

# wooclap

User guide

# Introduction

wooclap



Rather than compete with **smartphones**, turns them into an exceptional learning tool.

# How it works ?

## My question

When was Wooclap founded? I

1

## Ask a question

Create your questions and insert them in your PowerPoint presentation.



2

## The participants answer

The audience participate using SMS or via the internet by entering the URL displayed on the screen.



3

## Present the results

The results are displayed instantly in your PowerPoint presentation.

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Part 1 :

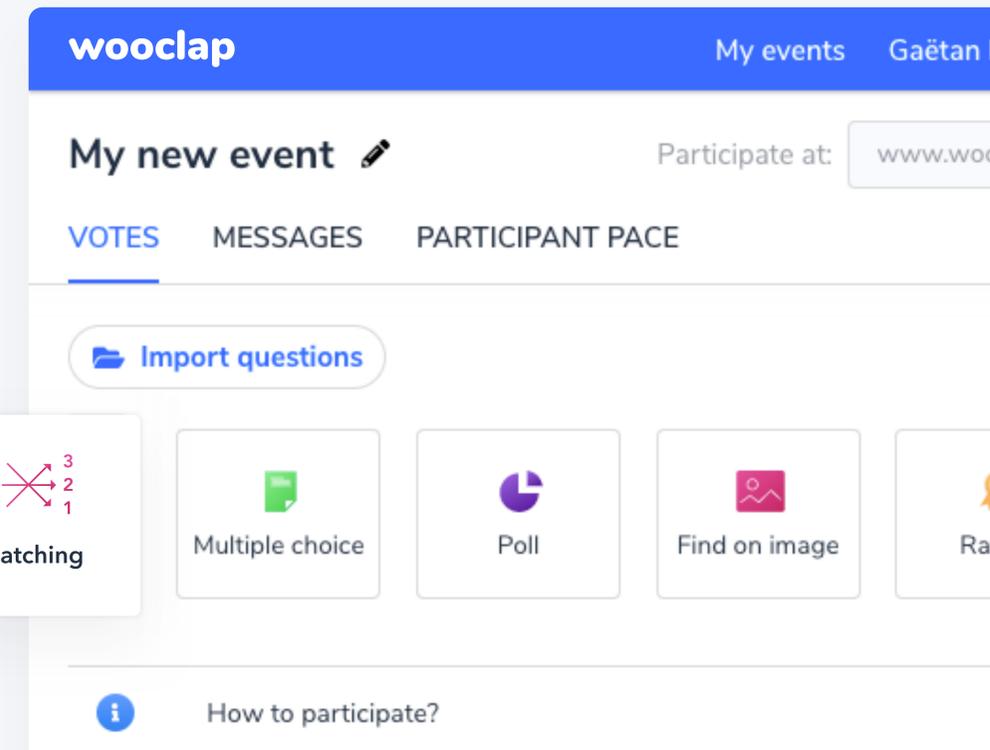
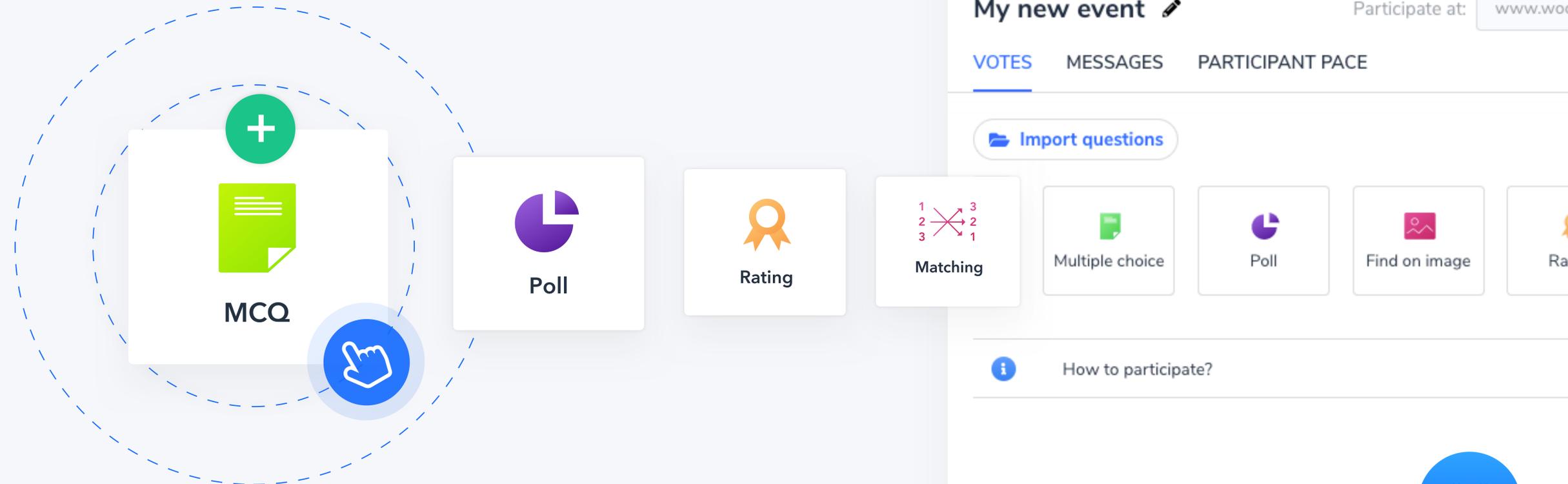
# General description

**wooclap**

# 1.1 Votes: real-time interactions

## Step 1

In the votes tab, choose the type of question you want to ask.



## Step 2

In the votes tab, choose the type of question you want to ask.

1. Rate from 1 to 5 (1 = I strongly disagree, 5 = I strongly ...)

2. What is the capital of Uganda?

3. Who's your favourite entrepreneur?

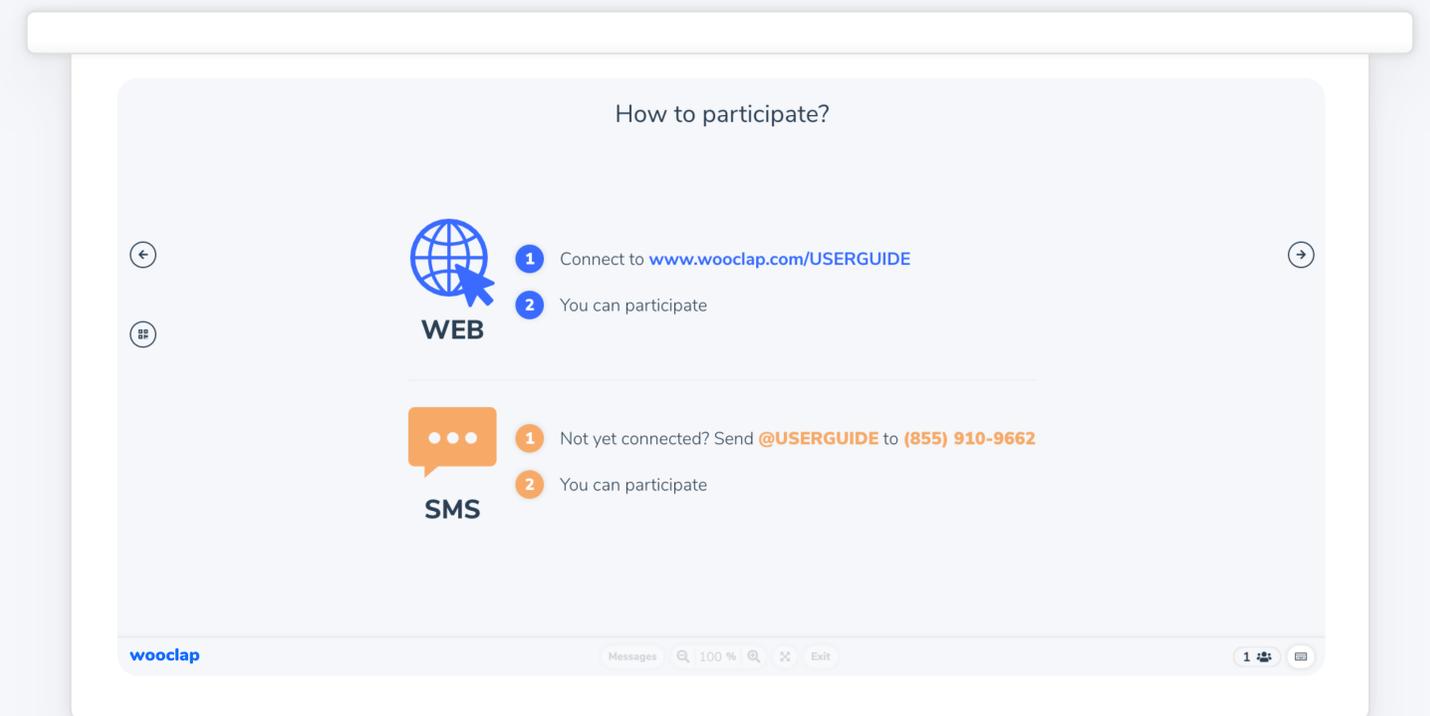
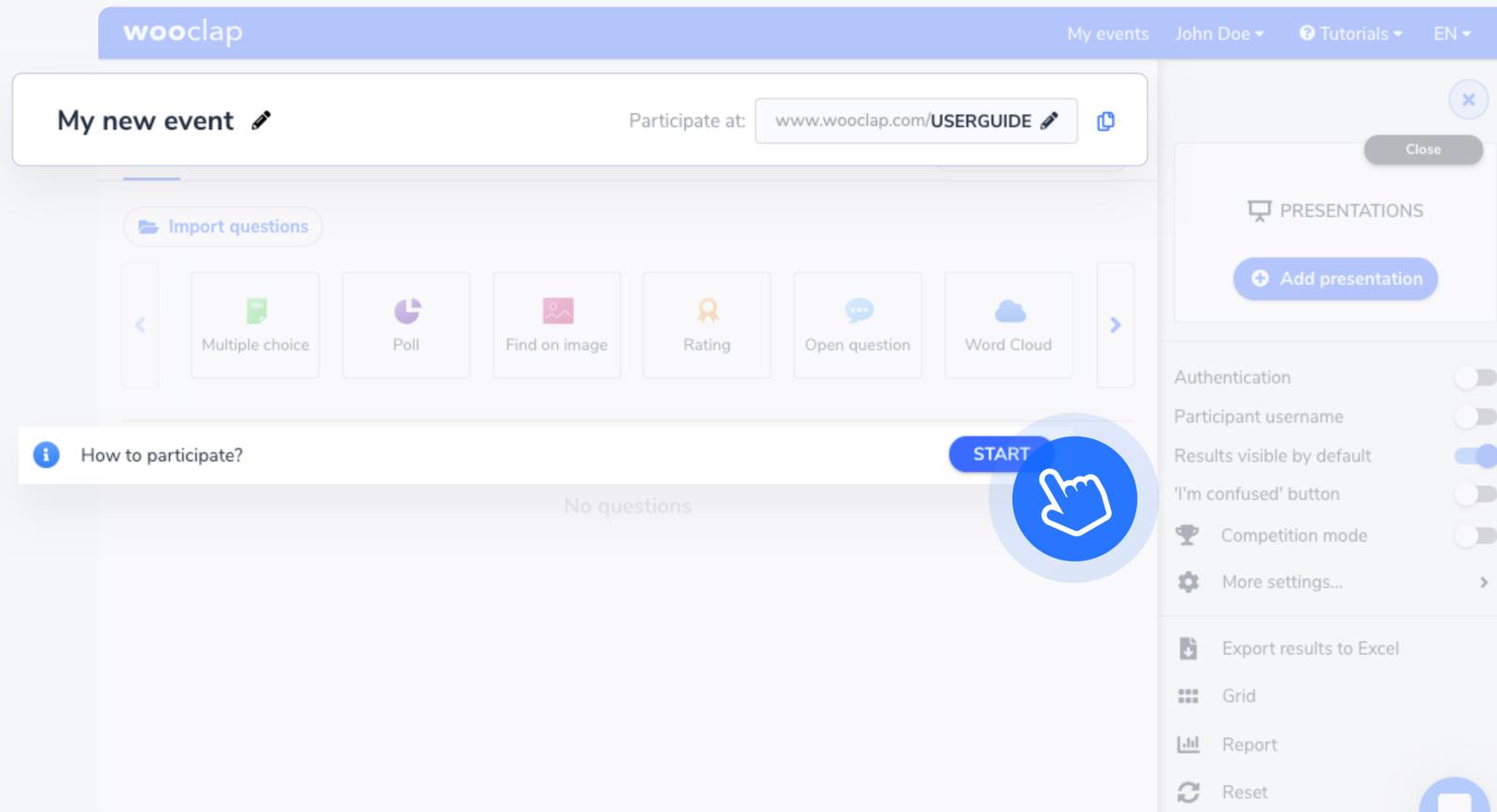
4. Where's the amygdala ?

