

## Tutorial: Kahoot!!

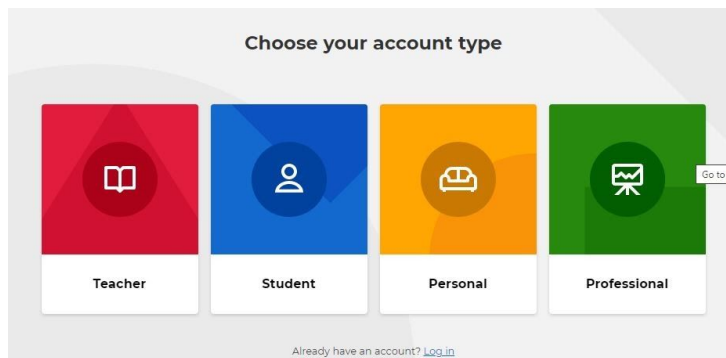
### Overview:

Kahoot! is a game-based educational testing platform which uses teacher-built multiple-choice quizzes to create an interactive competitive learning experience for students. Teachers can create these easy to use interactive quizzes for use live during in-person or virtual synchronous content. Kahoot is located on [www.kahoot.com](http://www.kahoot.com)

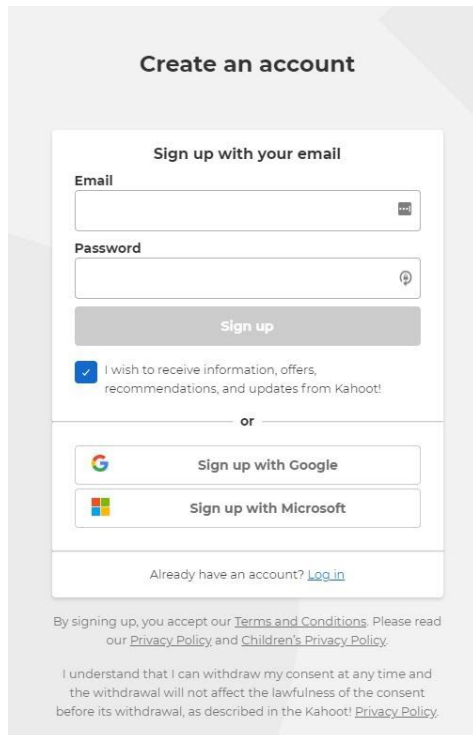
### Creating an account with Kahoot:



1. To create an account on Kahoot, click the green sign up button located in the upper right hand corner of the home page



2. Choose the account that best fits for your use. If you are a teacher and you plan to use the account mainly for a teaching resource, choose the teacher account.
3. Choose the appropriate workplace environment that describes your school out of the four options given: School, Higher Education, School Administration, Business

The image shows a web form titled "Create an account" for Kahoot!. It has two main sections: "Sign up with your email" and "Sign up with Google" or "Sign up with Microsoft". The email section includes fields for "Email" and "Password", a "Sign up" button, and a checkbox for receiving information. Below this, there are buttons for "Sign up with Google" and "Sign up with Microsoft". At the bottom, there is a link for "Already have an account? Log in".

**Create an account**

**Sign up with your email**


Email


Password

**Sign up**

☒ I wish to receive information, offers, recommendations, and updates from Kahoot!

or

 **Sign up with Google**

 **Sign up with Microsoft**

Already have an account? [Log in](#)

By signing up, you accept our [Terms and Conditions](#). Please read our [Privacy Policy](#) and [Children's Privacy Policy](#).

I understand that I can withdraw my consent at any time and the withdrawal will not affect the lawfulness of the consent before its withdrawal, as described in the Kahoot! [Privacy Policy](#).

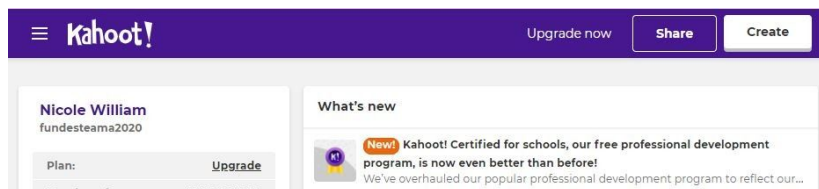
4. Following these two steps you will be brought to a page to sign up. To create an account you will need to provide an email address and create a password. Alternatively you may sign up with an already existing Google or Gmail account through the attached platforms. For the purpose of this tutorial we will continue to walk through the steps of creating an account with an email address and created password. Your email and password will be what you use to sign into your account, keep your password private so only you can log in.
5. After signing up it will ask you to choose a plan to sign up for. There are three plans, one free plan and two paid plans. The free plan grants you access to the basic features, it allows you to create a kahoot, participate, and host Kahoots in and out of the classroom. The lowest paid plan is \$3 a month. It includes all the same privileges of the free option, but also allows you to access different question types, collaborate with others, and access advanced reports. The highest paid plan is \$6 a month, you receive all amenities

of both the free and \$3 plan along with extra features including the entire library of question types, play school-sized kahoot games, and extra distance learning tools.

