OMBEA Response®

User Guide ver. 1.4.0

Thank you for choosing an Audience Response System from OMBEA.

Please visit www.ombea.com to get the latest updates for your system.

CE ResponsePad™ and ResponseLink™ have been tested and are in compliance with the following EC directives:

EN 300 328
EN 300 328
EN 301 489
EN 60950-1
EN 55022
EN 55024

For further information and for a declaration of conformity, please contact OMBEA support.

FEDERAL COMMUNICATIONS COMMISSION INTERFERENCE STATEMENT

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

-Reorient or relocate the receiving antenna.

-Increase the separation between the equipment and receiver.

-Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

-Consult the dealer or an experienced radio/ TV technician for help.

CAUTION:

Any changes or modifications not expressly approved by the grantee of this device could void the user's authority to operate the equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Chapter 1.

Installation

OMBEA Response helps you to engage your audience and analyze their opinions and knowledge - all without you having to leave Microsoft® PowerPoint®.

Installation

Install OMBEA Response by downloading the software from the Internet.

ℹ️ *Note: To install OMBEA Response, it is required that you are an administrator on the computer. If you are unsure about this, please contact the local system administrator before starting the installation.*

Installing from the Internet:

1. Download OMBEA Response from www.ombea.com.
2. Double click on the ORSetup.exe file and follow the instructions on screen.
3. Double click on the OMBEA Response icon on your desktop.
4. The OMBEA Response tab will appear in the top left corner of your PowerPoint window.
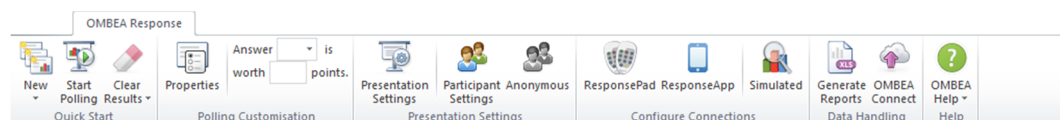
Connecting OMBEA ResponseLink to the PC for the first time

When you connect OMBEA ResponseLink to the PC for the first time, the drivers will be automatically installed.

ℹ️ *Note: It may take a few minutes to install the drivers. The installation process can be followed via the task bar next to the system clock.*

Starting OMBEA Response

You start OMBEA Response by clicking on the OMBEA Response icon, either on your desktop, in the start menu or in the installation folder.

alternatively .

When you start OMBEA Response, Microsoft ® PowerPoint ® opens with the OMBEA Response tab activated.
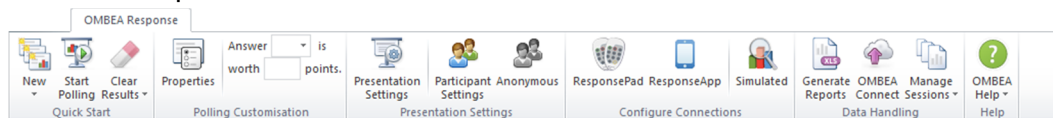
The OMBEA Response tab contains all the tools you need to create an interactive presentation.

Chapter 2.

Working with interactive slides

Interactive slides provide different ways of engaging your audience during a presentation.

Add interactive slides

Multiple choice questions

A multiple choice question slide allows you ask a question with up to 10 answer options to your audience, collect the responses and present the result as an embedded chart.

Insert a multiple choice question slide by clicking on *New* in the ribbon group *Quick Start* and then select a result chart type under *Multiple Choice*.

Priority ranking questions

A priority ranking question allows participants to rank the answer options by submitting multiple responses to the question. The answer options are scored based on the response weights shown in the table below.

Order	Weight
First response	10
Second response	9
Third response	8
Fourth response	7
Fifth response	6
Sixth response	5
Seventh response	4
Eighth response	3
Ninth response	2
Tenth response	1

Insert a priority ranking slide by clicking on *New* in the ribbon group *Quick Start* and then click *Priority Ranking*. Then select the number of allowed responses per participant in the shown dialog.