Please note that participants will be able to answer only the question you are currently displaying. If you'd rather set up a series of questions they will answer at their own pace, use the "Participant Pace" tab.



# Step 3

Personalise your event's code and invite your audience to answer the question by connecting to it, either by SMS (text messaging) or via the URL displayed on screen. Do so by starting the "How to participate?" question.



# Step 4

Display results on the screen in real time.

The screenshot shows a quiz interface with the question "What is the capital of Uganda?". The interface displays four options with their respective percentages and the number of people who chose each option:

Option	Percentage	Number of People
Brussels	25%	5
Kampala	50%	10
Tokyo	25%	5
London	0%	0

The interface also includes a navigation bar at the bottom with the following elements: the "wooclap" logo, "QUESTIONS 1/12", "MESSAGES", a volume control slider set to 100%, an "EXIT" button, and a status bar showing "20/64" and icons for user, info, and keyboard.

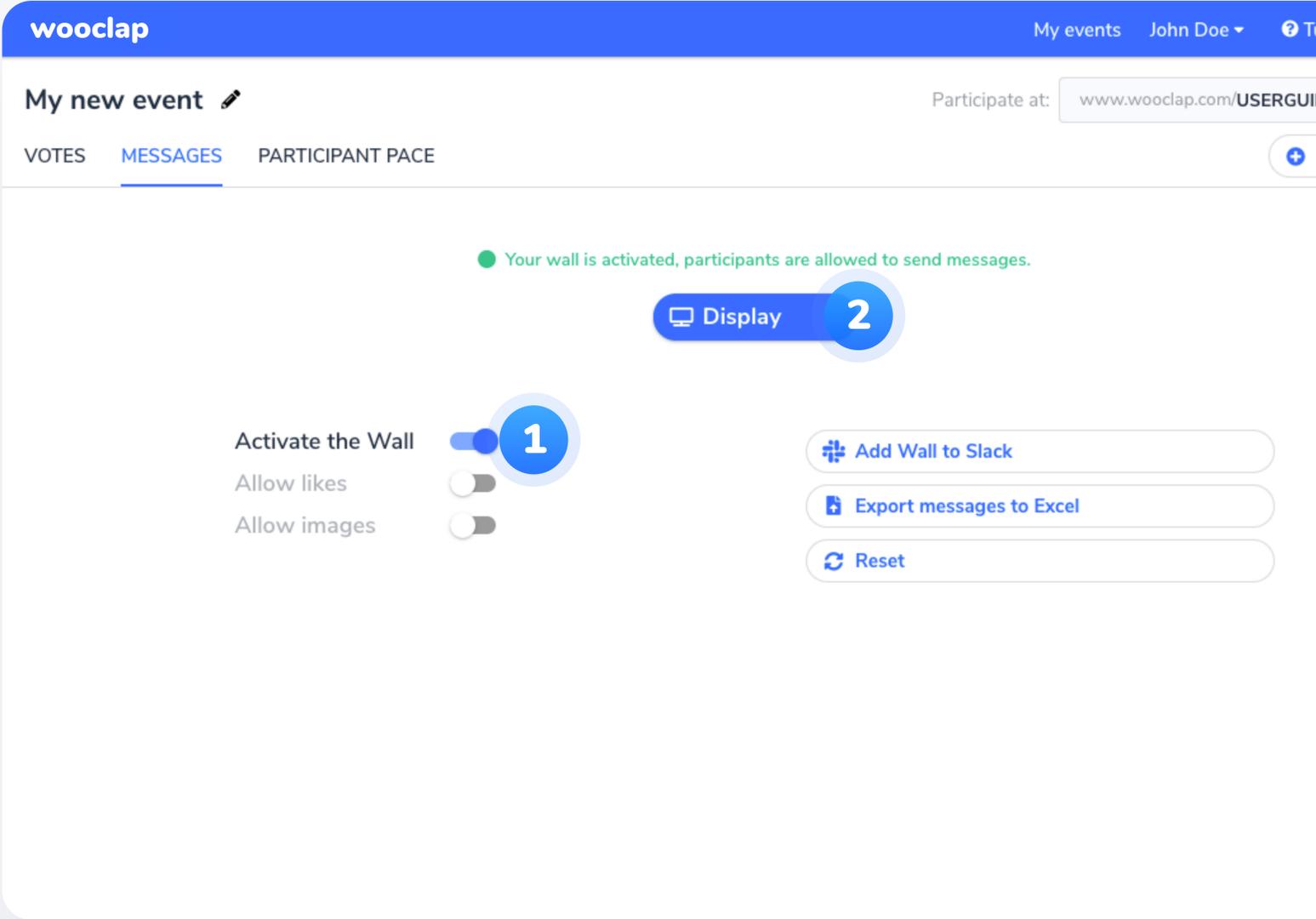
# 1.2 Wall of messages

## 1 Activate the wall

Activate the wall of messages to allow the audience to post messages or ask questions.

## 2 Display the wall

To display the messages on the screen, click on Display.



### 3 Allow likes

Allow students to see and like each other's questions on their devices.

You can choose to sort them by popularity, by clicking on the ♥ in the navigation bar.

The screenshot shows the 'wooclap' interface for an event titled 'My new event'. The 'MESSAGES' tab is selected. A notification states: 'Make sure to enable the wall in order to receive messages.' Below this is a 'Display' button. A settings section includes three toggle switches: 'Activate the Wall' (off), 'Allow likes' (on, highlighted with a blue circle containing the number 3), and 'Allow images' (off). To the right are three buttons: 'Add Wall to Slack', 'Export messages to Excel', and 'Reset'. The top navigation bar shows 'My events' and 'John Doe'.

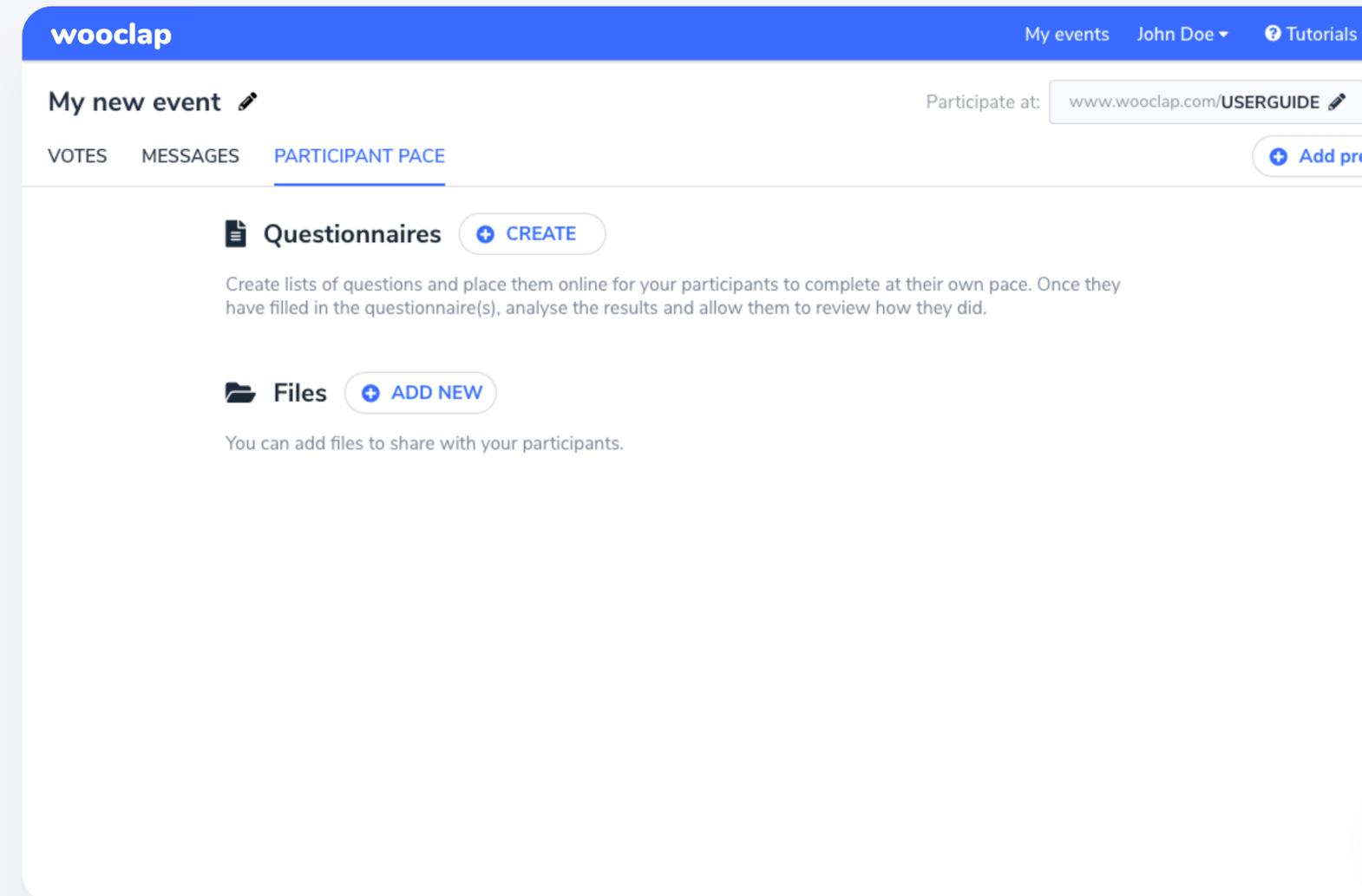
# 1.3 Questionnaire: participant's pace

## Step 1

Create a series of questions the students can answer at their own pace. For example, 15 questions your students will have to answer before or after class.

