
Faculty Guide to Using the Audience Engagement System

Inserting Poll Questions during your session:

1. Insert your 3-4 Poll Questions in your presentation deck where you want it placed.
2. Clearly indicate this is a question to be used with the AES. You can do this by writing Poll Question as the title of the slide.
3. Tell us the correct answer, when applicable. You can do this in the slide notes area.

Conducting Poll Questions During Your Session:

1. In slide show view, when you see your Poll Question & Answer Options slide, review the question and all the answer options with the audience (optional).
2. Advance the slide to open the Poll. You must advance the Poll Question & Answer Option slide so that the learners can select their answer on their mobile device.
 - a. If the Poll Question has **no correct answer**, as learners answer and submit their choice(s), the results will show on the PowerPoint slide. Advance the slide when you feel learners are finished.
 - b. If the question has a **correct answer**, learners will answer the poll question and you will see the number in the lower left box go up. Once you think most people have answered, click to advance to the next slide. The correct answer will be highlighted in green.

Q&A During Your Session:

To project the questions the learners have submitted, click the button on the Question and Answer slide while still in slide show view. The link will take you to the Conferences i/o web page containing the questions. Questions will appear with the most “liked” questions at the top of the list.

Note: You may discuss the questions in any order. You may also ignore any question if you choose.

About the Audience’s Experience:

- The audience will access the AES from any device that has access to the web through the FMX app.
- The learners will see how everyone has answered as soon as they click on submit.

Obtaining Poll Question reports after FMX:

After FMX 2019, staff will send you reports of all your poll questions with the learners’ responses and the questions asked by the learners.