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# Join In

<https://bit.ly/CELT-Qualtrics>





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# Teaching and Feedback: Use Qualtrics to Get Answers to Questions



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# Learning Outcomes

Explain key features of the Qualtrics platform



Experience a Qualtrics survey from the user perspective



Identify at least one way to use Qualtrics at work



# What is Qualtrics?

Qualtrics is an “experience management company” which is another way of saying, a survey design platform



qualtrics<sup>XM</sup><sup>®</sup>



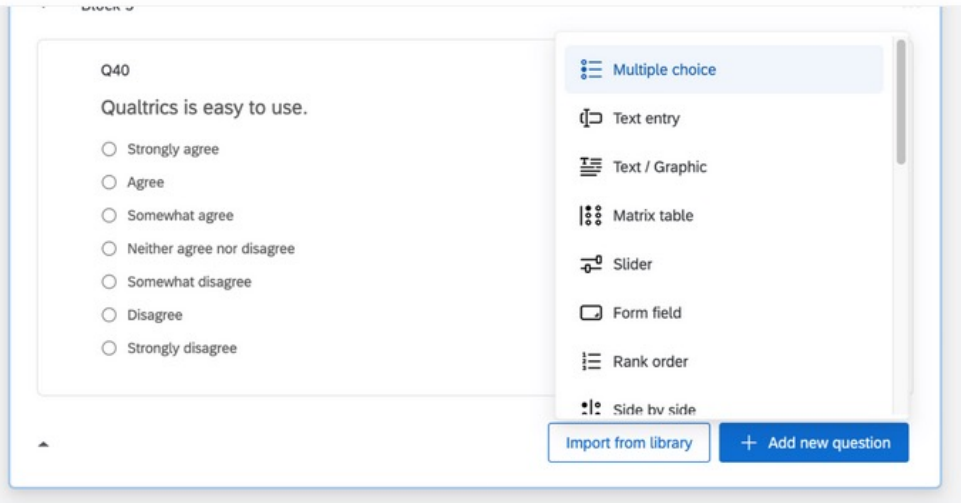
# Piped Text

- Piped text pulls information from different sources and displays that information to the respondent
- Allows you to customize question and answer choice wording



# Question Types

- Over 100 ways to ask a question
- Different categories and settings



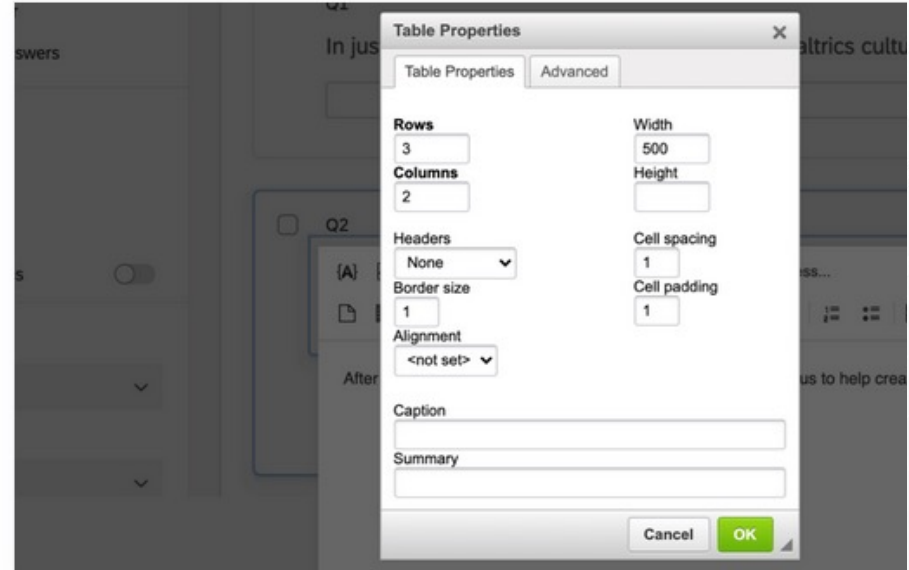
The screenshot shows a survey question editor. On the left, a question titled "Q40" is displayed: "Qualtrics is easy to use." Below the question, there are seven radio button options: "Strongly agree", "Agree", "Somewhat agree", "Neither agree nor disagree", "Somewhat disagree", "Disagree", and "Strongly disagree". On the right, a menu of question types is visible, including "Multiple choice" (selected), "Text entry", "Text / Graphic", "Matrix table", "Slider", "Form field", "Rank order", and "Side by side". At the bottom of the menu are two buttons: "Import from library" and "+ Add new question".