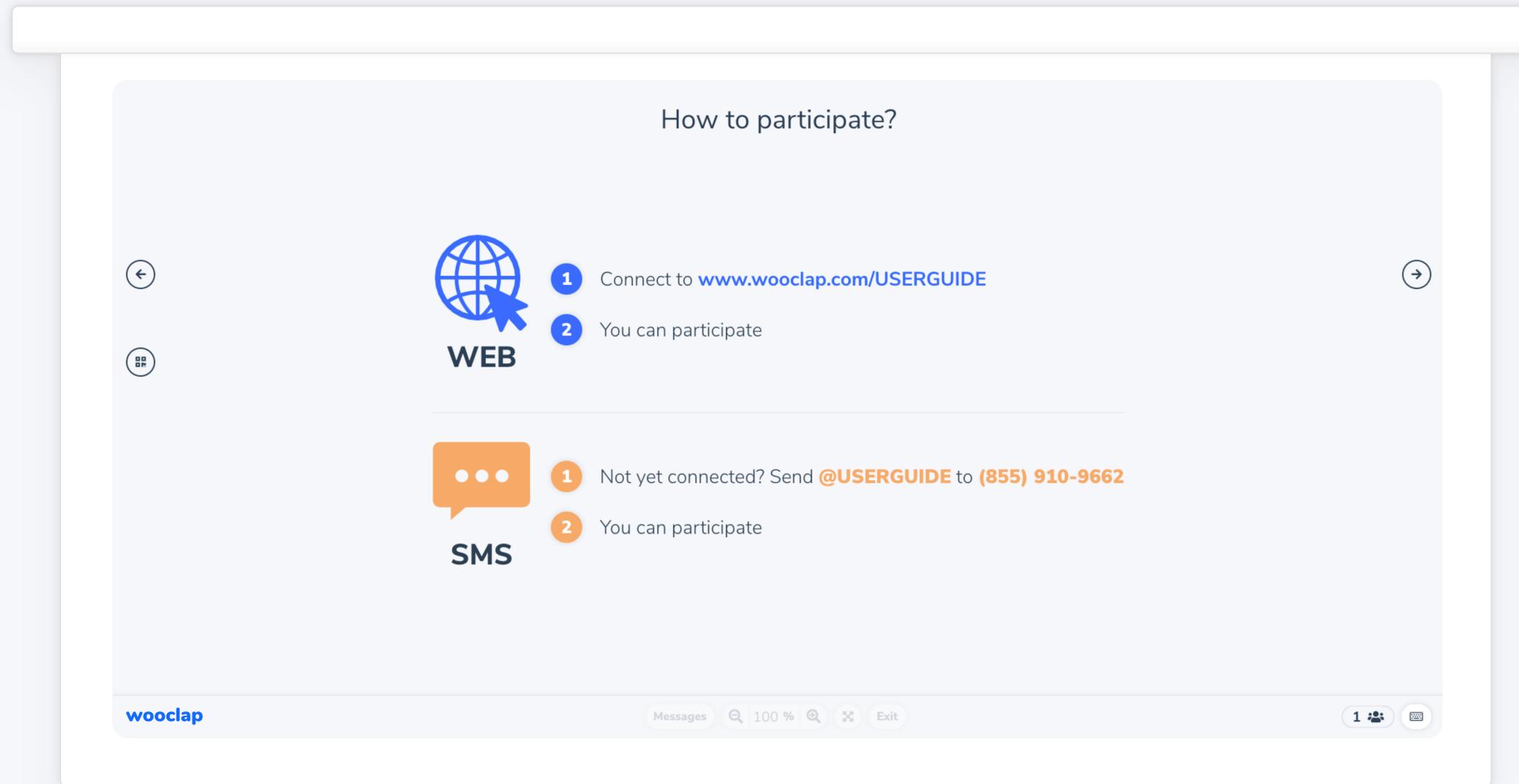
## Step 2

Activate the questionnaire before, during or after your class. These questionnaires will be available as long as you leave them online.



# Step 3

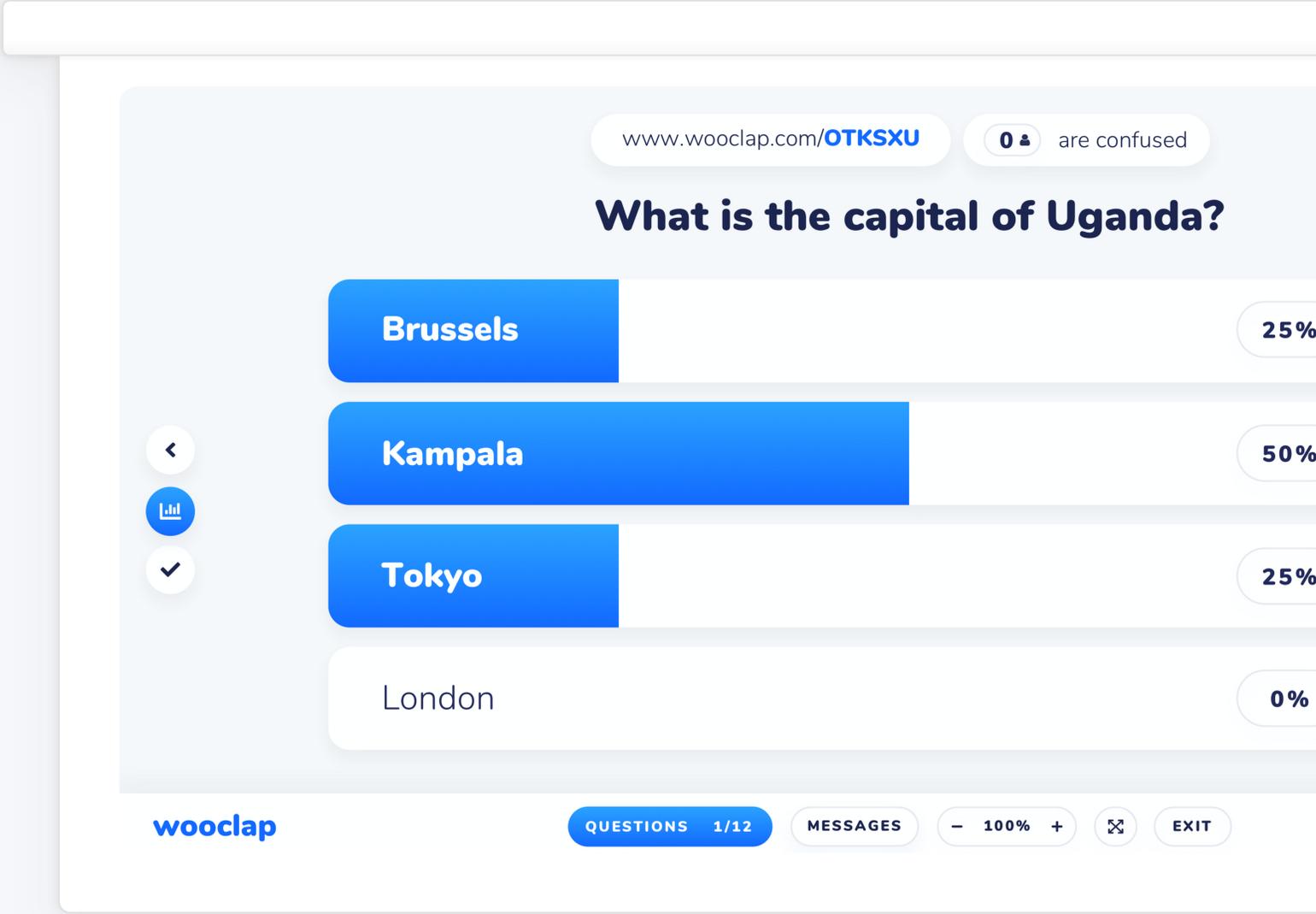
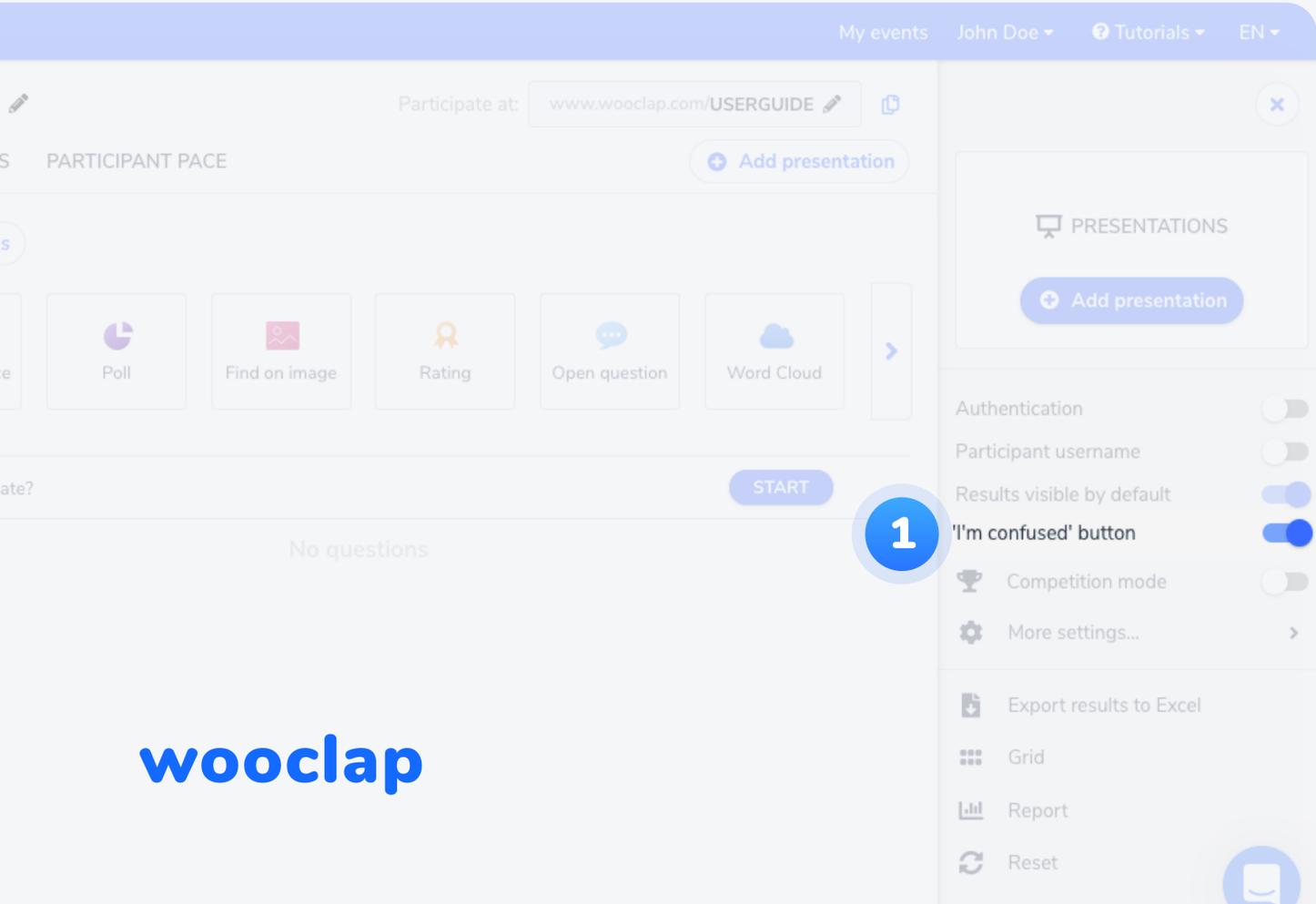
Invite your participants to connect to your event's URL



