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Arizona State University

SPOARS Training
Nate Brown | Instructional Technology
(602) 827-2044 | ntbrown@email.arizona.edu
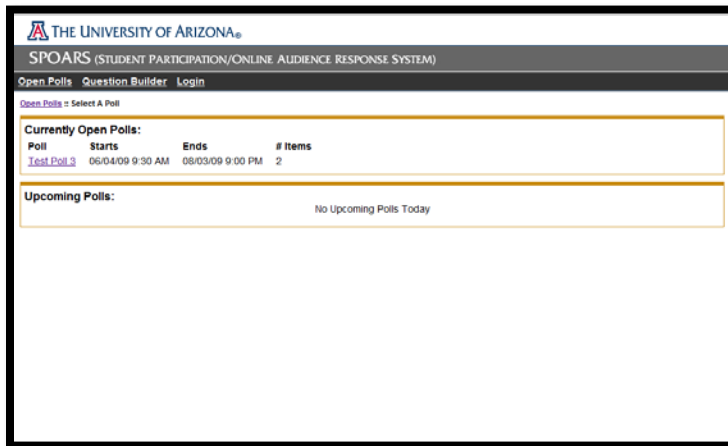
Introduction

What is SPOARS?

SPOARS is an acronym for "**Student Participation / Online Audience Response System**". It is a flexible and entirely web-based audience response system that is available as an alternative to the traditional audience "clicker" systems. It is viewable and completely functional on any web enabled device including laptops, mobile phones, PDAs, and portable media devices.

Accessing SPOARS

SPOARS can be accessed by going to **http://ars.medicine.arizona.edu/**. The Audience Poll View is open for anyone to view, but polls may be locked with a password. A valid NetID is required to access the Presenter Question Builder.
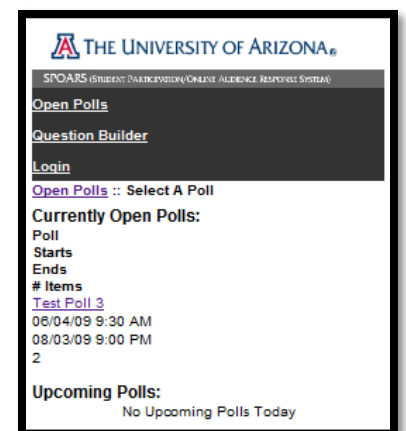
Functionality

Poll View

The "Poll View" is the default view and it is where students/audience members will interact with the website. From the Poll View, the audience member may select any one of the open polls to begin responding to questions. There is a list of **Currently Open Polls** as well as a list of **Upcoming Polls** for that particular day. Both lists display the start/end times and the number of active items in the poll.

The Poll View is also mobile-friendly, meaning it will display properly on portable devices. The audience members' own devices become the new "clickers". The image to the right shows an example of the mobile view. Please note that actual presentation may vary, depending upon the device.
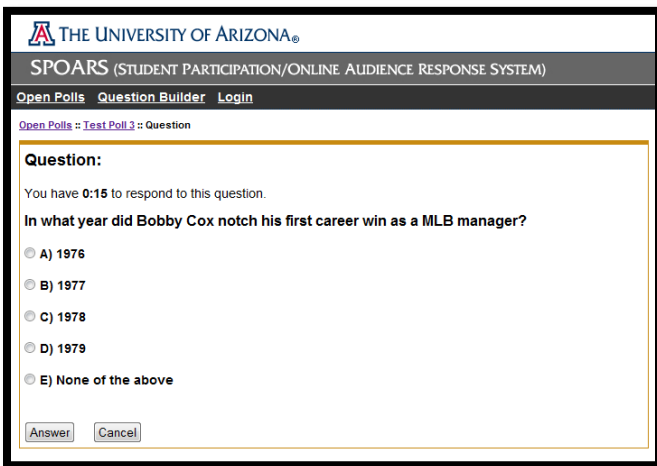

SELECTING A POLL | Clicking on a poll name will open that poll and allow the audience member to begin responding to the items. If the poll is protected by a password, the user will be prompted to enter the password before they can see the items in the poll.
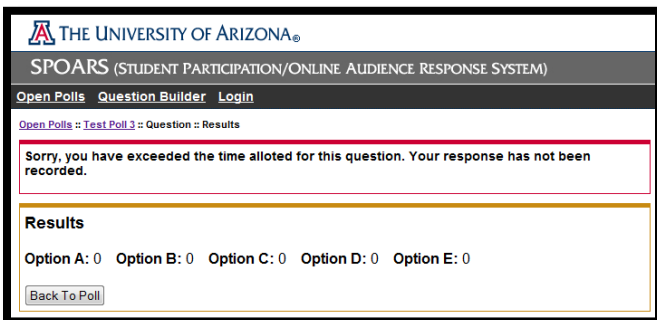
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SELECTING AN ITEM | Once the audience member has entered the poll, they are taken to the "**Select A Question**" view. From there, they will either see all of the active items in the poll, or only the first active item, depending on how the presenter configured the poll. If the presenter has configured the poll with a **description** or **special instructions**, those will also be displayed in this view. Just below there will be the **list of available items** and a button to return back to the "Poll View".

RESPONDING TO ITEMS | Clicking on an item's text, will take the user into the "**Item Response**" view. If the presenter has configured a **time limit** for the item, it will be displayed above the item text. Just below the time limit is the **attached image** (if provided by the presenter), the item text, and the **available responses**, as configured by the presenter.

