During class, create, deploy, and see results of a poll.

# Create a Poll

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| 1. | Within a Teams meeting, click the **Show conversation** icon.  Teams opens a Meeting chat panel. |  |
| 2. | Click the 3-dot **…** **Messaging extensions** icon. |  |
| 3. | Click **Forms**.  If Forms is not present, look under |  |
| 4. | Complete the poll form, then click **Save**. |  |
| 5. | Click Edit to continue editing the poll or Send to deploy the poll. |  |
| 6. | The poll displays in the Chat panel, where students submit their responses. Below the poll, the panel displays the results tally in real time. |  |