Group result slides

A group result slide shows the question result of different participant groups in your audience. Learn more about participant groups by reading **Group participants** and **Create and delete groups**. Insert a group result slide by

clicking on *New* in the ribbon group *Quick Start* and then clicking on *Analysis* and *Group result*. Then select the question and the groups of which you want to display the result. The group result slide can also show the result for participants connected to multiple groups. This is done by adding combination groups. For example, if you first selects the groups of women and men and the combination groups sellers and developers, the group result slide will show the result for the group combinations female sellers, female developers, male sellers and male developers.

Comparison slides

Simple comparison
A simple comparison slide shows a comparison between the two most recent results of a question. You insert a simple comparison slide by clicking on *New* in the ribbon group *Quick Start*, and then clicking on *Analysis* and *Simple Comparison.* Then select the question for which you want to compare the results.

Advanced comparison
The *Advanced Comparison Tool* allows you to measure or score a list of items against a scale, and then summarize all the results at the end on a single slide which illustrates how the items compare against each other on your scale. You open the *Advanced Comparison Tool* by clicking on *New* in the ribbon group *Quick Start*, and then clicking on *Analysis* and *Advanced Comparison*.

To illustrate this concept we will use the example of comparing different fruits against each other for 'Sweetness' and 'Texture'. In our example, 'Sweetness' and 'Texture' are the only criteria we are rating our fruits against, so we have a 2-Criteria Comparison.

1. Open the Advanced Comparison Tool.
2. Under the selection titled *Step 1* select *2 Criteria*.
3. Below the preview image enter a name for the criterion in the box titled *First Criterion (Horizontal Axis)* and then again in the box titled *Second Criterion (Horizontal Axis).* In this example the names would be 'Sweetness' and 'Texture'.
4. Select *Automatically create new ranking slides*. With this option, OMBEA Response will build all the slides for you. If you have already made some polling slides which you wish to compare, select *Use existing slides instead*.
5. Under Step 2, enter the list of items you want to compare. In our case, we would add 'Apples', 'Bananas', 'Cherries' and so on.
6. Now select the type of comparison you wish to perform.
   a. *The Ranking Scale* will present each fruit individually and ask voters to give it a score.
   b. Alternatively the *Paired Comparison* will present all possible pairs of fruit, asking voters to select the sweetest. Selecting *No Preference* will add this option to each polling slide in a paired comparison scenario.
7. The next step depends on the type of comparison you chose.

a. If you chose *Paired Comparison* you're now done and you can click Insert to finish the process and move on to 'Part 2' below.

b. If you chose *Ranking Scale* move on to step 8.

8. Select your *Slide Order*.

a. Grouped by Criteria is only relevant to a 2- or 3-criteria comparison. Here OMBEA Response will ask about the 'Sweetness' of each fruit first, before moving on to ask about the 'Texture' of each fruit.

b. Group by Item will ask all questions about the 'Apple', before moving on to ask all questions about the 'Banana', and so on.

9. Set your Ranking Scale by choosing the Highest Rank (the highest score people can give an item). You can name the scores in the Ranking Scale box beneath the Highest Rank by double-clicking on each one.

10. Click Insert to finish. OMBEA Response will build your slides.

Leaderboard slides

A leaderboard slide shows the current top scores of different groups or individual participants. Leaderboard slides are automatically updated after each polled question. Learn more about how to define the score for the different answers of a question by reading **Define answer score**. Insert a group leaderboard slide by clicking on *New* in the ribbon group *Quick Start* and then clicking on *Competition* and *Group Leaderboard*. Insert a participant leaderboard slide by clicking on *New* in the ribbon group *Quick Start* and then clicking on *Competition* and *Participant Leaderboard*.

Free text questions

A free text question allows participants to submit an opened ended response. Insert a free text question slide by clicking on *New* in the ribbon *group Quick Start* and then click *Free Text*.

ℹ️ *Note: Free text questions are supported by the following response input methods: OMBEA ResponseApp. A free text response can have up to 180 characters.*

Attendance questions

An attendance slide allows you mark class attendance. The result is available in the attendance report. Insert an Attendance slide by clicking on *New* in the ribbon group *Quick Start* and then click *Attendance*.

