It is possible to import a participant list into TurningPoint Cloud directly from a Blackboard course. This makes it much easier for instructors to obtain the most recent participant lists for their course based upon the most up-to-date enrollment in their course, according to Blackboard (and the Registrar). Once a participant list has been imported, it is available for use in any of the TurningPoint Cloud applications (PowerPoint Polling, Anywhere Polling, or Self-Paced Polling).

**IMPORTING PARTICIPANT LISTS**

1. Open up TurningPoint Cloud to the dashboard. Click on the Manage tab at the top of dashboard.

2. Click the Participant List drop-down menu and select New.

3. Select Download from Integration and click Create List.
4. Select the appropriate learning management system (LMS). The next few steps are a little different based on the LMS you select.

- If using **BLACKBOARD**:
  1. Select **Blackboard** from the Integration drop-down menu.
  2. Type in *blackboard.mst.edu* as the Server Address.
  3. Type in your S&T userid and password.
  4. Click **Connect**.

- If using **CANVAS**:
  1. Select **Canvas** from the Integration drop-down menu.
  2. Type in *mst.turningtechnologies.com* as the Server Address.
  3. Click **Connect**.
4. Type in your S&T userid and password.

5. Click **Login**.

6. Turning Technologies will want to confirm your request to access your account. Click **Log in**.
5. Once you click on Connect, the Import Participant List box will appear. This lists all of the courses in Blackboard for which you are an instructor. Select the appropriate course(s) and click **Import**.

![Import Participant List dialog box](image)

Once Import is clicked, you will have a pop up box that tells you TurningPoint has successfully imported 1 participant list. Click **OK**. **NOTE:** You can import more than one class participant list at once. This is useful for courses with multiple sections.