

# YOP POLL

## - GUIDE -

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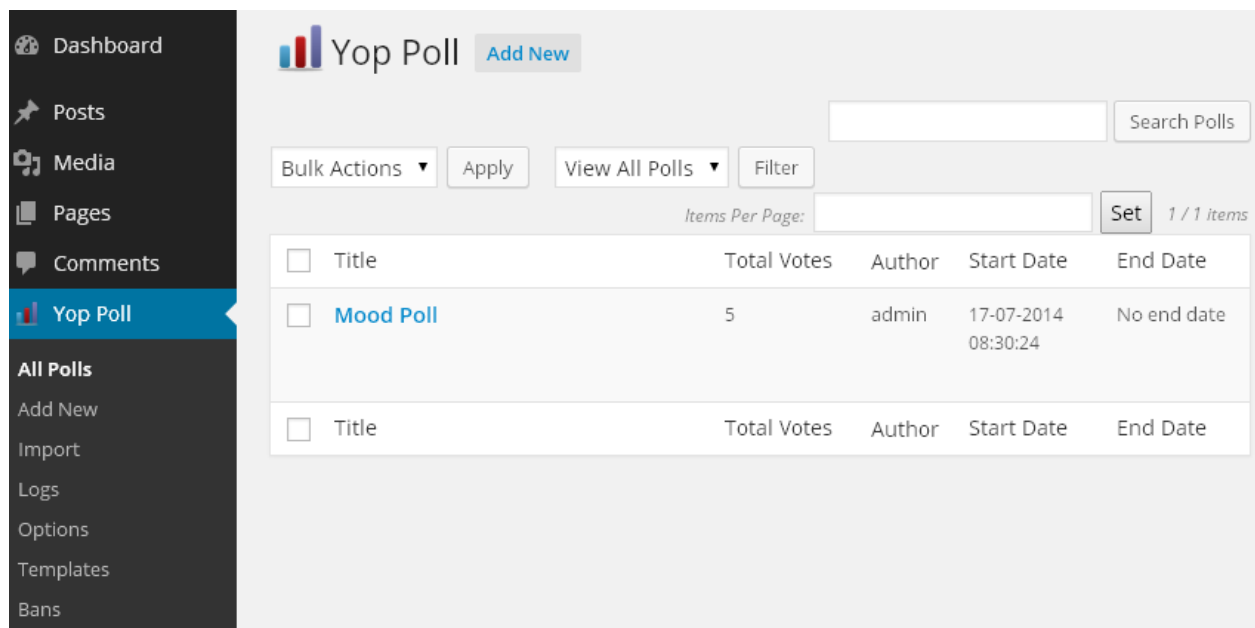
# GET TO KNOW YOP POLL

## 1. All Polls

This list contains all the polls you created and some general information about each one (the poll's title, total number of votes, author, start date and end date).

You can also perform several actions to the polls you selected (Bulk Actions): you can delete or clone one or more polls, reset votes or delete logs for the polls you selected.


In addition, you can filter the polls you want to see ("Filter" menu): polls that don't have an end date set, polls that expired, that started or that have not started yet.



The screenshot displays the Yop Poll management interface. On the left is a dark sidebar with navigation links: Dashboard, Posts, Media, Pages, Comments, Yop Poll (highlighted), All Polls, Add New, Import, Logs, Options, Templates, and Bans. The main content area has a header with the Yop Poll logo, an 'Add New' button, and a search bar. Below the header are controls for Bulk Actions, View All Polls, and a Filter menu. A table lists the polls, with one poll titled 'Mood Poll' shown. The table has columns for Title, Total Votes, Author, Start Date, and End Date.

<input type="checkbox"/>	Title	Total Votes	Author	Start Date	End Date
<input type="checkbox"/>	Mood Poll	5	admin	17-07-2014 08:30:24	No end date
<input type="checkbox"/>	Title	Total Votes	Author	Start Date	End Date

When you drag your mouse over a poll's name a menu comes up:

 **Yop Poll** [Add New](#)

Bulk Actions ▾

Apply

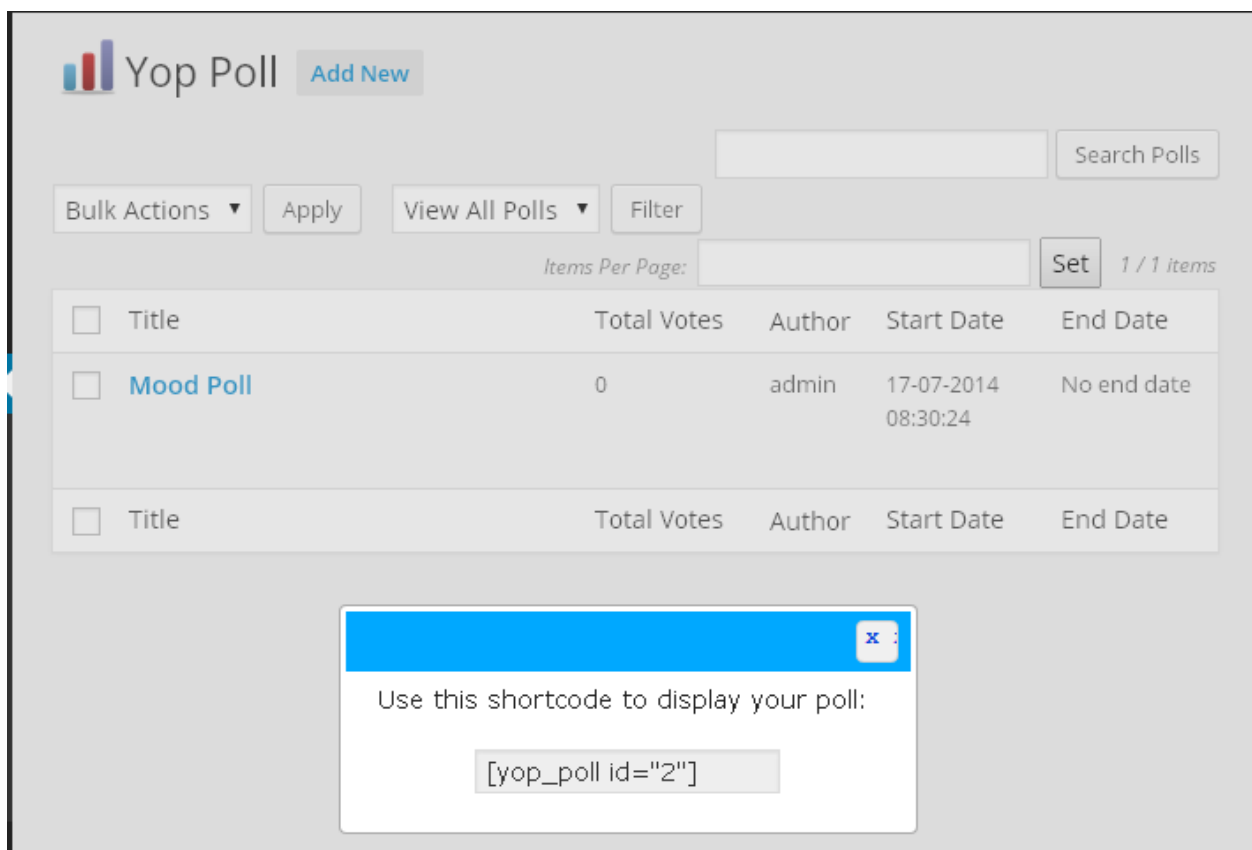
View All Polls ▾

Filter

<input type="checkbox"/>	Title	Total Votes
<input type="checkbox"/>	<b>poll</b> <a href="#">Get Code</a>   <a href="#">Edit</a>   <a href="#">Clone</a>   <a href="#">Delete</a>   <a href="#">Results</a>   <a href="#">View votes</a>   <a href="#">Reset Stats</a>	15
<input type="checkbox"/>	Title	Total Votes

## 1.1 Get code

You can easily get the shortcode for that poll without having to edit it first. Use the shortcode to link the poll to your webpage (for example, if you want to use the poll with ID = 1 simply copy and paste the shortcode, `[yop_poll id="1"]` ,on your page );



The screenshot displays the Yop Poll management interface. At the top, there is a header with the Yop Poll logo and an "Add New" button. Below the header, there is a search bar labeled "Search Polls" and a table of polls. The table has columns for Title, Total Votes, Author, Start Date, and End Date. A single poll titled "Mood Poll" is listed with 0 votes, created by admin on 17-07-2014 at 08:30:24, and has no end date. A popup window is open, showing the instruction "Use this shortcode to display your poll:" and the shortcode `[yop_poll id="2"]`.

<input type="checkbox"/>	Title	Total Votes	Author	Start Date	End Date
<input type="checkbox"/>	Mood Poll	0	admin	17-07-2014 08:30:24	No end date

Use this shortcode to display your poll:

```
[yop_poll id="2"]
```

## 1.2 Edit:

At the top of the page you can set a name for your poll (the name will be displayed on your webpage).

Each poll is structured into five sections: **Questions and Answers**, **Templates**, **Poll Options**, **Results Options** and **Shortcode**.

**Edit Poll**

Mood Poll

Questions & Answers Templates Poll Options Result Options Shortcode

Question 1 - How are you doing today?... [Delete Question](#)

Question Text:

How are you doing today?

Answers:

Great ☐ Default Answer? [Delete](#)

Don't ask ☐ Default Answer? [Delete](#)

[Add New Answer](#)

Question Options:

Custom Fields:

[Add Text Question](#) [Add Media Question](#)

[Next](#) [Save](#)

If you want to make quick changes you can easily access each of these sections by clicking on the corresponding tab then saving the modifications.

When you create a new poll you can start with Questions and Answers then click Next to set up the following section.

### Questions and Answers

- ❖ Set the question;
- ❖ Add a new answer, set it as default or delete it.
- ❖ By using drag and drop you can easily rearrange the answers in your list.

