am

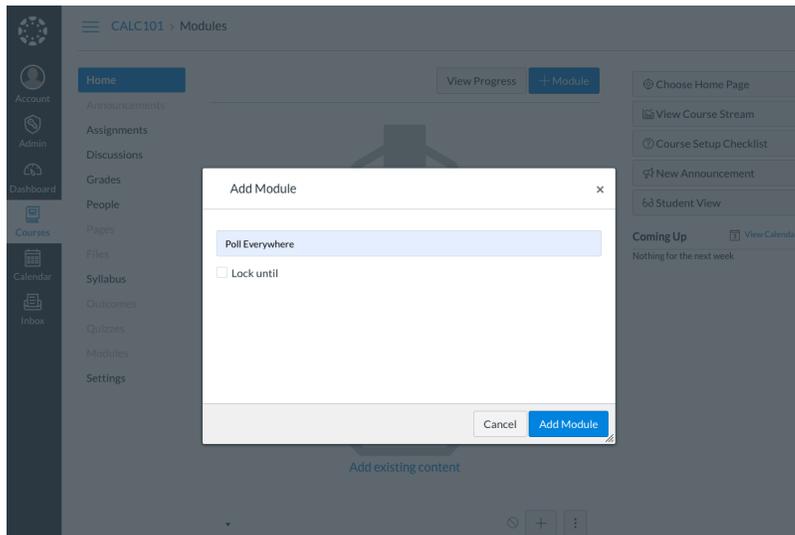
Changing course dates may override term availability settings and placement in the Courses page and Dashboard. Please confirm term dates before modifying course dates.

Students can only participate in the course between these dates. When selected, the course is in a read-only state outside these dates.

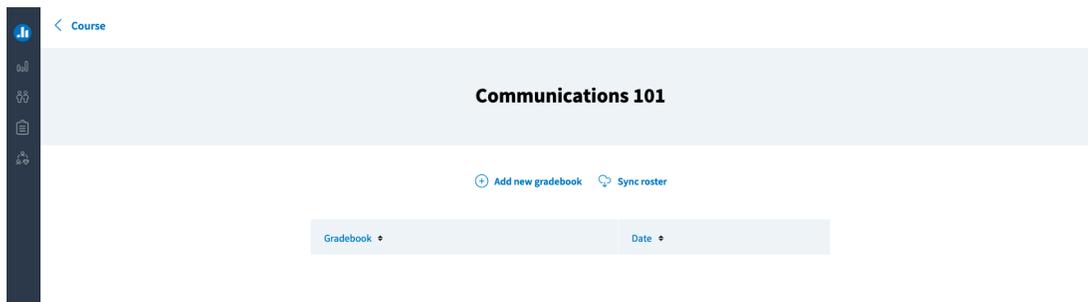
Restrict students from viewing this course after end date

Connecting your course to Poll Everywhere

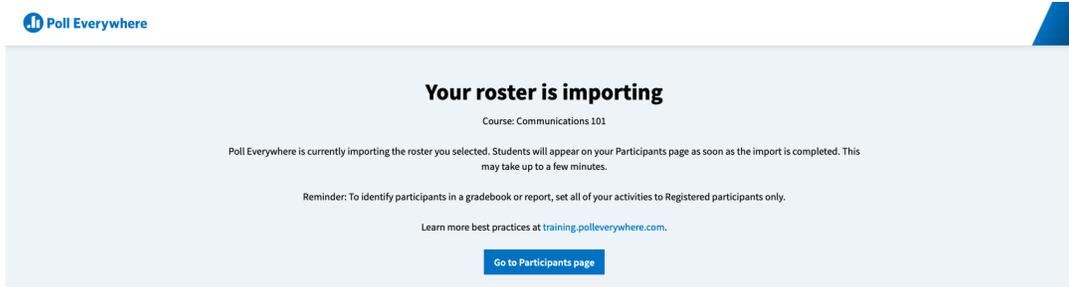
3. Click on the “Poll Everywhere” option in the Course Navigation menu. Then click on “Continue to polleverywhere.instructure.com.” This button will open a new tab to the Poll Everywhere LTI page for this course.



