How to create a Nearpod session

1. This is a basic guide to creating an interactive lesson using Nearpod.
2. Go to www.nearpod.com and create your free account.
3. Below is an image of your table of contents. You can always return back to this by clicking the matching home icon in the top left of the screen.
4. To create a new session, select the orange “Create” tab.

5. You have two options here:
   a. Directly drag and drop previously made Powerpoint or PDF slides onto this webpage to be uploaded (10 MB maximum upload for free membership).
   b. OR select “Add slide” if you plan to use Nearpod questions along side Powerpoint. The reason to do this is because the free version has a maximum upload size of 10 MB, which can be too small for many Powerpoints (especially ones containing several image files). By running both Powerpoint and Nearpod simultaneously, you can make your Powerpoint presentation as big as you’d like, and still incorporate interactive content by seamlessly flipping between Powerpoint and Nearpod on your computer screen.
6. If you’re directly incorporating Powerpoint slides into Nearpod, once they have been uploaded, proceed with 5b by selecting “Add slide”.
7. Choose “add activity”.

8. Select the activity of your choice and fill in the necessary information.

9. Continue this process until you have added all of your interactive content.

10. Now, you can drag and drop the slides and interactive content to the order of your choice. When you are done, hit “Save & Exit”.
11. This will bring you back to the “My Library” screen. When you are ready to give your talk, place your cursor over the lesson you want to provide and select “Live lesson”.

12. Your students will go to www.Nearpod.com (or use the app) and enter the code you provide to follow along and answer questions.

13. After you've given your lesson, you can review the results in more detail. To do this, select the red “Reports” tab.

14. Select the lesson you want to review.

15. Select the session you want to review.
16. This is the general report with overall stats for the lesson.

17. To see results for individual interactive questions, select the tabs shown above (arrows).