Properties

Each interactive slide has properties associated with it. The properties determine the appearance and behavior of the interactive slide.

Change the chart type

To change the chart type of a question slide, click *Properties*. Under *Chart* set the *Chart type* to one of the available chart types.

Change colors

To change the colors of the answers for a question slide, click *Properties*. Under *Chart* set the *Chart color mode* to *User specified* and then select the color of each answer.

Change the chart template

If you want to customize some feature of a chart which is not exposed by properties, you can choose to disable the OMBEA chart template. To disable the OMBEA chart template, click *Properties*. Under *Chart* set *Apply OMBEA chart template* to *No*. You can now manually customize the chart of the interactive slide by double-clicking on the chart and choosing *Edit existing*.

Format chart values

The values of the chart can be presented as the response percentage for each answer or as the total number of responses for each answer. To select the chart format click *Properties*. Under *Chart* set the *Chart value format* to *Percentage* or *Responses*.

Changing the answer list style

To change the answer list style of a question click *Properties*. Then set the *Answer list style* to the desired style. The available styles are, A-J), AJ., a-j), a-j., 1-10) and 1-10..

Using a time limit

You can limit the amount of time the participants have available to respond to a question. When the time limit has been reached the poll is automatically closed. To set a time limit for a question, click *Properties*. Under *Poll* set *Time Limit (seconds)* to the number of seconds available to the participants.

When a question slide with a time limit and a countdown is presented during the slide show you start the countdown by advancing the Slide show, for example, by pressing the left mouse button or pressing the Enter key.

Show countdown

If you have set a time limit for a question slide you can show a countdown of the remaining time. To show a countdown click *Properties*. Under *Poll* set *Show countdown* to *Yes*.

When a question slide with a time limit and a countdown is presented during the slide show you start the countdown by advancing the Slide show, for example, by pressing the left mouse button or pressing the Enter key.

Show statistics board

You can insert a statistics board in a question slide showing:

- Response mean value.
- Response standard deviation.
- Response median.
- Response time mean value.
- Response time standard deviation.

- Net Promoter Score.

To insert a statistics board in a question slide click *Properties*. Under *Poll* set *Show statistics board* to *Yes*.

Play Audio during a poll

If you want an audio file to be played during the poll, select *Properties*. Under *Poll* set *Sound* to the path to the audio file. The audio file is automatically played when the poll is opened.

ⓘ *Note: It is only the audio file path that is saved in the session and not the audio file itself. Therefore if you copy the session file to a different computer you must also copy the audio file.*

Change the number of responses per participant

If you want to change the number of responses per participant, select *Properties*. Under *Poll* set *Responses per participant*.

A response sequence is changed by selecting a non-represented alternative or by exceeding the number of allowed responses. Both imply a red flash indicating that the response sequence has been resetted.

Allow duplicates

If you want to allow your participants to send response duplicates, select *Properties*. Under *Poll* change *Allow duplicates* to Yes.

Change how the poll is closed

By default an open poll is closed when either of the following occurs.

- The slide show is advanced, for example by pressing the left mouse button or the Enter button.
- The question time limit has been reached.
- All of the participants have responded.

If you do not want the poll to be automatically closed as soon as all of the participants have responded, select *Properties*. Under *Poll* set *Close poll* to *manually.* Now the poll is no longer automatically closed when all of the participants have responded.

Change when the chart is shown

By default the result chart of a question slide is automatically shown when the poll is closed. If you do not want the result chart to be automatically shown, click *Properties.* Under *Poll* set *Show Chart* to *Manually.* When the poll is closed you can now show the chart by advancing the show, for example by pressing the left mouse button or pressing the Enter key.
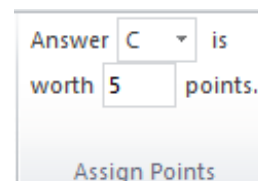
Group participants

If you want to dynamically divide the participants into groups according to their answers, select *Properties*. Under *Miscellaneous* set *Grouping* to *Yes.* .

You can also divide the participants into groups in advance via *Participant Manager*.