**Yop Poll**

**All Polls**

- Add New
- Import
- Logs
- Options
- Templates
- Bans
- Upgrade to Pro

**Question 1 - How are you doing today?...**

Question Text:

How are you doing today?

Answers:

- ☒ Don't ask ☐ Default Answer? Delete
- ☐ Great ☐ Default Answer? Delete

Add New Answer

The Question Options section:

- ❖ You can allow other answers, set the label for that answer and choose if you want it to be displayed or. You can also add the values submitted in this field as available answers;
- ❖ You can allow your users to vote multiple times (and set a minimum and maximum number of votes);
- ❖ You can choose how you want to display the answers and results (vertical, horizontal or tabulated);

Custom Fields

- ❖ You can customize your poll to request additional information (telephone number, email address, age etc.) that will not be considered a vote. If you check the “Required” box, users who do not fill in this field will get an error message: “Custom field [name] is required!”;



You will notice two other options: Add Text Question/Add Media Question. These features are available on the Pro version of our plugin.

**Question 1 - Tomorrow...**

**Question Text:**

Tomorrow

**Answers:**

Yes Default Answer? ☐ [Delete](#)

No Default Answer? ☐ [Delete](#)

[Add New Answer](#)

**Question Options:**

**Custom Fields:**

[Add Text Question](#) [Add Media Question](#)

[Next](#) [Save](#)

“Add Text question” allows you to add more than one question to your poll (you will also be able to drag and drop the questions to rearrange them).

With “Add Media Questions” you can integrate images or videos as answers. You can activate these options by upgrading to Pro.

## Templates

### Poll Templates

Page Template

Template Width:

White

Grey

Dark

Poll Question

☐ Answer 1

☒ Answer 2

☐ Answer 3

☐ Answer 4

☐ Answer 5

Vote

Poll Question

☐ Answer 1

☐ Answer 2

☐ Answer 3

☐ Answer 4

☐ Answer 5

Vote

Poll Question

☐ Answer 1

☐ Answer 2

☐ Answer 3

☐ Answer 4

☐ Answer 5

Vote

☒ Use the same template for widgets!

This version comes with 15 templates (the templates marked with “Pro” are available only with the upgrade). You can modify the width (Template Width) and if you uncheck the “Use the same template for widgets!” option you can choose a different template for the widget.

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## Poll Options

- ❖ Poll Start/End Date: you can set your poll to start and to end at a certain date;
- ❖ Customize how and when the results are being displayed and who has permission to see them; You can check more than one option at a time: for example, if you set Display Results to Before Vote **and** After Vote **and** After Poll End Date then the results will be displayed at all times. The same goes with the Display Results Permissions option.
- ❖ Other options include the use of CAPTCHA, vote permissions, blocking voters (if you choose to block them you can also set an interval), limiting the number of votes per user, redirecting users after they vote, resetting poll stats etc.
- ❖ You can also send email notifications and display the archive. You can set up these features in the Options (General Options) section from the main YOP menu.
- ❖ If you set “View Archive Link” to “Yes” your users will be able to see the poll archive. To do that, you also need to add this tag %POLL-VIEW-ARCHIVE-LINK% to the template you used (in “Template Before Vote” or “Template After Vote”).

## Results Options

- ❖ Choose how you sort the results;
- ❖ Customize the results bar style.

## Shortcode

- ❖ Use it to display your poll on the page;

**1.3 Clone** - creates another poll ("[poll name] - clone") that will have the same settings as the one you cloned.

**1.4 Delete** - removes the current poll.

**1.5 Results** - you have a detailed analysis of your votes. It includes the data for "Other" answers and the information provided in the Custom Fields. This option is available only for the Pro version .

**1.6 View Votes** –Provides information on the votes and users (for the current poll). In addition, each answer has a unique Vote ID (you can use it to sort the answers if you export the information);

