

Saving a Session

Saving the session data enables you to generate reports and manage results.

- 1 **Save** the session to a location that can be accessed at a later time.

Importing Sessions

- 1 Open TurningPoint Cloud and sign in to your Turning Account.
- 2 From the **Manage** tab, click the **Session** drop-down menu and select **Import**.
- 3 Browse to the location of the **session** or **sessions**.
- 4 Select the **session** or **sessions** and click **Open**.

The following message is displayed for files exported from TurningPoint Cloud shared by another instructor.

Please enter the password used to export "testsession.tpx" to continue:

Continue Cancel

- 5 Enter the session password. The session password must be provided to you by the individual who created and/or exported the session.
- 6 Click **Continue**.
- 7 Select one of the following options:

- **Move Session**- Moves the session into TurningPoint Cloud and adds it to the list of sessions.
- **Leave in Place**- Leaves the session in its current location, but also adds it to the list of sessions (recommended).

testsession.tpx
The session file exists outside of the default sessions directory. Please choose an option for adding it.

Move Session
Move the session file to a new location and add it to the list of sessions.

Leave in Place
Leave the session file in its current location and add it to the list of sessions.

Do not ask me again

OK Cancel

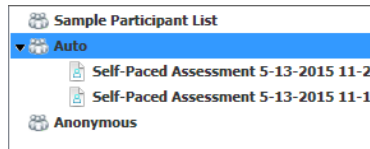
- 8 Click **OK**.
The import summary displays the status of each session or sessions selected for import.
- 9 Click **OK**.
The session or sessions are now displayed in the left panel. Select the session to view the file location, dates and an overview of the session contents.

TIP

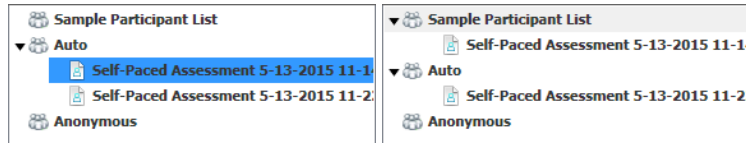
The icon to the left of the session information represents the polling environment that generated the session file.

Pairing an Auto Session to a Participant List

- 1 Open TurningPoint Cloud and click the **Manage** tab.
- 2 Expand **Auto** from the left panel.



- 3 **Select** the appropriate session and **drag and drop** it into the appropriate participant list.



The session is now linked to the participant list and student clicker data can be tracked.