

# Quick Start Guide



**TurningPoint**

## Quick Start Guide TurningPoint® 2008

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## Installing TurningPoint 2008 Software

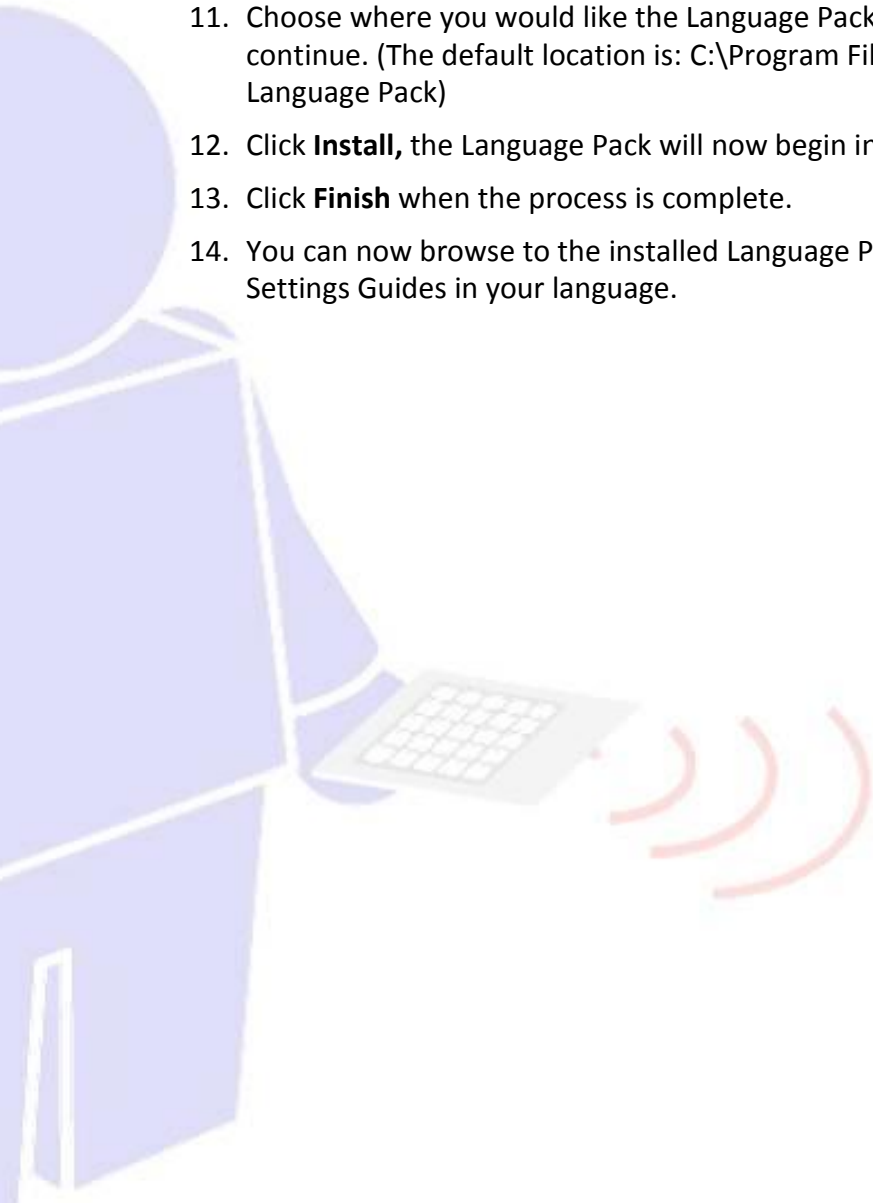
TurningPoint 2008 can be installed from the CD that was provided with your kit or by downloading the latest version from the Keepad Interactive website.