VIEWING THE RESULTS | After the user has responded to the item, they are taken to the "**Results View**". They will see their response and the total responses collected for the item thus far. The user may refresh the page as often as they like to see the current responses. If the item has been configured with a **Correct Response**, the user will <u>not</u> see it. Only the presenter will be able to view the Correct Response. If the audience member did not respond to the item within the allotted time, they will be prompted and their response <u>will not be recorded</u>.

After the user has viewed the results, they may click the "Back to Poll" button to proceed to the next item available item in the poll. If there are no more active items available, the user will be prompted that they have responded to all items in the current poll.

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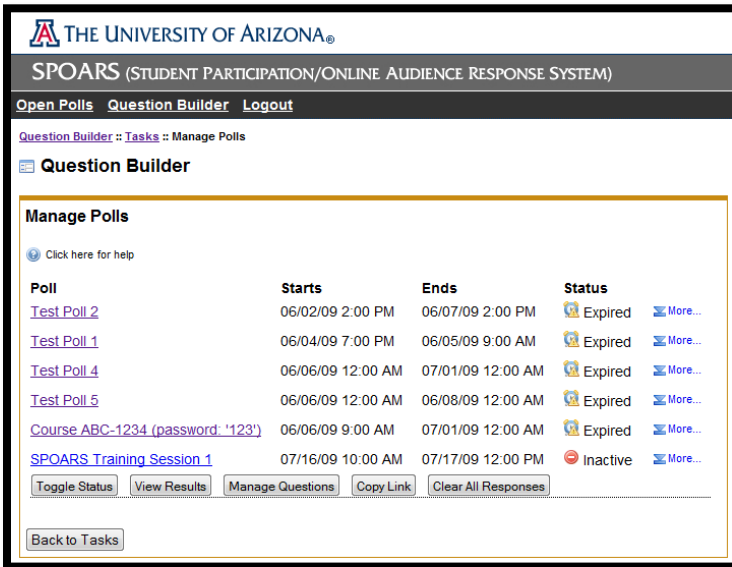
The Question Builder

The **Question Builder** is where the presenter will create and configure polls and build their questions for the polls. The interface is designed to be straightforward and clean. The Question Builder is not designed to be mobile-friendly, but it is compatible with all popular browsers on any desktop operating system.

Upon logging in to the Question Builder, the presenter will see the "**Select A Task**" view. From here the presenter may choose to create a new poll, manage existing polls and questions, or download the **PowerPoint Add-In** (for PowerPoint 97-2007 on Windows only).

CREATING A NEW POLL | A new poll can be created using one form and a few easy steps. Clicking "**Create a New Poll**" from the Select a Task view takes the presenter to the New Poll form. The Poll Owner and Create Date fields are automatically populated. The Presenter must provide a **Name** for the poll and specify the **Start and End dates**. The presenter may also optionally provide a **Password** and **Description/special instructions** for the poll. Finally, the presenter may optionally choose to allow the audience to only see one question at a time from the audience's Poll View. By default, all questions in the poll are displayed all at once in the Poll View.
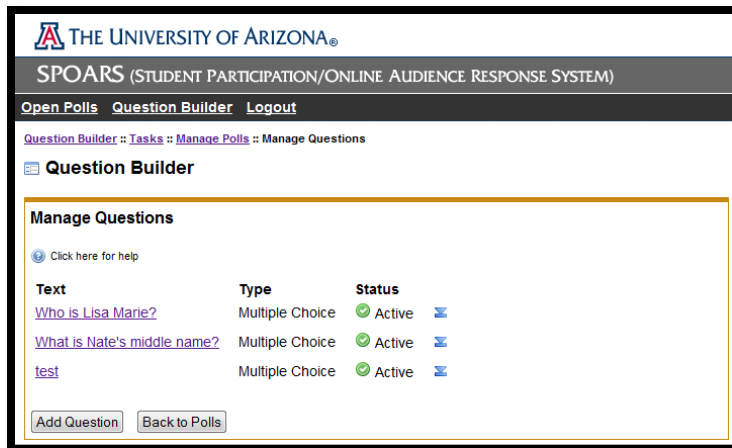
After the new poll is created, the presenter is taken to the "**Manage Polls**" view. The new poll is automatically marked as "**Inactive**", as the new poll does not yet have any items in it.

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MANAGING POLLS | The "**Manage Polls**" view will be the most important part of the Question Builder for the presenter. From here the presenter may activate/inactivate polls ("**Toggle Status**"), analyze the responses to the items ("**View Results**"), add, remove, or activate/inactivate questions ("**Manage Questions**"), copy a link to the "Results View" for use in the LiveWeb PowerPoint Add-In ("**Show URL**"), and remove all previous responses for a poll, allowing audience members to respond to the items again ("**Clear All Responses**").

Toggle Status changes your poll's status to **Active/Inactive**. Active polls will be displayed in the audience Poll View. A poll may also be expired, in which case it will be automatically Inactive, and cannot be changed to Active until its End Date is modified. The presenter can modify a poll by clicking on its name in the Manage Polls view.

MANAGING QUESTIONS | The Manage Questions interface is very similar to the Manage Polls interface. The same Toggle Status, View Results, Show URL, and Clear Responses options are available for questions. However, the only difference is the scope of their actions (question level, as opposed to overall poll level).

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ADDING A NEW QUESTION | Clicking on the "Add Question" button brings up the "Add A Question" form. The presenter must select the Question Type, insert the Question Text, and enter at least one Answer. The presenter may optionally specify the question order (used in conjunction with the sequencing option of the poll), the time limit, and the correct answer. The presenter may also upload an image to display with the question.

If the Question Type is set to "True/False", the answer options are automatically set and cannot be altered. Once a question has been added, it is automatically marked as Active.