

Step-By-Step Procedure for Creating Quick Polls



Applies to:

SAP Enterprise Portal. For more information, visit the [Portal and Collaboration homepage](#).

Summary

This article gives Step by Step information to beginners who are first time creating the Quick Polls.

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Table of Contents

Introduction to Quick Polls	3
Step By Step Solution	3
Step 1:	3
Step 2:	4
Step 3:	5
Step 4:	6
Step 5:	7
Step 6:	8
Step 7:	9
Step 8:	10
Step 9:	11
Step 10:	12
Related Content	13
Disclaimer and Liability Notice	14

Introduction to Quick Polls

Many times company needs some opinion or many times organization need some review of their employees. In that they can post their question in form of a Poll and get the feedback with the help of poll results.

Step By Step Solution

Here I am explaining very simple steps with the help of some Screen Shots.

Step 1:

First Go to **Content Management >> Quick Poll Administration** and click on **New** for creating a poll.

The screenshot shows the SAP NetWeaver Portal interface for Quick Poll Administration. The browser window title is "Quick Poll Administration - SAP NetWeaver Portal - Microsoft Internet Explorer". The address bar shows "http://ep62:50100/irj/portal". The page header includes "Welcome Administrator," and navigation tabs for "Home", "Guided Procedures", "Project Management", "Portfolio Management", "Design Collaboration", "Web Page Composer", and "Business Intell.". The main content area is titled "Quick Poll Administration" and features a table with the following data:

Name	Campaign	Status	Time Span	Sta
<input type="checkbox"/> Quick *	Quick	Closed	8/29/07 1:00:00 P	
<input type="checkbox"/> Quick Poll *	Quick	Ongoing	8/29/07 1:00:00 P	
<input type="checkbox"/> Quick poll *	Quick	Planned	8/29/07 1:00:00 P	

Below the table are buttons for "New", "Start", "End", and "Delete". A message box on the right states "No quick poll is currently available".

Step 2:

Now Give **Name**, **Campaign**, **Type** and **Question** details. The Campaign is useful for Display a poll as a Quick poll on Frame page of your Portal.

Note: By choosing different type we can also make a different type of poll in which we will Give Ratings.

Quick Poll Administration

Name * Olympic Display Name as Quick Poll Title

Campaign * Olympic

Type Poll

General Image Layout Result Display Participants Schedule

Question * Can India Organise the OLYMPIC 2020 Successfully ??

Responses *

Label	Image	Description
<input type="checkbox"/> Yes		
<input type="checkbox"/> No		
<input type="checkbox"/> Can't Say		

New... Edit Move Up Move Down Delete Select All

Document Browse...