1. Before you start the installation you must ensure that you are logged onto your computer as a local computer administrator.
2. If you have a TurningPoint 2008 CD, insert the CD into your computer's CD-ROM drive, then follow the on screen instructions to begin the installation wizard. (Skip to step 11).
3. If you do not have a CD, download TurningPoint 2008 by going to the "Downloads" section on the [www.keepad.com](http://www.keepad.com) website.
4. Locate and click on **TurningPoint 2008**.
5. Fill out the software download registration form, and then click on **Download**.
6. Click on the link to start downloading TurningPoint 2008.
7. A File Download window will appear, click on **Save** then browse to a suitable location on your computer and click **Save** to start the download.
8. When the download is complete, **double-click the "setup" icon** to start the installation.
9. Select "Run" to start the InstallShield Wizard.
10. A welcome screen will appear on the InstallShield wizard.
11. Click **Next** to continue with the installation.
12. If you accept the terms of the License Agreement, select the button labelled **I accept the terms in the license agreement**.
13. Enter your User Name and Organisation in the customer information window, and then click **Next** to continue.
14. Select your preferred language, and then click **Next**.  
**NOTE:** we recommend that you install the software in the same language as your operating system.
15. Click **Install**, TurningPoint will now begin installing.
16. 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.
17. Click **Finish** when the process is complete.
18. During the installation process, if you were prompted to install necessary components, you will need to restart your computer.

## Installing the TurningPoint Language Pack

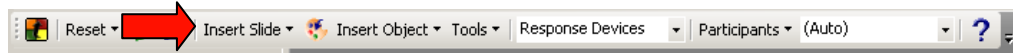
To fully install TurningPoint 2008 you will also need to download and install the Language Pack in your preferred language. **The Language Pack contains the User guides and Settings guides for each language.**

1. Download the Language Pack by going to the “Downloads” section on the [www.keepad.com](http://www.keepad.com) website.
2. Fill out the software download registration form, and then click on **Download**.
3. Click on the link to start downloading the Language Pack.
4. A File Download window will appear, click on **Save** then browse to a suitable location on your computer and click **Save** to start the download.
5. When the download is complete, **double-click the “setup” icon** to start the installation.
6. Select “Run” to start the **InstallShield Wizard**.
7. A welcome screen will appear on the InstallShield 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. Select your preferred language, and then click **Next**.
11. Choose where you would like the Language Pack to be installed, and then click **Next** to continue. (The default location is: C:\Program Files\Turning Technologies\TurningPoint Language Pack)
12. Click **Install**, the Language Pack will now begin installing.
13. Click **Finish** when the process is complete.
14. You can now browse to the installed Language Pack folder; to view the User Guides and Settings Guides in your language.