4. In the new tab, you may be asked to acknowledge you are launching Poll Everywhere through Canvas. Acknowledge the launch. On the next page, you will see a button to ‘Sync roster’ to import the students from your course into Poll Everywhere.

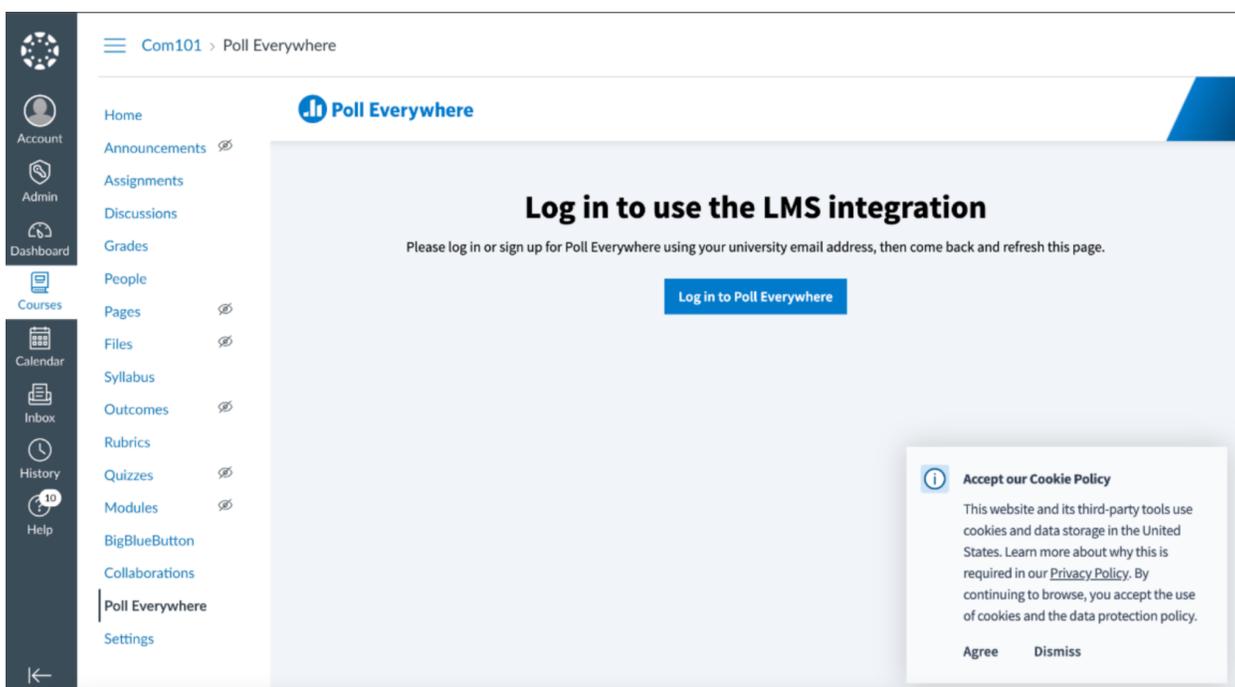


5. After you click this button, a page will inform you that the participant import is proceeding and you will see a “Go to Participants page” button. Click the button. Once on the participants page, you will be able to verify that the import took place because there will be a new group named after your course.

