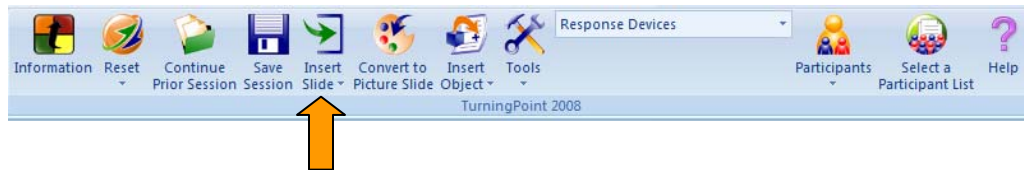
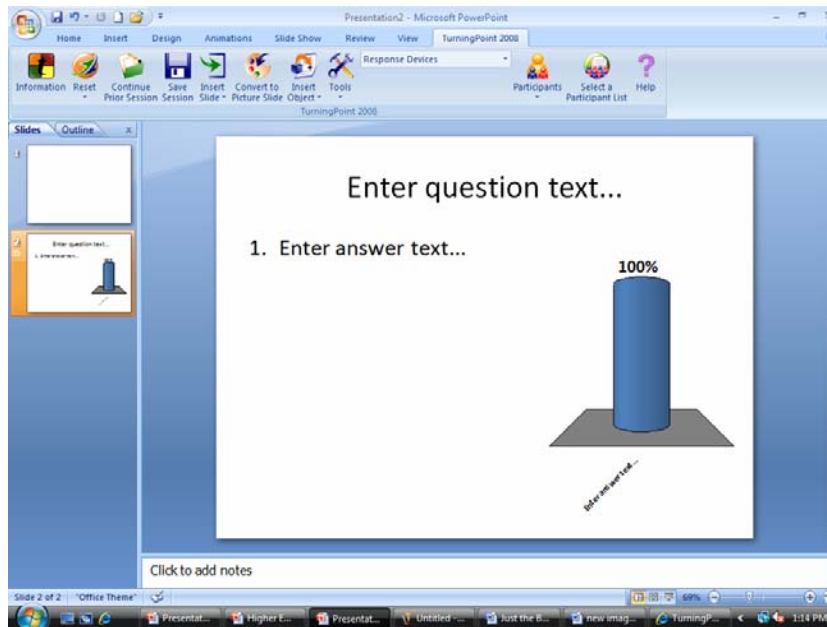


Inserting a TurningPoint Slide

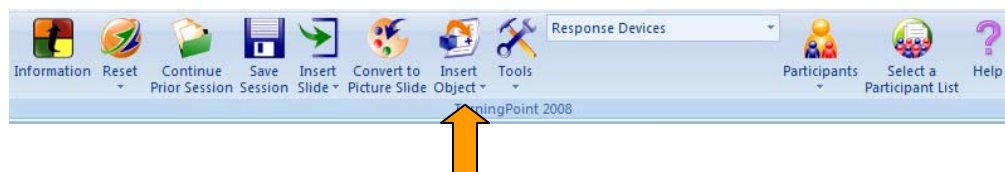
1. Click **Insert Slide** from the TurningPoint Ribbon.



2. Choose your slide from the menu that appears. Your choices include:
 - Create a basic question slide by choosing a chart type.
 - Create a competition by adding “smart” score boards or a Team Assignment Slide.
 - Let TurningPoint create a slide for you with pre-assigned questions and answers.
 - Use a TurningPoint Special Purpose slide to enhance a presentation.
3. Your newly inserted slide will prompt you to type in your question, then your answer choices. You may enter up to 10 possible answers.



4. You can add objects into your slide by using the **Insert Object** button on the TurningPoint Ribbon.

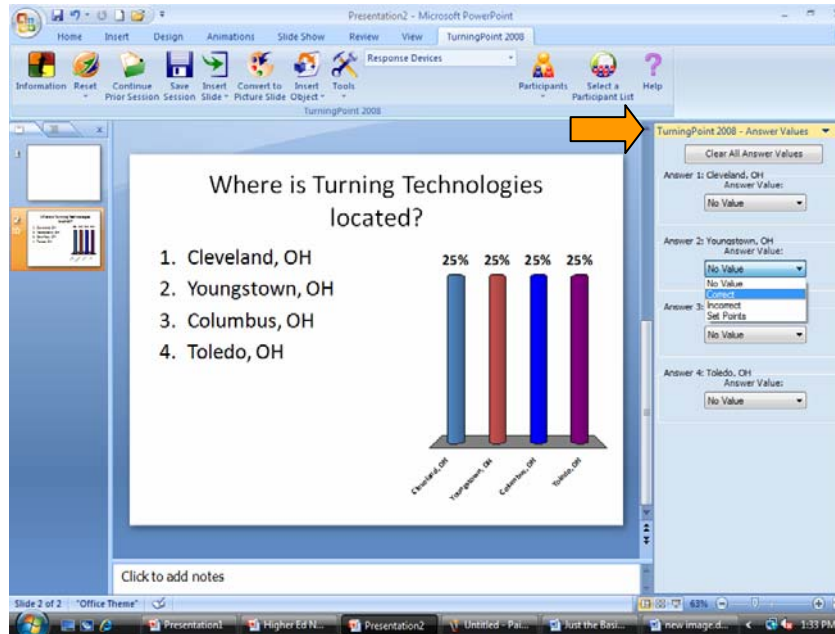


The Insert Object menu gives you the ability to:

- **Choose Charts** – Change your chart type on your slide.
- **Choose Answer Now** – Add an answer now indicator to your slide.
- **Choose Countdown** – Add a countdown time to your slide.
- **Choose Response Counter** – Add a counter that will count your incoming responses to your slide.
- **Choose Response Table** – Add a table that will illustrate individual incoming responses.
- **Choose Correct Answer Indicator** – Demonstrate to your audience what the correct answer was before proceeding to the next slide.
- **Choose Stats** – Add statistical data to your slide.
- **Choose Text Message** – When using vPads, to send a text message to the audience.

Assigning Correct Answers

1. When adding answer choices, an **Answer Value** task pane appears.



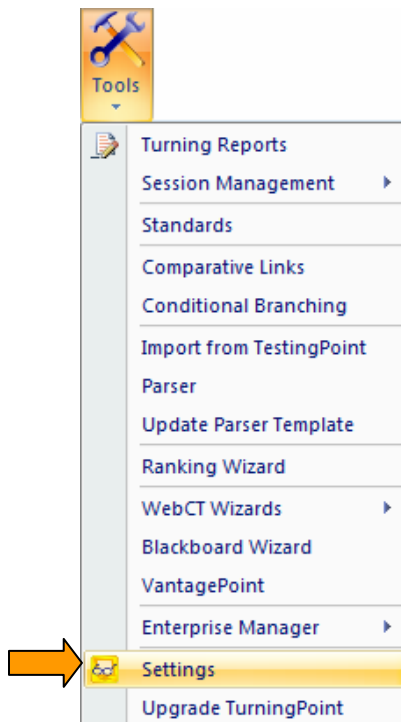
2. Choose the answer(s) you want to give value, then choose the value from the dropdown menu. Your choices include:
 - **No Value**
 - **Correct**
 - **Incorrect**
 - **Set Points**

*****If you choose Correct or Incorrect, TurningPoint will automatically assign it the point value chosen within the TurningPoint settings.**

TurningPoint Settings

You can use TurningPoint Settings to customize your presentation: Change chart colors, point values, or whatever you feel necessary.

1. Click **Tools**.
2. Select **Settings**.



3. Adjust settings to meet your specific needs.