## Creating an Interactive PowerPoint Slide

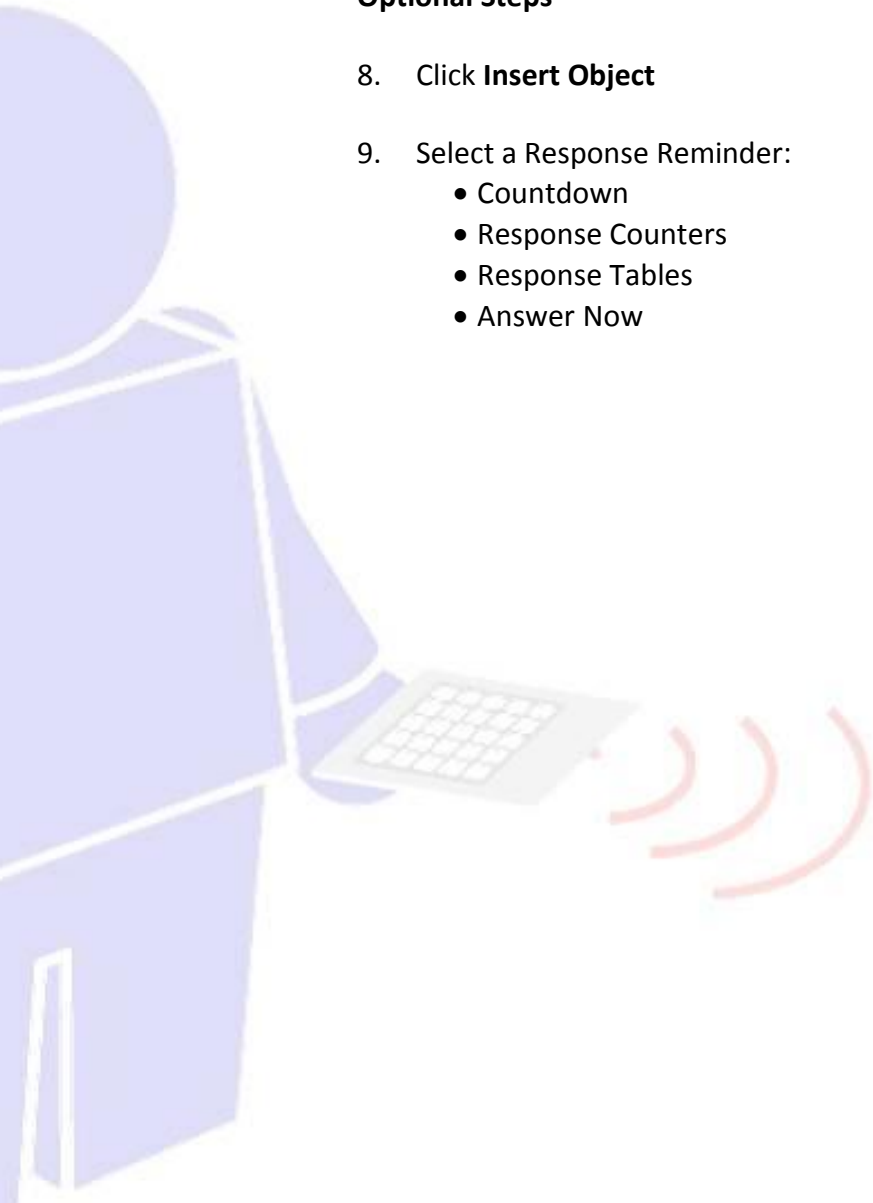
1. Open TurningPoint 2008.
2. Locate the TurningPoint Toolbar. (It is located on the top portion of your PowerPoint screen.) All the functionality of TurningPoint can be accessed through the toolbar.
3. Click **Insert Slide**.



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.