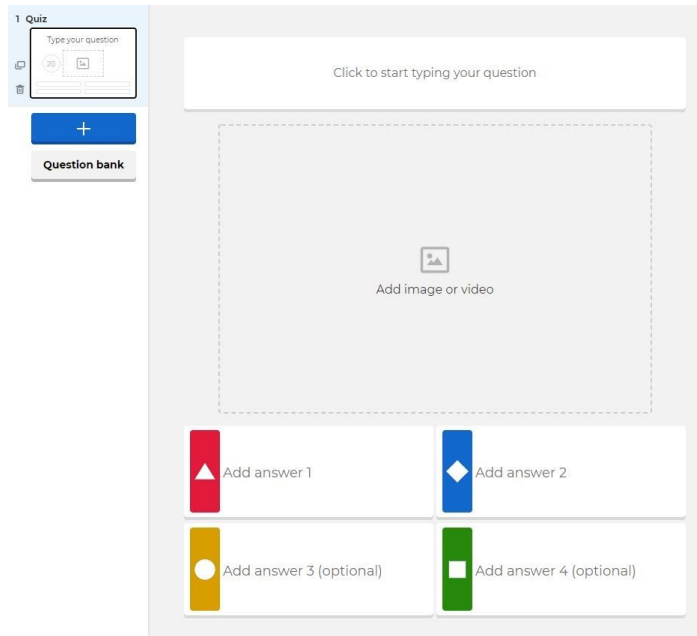
The image shows the Kahoot! welcome screen. On the left is a red vertical banner with a 'HELLO!' sign that says 'My name is'. To the right of the banner, the text 'Welcome to Kahoot!' is followed by 'Get started in a couple of clicks'. Below this are two input fields: 'Name (Optional)' with a placeholder 'Enter your name...' and a copy icon, and 'Username (Optional)' with a placeholder 'Enter username...', a character count '20', and a magic wand icon. Underneath is a section 'Connect with your school' with a help icon. This section contains a 'Country/Region' field with a placeholder 'Type your country/region ...' and a 'School name' field with a placeholder 'Enter school name...'. At the bottom are two buttons: 'Maybe later' and 'Save and continue'.

6. Following the sign up process you will be asked for more optional information. Providing your name and creating your username is optional. A username will be shown on any Kahoots you make and give public access. The magic wand button next to the username box will automatically generate a username for you. You may also connect your account with your school which will tailor your experience and content. To connect your account to your school you need to provide your country/region (depending on the country some additional information [ie. State and City] may be asked for), along with your school's name.

### Creating your own Kahoot:



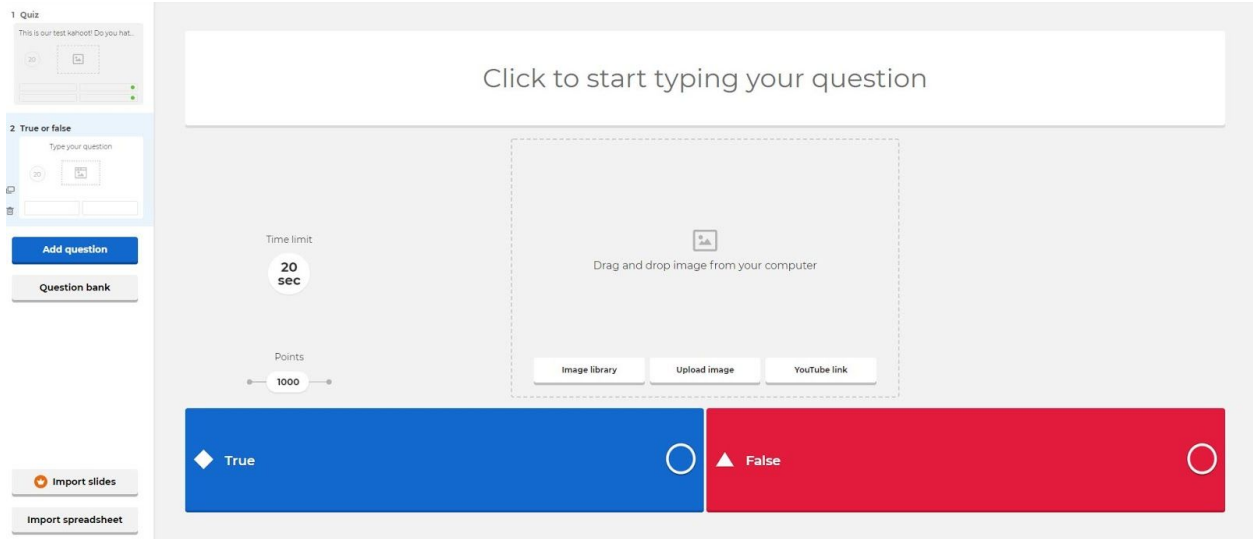
1. In the upper right hand corner, select the white create button.
2. When creating your kahoot you can choose the New Kahoot option or use one of the two templates given: Kahoot! For Formative Assessment or Get To Know Your Teacher. For this tutorial we are covering the New Kahoot option.



