



Survey&Report

i V 5.0.8389.0 – New features



We are information security certified according to ISO 27001.

[Read more about Survey&Report >>](#)

[Contact us via form >>](#)

[Pricing >>](#)

info@artologik.com

Artologik[®]
SOFTWARE FOR THE WEB



Table of content

Survey	3
Randomise the order of answer options and subquestions	3
Import questions from text.....	4
Survey overview improvements	5
Respondent data policy.....	5
New possibilities for allowing respondents to view/edit their data	8
Report	9
Copy reports	9
LTI.....	10
Clearer for teachers to see (in student view) that students see survey/report.....	10
Possible to decide which students should be linked as respondents to the LTI survey	10
Linking Canvas site and Survey&Report survey displayed	10

Survey

Randomise the order of answer options and subquestions

Sometimes you may want to randomise the order of the answer options in a question to avoid specific answer options being chosen more frequently because of the order in which they are presented. Therefore, you can now activate *Randomised order of answer options* for several question types. You will find this setting under the tab *Answer options and subquestions* in the advanced question editor. The same option is also available for the order of sub questions in matrix questions. Note that you cannot use branching logic in combination with randomised answer options.

Editing question "Describe the training with three words!"

Settings Answer options and subquestions

Answer options

		Value	
1	Competence-enhancing	1	⚙️
2	Engaging	2	⚙️
3	Fantastic	3	⚙️
4	Good	4	⚙️
5	Informative	5	⚙️
6	Inspiring	6	⚙️
7	Instructive	7	⚙️
8	Interesting	8	⚙️
9	Pedagogical	9	⚙️
10	Rewarding	10	⚙️

+ Add answer option

Randomised order of answer options

OK Cancel

1. Describe the training with three words!

- Inspiring
- Interesting
- Rewarding
- Informative
- Engaging
- Pedagogical
- Instructive
- Good
- Competence-enhancing
- Fantastic

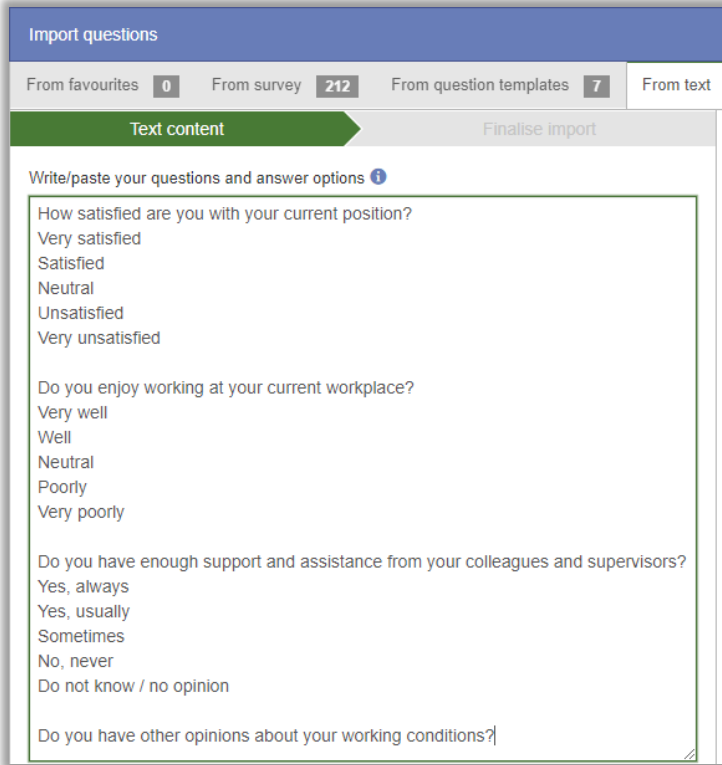
When you add a new answer, the system randomises the order. The order will, however, remain the same if the answer is saved (via the save button or by leaving the page). This applies to both public and respondent/anonymous surveys. When exporting the answer to PDF, the order of the answer is the same as the order the respondent saw when answering.