The group results can be shown directly in the slide show by inserting a Group Result slide alternatively afterwards in the Group report.

Define answer score

If you want to assign points for a particular answer, click *Properties*. Assign the points for an answer by defining the *Answer points* for the answer.

You can also define the points for an answer below the OMBEA Response tab.

You can show the current top scores of different groups or individual participants during the slide show by inserting a leaderboard slide. The participant scores can also be analyzed in the Scoring report.

Change first position of the leaderboard

To change the first position of the leaderboard, select *Properties*. Set *First pos. Leaderboard for groups* or *First pos. Leaderboard for participants* to the number of positions to be shown.

Change the number of positions in the leaderboard

To change the number of positions that are shown in a leaderboard slide, select *Properties*. Set *Pos. Leaderboard for groups* or *Pos. Leaderboard for participants* to the number of positions to be shown.

Compare the average score for groups in the leaderboard

Sometimes it may be desirable to compare the average score for groups instead of the total score, such as when the number of group members differs. If you want to compare average scores for groups in a leaderboard, select *Properties*. Set *Compare average scores for groups* to *Yes*.

Change the default property values

General properties determine the default appearance and behavior of a created interactive slide. If you want to change the default property values, select *Properties*. Select *General properties* in the left column of the properties dialog. Then define the default values of the desired properties. If you want the changes to also apply to the already existing interactive slides, press *Apply to all*.

Anonymous interactive slides

If you want your participants Device ID to be hidden in the session results, check *Anonymous.*

Chapter 3.

Participant list

Working with the participant list

Click *Participant Settings* to manage the participant list for the session.
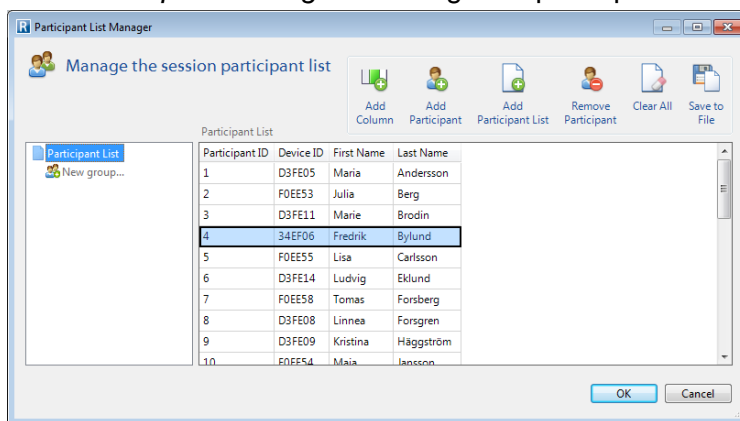
Add and remove columns
If you want to add a column, select *Add column*. A dialog box will then appear and ask you to select a name for the column or if the column should specify the voting weights.

To remove the column you simply right-click on the column name and select *Remove column*.

Add and remove participants
To add a participant, select *Add participant* and a new row is added at the bottom.

If you want to remove a participant, select the row that corresponds to the participant you want to remove, and select Remove participant.

Add a participant list
To open an existing participant list, press *Add participant list* and locate the file you want to open.

Rename columns
To change the name of a column, right-click on the column name and select *Rename column*.

Sort by column

To sort your participant list based on a particular column, click on the column name.

Participant ID

Participant ID is a unique identification number for each participant. OMBEA Response generates these numbers automatically.

Device ID

Device ID is a unique identification number for each response device located on the back of the ResponsePad device alternatively in the status field for ResponseApp. Thanks to the unique participant ID you can change response devices during a session without losing the connection to past results. You can fill out the cell for the Device ID in two different ways:

A   Automatically, by selecting the participant for whom you want to enter a device ID and press a button on the response device that you want to connect the participant to. The Participant Manager then automatically fills the correct cell and jumps down to the row below.

B   Manually, enter the Device ID by editing each cell.

Create and delete groups

You can use groups to divide your participant list into smaller groups, i.e. Class 8A and Class 8B, Girls and Boys or Sales department and Marketing department.