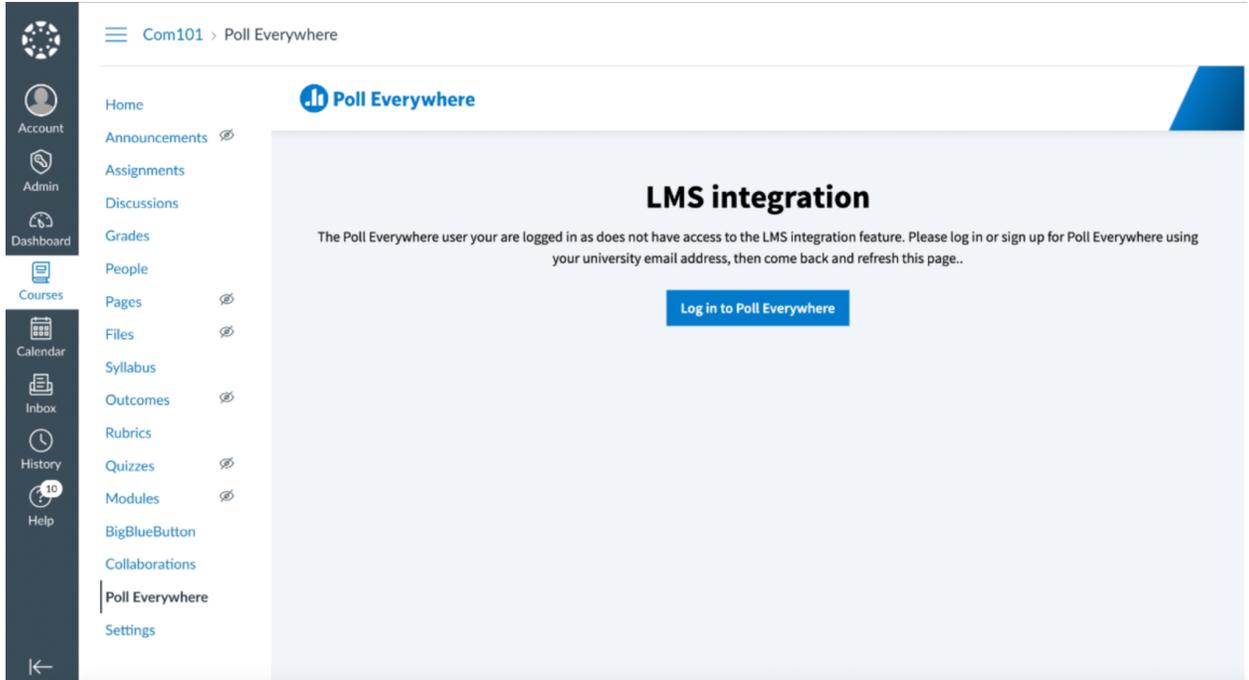


Troubleshooting

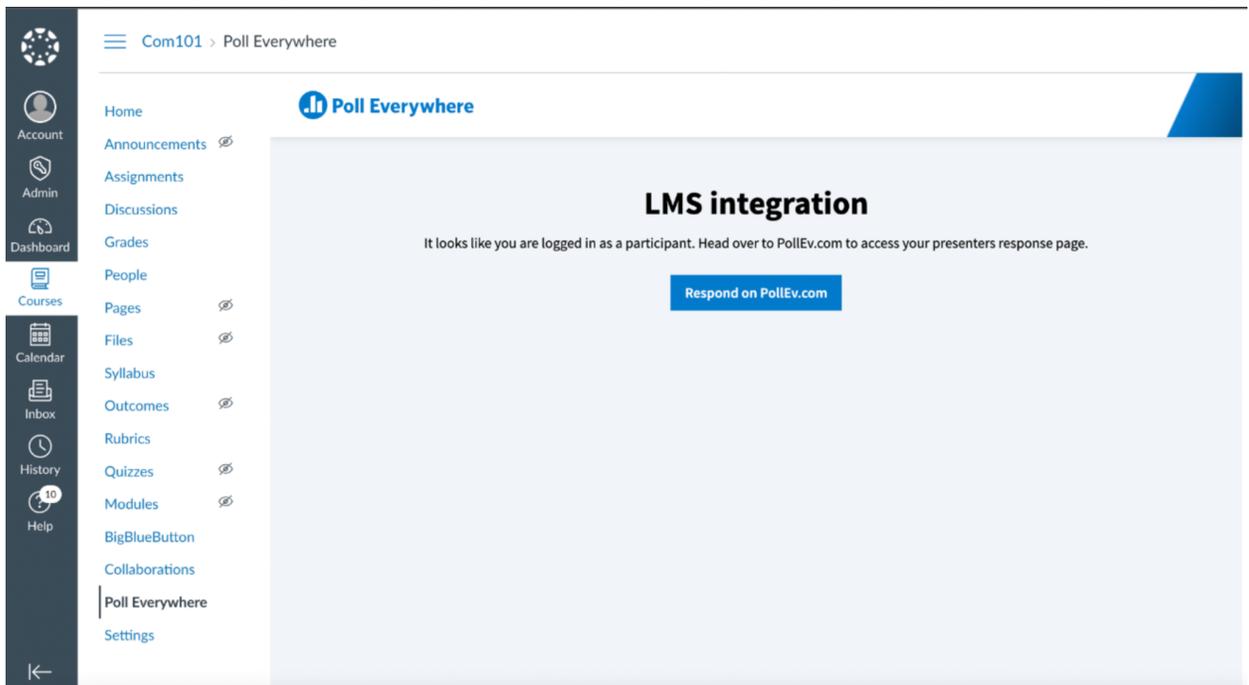
1. If a presenter is not logged into Poll Everywhere, they will be directed to do so via an error message:



2. If a presenter is logged in using the wrong email address, they will see an error message indicating they need to log in with the email address associated with the university enterprise account. In this case, the button will direct the presenter to the login screen to log in with the correct credentials.



3. If a user is logged in as a participant, they will see a message encouraging them to participate in a poll. This button will link the participant to the pollev.com response page, so they can enter their presenter's username and participate:



If you are exporting a report starting with the Canvas module, click through the module you created in the 'Connecting your course to Poll Everywhere' section and jump to Step 3.

If you are starting from a specific Gradebook report in Poll Everywhere, jump to step 5.

1. Start on the Participants page and select the LMS Course link.

Participants
Manage the participants that respond to your activities.

[Add participants](#) [Change group](#) [Reinvite](#) [Remove](#) [Export CSV](#) [LMS Courses](#)

To add or remove a user from a group, click the associated group circle.
● A filled-in circle indicates a user is in the group.
○ An outline circle indicates a user is not in the group.

<input type="checkbox"/>	First name	Last name	Groups	Created at	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Angele	Student	●	08/19/2021	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Abdul	Student	●	08/19/2021	<input type="checkbox"/>	<input type="checkbox"/>