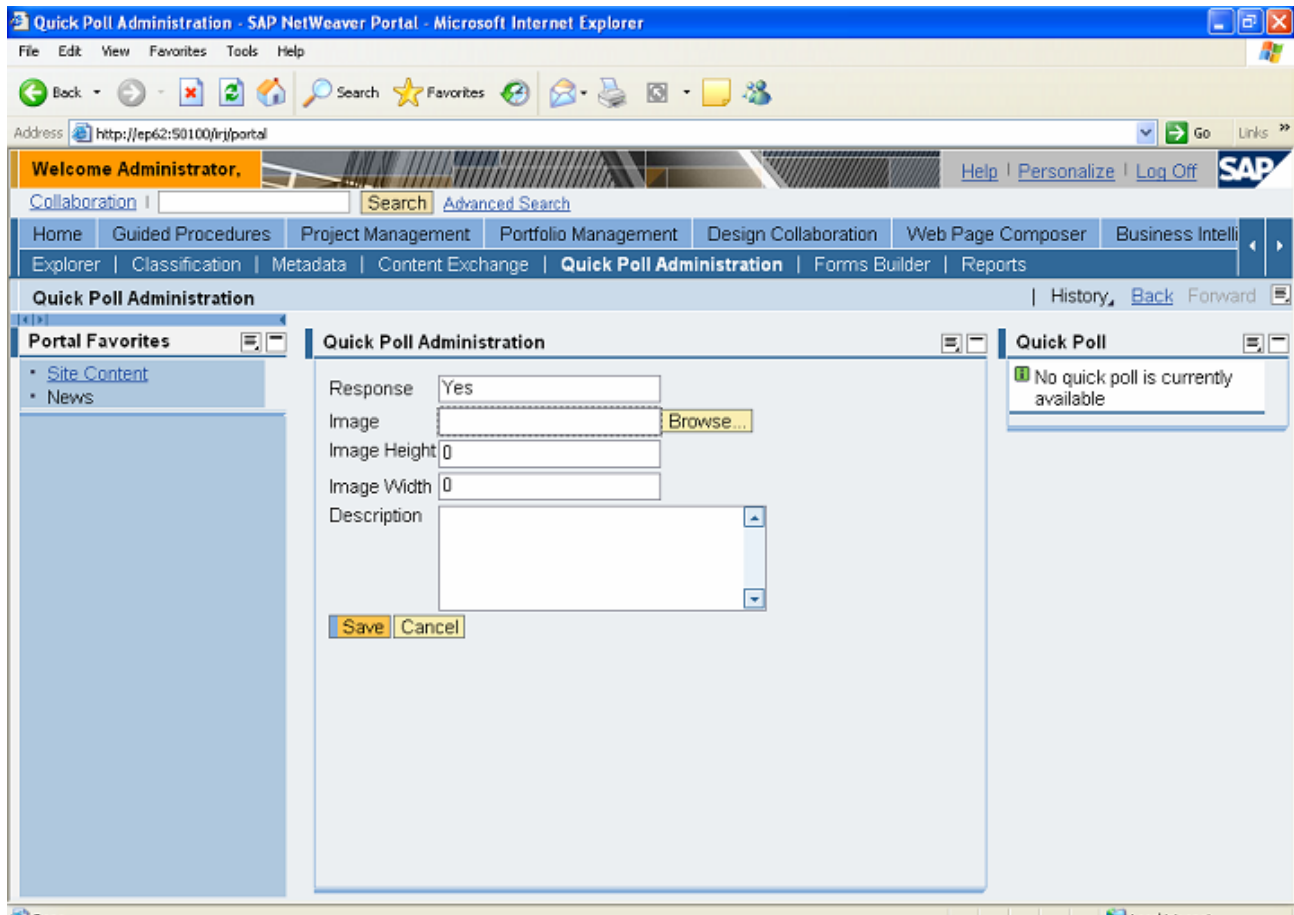
Result Availability * The result is displayed after the user has voted

Quick Poll

No quick poll is currently available

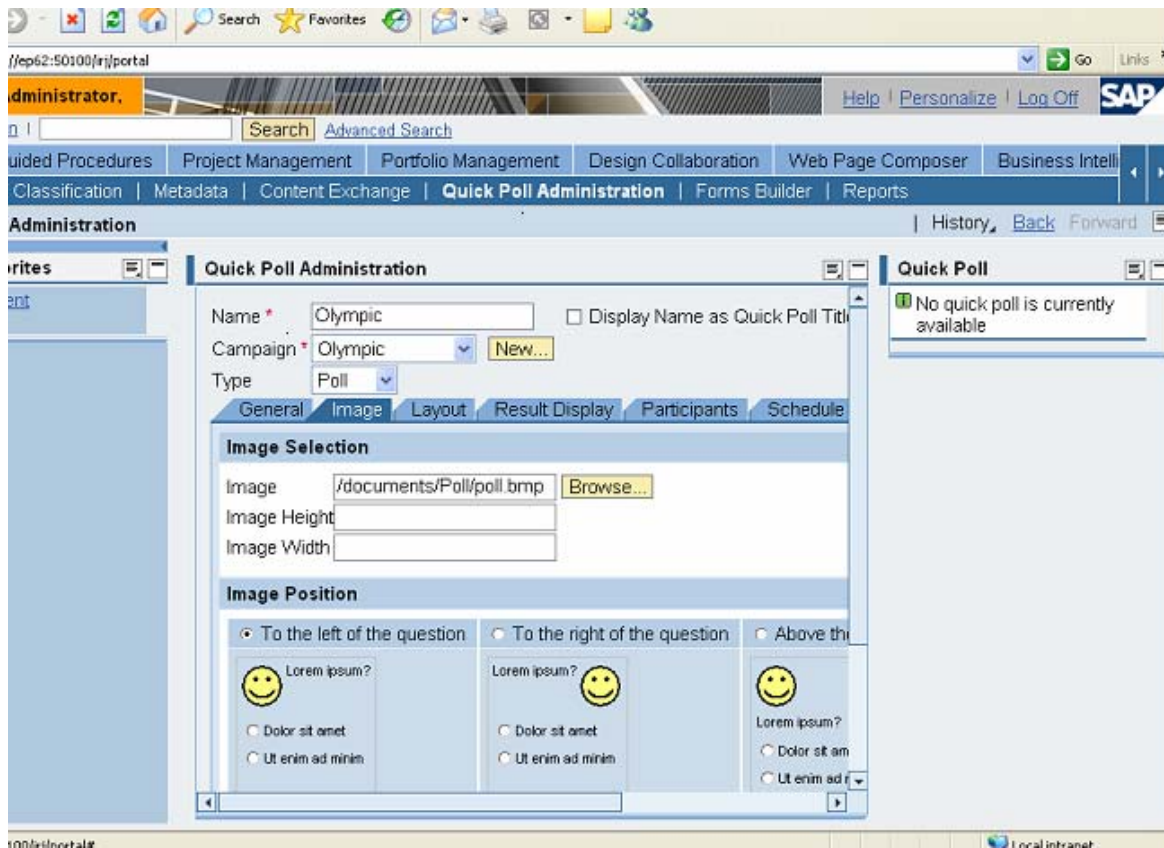
Step 3:

With the help of **Response** Option you can create multiple choices like **Yes, No, Can't Say**.



Step 4:

In Our Quick poll we can also use any image with different Positions. For this we will have to keep image in **KM content**.



Step 5:

Here we will choose layouts According to our requirements.

The screenshot displays the SAP Quick Poll Administration web interface. The main content area is titled "Quick Poll Administration" and contains the following elements:

- Name:** Olympic
- Campaign:** Olympic
- Type:** Poll
- Layout Configuration:**
 - Single Choice with Radio Buttons:**
 - Number of Columns: 2
 - Layout: Column-Major (selected) or Row-Major
 - Options: 1, 2, 3, 4
 - Multiple Choice:**
 - Number of Columns: 2
 - Layout: Column-Major (selected) or Row-Major
 - Options: 1, 2, 3, 4
 - Single Choice with Selection Box:**
 - Options: 1, 2, 3, 4

On the right side, a "Quick Poll" panel displays a message: "No quick poll is currently available". The interface includes a top navigation bar with "Quick Poll Administration" highlighted, and a bottom status bar with "© 2008 SAP AG".

Step 6:

Now Click on Result Display Tab. By choosing appropriate option you can display results in the form of Flat Bar, Flat Pie, 3D Bar and 3D pie charts.

The screenshot displays the SAP Quick Poll Administration web interface. The main window is titled "Quick Poll Administration" and shows the "Result Display" tab selected. The interface includes a navigation bar at the top with options like "Guided Procedures", "Project Management", "Portfolio Management", "Design Collaboration", "Web Page Composer", and "Business Intelli". Below this, there are tabs for "General", "Image", "Layout", "Result Display", "Participants", and "Schedule".

The "Result Layout" section contains four radio button options for chart types: "Flat Bar", "Flat Pie", "3D Bar", and "3D Pie". Each option is accompanied by a small preview of the respective chart. The "Flat Bar" chart shows three horizontal bars labeled R1, R2, and R3. The "Flat Pie" chart shows a pie chart with three segments labeled R1, R2, and R3. The "3D Bar" chart shows three 3D horizontal bars labeled R1, R2, and R3. The "3D Pie" chart shows a 3D pie chart with three segments labeled R1, R2, and R3.

On the right side of the interface, there is a "Quick Poll" panel with a message: "No quick poll is currently available". The bottom of the interface shows a "Local intranet" logo.

Step 7:

In Schedule tab we will do the scheduling of our Poll.