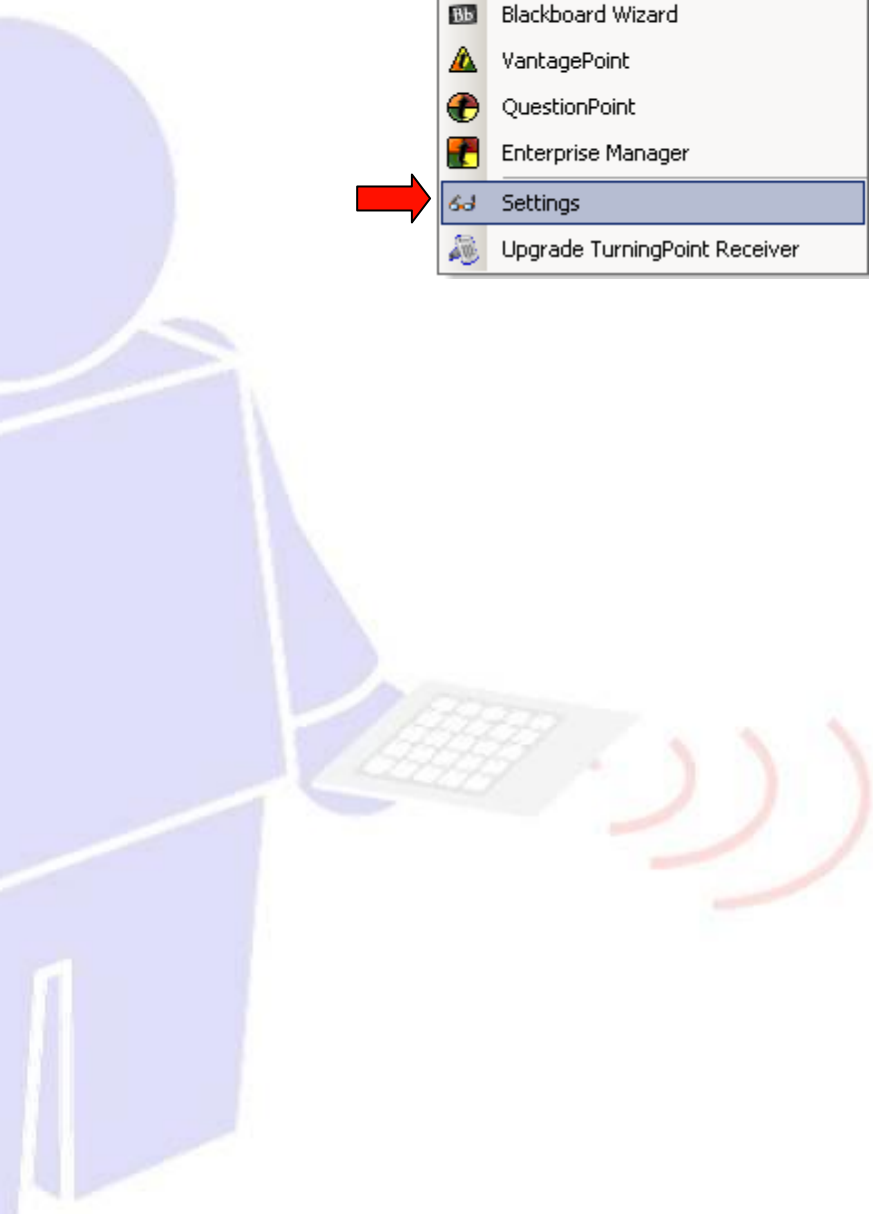
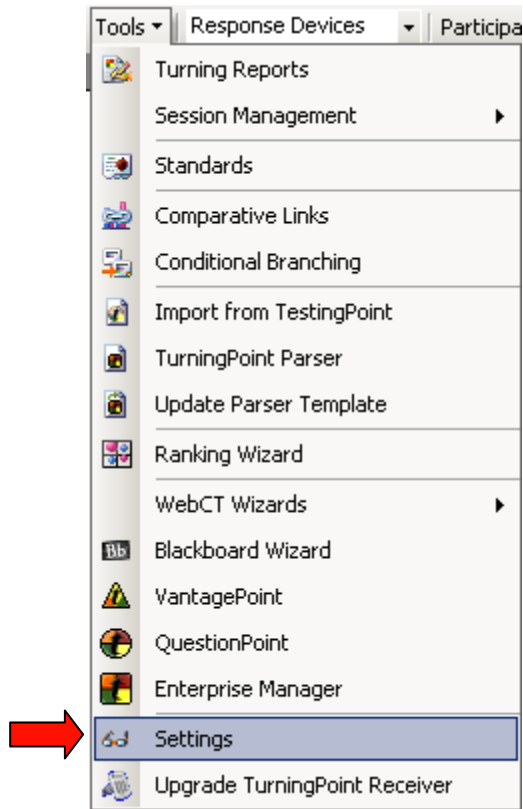
### Optional Steps