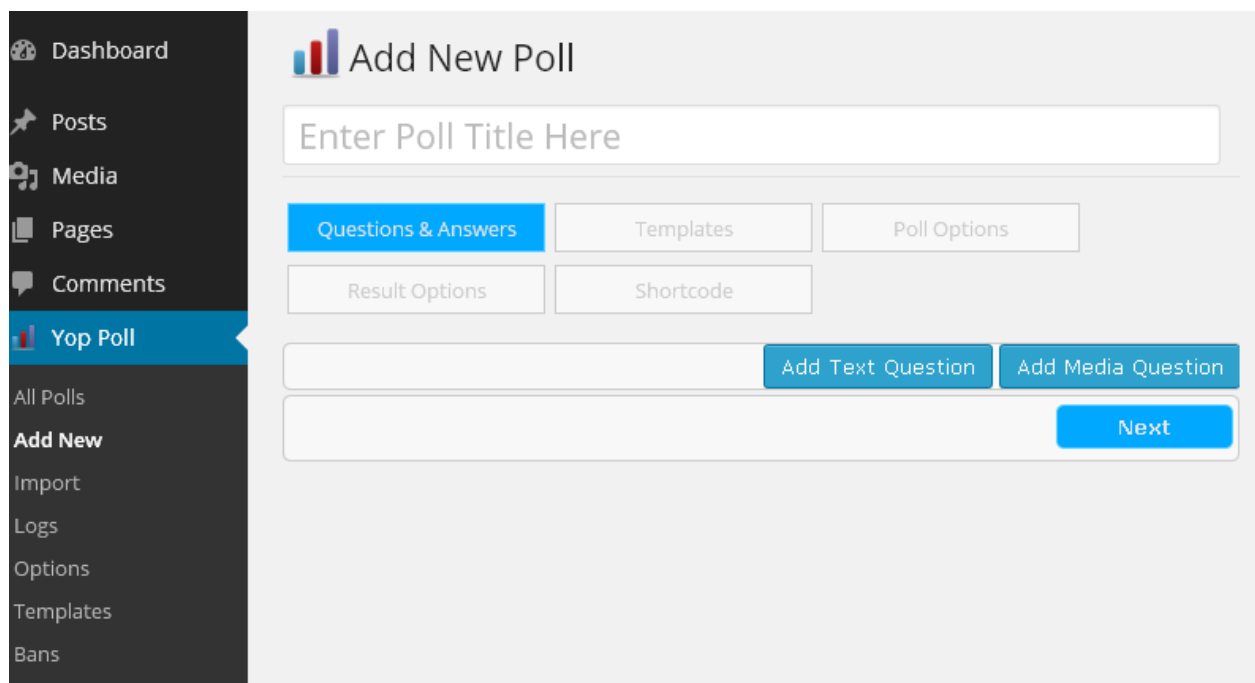
The options allow you to delete one or more votes and for Pro users users, to ban a voter.

**1.7 Reset Stats** - resets the votes for the current poll.

## 2. Add new

In a step by step process you will be able to create a new poll. Once you decide on the settings, click on the “Save” button in the Tools section or save the changes as you go.

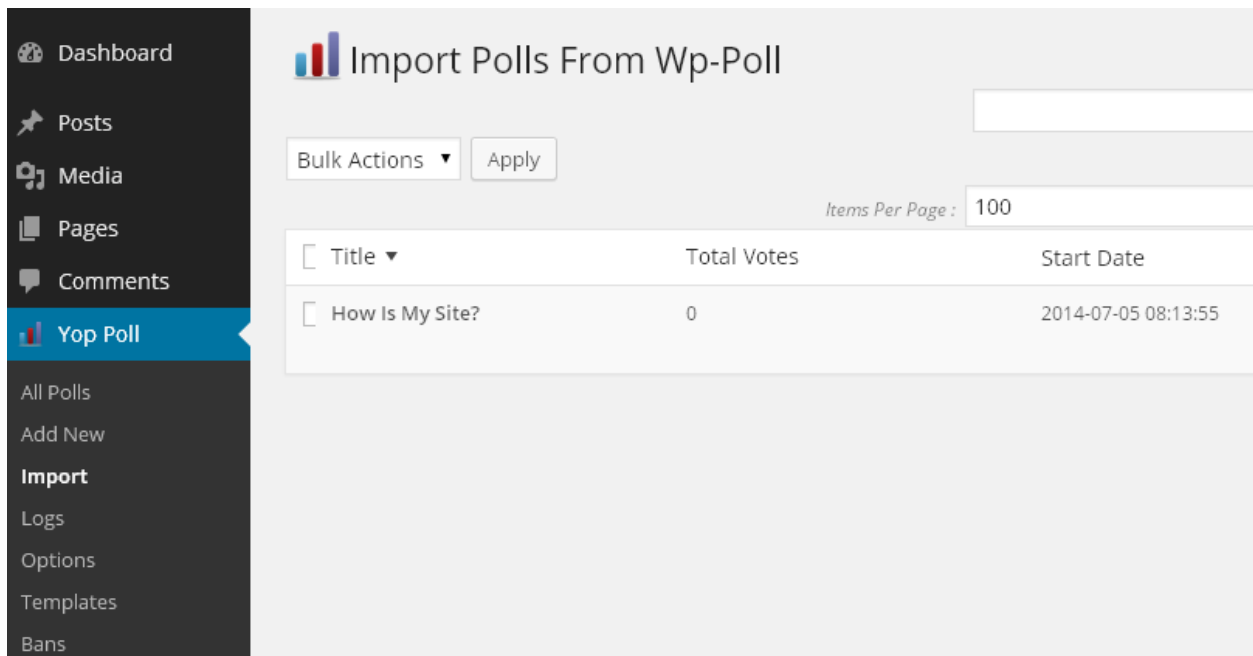
The new poll will be listed under “All Polls” in the main menu.



The screenshot shows a dashboard interface for adding a new poll. On the left is a dark sidebar menu with icons and labels: Dashboard, Posts, Media, Pages, Comments, Yop Poll (highlighted in blue), All Polls, Add New, Import, Logs, Options, Templates, and Bans. The main content area is titled 'Add New Poll' with a small bar chart icon. It features a text input field labeled 'Enter Poll Title Here'. Below this are five tabs: 'Questions & Answers' (active, highlighted in blue), 'Templates', 'Poll Options', 'Result Options', and 'Shortcode'. Under the 'Questions & Answers' tab, there are two buttons: 'Add Text Question' and 'Add Media Question'. At the bottom right of the main content area is a blue 'Next' button.

