Create/Launch Polling - Zoom Meetings

Creating a poll

To enable Polling for your own use:

1. Sign in to the Zoom web portal - syracuseuniversity.zoom.us.
2. In the navigation menu, click Settings.
3. In meeting (Basic), navigate and enable Meeting Polls/Quizzes.
   If the setting is disabled, click the toggle to enable it. If a verification dialog displays, choose Turn On to verify the change.

From there, go to the Meetings page and click edit meeting on your scheduled meeting. If you do not have a scheduled meeting, schedule a meeting now.

From the meeting management page, scroll to the bottom to find the Poll option. Click Add to begin creating the poll.

Enter a title and your first question.

> (Optional) Check the box to make the poll anonymous, which will keep the participant's polling information anonymous in the meeting and in the reports.

> Select whether you want the question to be a single choice (participants can only choose one answer) or multiple-choice questions (participants can choose multiple answers).

Type in the answers to your question and click Save at the bottom.

If you would like to add a new question, click Add a Question to create a new question for that particular poll.

You can add more polls by repeating Step 2.

You can also create a poll by clicking Polling during the meeting. This will open up your default web browser where you can add additional polls or questions.

Note: You can only create a max of 25 polls for a single meeting

Launching a poll

Start the scheduled Zoom meeting that has polling enabled.

Click Polls in the meeting controls.

Select the poll you would like to launch.

Click Launch Poll.

The participants in the meeting will now be prompted to answer the polling questions. The host will be able to see the results live.

Polling Questions in Progress	00:00:19
Attendees are now viewing questions	1 of 1 voted

1.What is your favorite color?

Red	(0) 0%
Green	(0) 0%
Blue	(1) 100%

End Poll

Once you would like to stop the poll, click End Poll.

Polling 1: Polling Questions	Edit
Poll closed	1 voted

1.What is your favorite color?

Red	(0) 0%
Green	(0) 0%
Blue	(1) 100%

Share Results   Re-Launch Polling 1

Participants will then see the results of the polling questions.

Sharing Poll Results

Attendees are now viewing poll results

1.What is your favorite color?

Red	(0) 0%
Green	(0) 0%
Blue	(1) 100%

Stop Sharing