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

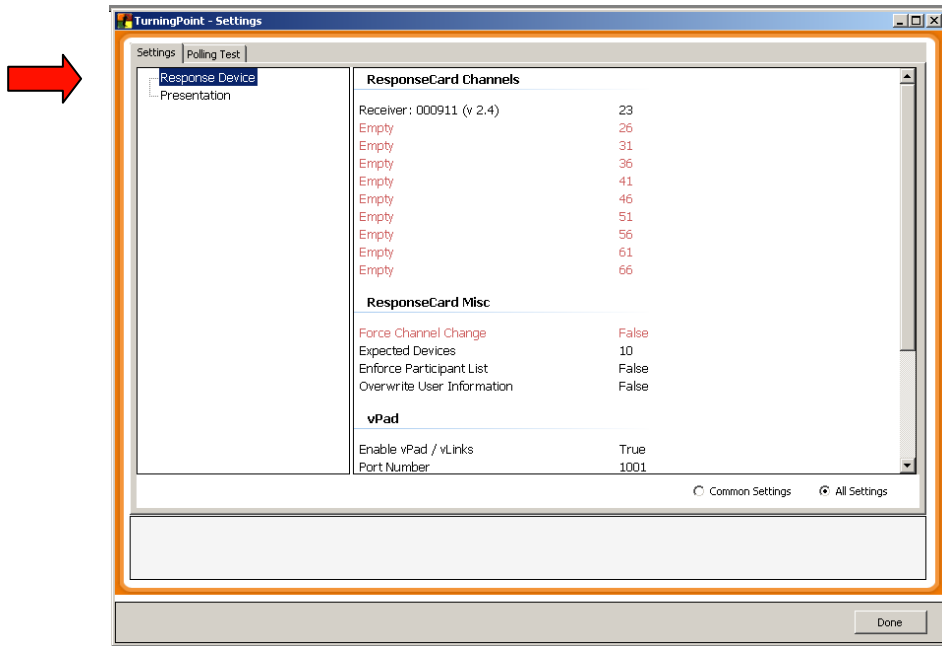


## Hardware Setup

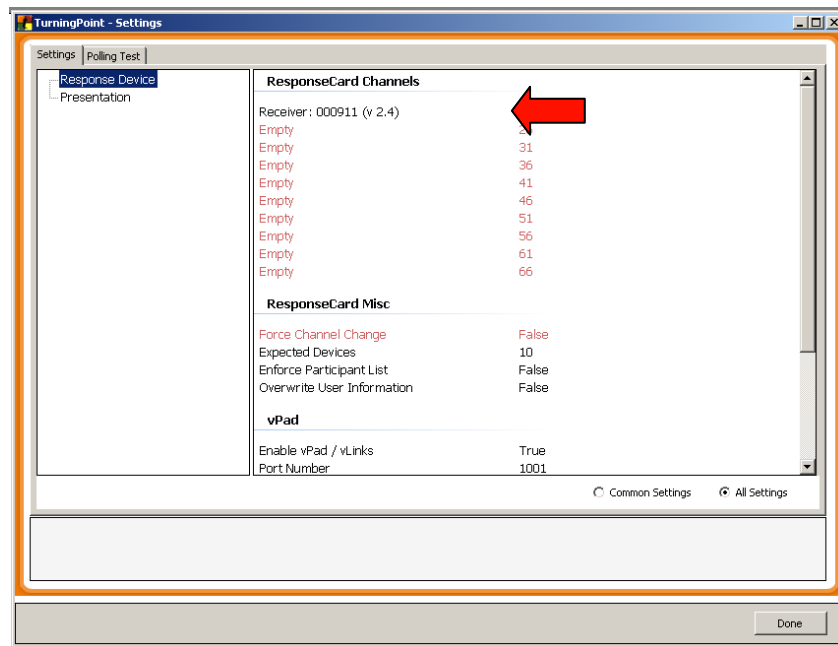
1. Plug in your TurningPoint 2008 Receiver.
2. Click on **Tools**.
3. Select **Settings**.