### 3. Import

You can use this option if you want to import the answers you received while using other polling plugins. This way you can add the questions you want without losing the answers you already received.



The screenshot shows the WordPress dashboard for the Yop Poll plugin. The left sidebar contains navigation links: Dashboard, Posts, Media, Pages, Comments, Yop Poll (highlighted), All Polls, Add New, Import, Logs, Options, Templates, and Bans. The main content area is titled 'Import Polls From Wp-Poll'. It features a search bar, a 'Bulk Actions' dropdown menu, an 'Apply' button, and a table with the following data:

Title ▼	Total Votes	Start Date
How Is My Site?	0	2014-07-05 08:13:55

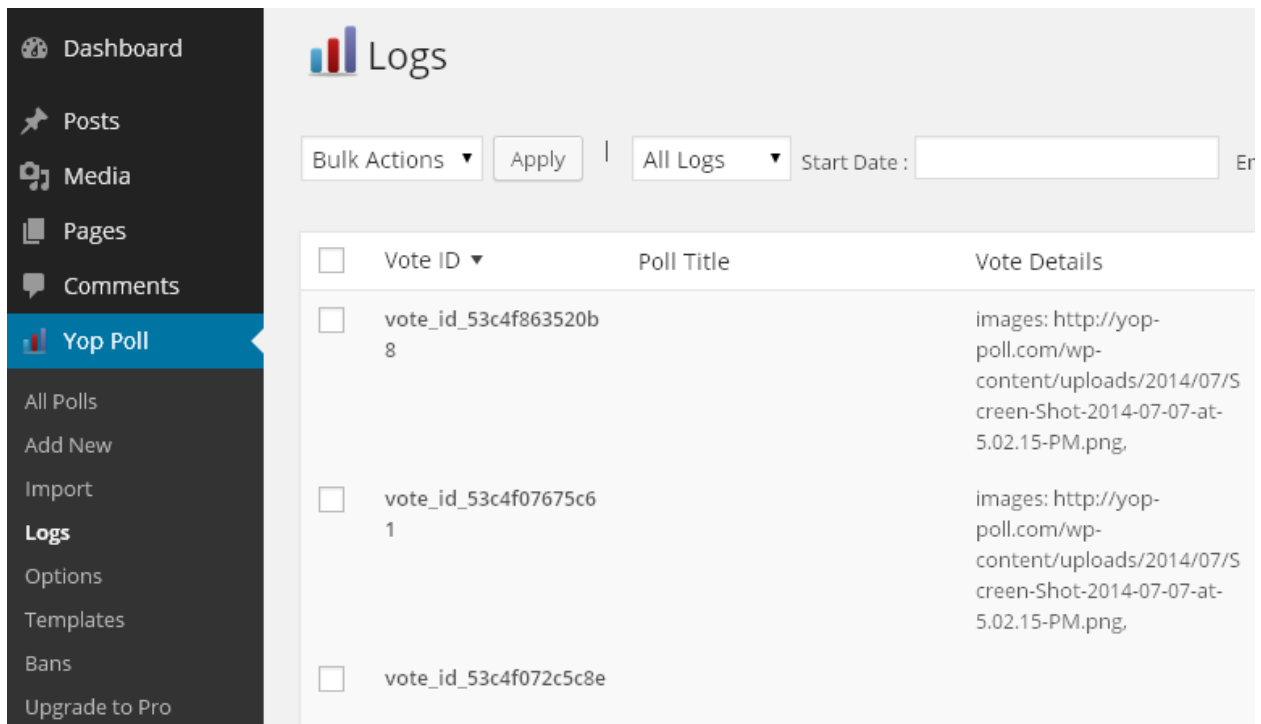
Below the table, there is a pagination control showing 'Items Per Page : 100'.

## 4. Logs

By default, it provides information for all your active polls (Vote ID, Poll Title, Vote Details, User Type etc).

To see the logs for a specific poll you can either select the poll in “All Logs” or go to “All Polls” in the main menu and from the options you see below the name of the poll, click on “View Votes”.

To delete a vote you can either check its corresponding box then choose delete from Bulk Actions or click on delete when you drag your mouse over that vote.



