

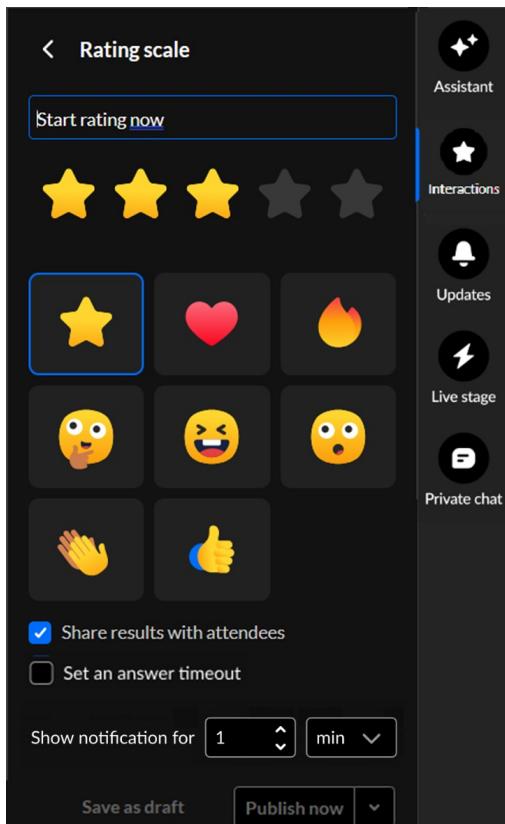
## Interactions tab - Rating scale

Last Modified on 02/01/2026 3:31 pm IST

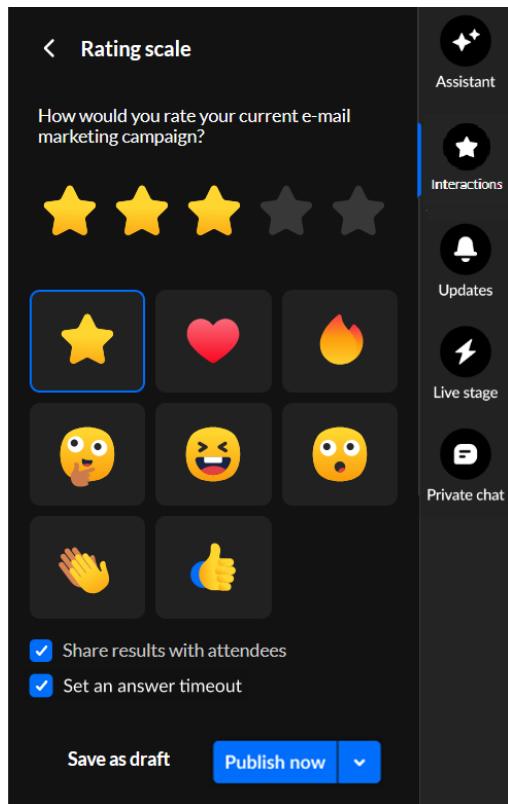
 This article is designated for moderators

Create and publish a rating scale poll from the Interactions tab of the Chat and Collaboration widget

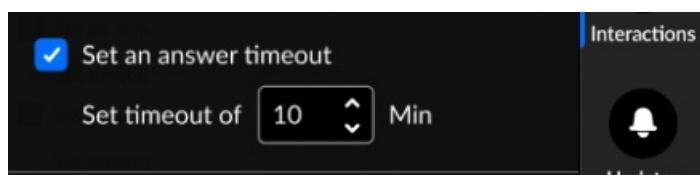
1. Click **Rating scale** to begin creating a rating scale.



2. Type your question/statement and choose your rating scale emoji.



3. Decide whether to share results with attendees.
4. You may set an answer timeout (a response window for users) that controls how long the poll stays active. If enabled, an additional configuration displays, "Set time out of". Use the up and down arrows to set the number of minutes the poll will be available for users to answer.



- Default response window is 5 minutes
- Minimum is 1 minute and maximum is 120 minutes

During this time, participants see a countdown indicator. When the timer runs out, the poll automatically concludes.

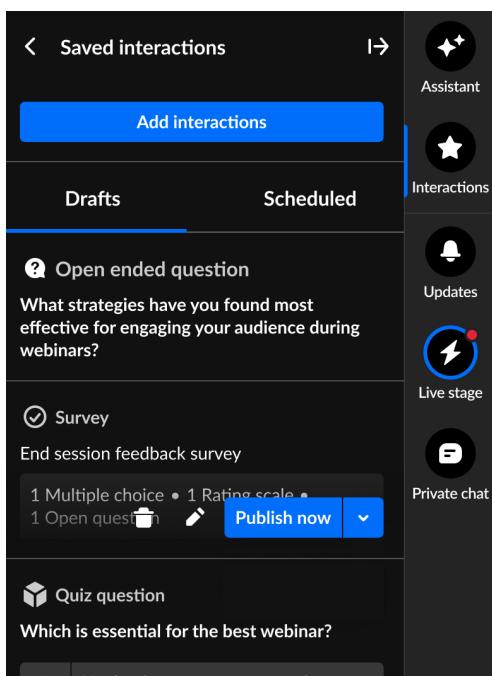
5. You may specify how long the rating scale notification will be visible to users. Use the up and down arrows to set the number of minutes or seconds the rating scale notification will be shown.



- When set to *seconds*, minimum is 5 seconds and maximum is 60 seconds
- When set to *minutes*, minimum is 1 minute and maximum is 10 minutes

6. Decide whether to save as draft, schedule, or publish now.

- **Save as a draft** - Click **Save as draft**. After you've saved an interaction as a draft, you may access it through the Drafts tab of **Saved interactions**. Hover over the draft and choose the appropriate option. Please note, interactions cannot be modified within 2 minutes of scheduled time.



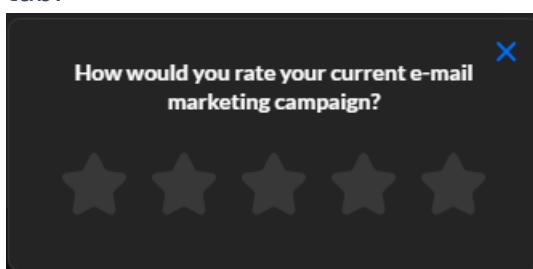
The screenshot shows the 'Saved interactions' page. At the top, there are buttons for 'Add interactions' and tabs for 'Drafts' and 'Scheduled'. Below these are three interaction items:

- Open ended question:** 'What strategies have you found most effective for engaging your audience during webinars?' with a 'Publish now' button.
- Survey:** 'End session feedback survey' with a 'Publish now' button.
- Quiz question:** 'Which is essential for the best webinar?' with a 'Publish now' button.

A sidebar on the right contains icons for Assistant, Interactions, Updates, Live stage, and Private chat.

- **Schedule** - See [Schedule interactions](#).

- **Publish now** - Click **Publish now**. The interaction is published to your attendees immediately, initially displaying as a small toast popup in the lower left corner of the screen (example shown below), then displaying in the Feed sub-tab of the Live stage tab.



Interested in exploring other interaction tools? Click [here](#)!