The settings are available on the following question types:

- Radio Buttons (answer options)
- Drop Down List (answer options)
- Check Boxes (answer options)
- Select Box (answer options)
- Matrix - Radio Buttons (sub questions and answer options)
- Matrix - Check boxes (sub questions and answer options)
- Matrix - Rating (sub questions)
- Matrix - Side by Side (sub questions)
- Numeric - Multiple (sub questions)
- Matrix Open - All types (sub questions and answer options)


Import questions from text

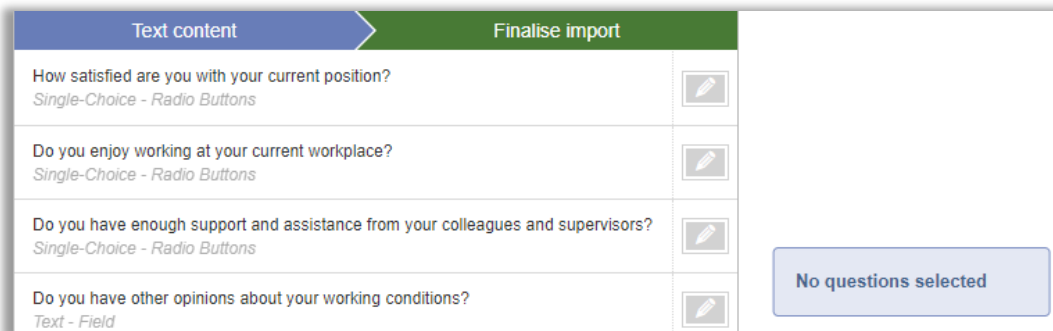
Under *Survey > Construction > Content*, you will find the *Import questions* button, which allows you to import questions into the survey from your favourite marked questions, another survey or question templates. This button now also enables you to import questions not already in the program but whose question titles and answer options you want to copy from an external source.



After selecting the *From text* tab, you can paste the question titles and answer options into the writing area. Structure the questions so the title begins (with a blank line above it) and the answer options follow, with only a line break between each. See the example below.

If you want to create a question of a question type that has no answer options, let a blank line follow the question title.

When you click *Next*, the system will direct you to a step where your text has been converted into questions you can import. The suggested question type for questions with answer options is *Single Choice - Radio Buttons*. Questions without answer options are given either the question type *Text - Field* or *Informational texts - Text*. Which of these is pre-selected depends on which comes first in the sorting order under *Administration > Surveys > Question types*. Click the  button if you want to change the question type.

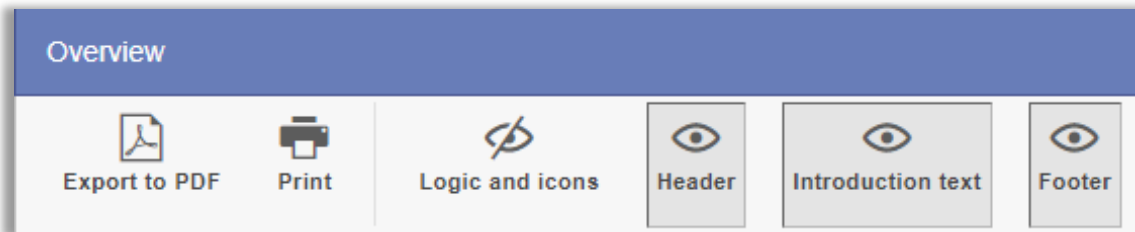


Click on the questions you want to import and confirm the import with *OK*.

Survey overview improvements

Under *Survey > Construction > Content*, and now also under *Survey > Construction > Preview*, you will find the *Survey overview* button, which allows you to export the survey to PDF or print it. We have made several improvements to this feature:

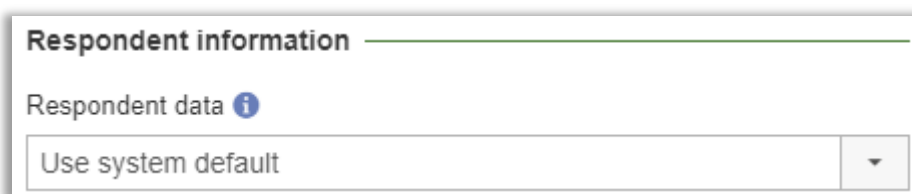
- On a multilingual survey, the language of the survey overview adapts to the survey language selected on the *Content* or *Preview* page.
- The survey overview now supports languages written from right to left, for example, Arabic.
- Toolbar buttons lets you choose to include/exclude *Branching logic* and *Icons* (including the "Q-ID" of questions and icons for, for example, mandatory and "hidden from the beginning"), *Header*, *Introduction text* and *Footer*. The program remembers the user's last selection.



