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Authoring Organization: Rio Salado College

Written by: Jon Koehler, South Mountain Community College, a Rio Salado College NISGTC grant affiliate

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Creating a Survey Transcript

Here is how easy it is to create a survey using Polldaddy. Simply log in to your dashboard click on the big blue create a new drop down and select survey. First give your survey a name. You can choose to show participants a different name if you wish. Select the check box that says show participants a different name then type in a name that you would like your participants would like to see. Select the folder where you would like your survey to reside. Next select a default style for your survey.

If you are handy with CSS you can modify the default style for any survey as you see fit. We are going to choose plain white. We are going to use a custom start and finish message note that custom fit messages is a feature available to pro and corporate customers only.

Next we will select a few choices under survey options. You can set the survey to close after a certain date or a certain amount of responses have been received. If you would like to conduct your survey in a different language you can create a language pack to modify any of the default English language text or phrases in the survey. You can set the survey to accept only one response per computer or multiple responses per computer and finally you can set up a password for your survey and set IP restrictions to ensure that no one other than your audience gets to complete the survey. Click on the big blue save button.

Now we are ready to create our survey questions. You can click elements from the left and drag them over to the survey area on the right. Once you got your questions set up click on the blue Finish and Embed button to share your survey. You can choose to embed your survey as a pop up on your website, you can embed it directly into your website with the website inline option, you can copy a direct link to your survey to share with participants, you can sync it with our free iPad app, or you can create an email group and send it out via email. Find out what your customers, clients, and employees are thinking. Create a Polldaddy survey today.