# 1.4 'I'm confused' button

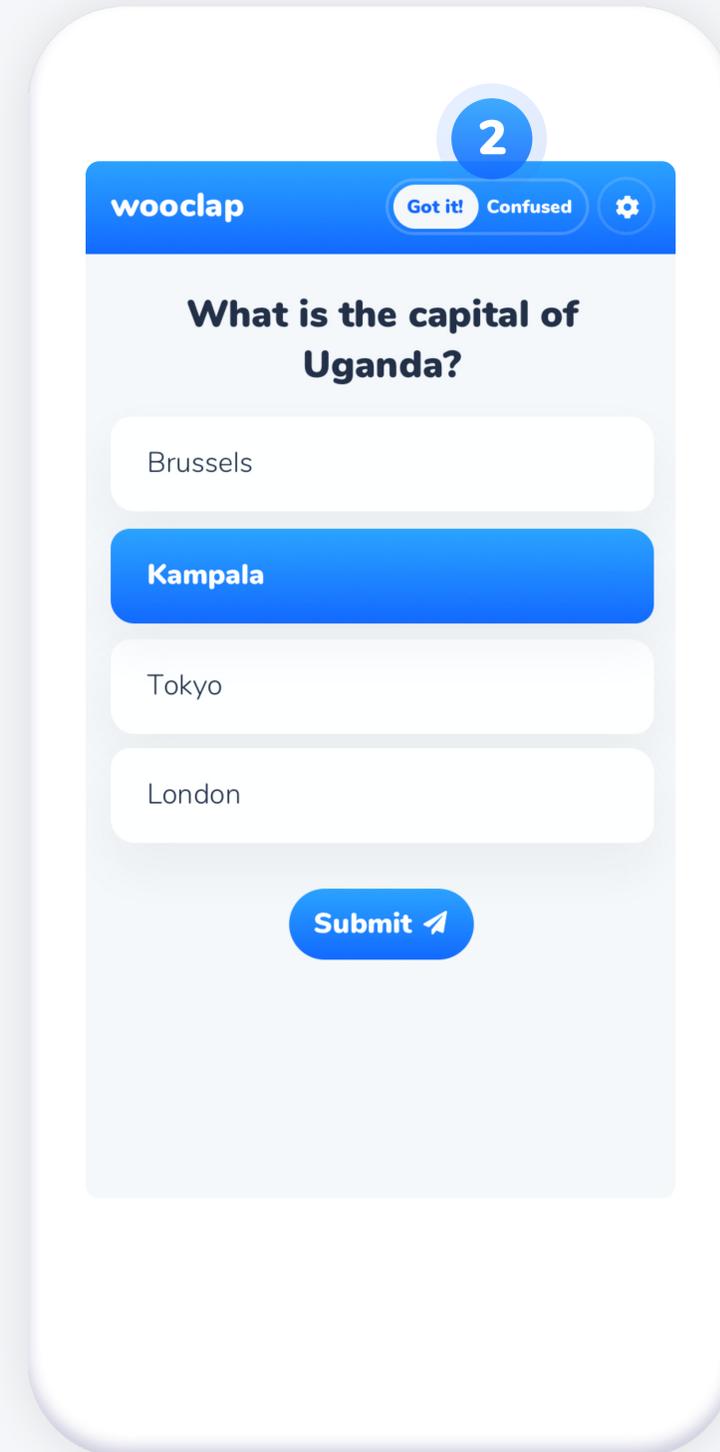
## Step 1

Activate the "I'm confused" button for the participants.



## Step 2

At any time during your presentation, the participants can toggle this button to change their state from 'Got it!' to 'Confused' and vice versa, so you will be able to tell instantly how many people no longer understand your explanations.

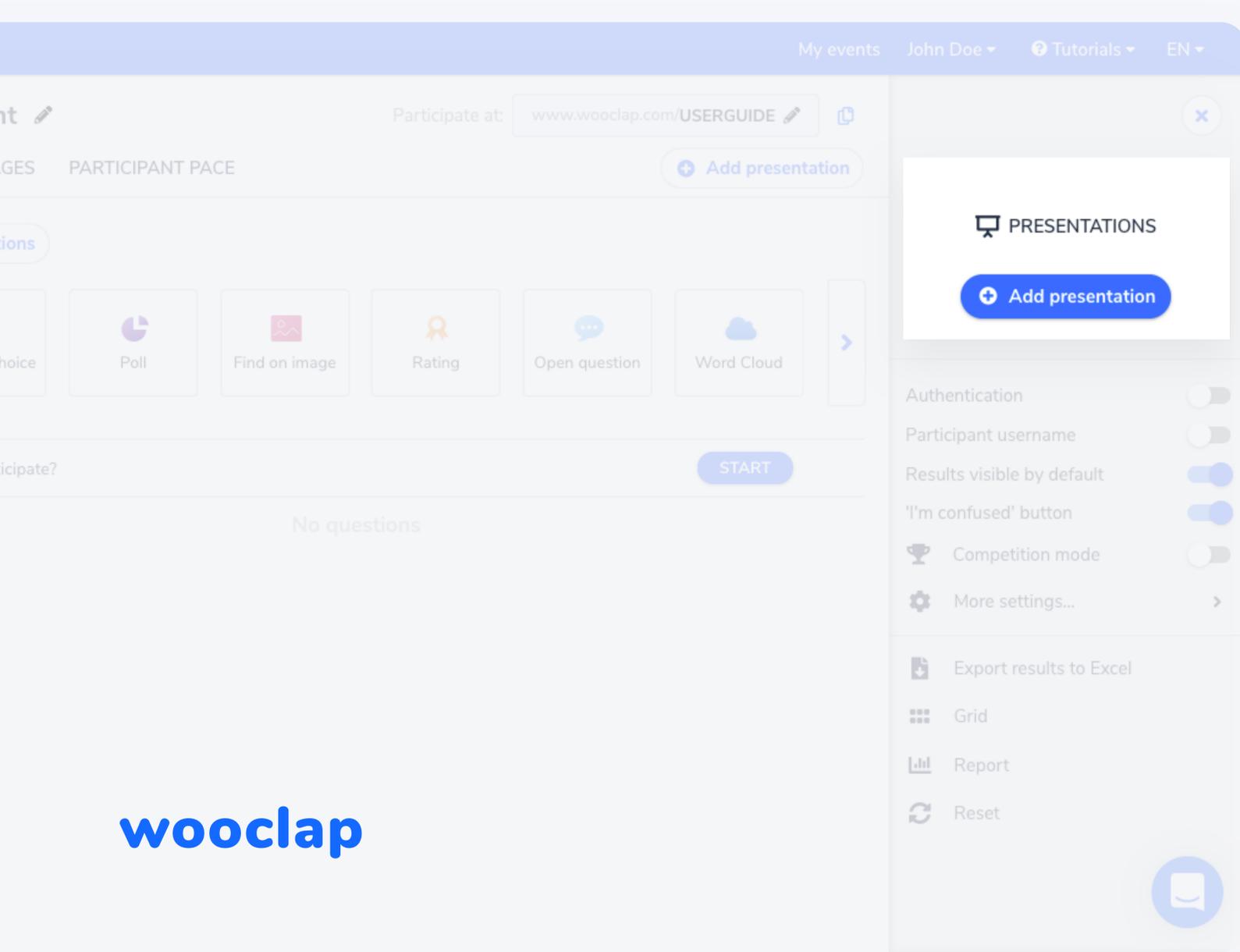


# 1.5 Export your results to Excel or PDF

You can export your questions and their results to Excel/PDF as a grid or as a report.

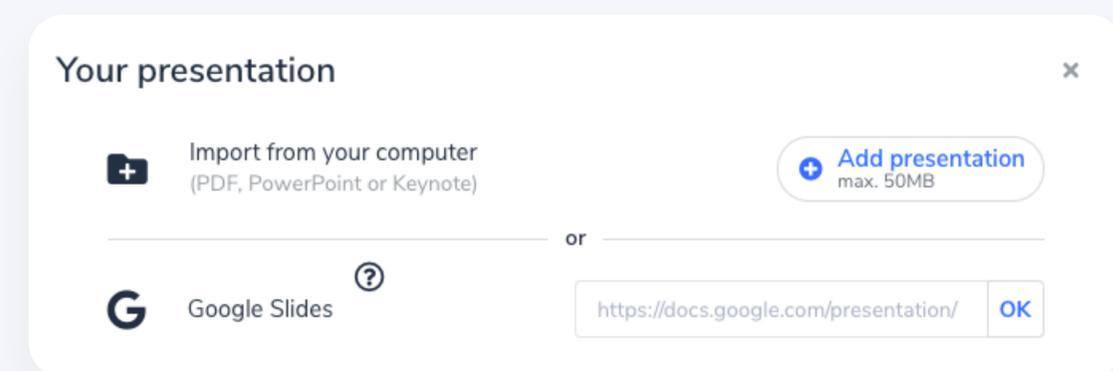
The screenshot displays the wooclap interface. At the top, the 'wooclap' logo is visible. Below it, the event name 'Example of event [USERGUIDE]' is shown, along with a 'Score: 1/13' indicator. User details include 'Last name : Doe', 'First name : Jon', 'Date : 01/01/1970', and 'Total question : 21'. The main content area features a question: '1. Which countries have not signed the Paris Agreement?' with a score of '0/1'. Five answer options are listed in rounded rectangular buttons: Nicaragua, Syria, Uzbekistan, France, and Budapest. Below the options, a 'Correct answer' section is partially visible.

