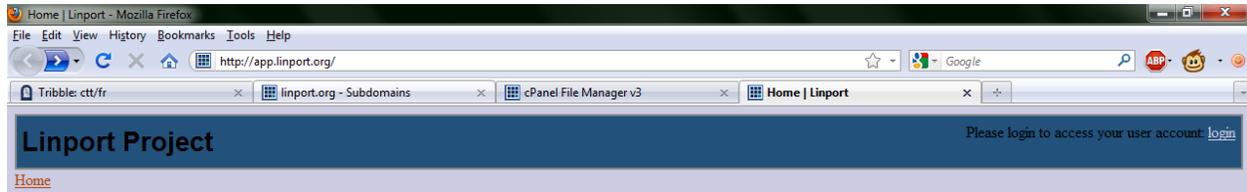
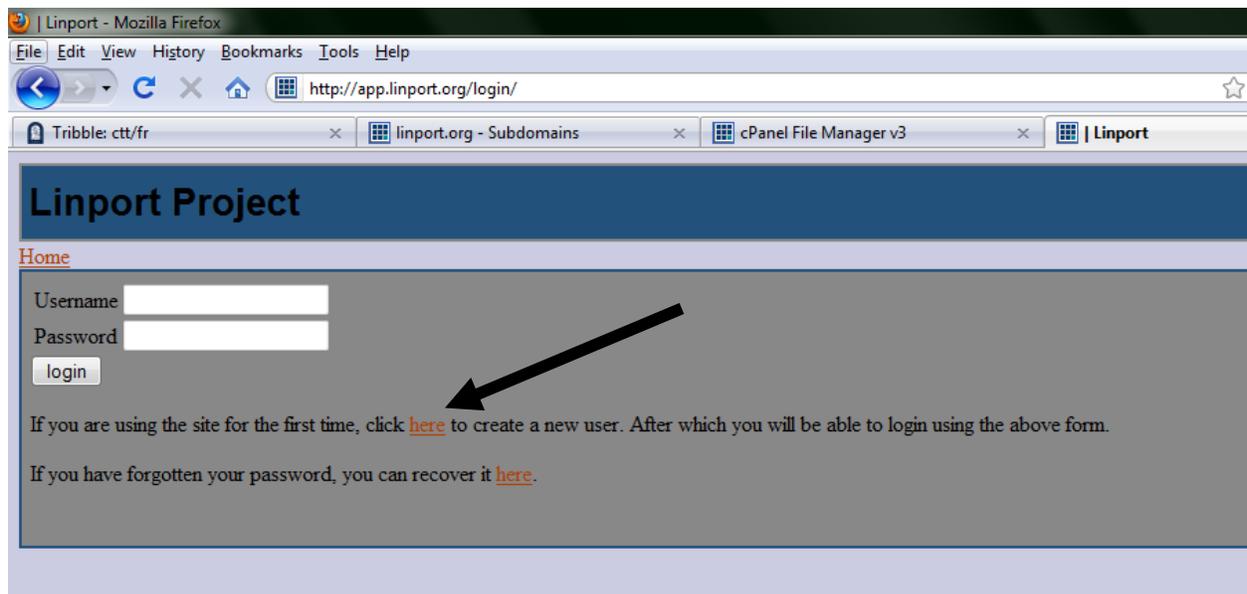