Groups [Edit](#)
● Communications 101
● Ungrouped
[New group](#)

2. On the LMS Courses page, select the course for which you want to create a Gradebook.

[Participants](#)

LMS Connections

Name	Date	
Communications 101	August 19, 2021, 10:57:11 AM	Sync roster

3. From this page you can create a new Gradebook report, or choose a Gradebook that you have already created for this LMS course.

Note: You cannot edit the activities within a Gradebook report, but choosing a previously created report will allow you to update and re-export the results.

[Participants](#)

Communications 101

[Add new gradebook](#) [Sync roster](#)

Gradebook	Date
Participation only question: How are you feeling today?	August 20, 2021, 12:28:14 PM

4. Adding a new Gradebook will put you into the report creation flow. In the side panel, select the Gradebook report and then the activities you wish to include in your report.

Gradebook report

- Executive summary**
Concise overview of all responses
- Audience response**
List of each participant and their responses
- Pivot table**
Excel-friendly table for calculations
- Participant response history**
Specific report for responses
- Gradebook**
Graded table with scores, participation

Gradebook report [reset](#)

Activities / Test LTI questions

- Name
- Is the sky blue?
- Participation only question: How are you feeling ...
- Test question

[Cancel](#) [Create report](#)

[Cancel](#) [Continue](#)

5. Review the Gradebook report, and click the Export button at the bottom right when you are ready to export the grades to Canvas.