3. In the Kahoot Builder you enter your question at the top and then 2 to 4 multiple choice options for the question. You may also add a visual like and image or video in the middle section of the question builder.
4. If you would like to add a visual click in the middle of the question builder and it will provide you with three options: Image Library by Getty Images, Upload an Image, and Add a Youtube Video. With the Image Library by Getty Images option you will be provided with an entire library of free images to upload to your Kahoot, you can search by keywords or filter them by preexisting categories. With the Upload an Image category you are able to upload any images that you have saved onto your system via your file directory. With the Add a Youtube Video option you will be asked to find the link to your desired Youtube Video found in the url box at the top of your web browser and paste it in the available block. You may also designate start and end times for the video in the two areas below the video player by typing the designated times in the start and end text boxes and hitting set. Click the green add button on the right hand side to finish adding your desired video.

5. In addition to each multiple choice answer you are able to upload a picture, this can be used as an alternative to a worded answer. When adding in an image you may crop the image by using the crop icon. There is also an information button where you can add 1-2 sentences about the image to help those visually impaired along with an area to credit the image it came from. When adding an image you can upload an image from your computer or also use the option to upload an image from the Image Library by Getty Images.
6. After adding all multiple choice options there will be a little circle in the right hand side of the multiple choice answer box. Click on it to designate the option that is correct, this can be applied to one option or multiple options that are correct.
7. On the side of the multimedia box, underneath the question you will find 3 options on the side: Time Limit, Points, and Answer Options. With the time limit option you can designate how long your students have to answer the question given, you may enter the amount of seconds by clicking on the pre-designated time, more times will show up and you may click the time (in seconds) you desire. With the points option you can designate how many points maximum a person may score for the question (0, 1000, and 2000). For the point system for Kahoot the top number is for the person who answers the question first, the points are delegated by a first to answer basis, anyone who answers correctly receives points but as more and more students answer the less points received by those Students. Along with this, as time continues on the less points one may receive despite how many people have answered the question already. Using the answer option drop down you can choose to allow students to select just one answer of multiple answers. The multiple selection option tends to be more appropriate for those that have multiple answers to the questions, in this case points are awarded on the same basis but also split between the amount of item selected correctly.

8. When adding another question there are two options that can be explored: by clicking the blue plus box in the question directory on the left to make an all new question, which we will discuss further in another step, or you may add a question from the preexisting question bank.
9. In this step we will be exploring how to add in a question through the pre-existing question bank. To search for a pre existing question you can enter the direct question you are looking for or key terms that may lead you to a question that is applicable to your Kahoot.
10. To add another question of your own, click on the blue plus box in the left hand side directory. Here you will be able to choose from the may different question choices available. The two options that are included in the free plan are the quiz question (which was previously explained) and the true and false question. With a paid subscription you will have access to 3 additional question types: Type Answer, Puzzle, and Poll. A Type Answer question allows players to input a short answer, and there is a short answer or phrase that is designated as a correct answer. With the Puzzle question students are asked to drag and drop the four answers into the correct sequence. With the poll option you can poll your students and collect their opinions on up to four answers. With a paid option you may also include a slide in your Kahoot to provide more information to your students in between questions.



11. For the purpose of this tutorial we are going to explain the two free options. The quiz question was previously explained so we are going to move on and talk about the true and false question. The true and false questions are set up exactly like the quiz question but with only two options. On the left hand side of the question builder you will see where you can designate the points for the question, and how long the question will last for. In the top box you will write your statement for your true or false question. In the middle you can upload media like a photo from your computer or the image library, or a youtube video to supplement your question. Below the media box you will see the two options for true and false, click the small circle on the right of the box to designate the correct answer for the question.
12. In the left hand side question directory, at the bottom there are two additional options for content. For a paid subscription you are allowed to import a slide from a powerpoint document to supplement the material you are covering in the Kahoot. In addition to that with a free account you are able to upload a spreadsheet to Kahoot. By using the upload a spreadsheet option, it allows you to create an entire Kahoot just by using a simple spreadsheet. If you wish to do so select that option, download the given template and fill the spreadsheet out according to the instructions on the sheet. To upload the

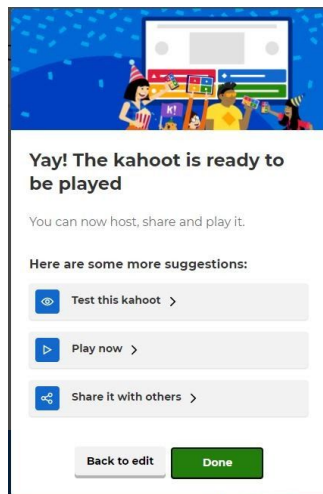
spreadsheet to make your Kahoot, click the blue select file button and find the correct spreadsheet in your file directory.