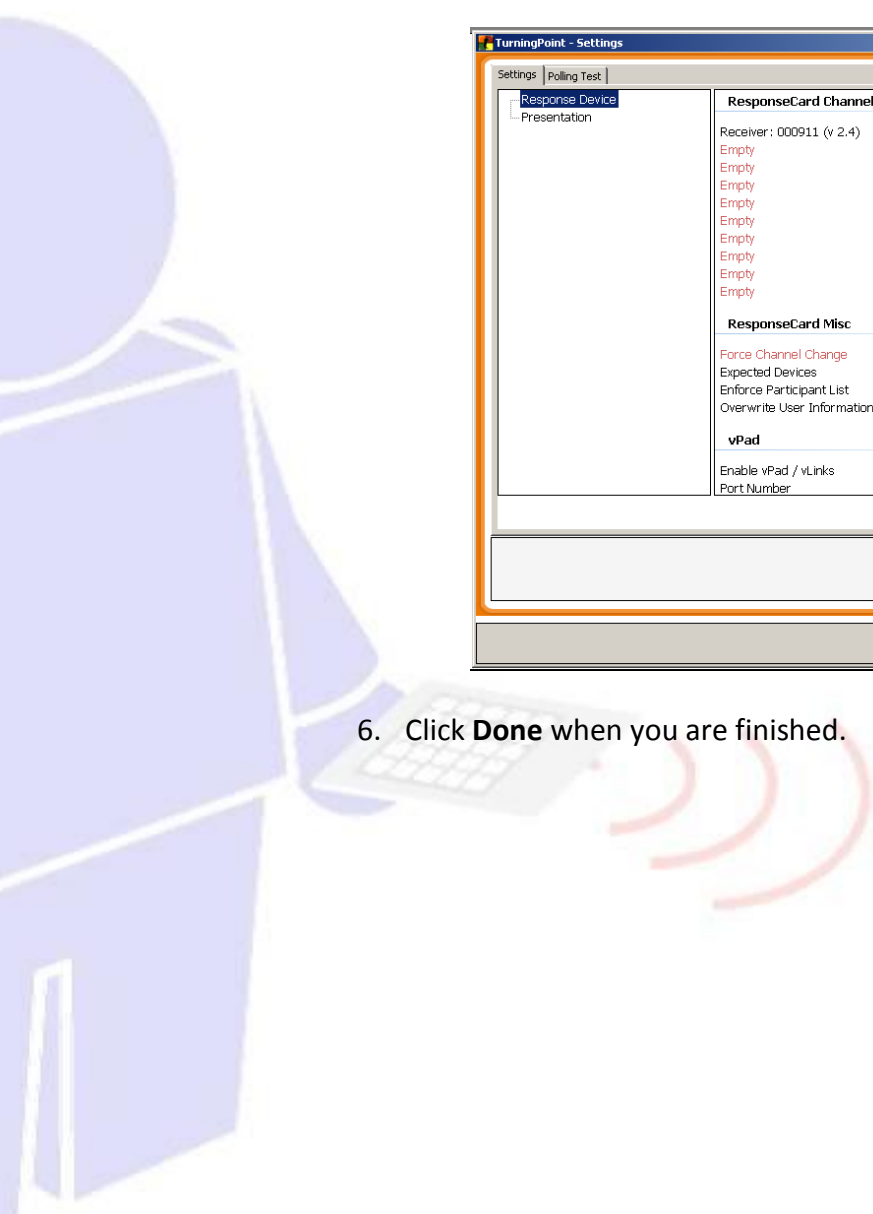
4. Select **Response Device** at the top of the left hand side of the TurningPoint settings window.



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**.

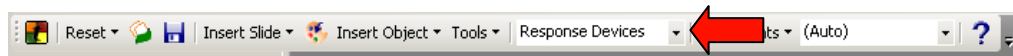
(If you are using an Infrared Receiver, make sure you have a clear line of sight between the ResponseCards and the receiver.)

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.

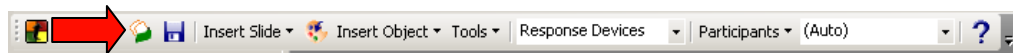


## Simulating a Group Response Session

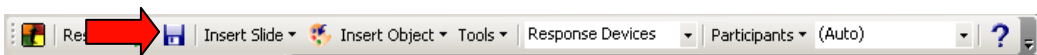
1. Click on the **down arrow** next to Response Devices.



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](http://www.keepad.com)

Via email: [support@keepad.com](mailto:support@keepad.com)

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