# 1.6 How to integrate your questions into your presentation



## Step 1

Upload your presentation on Wooclap. We support PowerPoint, Keynote, PDF and Google Slides presentations.



## Step 2

Insert questions into your presentation by clicking the « + » button in between the slides (on the left) and selecting the questions in the list (on the right).

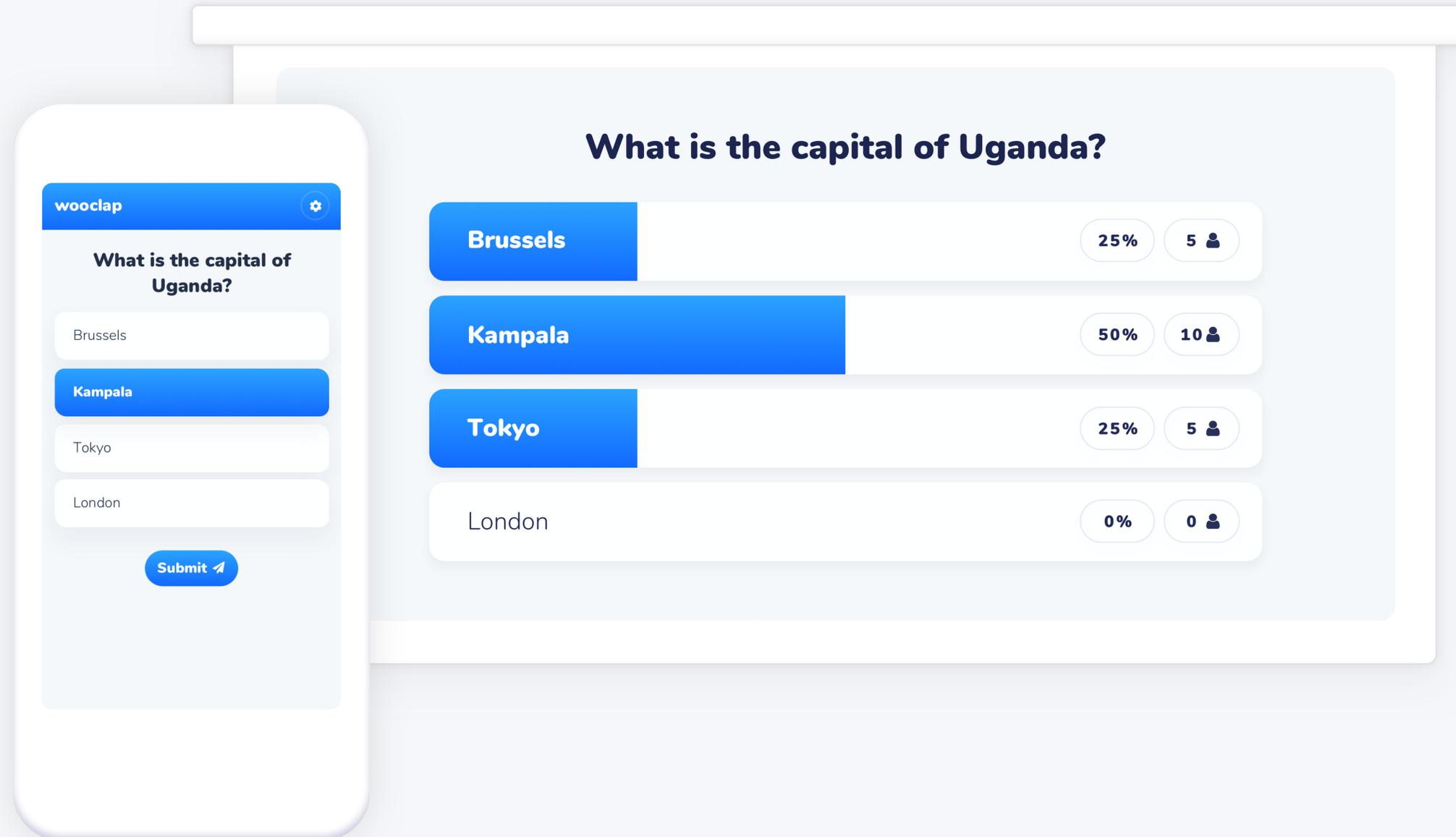
The screenshot displays the wooclap interface with two main panels: 'Slides' and 'List of interactions'. The 'Slides' panel, titled 'EN\_Features.pptx', shows a grid of 12 slide thumbnails arranged in two rows of six. The first four thumbnails in each row are numbered 1, 2, 3, and 4 respectively. The fifth and sixth thumbnails in the second row contain a plus sign (+) and are also highlighted with a blue circle and a hand cursor icon. The 'List of interactions' panel on the right shows a list of three questions: 'Who's your favourite entrepreneur?' (question 1), 'How many people year's TechCrunch' (question 4), and 'Where is Belgium' (question 3). A blue circle with a hand cursor icon is positioned over the plus sign in the question list. At the bottom of the interface, there are two buttons: 'Cancel' and 'Save and quit'.

Part 2 :

# Types of questions

wooclap

## 2.1 Multiple choice question



The image shows two views of a multiple choice question interface. On the left is a mobile app view, and on the right is a desktop view.

**Mobile App View:**

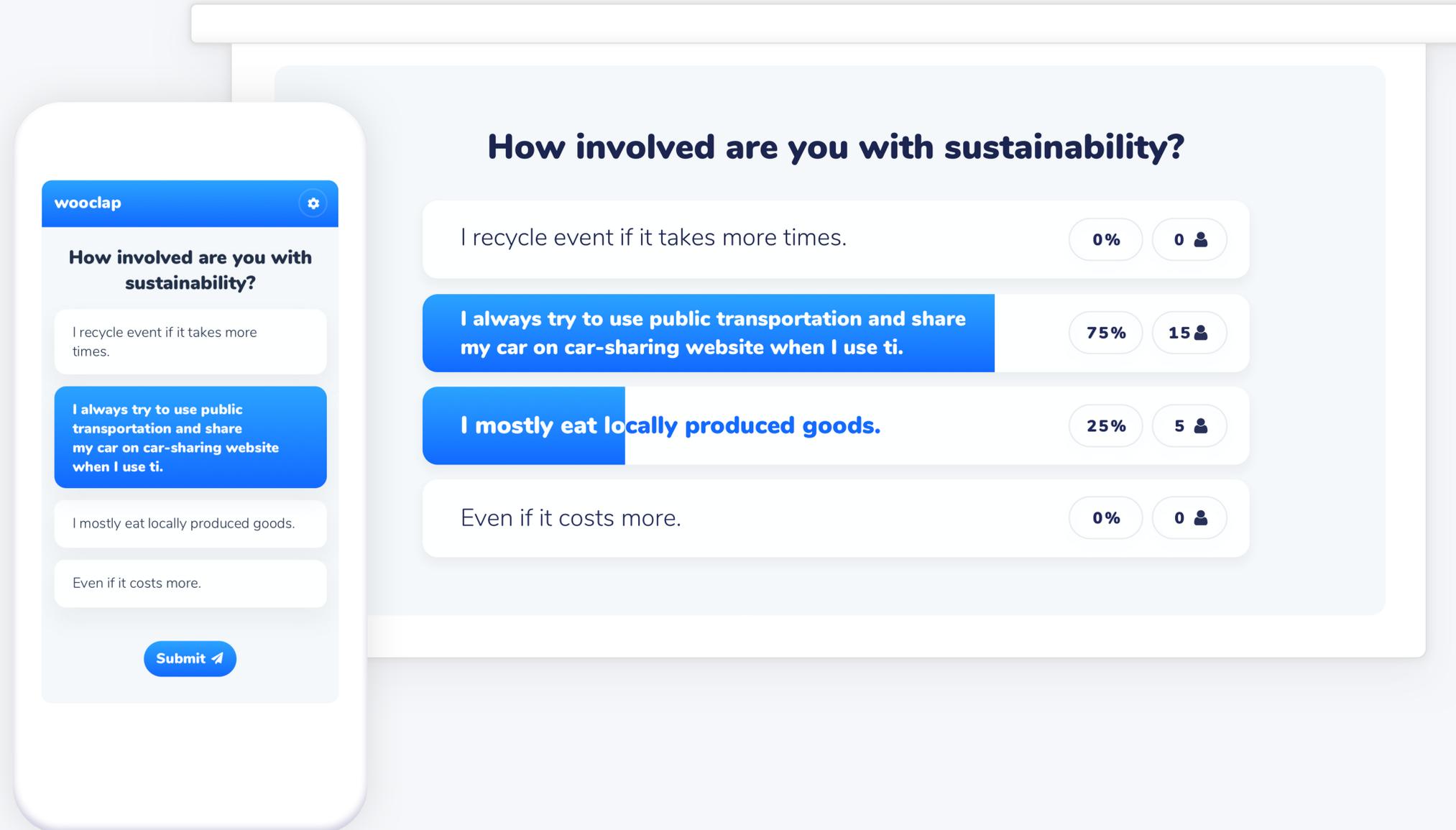
- Header: wooclap
- Question: What is the capital of Uganda?
- Options: Brussels, Kampala, Tokyo, London
- Submit button

**Desktop View:**

What is the capital of Uganda?