Respondent data policy

When you add or edit a respondent, there are several fields in which you can enter respondent data. Firstly, respondent information such as first name, last name, email, etc., and secondly, any respondent properties that have been created and respondent categories that have been linked to the survey. You can now use the new *Respondent data policy* feature to select which fields to use, which are mandatory to enter, which shall be optional to display in the respondent list, and which shall be possible to include in the export of answers.

Under *Administration > Respondents > Respondent data policy*, there is a default policy for which you can make the desired settings. If you need to have different policies for different surveys, you can create several policies via the *Add new policy* button. Which one will be the default is determined under *Administration > Respondents > Settings*. The default policy is always used under *Administration > Respondents*, while on each survey and survey template, it is possible to choose which policy to use.



In the settings for a respondent data policy - for each field under *Basic respondent information*, *Global respondent categories* and *User-specific respondent categories*, and *Respondent properties*, you select one of the following options:

- *Enabled* - the field is visible and editable.
- *Compulsory* - the field is mandatory to enter (only for the fields under *Basic information*)
- *Show in respondent list* - the field will be optional to show as a column in the respondent list.
- *Include in export* - the field will be included when exporting respondents from the respondent list and will be optional to include when exporting answers.

For respondent categories and respondent properties, you make a general setting for all categories/properties. However, under the heading *Exceptions*, you can select the categories and properties for which you want to make specific settings.

▼ Administration part - as user

▼ Basic respondent information

	Enabled	Compulsory	Show in respondent list	Include in export
ID	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
First name	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Last name	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Email	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Street address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zip code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Country	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organisation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Phone number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mobile phone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

▼ Respondent categories

	Enabled	Show in respondent list	Include in export
Global respondent categories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
User-specific respondent categories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Exceptions _____

Select respondent categories

▼ Respondent properties

	Enabled	Show in respondent list	Include in export
Respondent properties	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Exceptions _____

Select respondent properties

In a respondent data policy, you also make settings that will apply when respondents are given the right to view/edit their data.

For each field under *Basic respondent information*, *Global respondent categories* and *User-specific respondent categories*, and *Respondent properties*, you select one of the following options:

- *Visible* - the field is visible to the respondent
- *Editable* - the respondent can edit the field
- *Compulsory* - the field is mandatory to enter (only for the fields under *Basic information*)

Note that respondent categories and respondent properties that are disabled in the administration section will not be displayed in the public section, regardless of what the public section setting says.

▼ Public part - as respondent

▼ Basic respondent information

	Visible	Editable	Compulsory
First name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Last name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Email	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Organisation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

▼ Respondent categories i

	Visible	Editable
Global respondent categories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
User-specific respondent categories	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Exceptions _____

[Select respondent categories](#)

▼ Respondent properties i

	Visible	Editable
Respondent properties	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Exceptions _____

[Select respondent properties](#)

New possibilities for allowing respondents to view/edit their data

If you want to let respondents see their data when they answer the survey, activate the *Show respondent details* setting as before. In this version, some things have been added that are related to this feature.

- New setting: *Show first in survey after login* - If you activate this setting, the respondent data will be visible directly after the introductory text in the survey itself. If you want a page break between the respondent data and the survey questions, activate the setting *Add page break after introductory text* under *Order questions*. If you leave this setting disabled, the data will be displayed in a separate window (as before) opened by a button at the top of the survey.

As mentioned above, you now have the option to make settings in a respondent data policy that control what the respondent can see and edit (or be required to edit). This affects the settings in the following ways:

- *Display respondent data* - A prerequisite for the respondent to be able to view their details. However, they will only see the data that the respondent data policy allows.
- *Enable editing* - A prerequisite for respondents to be able to edit their data. However, they can only edit the data that the respondent data policy allows.
- *Include respondent categories* and *Include respondent properties* - A prerequisite for the respondent to be able to see/edit their categories/properties. However, they can only view/edit the categories/properties that the respondent data policy allows.