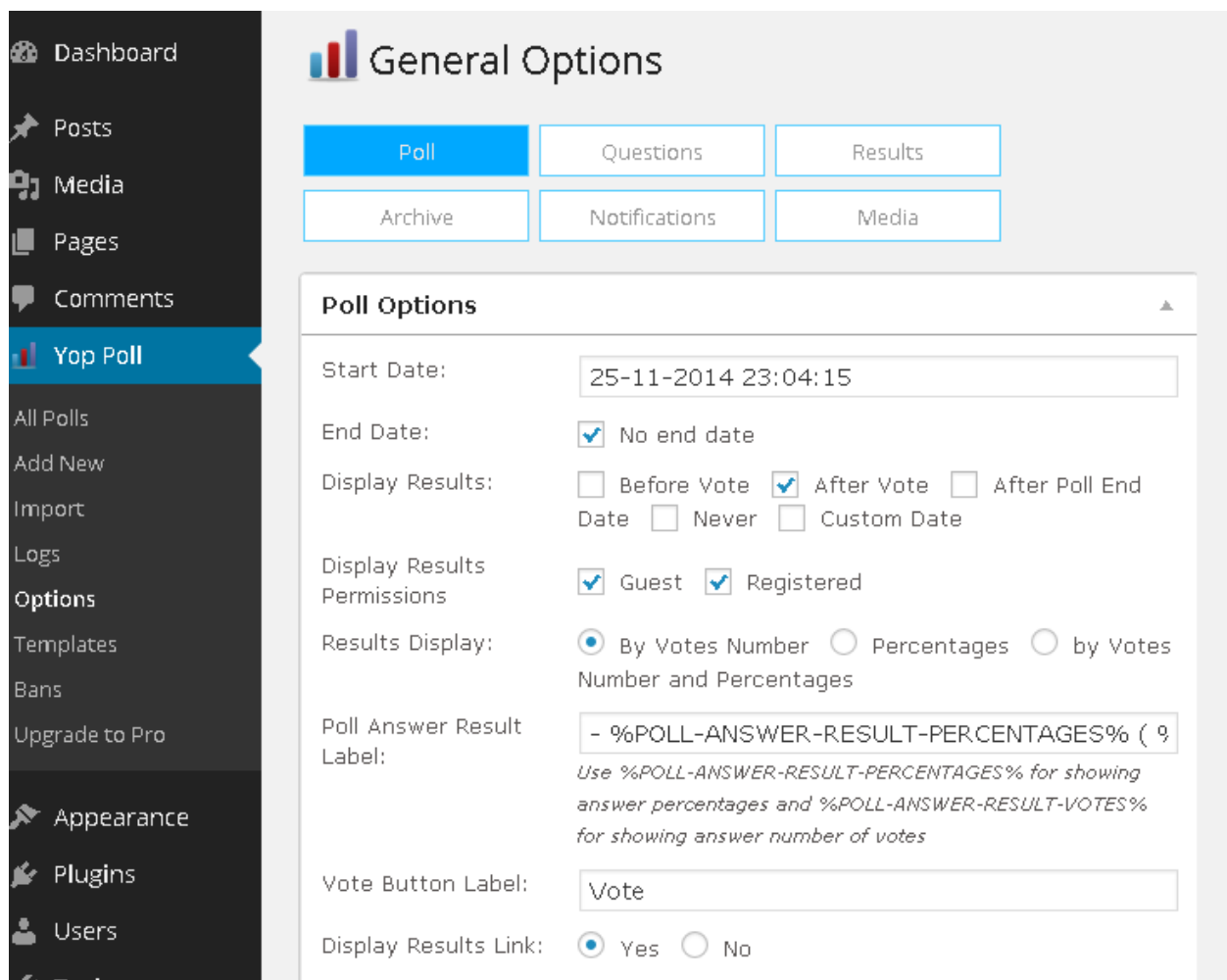
The screenshot shows the 'Logs' section of the Yop Poll interface. On the left is a dark sidebar with a menu including Dashboard, Posts, Media, Pages, Comments, Yop Poll (highlighted), All Polls, Add New, Import, Logs, Options, Templates, Bans, and Upgrade to Pro. The main content area has a light gray header with the title 'Logs' and a small bar chart icon. Below the header is a control bar with a 'Bulk Actions' dropdown, an 'Apply' button, an 'All Logs' dropdown, a 'Start Date' input field, and a partial 'Er' label. The main area contains a table with three columns: 'Vote ID' (with a dropdown arrow), 'Poll Title', and 'Vote Details'. There are three rows of data, each starting with a checkbox. The first row has a vote ID of 'vote\_id\_53c4f863520b8'. The second row has a vote ID of 'vote\_id\_53c4f07675c61'. The third row has a vote ID of 'vote\_id\_53c4f072c5c8e'. The 'Vote Details' column for all rows contains the same text: 'images: http://yop-poll.com/wp-content/uploads/2014/07/Sreen-Shot-2014-07-07-at-5.02.15-PM.png,'.

<input type="checkbox"/>	Vote ID ▼	Poll Title	Vote Details
<input type="checkbox"/>	vote_id_53c4f863520b8		images: http://yop-poll.com/wp-content/uploads/2014/07/Sreen-Shot-2014-07-07-at-5.02.15-PM.png,
<input type="checkbox"/>	vote_id_53c4f07675c61		images: http://yop-poll.com/wp-content/uploads/2014/07/Sreen-Shot-2014-07-07-at-5.02.15-PM.png,
<input type="checkbox"/>	vote_id_53c4f072c5c8e		

## 5. Options

You can specify general settings that apply to all the polls you created. You can further customize a specific poll (using the “Edit” option in “All Polls”) and those settings will take precedence over the general Options.