Option	Percentage	Count
Brussels	25%	5
Kampala	50%	10
Tokyo	25%	5
London	0%	0

## 2.2 Poll

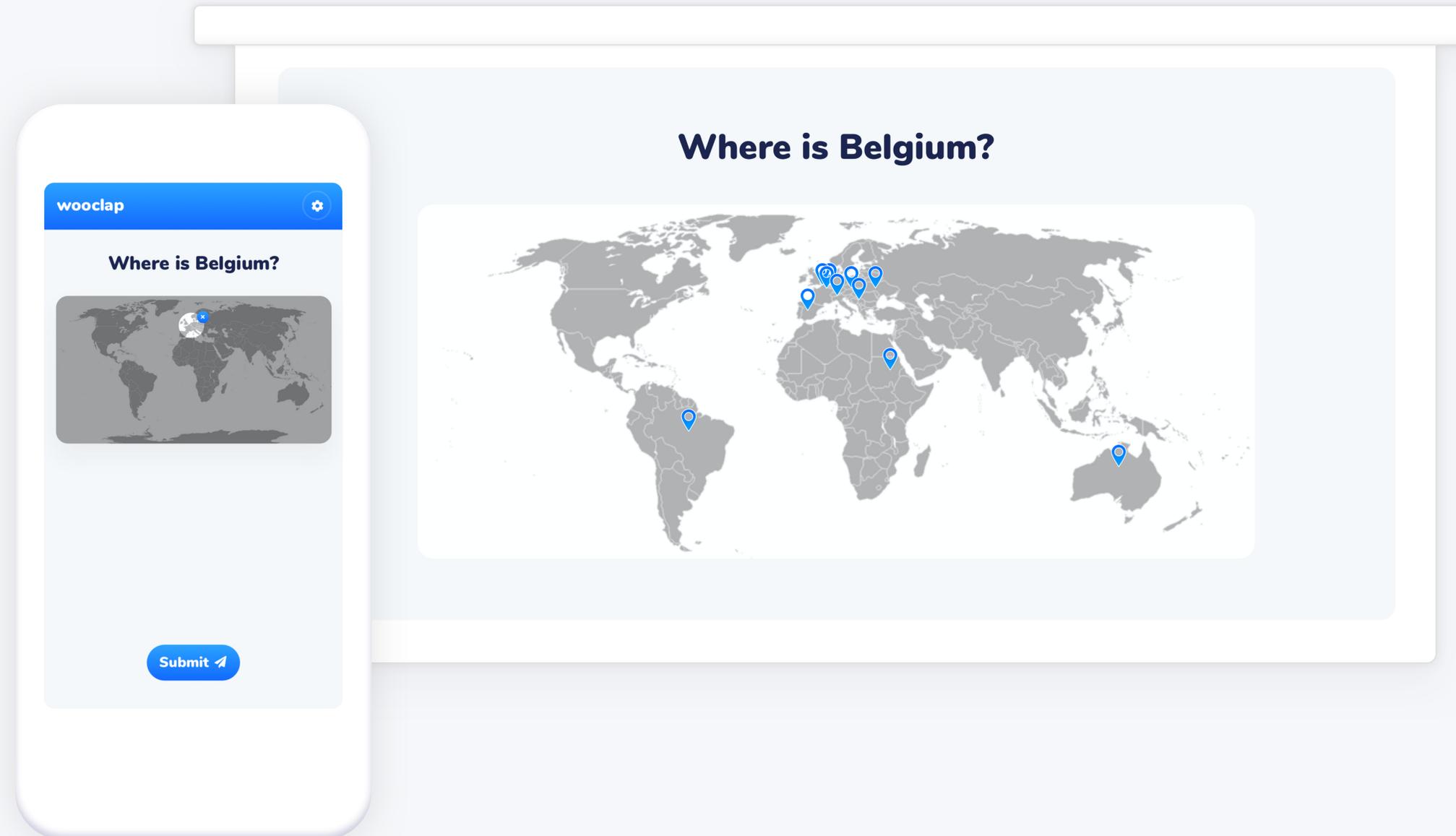


The image displays a mobile application interface on the left and a desktop view of the same poll on the right. The mobile app shows the poll question, four options, and a 'Submit' button. The desktop view shows the poll results with progress bars and counts for each option.

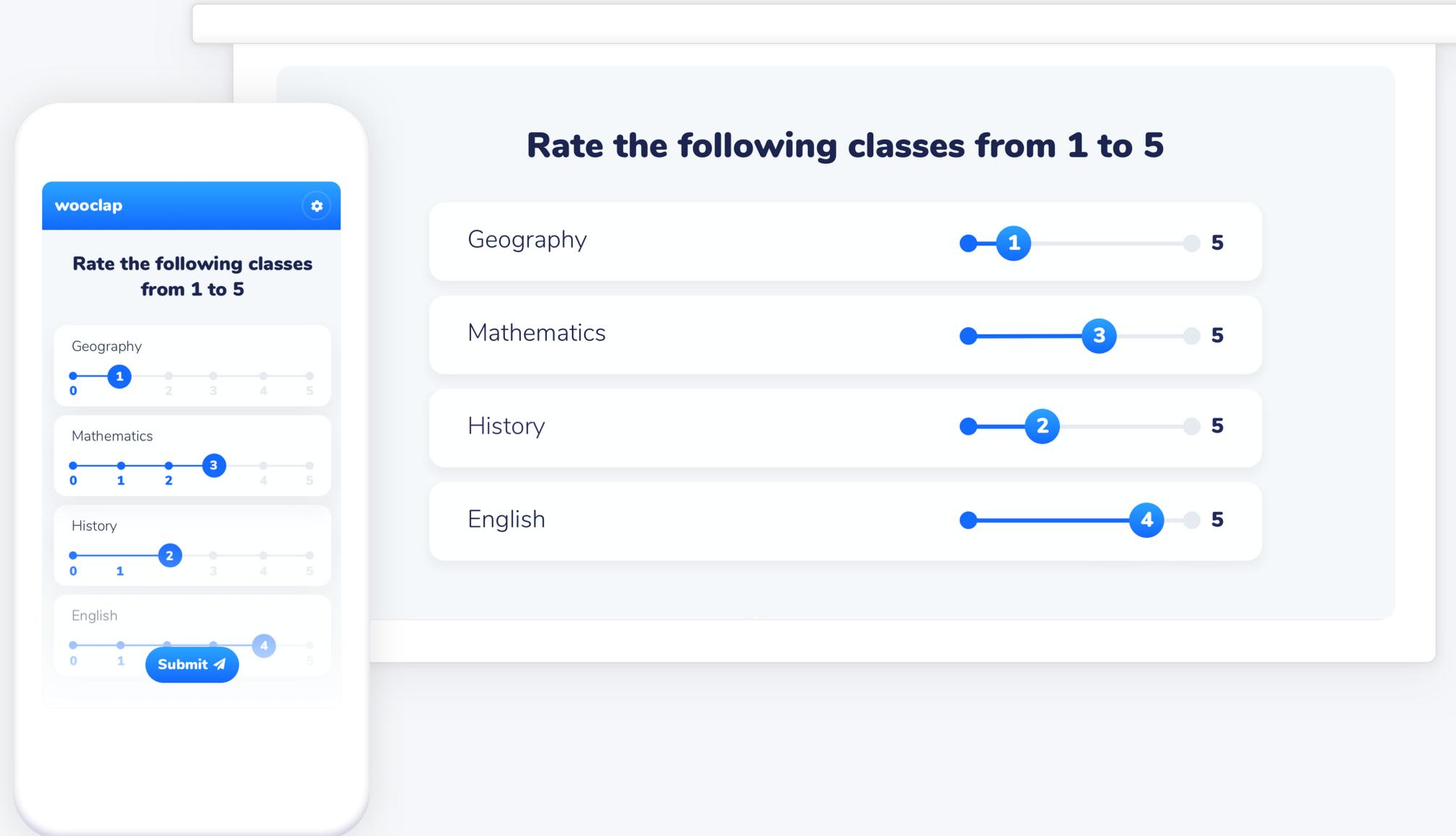
**How involved are you with sustainability?**

Option	Percentage	Count
I recycle event if it takes more times.	0%	0
<b>I always try to use public transportation and share my car on car-sharing website when I use ti.</b>	<b>75%</b>	<b>15</b>
<b>I mostly eat locally produced goods.</b>	<b>25%</b>	<b>5</b>
Even if it costs more.	0%	0

## 2.3 Find on image



## 2.4 Rating



The image displays two versions of a rating interface. On the left is a mobile app mockup, and on the right is a desktop version. Both show a form titled "Rate the following classes from 1 to 5".

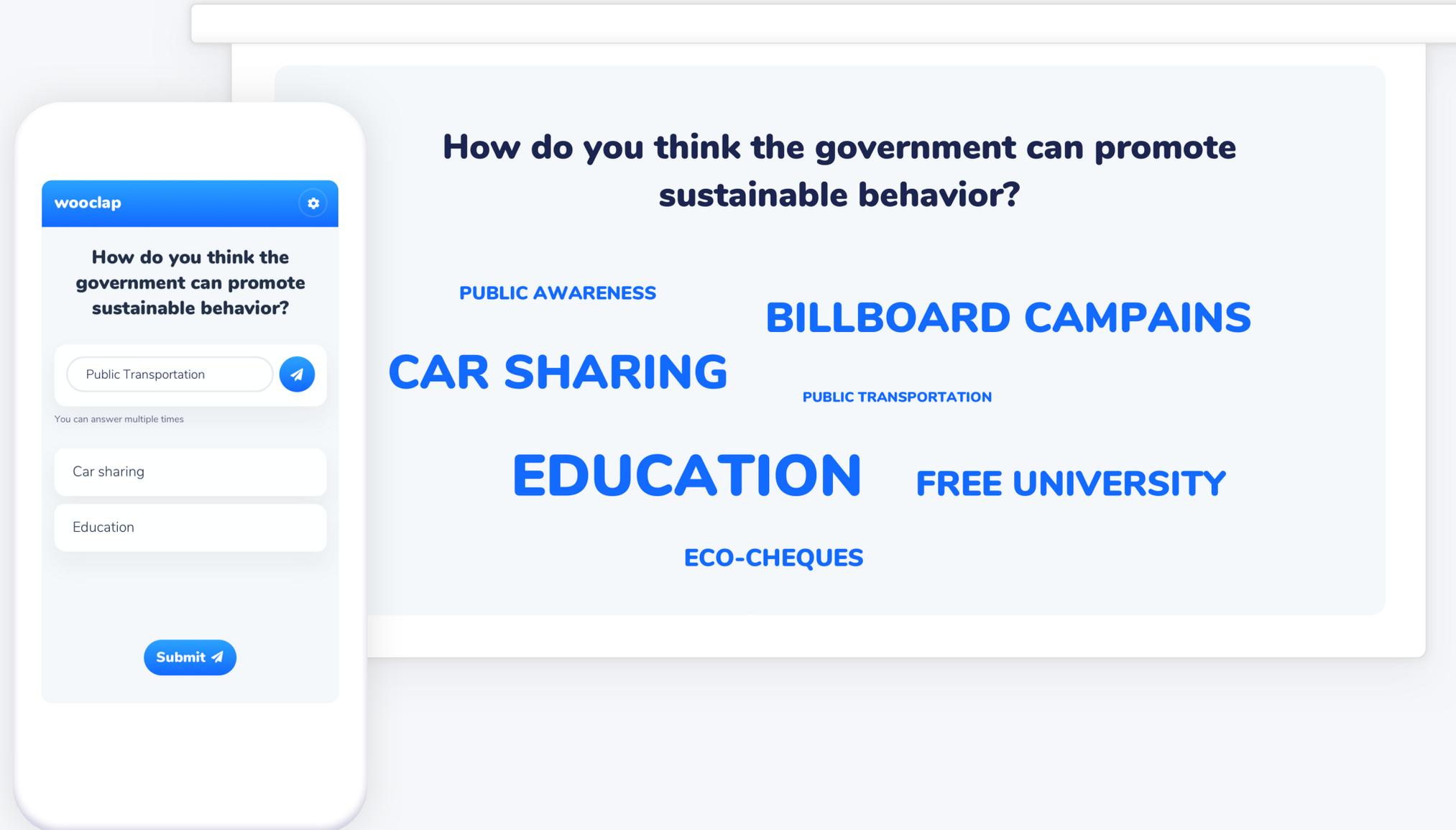
**Mobile App Interface:**

- Header: wooclap
- Title: Rate the following classes from 1 to 5
- Geography: Rating 1
- Mathematics: Rating 3
- History: Rating 2
- English: Rating 4
- Submit button