How to create a poll for the Linport polling system

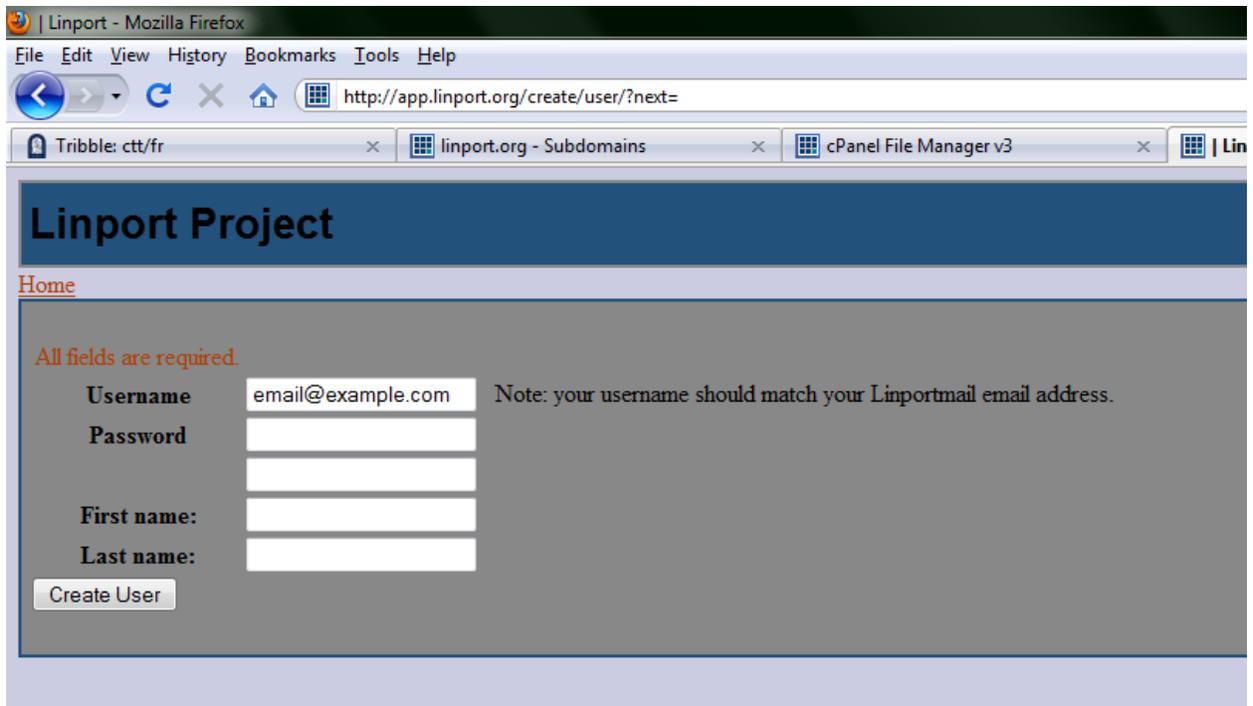
Go to app.linport.org, and click “login” in the topright corner.



You will be taken to a login screen, but you will need a username and password to login. If you do not have a Linport Applications user account, create a new user by following the instructions below the username and password fields. If you already have a Linport Applications user account, you may skip this step.

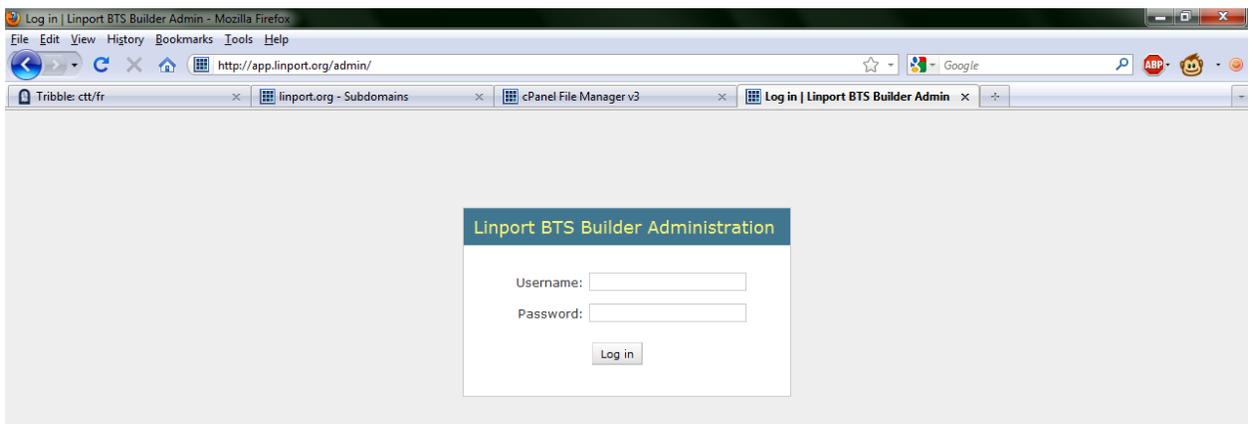


Create a new user by filling in all of the fields. Your username needs to be an email address. If you are not a member of the linport mailing list, you can join at linport.org. If you are just testing the system, any email address will do. Click “Create User” to continue. You will be taken back to the login screen.

