Getting Started with Zoom Polls
Within a Zoom Meeting

Last Updated 3/27/2020
Zoom Polls - Introduction

Polls can contain any number of single choice or multiple choice questions.
Zoom Polls – Introduction (cont.)

Polls responses will be visible in real-time
Only the meeting host can create or edit a poll.
Creating a Poll

1. Click Polls on the meeting control bar to begin.

2. Then click Add a Question to begin.
Creating a Poll (cont.)

First, title your Poll

You can also choose whether respondents should remain Anonymous
Creating a Poll (cont.)

Now you can begin filling in your question, and your list of possible answers.

As well as set whether respondents can choose a single or multiple answers choices.
Questions and answers have a 255 character limit.
Creating a Poll (cont.)

Fields marked Optional will not appear in the final poll if left blank.
Creating a Poll (cont.)

Click **Add a Question** to begin the process again with a second question.
Creating a Poll (cont.)

You can modify existing questions by clicking the **Edit** button.

Click **Save** when finished creating your Poll.

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**Creating a Poll (cont.)**

**You can modify existing questions by click the **Edit** button.**

**Click **Save** when finished creating your Poll.**
Adding Polls

Click **Add** to create another poll
Launching a Poll

You can now review your poll in the Polls menu.

Click Launch Polling to begin the poll.
Running a Poll

The Polls menu will keep a running timer, as well as letting you track responses in real time.

1. Click End Polling at the end of the response period.

2. The Polls menu will keep a running timer, as well as letting you track responses in real time.
After you’ve ended a poll, click **Share Results** to display the results with the participants.
Getting Started with Zoom Polls

Sharing Results (cont.)

1. Click Stop Sharing Results to hide the results.

2. The Polls menu will show when results are being shared.

3. Click Stop Sharing Results to hide the results.
Getting Started with Zoom Polls

Closing a Poll

Click the red X to close the poll window.