**Desktop Interface:**

- Title: Rate the following classes from 1 to 5
- Geography: Rating 1
- Mathematics: Rating 3
- History: Rating 2
- English: Rating 4

## 2.5 Open question



The image shows a mobile app interface for a poll. The app is titled 'wooclap' and the question is 'How do you think the government can promote sustainable behavior?'. The poll allows multiple answers. The visible answer options are 'Public Transportation', 'Car sharing', and 'Education'. A 'Submit' button is at the bottom.

**How do you think the government can promote sustainable behavior?**

**PUBLIC AWARENESS**

**BILLBOARD CAMPAINS**

**CAR SHARING**

**PUBLIC TRANSPORTATION**

**EDUCATION**

**FREE UNIVERSITY**

**ECO-CHEQUES**

## 2.6 4 **2** Find a number

The image shows a mobile application interface on the left and a large keypad on the right. The app interface, titled 'wooclap', displays the question 'What is the population of Mexico City (in millions)'. It features a numeric keypad with a minus sign, a plus sign, and a submit button. The number '10' is entered in the input field. Below the keypad, it says 'Use a dot for decimals'. The large keypad on the right contains the following numbers in a grid:

10	14.5	5	3.5	9	1	20
2	5	20	4	20	19.9	12
2	20.2	16	32			

# 2.7 Matching

**Match each capital with the correct country**

Belgium	1	A	Paris
Uganda	2	B	Brussels
France	3	C	Kampala

**wooclap**

**Match each capital with the corresponding country**

Belgium

Brussels

Uganda

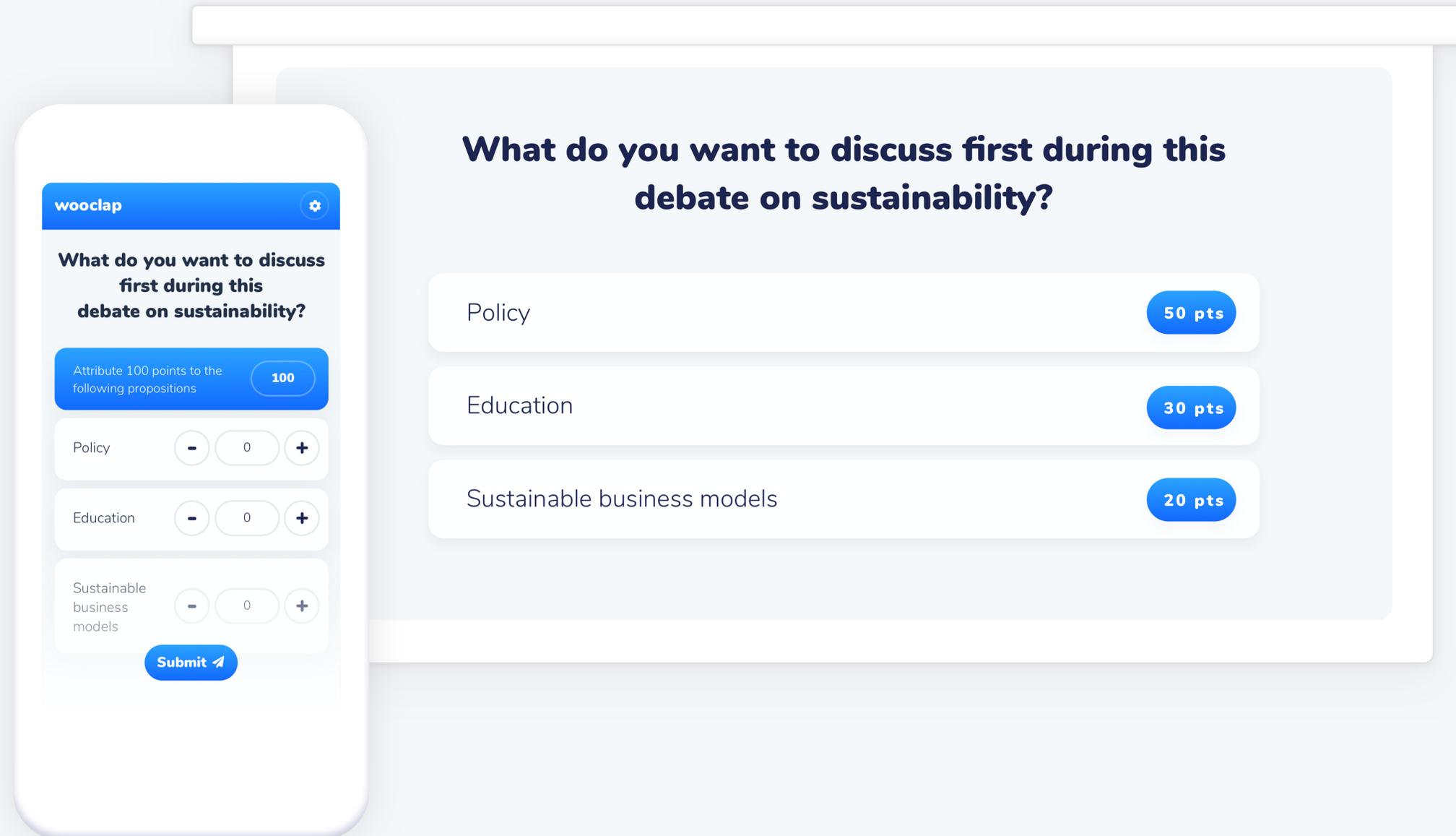
Select choice

France

Select choice

Submit

# 2.8 100 Prioritisation



**wooclap**

**What do you want to discuss first during this debate on sustainability?**

Attribute 100 points to the following propositions 100

Policy - 0 +

Education - 0 +

Sustainable business models - 0 +

Submit ↗

**What do you want to discuss first during this debate on sustainability?**

Policy 50 pts

Education 30 pts

Sustainable business models 20 pts

# 2.9

- 1. —
- 2. —
- 3. —

# Sorting

**wooclap**

**Sort the following Operating Systems from old to new**

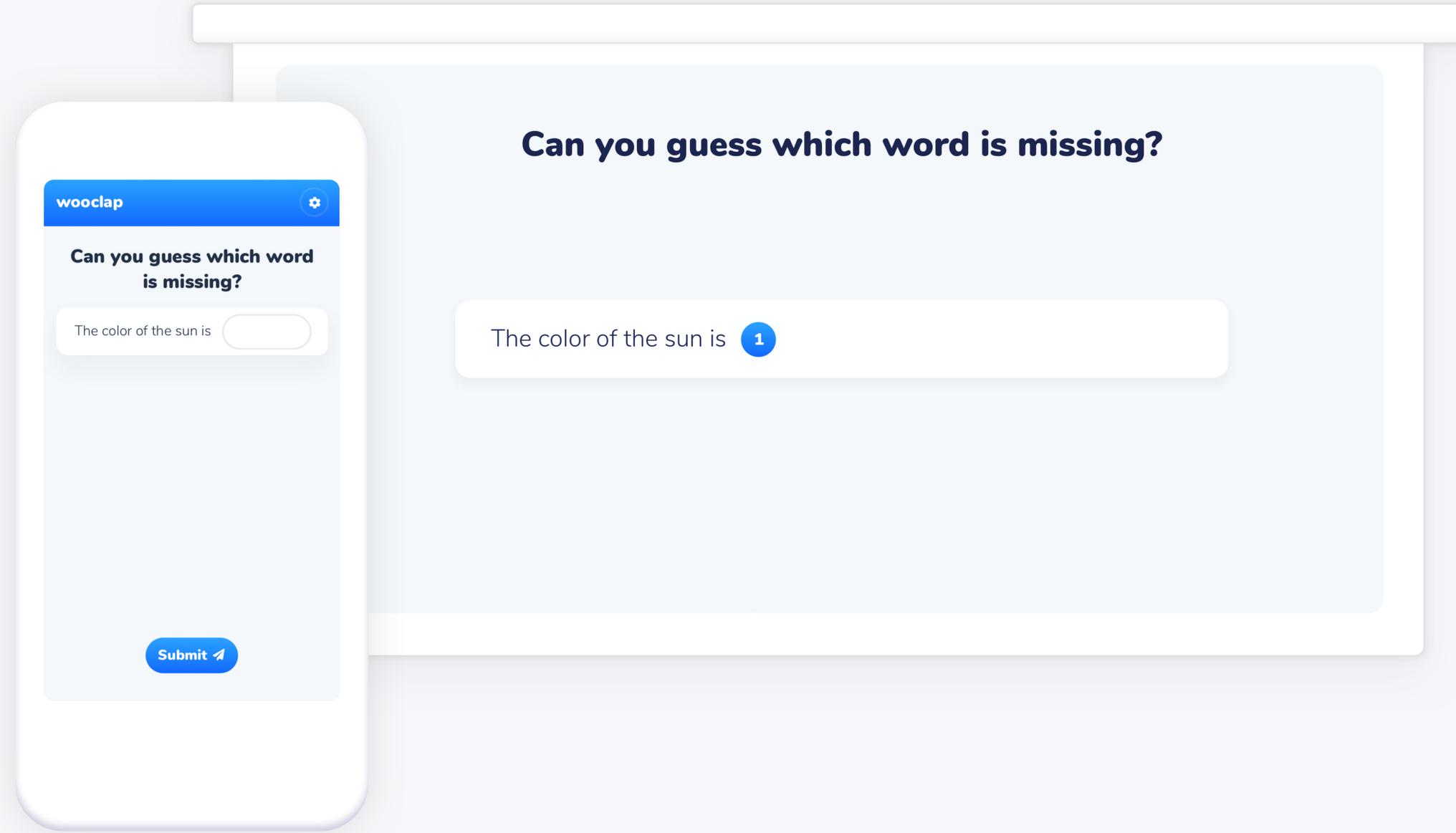
- Windows 95
- Windows XP
- Windows 7
- Windows Vista