If you want to add a group, click on *Add group* and then specify the name of the group.

If you want to remove a group, select the group, right-click and choose *Remove Group*.

Add and delete group members

If you want to add one or more participants to a group, select *Participant list* in the left column. Then select the participants that you want to add to a group and drag them over to the desired group. Alternatively you can add one or more participants to a group by right-clicking on each of the participants that you want to add a group and selecting *Add to group*.

If you want to remove one or more participants from a group, select the group in question, right-click on the participant and select *Remove from group*.

Alternatively, you can remove one or more participants from a group by right-clicking on the participants that you want to remove and choose *Remove from group*.

Save a participant list to file

To save your participant list, press Save to file.

Chapter 4.

Session management

Save and open a session

When you work in OMBEA Response you save and open sessions in the same way as you would with a standard Microsoft® PowerPoint® presentation. When you save an OMBEA Response session, you also save the PowerPoint® presentation, the result and participant list in the same file format, .ors. Double-click on a saved OMBEA Response session to open it in OMBEA Response.

Upload session results to OMBEA Connect

To upload session results to OMBEA Connect, select Upload. Enter your username, password, the session file as well as a session file name and press *Upload.*

Do not have a presenter account?
Please contact your system administrator or contact OMBEA support.

Clear results

Clear session history
To clear all the results that are linked to the current session, press *Clear Result* and select *Session history*.

Clear results from a single interactive slide
To clear the results from a single interactive slide, press *Clear Result* and select *Selected interactive slide*.

Note: Only the chart will be cleared, the result data will still be available in the session history.

Clear results from all interactive slides
To clear the results from all interactive slides in a presentation, press *Clear Result* and select *All interactive slides*.

Note: Only the charts will be cleared, the result data will still be available in the session history.

Merge Sessions

Using the Merge Sessions tool you can merge multiple sessions to create a single session that contains the combined questions, responses, and participant lists for these sessions.

How to merge sessions*:*
1. Navigate to the *Merge* tool which can be found under *Manage Sessions* on the OMBEA Response ribbon.
2. Choose the sessions which you would like to merge by clicking the *Add Session* button*.*
3. Select the master session into which the other sessions will be merged by selected the corresponding button to the right of a session. Questions, answer points and respondent lists from this session will take priority during the merging process.
4. Choose the type of merge you would like to perform by selecting the appropriate option displayed below the list of sessions that are to be merged. See below for details regarding the different merge types available.
5. Select *Merge Sessions* to specify a filename and location for the merged session and then perform the merge.

Merging session can be done in one of the two following ways:

- **Merge by Participant:** Designed to merge sessions with similar or identical participant lists and different questions. This option will add any additional participants not already found in the master session to the master session participant list, whilst also updating the Participant ID and Device ID to ensure that the participant's information is referenced correctly as part of each of their responses.
- **Merge by Question:** Designed to merge sessions with similar or identical questions that have different participant lists. This option appends participant lists from additional sessions to the participant list found in the master session, whilst also updating the Participant ID and Device ID to ensure that the participant's information is referenced correctly as part of each of their responses.

Chapter 5.

Poll

Controlling the poll

When an interactive slide is presented a box is shown in the upper right corner. This box shows how many responses that have been received and if the poll is open or closed.

Starting the poll
If the interactive slide does not contain any previous results and the slide does not contain a time limit countdown, the poll will start automatically.

If the slide contains a time limit countdown you open the poll by advancing the slide show, for example by pressing the left mouse button or the Enter key.

Closing the poll
You close the poll by advancing the Slide show, for example, by pressing the left mouse button or the Enter key.

The poll is automatically closed when the expected number of responses have been received or when the question time limit has been reached.

Restarting a poll
To restart a poll, press Restart or press the F8 key on the keyboard.

Show the Result Monitor
The Result Monitor gives you the possibility to review the result of a question without showing it to the participants. You show the Result Monitor by pressing the F12 key on the keyboard during the Slide show.

Show the Connection Status
The Connection Status window shows the current Session ID for ResponseApp and the current channel code for ResponsePad. You show the Connection Status window by pressing the F11 key on the keyboard during the Slide show.