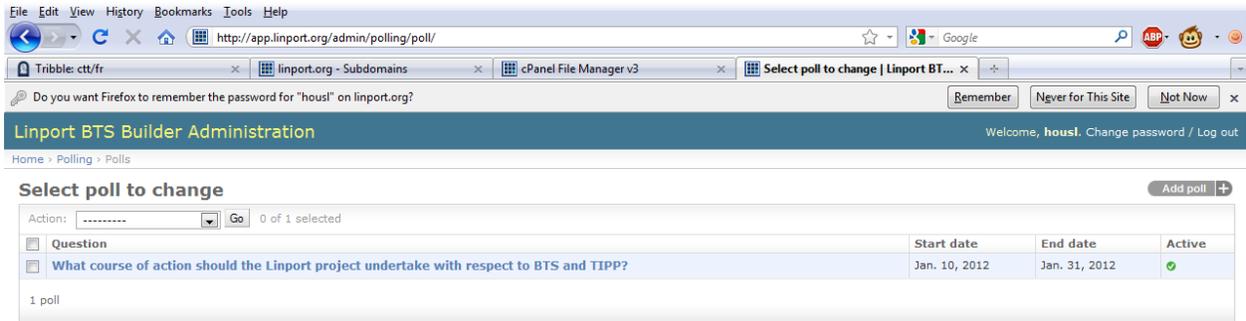


However, in order to create a poll you will need admin access. To obtain admin access: email housleyjk@gmail.com with your user name requesting admin access. When housleyjk@gmail.com responds, you will be able to access the admin site.

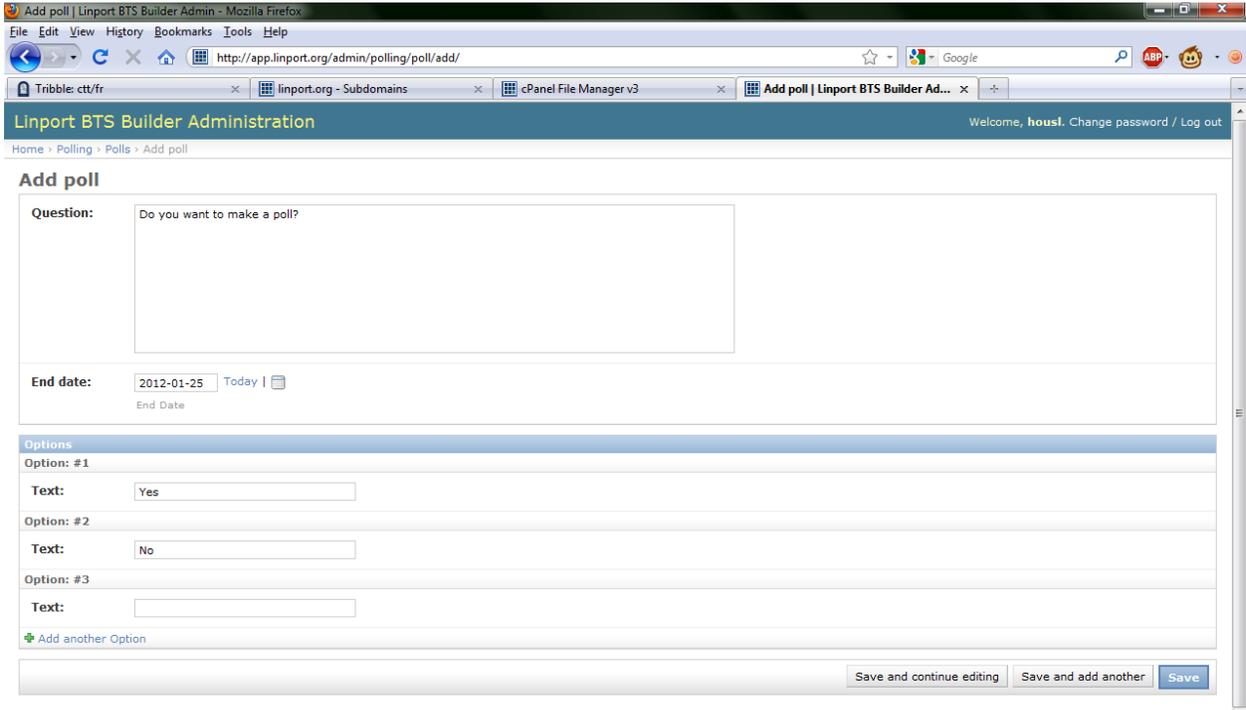
To access the admin site goto: app.linport.org/admin/. You can login with the username and password you just created provided you have heard back from housleyjk@gmail.com.



To create a poll, click on "Polls" on the left hand side after logging in. Then, click "Add Poll" in the silver button on the top right.



Fill in the question section with the question you would like to ask. Please provide an End Date. This is the last day anyone can respond to the poll before the results are final. You can then add as many response options as you would like. Currently, it is not possible to select more than one option. If you wish to allow users to select multiple options you need to include an option that indicates both, eg. A, B, A and B = three options.



Click Save to save the poll. It will automatically be added to the poll index page and be available for collecting responses from registered users.