**Submit**

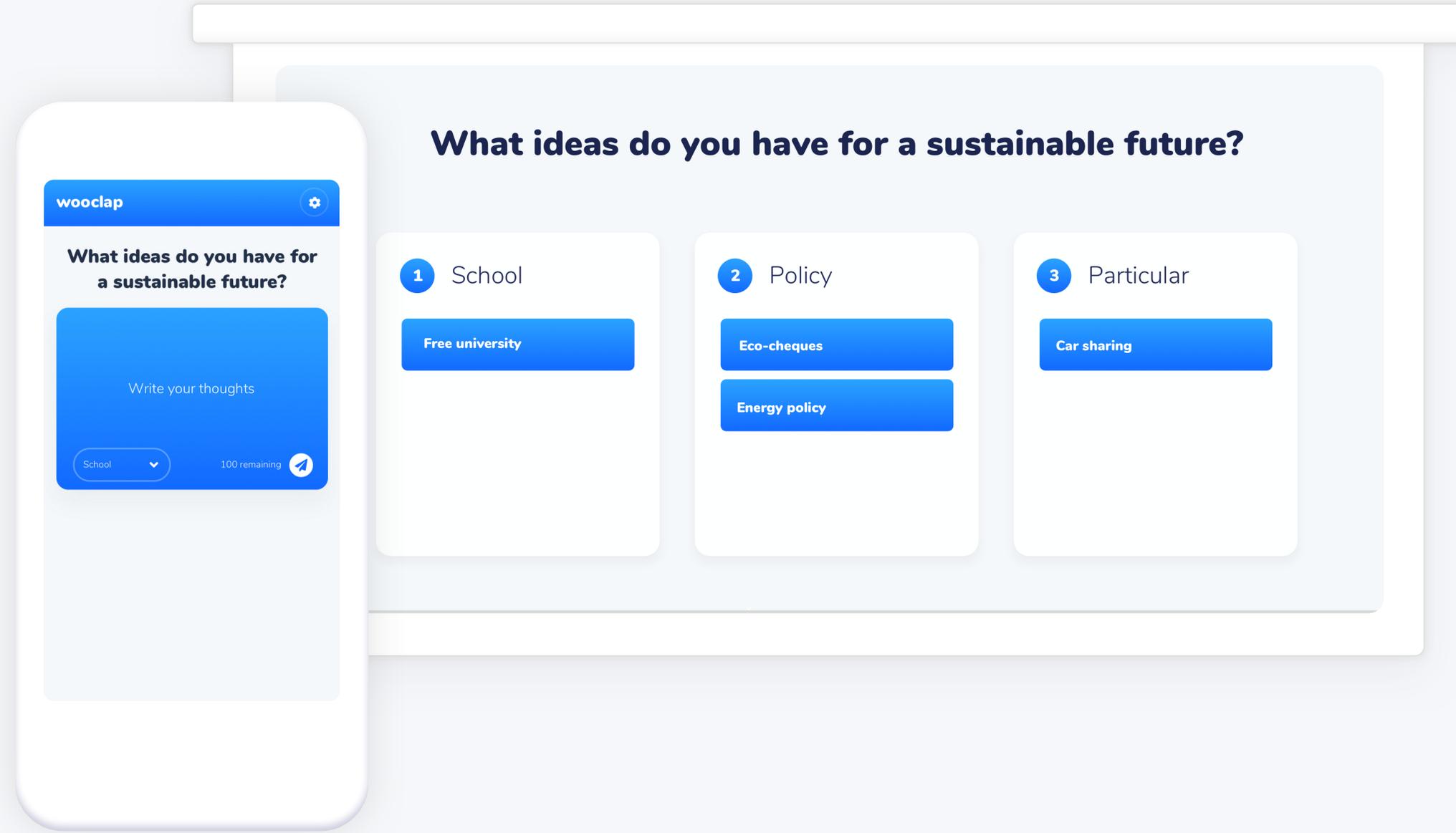
**Sort the following Operating Systems from old to new**

- 1 Windows 7
- 2 Windows Vista
- 3 Windows XP
- 4 Window 95

## 2.10 W [?] Fill in the blanks



# 2.11 Brainstorming



The image displays the wooclap interface for a brainstorming session. On the left is a mobile app preview, and on the right is a desktop view of the same session.

**Mobile App Preview:**

- Header: wooclap
- Question: What ideas do you have for a sustainable future?
- Input area: Write your thoughts
- Category: School
- Progress: 100 remaining

**Desktop View:**

### What ideas do you have for a sustainable future?

- 1 School**
  - Free university
- 2 Policy**
  - Eco-cheques
  - Energy policy
- 3 Particular**
  - Car sharing

## 2.12 Video



Part 3 :

# Other features

**wooclap**

## 3.1 Share events with colleagues

Extra settings

- Show slides on participant devices in real-time
- Show slides on participant devices asynchronously
- Share this event with another user by giving them the code: USERGUIDE  
- Display participant usernames in real-time (only for message wall and open questions)
- If checked, a timer will automatically start when a question is displayed.  0 : 0

### Step 1

Go to your event's settings and allow for your event to be copied. Make sure to save the changes.

## Step 2

Share the code with your colleague.

To import the event, they must select “Import event” on their homepage, and enter the code you provided.

### Import event

From a colleague's account

From Moodle

Enter the code of the event you want to add

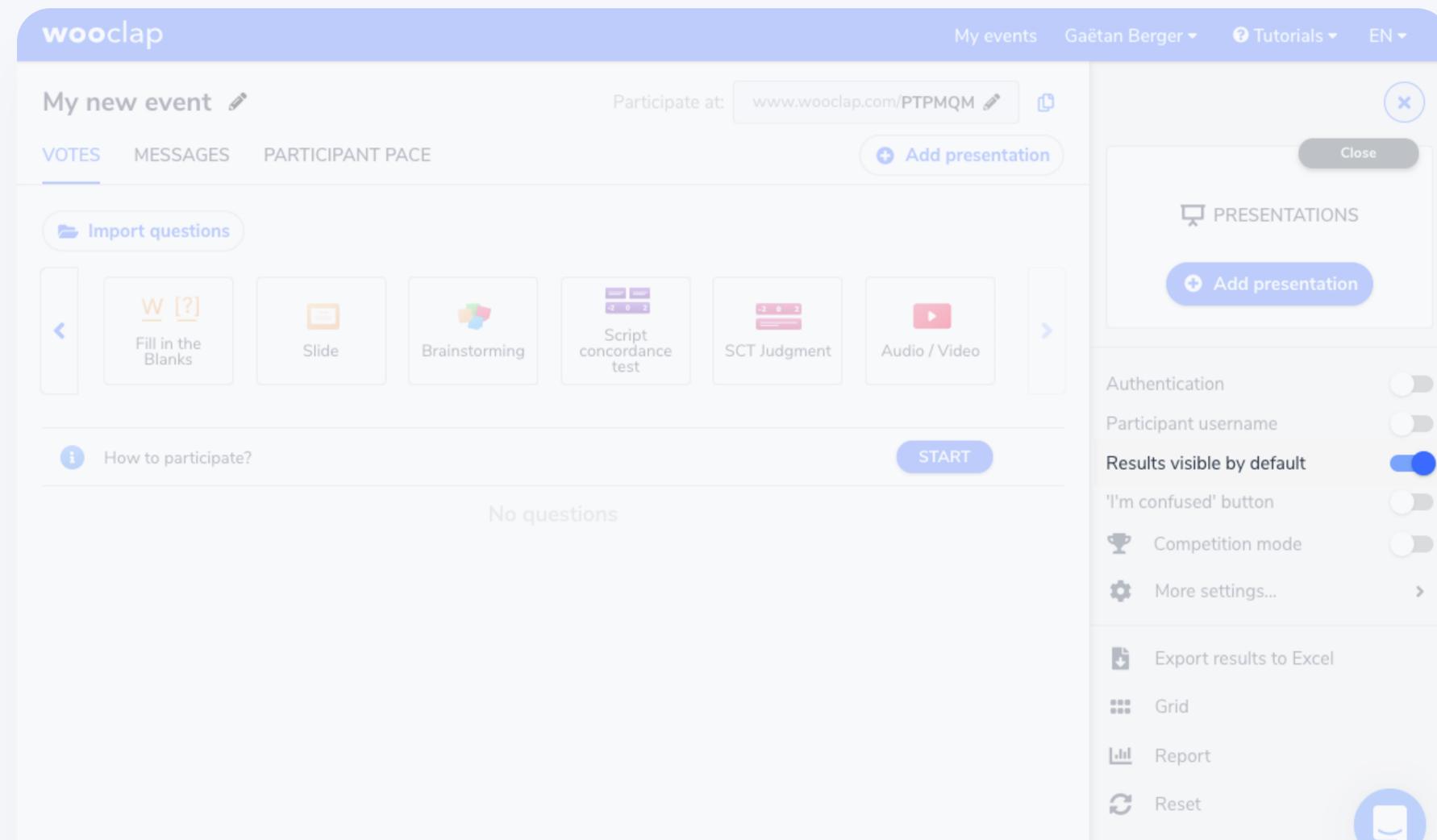
The author of the event can give you this code

Cancel

Import

## 3.2 Results visible by default

If you activate this option, the results of any question will be visible in real time once it is displayed on screen.



The screenshot shows the wooclap interface for an event titled "My new event". The top navigation bar includes "My events", "Gaëtan Berger", "Tutorials", and "EN". The main content area has tabs for "VOTES", "MESSAGES", and "PARTICIPANT PACE". Below these are options to "Import questions" and a carousel of question types: "Fill in the Blanks", "Slide", "Brainstorming", "Script concordance test", "SCT Judgment", and "Audio / Video". A "START" button is visible. On the right, a settings panel is open, showing a "PRESENTATIONS" section with an "Add presentation" button. Below this, several settings are listed with toggle switches: "Authentication" (off), "Participant username" (off), "Results visible by default" (on), "'I'm confused' button" (off), "Competition mode" (off), and "More settings..." (arrow). A blue hand icon points to the "Results visible by default" toggle. At the bottom of the settings panel, there are options for "Export results to Excel", "Grid", "Report", and "Reset".