# Rich Content Editor

- **Bold text**
- Underline
- **Change text color**
  - Text alignment
- Add hyperlinks
- Lists and Tables
- Videos and Images

## • Table Properties



# Display Logic and Branching

UP You are currently making edits to this survey. Changes won't be live until you publish.

requirements 2021 New Survey

Display Logic (How often do you perform Customer Satisfaction surveys?)

Display this Question only if the following condition is met:

Question Q9 Does your comp...sfaction surveys? Yes Is Selected

4

In Page

Once a quarter  
Once a year  
Never

andomization

alues

Survey Flow E-Book Customer Survey 2

Show Block: Introduction (2 Questions) Add Below Move Duplicate Delete

Then Branch If:  
If Do you currently own an E-Book Reader? Yes Is Selected Edit Condition  
Move Duplicate Options Collapse Delete

Show Block: E-Book Current Customers (1 Question) Add Below Mi

+ Add a New Element Here

Then Branch If:  
If Do you currently own an E-Book Reader? No Is Selected Edit Condition  
Move Duplicate Options Collapse Delete

Show Block: E-Book Potential Customers (2 Questions) Add Below Mi

+ Add a New Element Here

+ Add a New Element Here





# Workflows and Contact Lists

Any of the following are true **1**

- Question **2** CES How would you rate the ease or di... **3** Extremely easy **4** is Not Selected **5**
- Question **2** CES How would you rate the ease or di... **3** Moderately easy **4** is Not Selected **5**
- Question **2** CES How would you rate the ease or di... **3** Slightly easy **4**

+ Condition + Condition group

Cancel

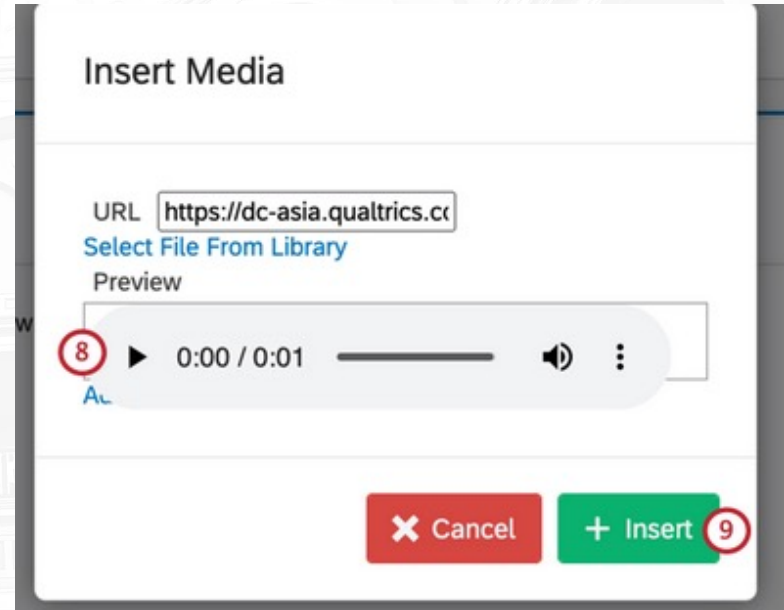
+ Create Sample + Create Contact List  **2**

All Folders **22** Searching in All Folders Filter By: All

	Members	Type
<b>Student Evaluations</b> Last Modified: Mar 30, 2018 11:50 AM	<b>4</b>	Mailing List <b>3</b>

- Export List...
- Import List...
- Send Email to List... **4**
- Edit List Details...
- Move List ...
- Delete...

# Insert Media



# Ways to Use Qualtrics

	Send Information	Receive Information
Before an Event	FAQ	Needs Assessment
After an Event	Follow Up	Satisfaction Survey



# Ways to Use Qualtrics



How can you use Qualtrics in your own work?



# For More Information



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**If you have interest in a workshop on Qualtrics add your email at the end of the survey you are taking**