You can switch through 6 tabs: Poll, Questions, Results, Archive, Notifications and Media (available only for Pro users).



**General Options**

Poll Questions Results  
Archive Notifications Media

**Poll Options**

Start Date: 25-11-2014 23:04:15

End Date: ☒ No end date

Display Results: ☐ Before Vote ☒ After Vote ☐ After Poll End Date ☐ Never ☐ Custom Date

Display Results Permissions: ☒ Guest ☒ Registered

Results Display: ☒ By Votes Number ☐ Percentages ☐ by Votes Number and Percentages

Poll Answer Result Label: - %POLL-ANSWER-RESULT-PERCENTAGES% ( %  
*Use %POLL-ANSWER-RESULT-PERCENTAGES% for showing answer percentages and %POLL-ANSWER-RESULT-VOTES% for showing answer number of votes*

Vote Button Label: Vote

Display Results Link: ☒ Yes ☐ No

With the Pro version of our plugin you can request users to vote from their Facebook or Google accounts.



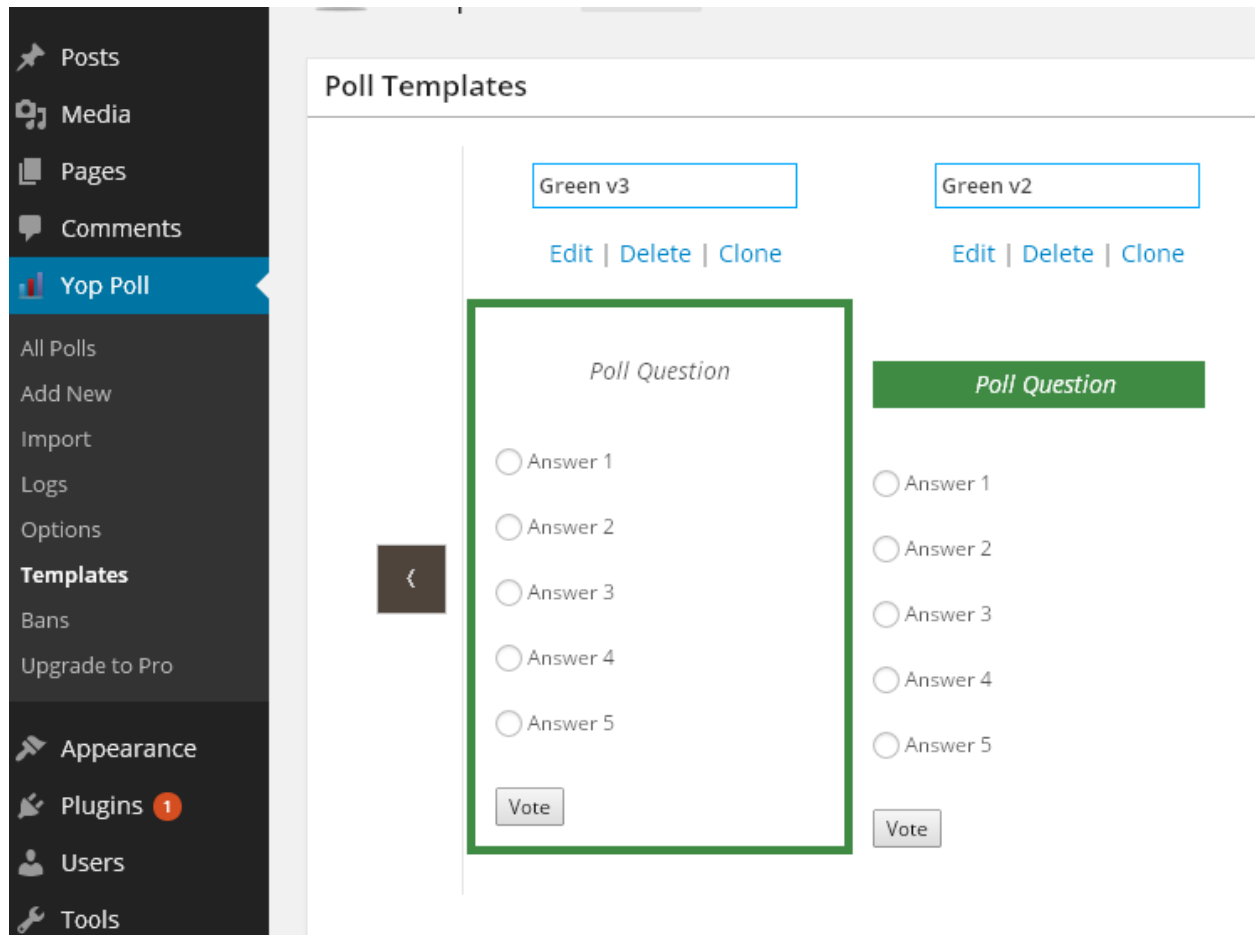
First you'll have to create an app (<https://developers.facebook.com/> for Facebook and <http://console.developers.google.com/> for Google +) then enter the App ID and App Secret in the Media Integration section. Next, all you have to do is to edit your poll and Set Vote as Facebook/Google + user to "Yes".