Note: The name of your report will be the name assumed by the grade column in Canvas. You can rename your report by clicking on the 'Rename' link next to the title at the top of the report.

My First Canvas Export [Rename](#)
Current run (last updated Aug 20, 2021 1:55pm) [Update report](#)

Sort: Participation Legend

Name	Custom Report Identifier	Rank (?)	Grade (?)	Participation (?)	Polls	1	2	3
Angele Student		1	100%	100%	✓	✓	●	
Antoine Student		3	50%	100%	✓	✗	●	
Amee Student		5	0%	100%	✗	✗	●	
Anastacia Student		2	100%	67%	✓	✓	●	
Abdul Student		4	50%	67%	✗	✓	●	
Benita Student		6	0%	33%	✗	✗	●	
Average Grade			50%		50%	50%	-	
Average Participation				77%	67%	83%	83%	

Gradebook [Change report type](#)

- Activities 3
 - Test question
 - Is the sky blue?
 - Participation only question: How are you feeling today?
- Participants 6
- Select run Current run
- Download **Export** Print

- When you click the export button, you will see a popup that will either ask you to confirm the LMS course, or select the course to export the report to from a dropdown menu. Additionally, you will have the option to export the report as Grades or Participation. Make your selections, then click Next.

Export report

Exporting this report will automatically update it to include only the students from the imported course.

The report will be filtered to the Communications 101 group.

Would you like to export grades or participation?

Grade

Participation

[Cancel](#) [Next](#)

Export report

Please select a connected LMS course for this report

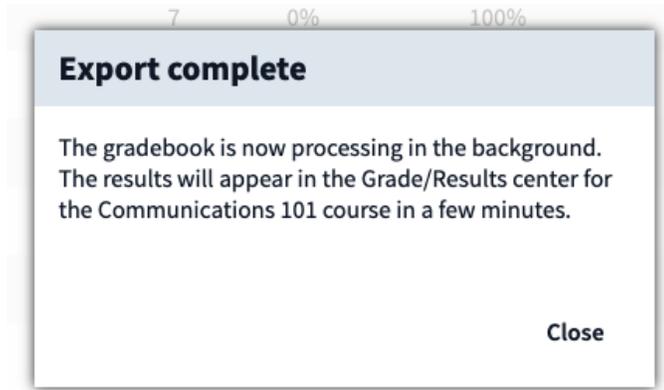
Would you like to export grades or participation?

Grade

Participation

[Cancel](#) [Next](#)

- The following pop-up will now filter the report by the participants in your LMS Course and start the export. You should then see a message indicating that the export has completed and is processing in the background.



- Once the export is complete, head back over to Canvas and click into your Grades center to verify that the new Gradebook column was created.

Com101 > Grades

Gradebook ▾ View ▾ Actions ▾

Student Name	My First Canvas E... Out of 100	Com 101	Total
Abdul Student	66.67	66.67%	66.67%
Agustina Student	0	0%	0%
Aimee Student	100	100%	100%
Alethia Student	0	0%	0%
Anastacia Student	66.67	66.67%	66.67%
Angele Student	100	100%	100%
Antoine Student	100	100%	100%
Aurora Student	0	0%	0%
Benita Student	33.33	33.33%	33.33%
Adrienne \xED Middl...	0	0%	0%

- Please note:** If you change the name of the gradebook report in Poll Everywhere and re-export, it will update the name of the assignment in Canvas. Additionally, if you change the assignment name or grades in Canvas, it will revert back to the name and grades in Poll Everywhere when you re-export the report to Canvas. For this reason, we recommend not making changes to the Canvas gradebook after you export a gradebook report from Poll Everywhere.