Insert an On-The-Fly question
A question slide can be inserted during the Slide show
by pressing the F9 key on the keyboard. In the appearing window, enter your question, your answers and select the chart type, then press *Insert*.

Simulate response input

Check *Response Input: Simulated* to test your interactive presentation by simulating the responses from your participants.

Response devices

Configure ResponseApp

In order for ResponseApp users to be able to respond to your questions, you first need to create a ResponseApp session to which they can join. To create a ResponseApp session click *ResponseApp*, enter your presenter username and password and press *Login*.

Participant Reporting Options
OMBEA Connect login not required - A participant account is not required to join the session.

Prompt for first and last name - Participants who are not signed in are prompted for information such as first name and last name before joining the session.

OMBEA Connect required - Participants must be signed in to their account in order to join the session.

Session Options
Random Session ID - A unique Session ID will be generated for the session.

Custom Session ID - Use your own Custom Session ID for the session. You can set up a Custom Session ID on your OMBEA Connect account page.

Do not have a presenter account?
Please contact your system administrator or contact OMBEA support.

The user manual for ResponseApp can be found at:
www.ombea.com

Configure ResponsePads

Change channel
In order to prevent interference with a nearby OMBEA Response system press *ResponsePad* and C*hange channel.*

Note: After changing the channels, the ResponsePads must be synchronized. See synchronize and update.

Synchronize and update

When the channels have been changed synchronization is required

To synchronize the devices:

1. Click on *ResponsePad*, select *Synchronization* and press *Start*.
2. In order to synchronize a ResponsePad device, press the yellow button for 5 seconds. A yellow LED light starts flashing which indicates the ongoing synchronization.
3. A successful synchronization is indicated on the screen by the participant getting highlighted in yellow as well as by an LED showing green light on the ResponsePad device.
4. When all the devices have been synchronized, exit the synchronization by pressing on Stop.

Test the ResponsePads

To test the system prior to a presentation:

1. Click on *ResponsePad*, select *Poll Test* and press *Start*.
2. To test a ResponsePad device press any of the buttons 1A-10J.
3. A successful test is indicated on the screen by the participant getting highlighted in green as well as by an LED showing green light on the ResponsePad device.
4. When all the devices have been tested, end the test by pressing *Stop*.

Configure RemotePad

OMBEA RemotePad™ is a remote control for OMBEA Response and Response OMBEA 360. This means that you are no longer bound to the computer, you can walk around freely in the classroom and still be able to control the polling.

Button explanation

   Corresponds to the right arrow and left arrow on your keyboard.

   Start, stop a restart a poll.

   Programmable button.

Pair with OMBEA Response

To pair a RemotePad with OMBEA Response, press *ResponsePad*, and then click *Pair RemotePad*. Press a button on the RemotePad. The Device ID of the RemotePad is displayed. Press *Save*. The RemotePad is now paired with OMBEA Response.

Change the programmable buttons

The RemotePad device has four programmable buttons. To set what the buttons do, click *Settings* and select the function of each button under the heading *RemotePad*.

Chapter 7.

Reports

Generate a report

By generating reports you can visualize and analyze the results saved in the session history.

To generate a report, press *Reports* and select the report you want to generate.

Question Report

The Question Report contains the following information for each question in the session:
• Answer alternatives.
• Number of responses per answer alternative.
• Percentage of responses per answer alternative.
• Column chart showing the results.

Requirements: none.

Scoring Report
The Scoring Report contains the following information for each question in the session:
• Number of responses.
• Achieved average score.
• Assigned max points.

The Scoring Report contains the following information for each participant:
• Answer to each question.
• Score for each question.
• Color code: Red = min score (usual 0 p). Green = highest score. Yellow = other scores.
• Total session score.

Requirements: the session contains scored questions.

Question Analysis Report
The Question Analysis Report contains the following information for each question in the session:
• Answer alternatives.
• Highlighted corrected answers.
• Number of responses per answer alternative.

- Percentage of responses per answer alternative.
- Difficulty index.
- Discrimination index.
- Column chart showing the indices.