Your users will be asked to authorize the app. If they do, their vote will be registered.

Layout Options – available to Pro users – allows you to activate and deactivate the wizard

## 6. Templates

You have a list with 15 different templates you can use for your polls. You can edit, delete or clone each poll.



### Edit:

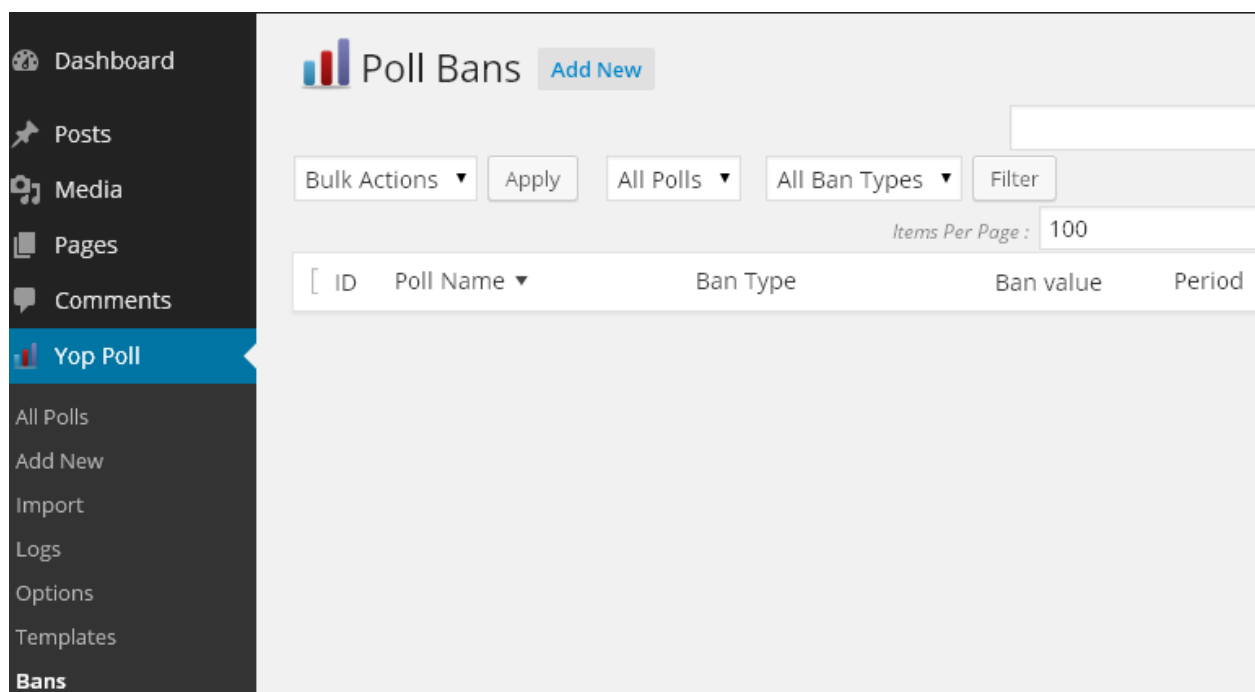
- ❖ You can change the template's name;
- ❖ You have access to the Template Before Vote/ Template After Vote code;
- ❖ You can also customize the template before start date and after end date;
- ❖ In the CSS section you can change the style of that template;
- ❖ You can modify the JavaScript code;

**Delete:** deletes the current template

**Clone:** creates a new template with the same features as the one you cloned.

## 7. Bans

Using the “Add New” option you can set bans for all your polls or a specific poll from the list. You can ban an IP address, an username or an email address. You can set a time period for the ban (for example, 1 week) and you have to enter a value for the ban type you selected; eg: if you want to ban an username, in the “Value” field you have to provide the username).



The screenshot displays the Yop Poll management interface. On the left is a dark sidebar with navigation links: Dashboard, Posts, Media, Pages, Comments, Yop Poll (highlighted), All Polls, Add New, Import, Logs, Options, Templates, and Bans. The main content area is titled "Poll Bans" and includes an "Add New" button. Below the title are several filters: "Bulk Actions" (dropdown), "Apply" (button), "All Polls" (dropdown), "All Ban Types" (dropdown), and a "Filter" button. A search bar is located at the top right. Below the filters, it says "Items Per Page : 100". A table header is visible with columns: ID, Poll Name (dropdown), Ban Type, Ban value, and Period. The table body is currently empty.

## 8. Upgrade to Pro

The Pro version of our plugin gives you more freedom to customize your polls.

Some of the features included are:

- Enabling users to vote with their Facebook and Google + accounts;
- More templates so you can easily integrate the poll on your page;
- Statistics that help you analyze the votes you received.

These options already appear in the 5.0 version. To activate them you have to become a Pro member.

We hope this guide was useful.

If you have any questions you can contact us on our support page  
<http://wordpress.org/support/plugin/yop-poll> or at [yop.help@gmail.com](mailto:yop.help@gmail.com)

YOP Team