The screenshot displays the SAP NetWeaver Portal interface for Quick Poll Administration. The browser window title is "Quick Poll Administration - SAP NetWeaver Portal - Microsoft Internet Explorer". The address bar shows "http://ep62:50100/trj/portal". The page header includes "Welcome Administrator," and navigation links like "Help", "Personalize", and "Log Off". The main navigation bar contains "Home", "Guided Procedures", "Project Management", "Portfolio Management", "Design Collaboration", "Web Page Composer", and "Business Intelli". Below this, there are links for "Explorer", "Classification", "Metadata", "Content Exchange", "Quick Poll Administration", "Forms Builder", and "Reports".

The "Quick Poll Administration" section is active, showing a "Quick Poll" form. The "Campaign" is set to "Olympic" and the "Type" is "Poll". The "Schedule" tab is selected, displaying the following fields:

- Scheduled:
- Scheduled Start: 00:00:00
- Scheduled End: 00:00:00
- Housekeeping:
- Housekeeping At: 00:00:00

On the right side, a "Quick Poll" panel displays a message: "No quick poll is currently available".

Step 8:

Give a proper Comment. This Comment would give proper information about your Poll.

The screenshot shows the SAP NetWeaver Portal interface for Quick Poll Administration. The browser window title is "Quick Poll Administration - SAP NetWeaver Portal - Microsoft Internet Explorer". The address bar shows "http://ep62:50100/trj/portal". The page header includes "Welcome Administrator," and navigation links like "Help", "Personalize", and "Log Off". The main navigation bar contains "Home", "Guided Procedures", "Project Management", "Portfolio Management", "Design Collaboration", "Web Page Composer", and "Business Intelli". The sub-navigation bar includes "Explorer", "Classification", "Metadata", "Content Exchange", "Quick Poll Administration", "Forms Builder", and "Reports". The main content area is titled "Quick Poll Administration" and features a "Portal Favorites" sidebar with "Site Content" and "News". The central form is for creating a poll, with "Campaign" set to "Olympic" and "Type" set to "Poll". The "General" tab is active, showing a text area for comments with the text "This Poll is only for testing purpose....". The right sidebar shows a "Quick Poll" status: "No quick poll is currently available".

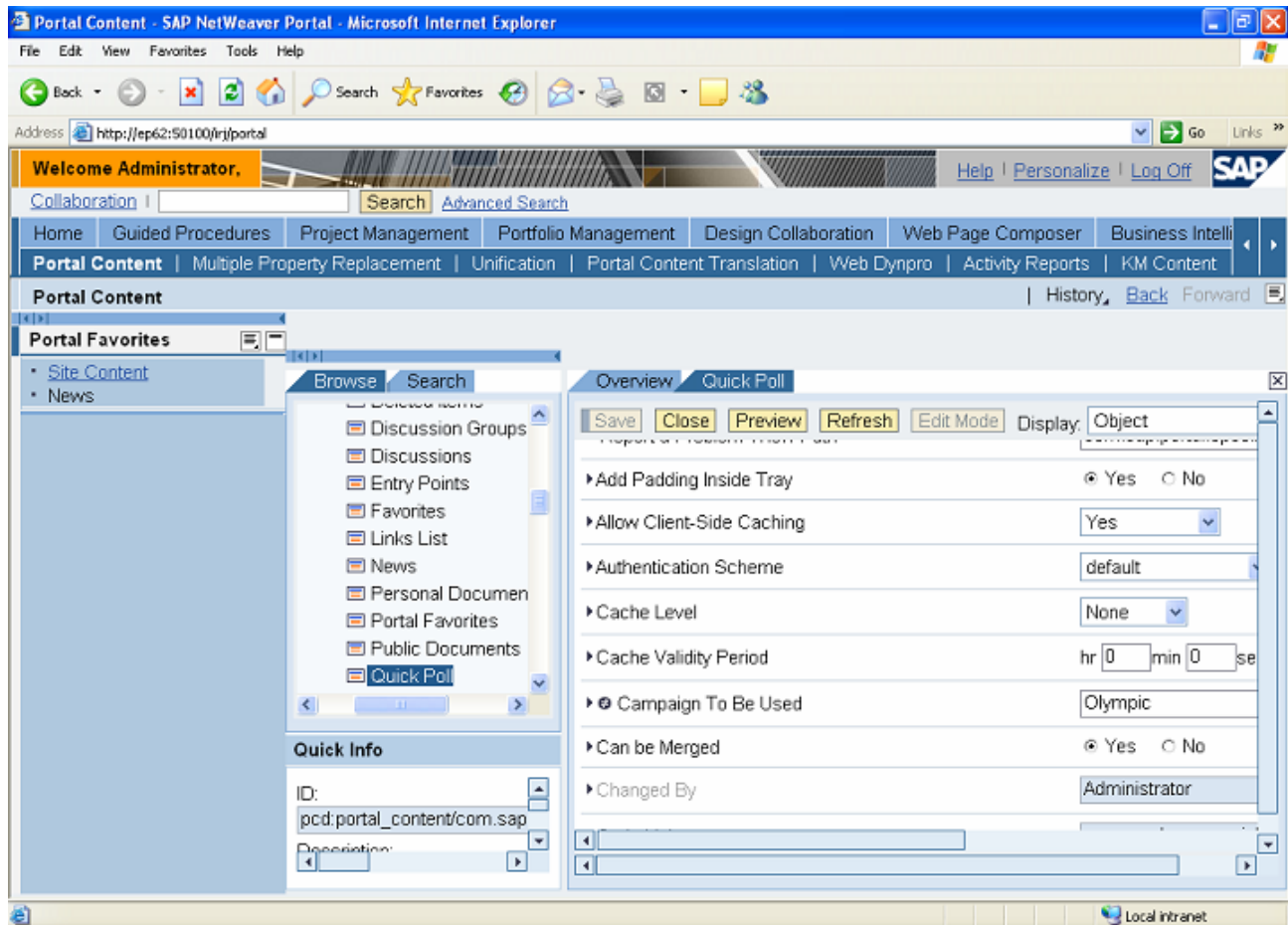
Step 9:

Now Most important Step, in this step we will define our Poll as a quick poll for portal.

And after that our poll will be ready to display on Frame page of our portal.

Go to Content Admin. >> Content Provided By SAP >> End User Content >> Standard User >> Iviews >> com.sap.km.iviews. Here you will find a Quick Poll Iview.

Open the Properties of Quick Poll Iview and use your Campaign which we have defined in above step 2.



Step 10:

Go to Content Management >> Quick Poll Admin.

Select your pole, which you have created and Click on Start. By this step you have started your poll and which will be displayed on Home Page.

The screenshot shows the SAP NetWeaver Portal interface for Quick Poll Administration. The browser window title is "Quick Poll Administration - SAP NetWeaver Portal - Microsoft Internet Explorer". The address bar shows "http://ep62:50100/trj/portal". The page header includes "Welcome Administrator" and navigation links like "Help", "Personalize", and "Log Off". The main navigation bar contains "Home", "Guided Procedures", "Project Management", "Portfolio Management", "Design Collaboration", "Web Page Composer", and "Business Intelli". The sub-navigation bar includes "Explorer", "Classification", "Metadata", "Content Exchange", "Quick Poll Administration", "Forms Builder", and "Reports".

The "Quick Poll Administration" section features a table with the following data:

Name	Campaign	Status	Time Span
<input checked="" type="checkbox"/> Olympic	Olympic	Planned	
<input type="checkbox"/> Quick	Quick	Closed	8/29/07 1:00:00 P
<input type="checkbox"/> Quick Poll	Quick	Ongoing	8/29/07 1:00:00 P
<input type="checkbox"/> Quick poll	Quick	Planned	8/29/07 1:00:00 P

Below the table, there are buttons for "New", "Start", "End", and "Delete". A "Start selected quick poll(s)" button is also present. A message box on the right side of the page states "No quick poll is currently available".

Related Content

<https://www.sdn.sap.com/irj/sdn/wiki?path=/display/KMC/Creating%2bA%2bQuick%2bPoll>

<https://www.sdn.sap.com/irj/sdn/thread?threadID=419760>

<http://www.help.sap.com>

For more information, visit the [Portal and Collaboration homepage](#).

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