The difficulty Index (D) measures the proportion that answered correctly. D varies between 0 and 1. D = 1 indicates that the question is considered to be very simple, while D = 0 indicates that the question is considered to be very difficult.

The discrimination index (DI) measures how well the question distinguishes participants with high total scores from participants with low total scores. DI varies between -1 and 1. A negative DI indicates that participants with low total scores are more likely to answer the question correctly than participants with high total scores, suggesting that the question should be modified. A positive DI indicates that participants with high total scores are more likely to answer the question correctly, suggesting that the question is well formulated.

T_U: The group of participants with the 25% highest total score.
T_L: The group of participants with the 25% lowest total score.
R_U: The number of participants from T_U who answered the question correctly.
R_L: The number of participants from T_L who answered the question correctly.

$$D = \frac{R_U + R_L}{T_U + T_L}$$

$$DI = \frac{R_U - R_L}{0.5(T_U + T_L)}$$

Requirements: the session contains none anonymous question and answer alternatives with assigned points.

Group Report (percentage)
The Group Report contains the following information for each question in the session:
- Percentage participants in each group who answered a certain answer alternative.

Requirements: the session contains static or dynamic groups.

Group Report (count)
The Group Report contains the following information for each question in the session:
- Number of participants in each group who answered a certain answer alternative.

Requirements: the session contains static or dynamic groups.

Attendance Report

The Attendance Report contains the following information for each participant:
• A field showing whether the participant where present or not during the attendance slide.

Requirements: the session contains at least one result for an attendance slide.

Participant List with Total Score

The Participant List with Total Score contains the following information for each participant:
• A field showing the total score.

Requirements: the session contains scored non-anonymous questions.

Participant List with Total Score and Grades

The Participant List with Total Score and Grades contains the following information for each participant:
• A field showing the total score.
• A field showing the grade based on provided limits.

The Participant List with Total Score and Grades contains the following information for the session:
• A pie chart showing the percentage of participants who achieved each grade.

Requirements: the session contains scored non-anonymous questions.

Participant Report

The Participant Report contains the following information for each participant:
• Answer to each question.
• Score on each question.
• Column chart showing the total score compared to the average score.

Requirements: the session contains scored non-anonymous questions.

Question List

The Question List contains the following information for each question:
 • Answer alternatives.

Requirements: none.

Participant List

The Participant List contains the following information for each participant:
• Participant ID
• DeviceID
• Other fields present in the Participant List Manager.

Requirements: the session contains non-anonymous questions.

Response Report

The Response Report contains the following information for each question:
• Device ID
• Response text.
• Response time.
• Response score.

Requirements: none.

Chapter 8.

Presentation Settings

Filling out Device ID automatically

You can choose whether or not you want the Device ID field in the Participant Manager to be filled out automatically when pressing a response device button. You choose this by pressing *Presentation Settings*.

Choose the expected number of participants

If you a running an anonymous session you can specify the expected number of participants and thus allow automatic closing of the poll when all participants have answered.

Backup

You can choose to automatically back up your sessions every time you save a session by pressing *Presentation Settings* and enabling backups. The backups are saved in the folder OMBEA Response in My documents.

Choose the monitor on which the Poll Info should be shown

If you want to change the monitor on which the Poll Info should be shown press *Presentation Settings* and then *Show the Poll Info on Monitor 2*.

Choose the monitor on which the presenter windows should be shown

If you want to change the monitor on which the presenter windows should be shown press *Presentation Settings* and then *Show the presenter windows on Monitor 2*.

Chapter 9.

Troubleshooting

Please visit http://ombea.com/guide/help for troubleshooting.

Chapter 10.

Terms and conditions

Restrictions: The software is confidential copyrighted information belonging to OMBEA AB. Customers may not modify, decompile, disassemble, decrypt, extract, or in any other manner reverse the development process of OMBEA Response®, OMBEA ResponsePad™, OMBEA ResponseLink™ or OMBEA ResponseApp™. Parts or all of the software may not be rented out, disseminated or sublicensed.

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