13. If you would like to preview your Kahoot before finalizing it click the “Preview” button in the upper right hand corner located next to the Exit button.

14. To finalize your Kahoot select the green done button in the upper right hand corner.

Here it will give you an option to provide a name for your Kahoot which is mandatory, along with an optional description to help others find your Kahoot and its content. To finish it, once adding your title (and description) select the green continue button.

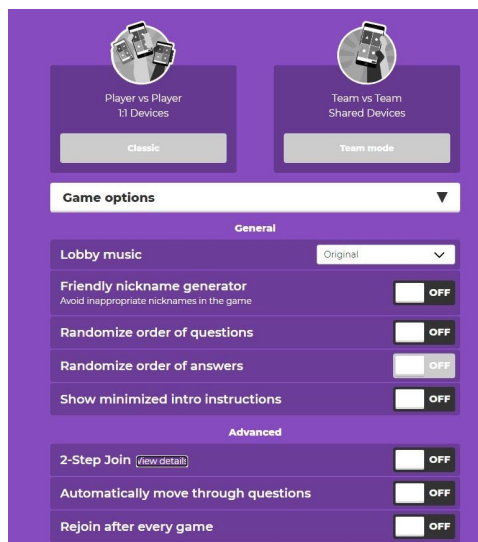
### Hosting your Kahoot:



1. If you are coming directly from the Kahoot builder and have recently finalized it you may host it via the option given to you after saving, just select the middle action that says “Play it Now”
2. Other than this option to find your Kahoot from the homepage, you will see the list of your Kahoots on the homepage in the upper right-hand corner. Click on the Kahoot that you have made and would like to play.
3. From here you will be taken to a new page with this Kahoot on it. On the left hand side you will see two buttons, one allows you to edit and the other allows you to play the Kahoot. Click the Green button to the right that says “Play” to host the Kahoot.



4. It will pop-up with two options to play: Teach and Assign. The Teach option is used for live play, like synchronous learning or online meetings over Zoom, Google Meet, Skype, etc. The assign option is used for self-paced learning in which you assign the Kahoot and students can play it at their own pace on their own time. It asks you to designate an end time when creating the Kahoot and provides you a link and a Game Pin you can send to your class so they can access the challenge. While the challenge is occurring it shows you how many students have completed it, any possible difficult questions, students who might need help, and students who did not finish the challenge. The Kahoot will automatically close after the time designated.



5. When choosing the synchronous option it will provide you extra options to customize your Kahoot playing experience, choose the best for you and your class. It will also ask you to choose solo or team play for your class, choose the experience that best fits your content and class.
6. The questions are shown on the host's account (can be projected in a classroom or screenshared during a synchronous lecture) and the students go to Kahoot.it and sign in with the Game Pin given and add a Nickname.

### **Finding a Public Kahoot:**

1. To find a public Kahoot click on the discover page on the menu at the top of the page
2. Along the side of the discover page is a list of many collections of Kahoots of the same topic, and there are also some Kahoots made by specific Kahoot Academy teachers and it shows what subject they teach.
3. At the top in the middle of the page there is a search bar where you can search by subject, title, or even keywords
4. Once searching for a Kahoot, or finding a Kahoot you might be interested in you may click on it to check out the questions and the answers to make sure the questions fit the content you would like to show your classroom
5. Once you find the Kahoot you would like to show your class read the **“Hosting a Public Kahoot”** Section to learn how to host the Kahoot for your class

#### **Filtering pre existing content by language:**

1. On the Discovery page you will see the page for Kahoot academy, click the white find Kahoots button to enter Kahoot Academy.
2. On the front page of Kahoot Academy is sorted into collections, you can explore a collection by clicking on it.
3. At the top of the page on the left hand side you can sort the Kahoots and Filter it by subjects.
4. At the top of the page on the right hand side you can click the drop down menu and filter the Kahoots by language.

#### **Hosting a Public Kahoot:**

1. Find the Kahoot that you are looking for and has the content that you would like to present to your class and select it.
2. Click the Green play button that is in the left hand side directory. From here you will find the Teach and Assign options that will allow you and your class to play asynchronously

or synchronously and select the option you would like to choose. Follow the same process as you would when hosting your own Kahoot content (described above).