Respondent information

Respondent data ⓘ

Use system default ▼

Display respondent data ⓘ

Show in the beginning of the survey after login ⓘ

Enable editing ⓘ

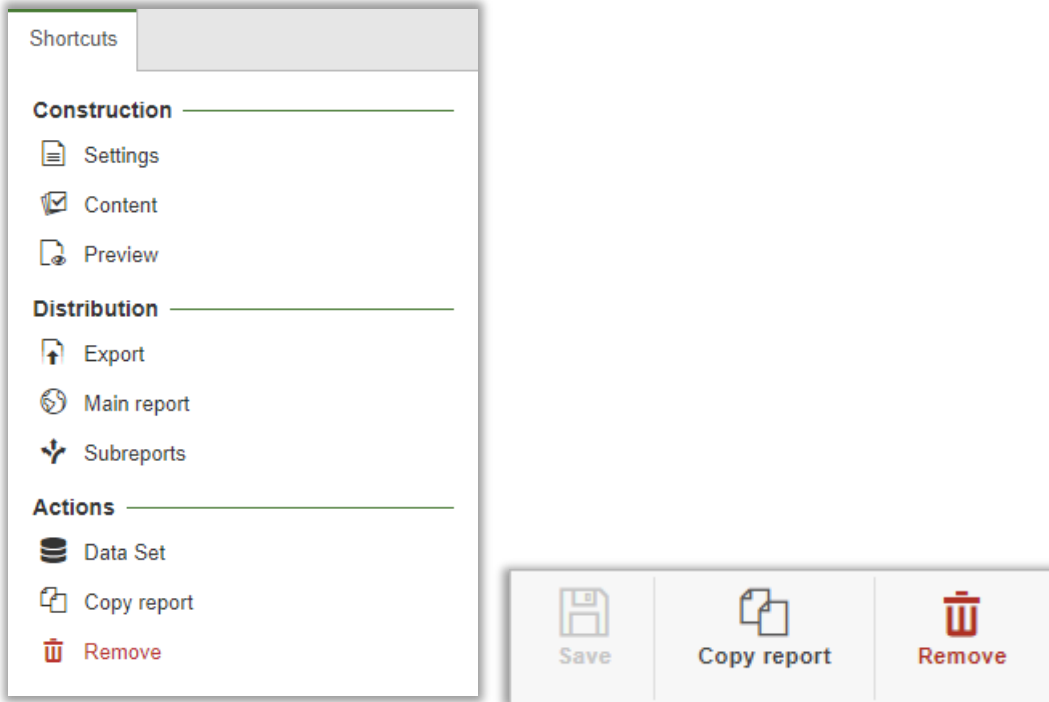
Include respondent categories ⓘ

Include respondent properties ⓘ

Report

Copy reports

If you want to create a report for a survey that is similar to an existing report for the same survey, you can now use the new function to copy reports. The feature is available under *Shortcuts > Actions* on the report dashboard and via the *Copy report* button under *Report > Construction > Settings*.



Most of the original report, such as content, datasets, layouts/exports, sub reports, and most settings, are copied. However, settings related to the publishing of the report and settings related to the formats available for export are not copied.

Note that a right determines the right to copy reports on the user groups; see below.

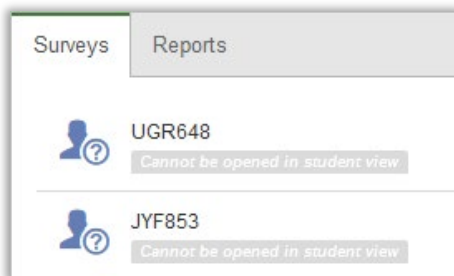
Report actions	None	Yes	Deny
Create new reports			
Create new standard report	None	Yes	Deny
Create new aggregate report	None	Yes	Deny
Generate report from predefined report	None	Yes	Deny
Copy reports	None	Yes	Deny

LTI

Clearer for teachers to see (in student view) that students see survey/report

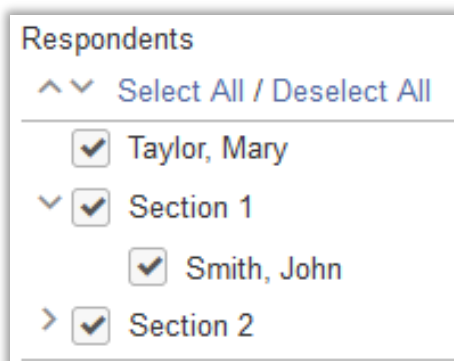
In Canvas, a practical "student view" feature acts as a generic student so that teachers can see what the course looks like from a student's perspective. We have now complemented this student view with an overview of all the course surveys and reports.

The surveys and reports cannot be opened from the student's view, as a text notifies you.



Possible to decide which students should be linked as respondents to the LTI survey

To target a survey to one or more specific sections and make exceptions at an individual level without having to open Survey&Report and delete respondents after publishing, it is now possible to determine which students should be linked as respondents to a survey via Canvas-LTI.



Linking Canvas site and Survey&Report survey displayed

Course information from Canvas is now displayed under the *Canvas* tab on the survey dashboard.

