Survey&Report

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Survey construction

Making comment field compulsory

On all questions regardless of question type, you can add a comment field to enable the respondent to enter a comment to the answer they gave to the question. The comment field can now be made compulsory. It is also possible to decide, via logic, whether it should be compulsory.
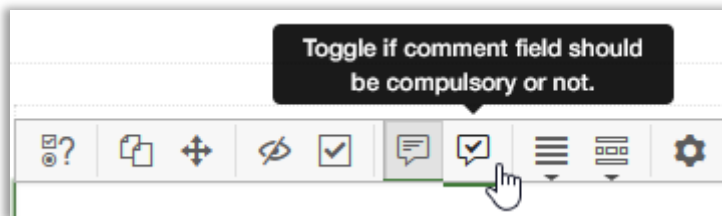
New question type: Video

This question type can be used to ask questions about a video. You can create buttons that the respondents can click on when they react to something in the video. You can let the respondents either speak their answer or type it in. An audio file is saved for voice responses that you can listen to under *Handle text answers*. There is also the option of using a transcription service that automatically translates the audio file into text, which you can then review and edit under *Handle text answers*.

The *Video* question type is only available with the SR-Advanced Survey plug-in.

Improvements concerning Arranging questions

We have made some improvements under the *Arrange questions* tab. First of all, you can choose from these three options under *View mode*:

- *List*: This is the pre-selected option when you enter the *Arrange question* page.
- *Page view*: In this view, each page is displayed as a small thumbnail which gives you an overview of the pages in surveys with a lot of pages/questions.
- *Grid*: Similar to the *List* view but the questions are represented only by their "Q" IDs.

In *List* and *Grid* mode, you can use the ⤢ icon in the top of each page to expand the page to fill the whole working area, and ⤡ to collapse the page again.

Now, you have also several ways to move questions:

- Drag and drop: Works in all view modes. Hover the cursor over a question and hold the left mouse button to drag the question into its new place, either on the same page or on another page. Drop it there by letting go of the mouse button.
- Insert questions on page: Only in *List* and *Grid* mode. Select one or several questions by clicking them. Insert the selected questions at the bottom of a page by clicking the ⬇ icon in the toolbar at the top of that page.
- Move up/move down on the same page: Only in *List* and *Page* view mode. Use the ∧ ∨ arrows next to a question to move it one step up or down on the same page.
- Move question to new page: Only in *List* and *Page* view mode. Click the ⤤ icon next to a question and select an existing page, or create a new page, to move the question to.
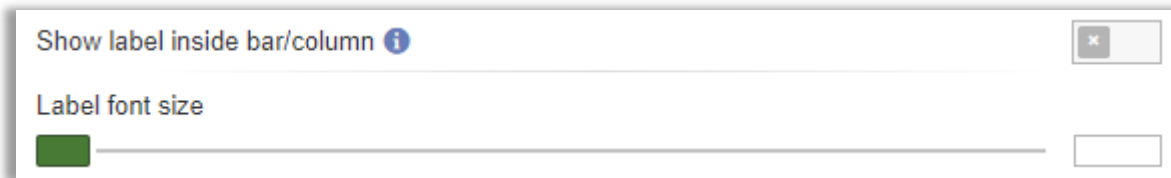
Reports

Changelog for reports

Since before, on a survey's dashboard you have been able to see a history of what happened on the survey. The same is now also available for reports. Under the Changelog tab on the report's dashboard, you will find a log of activities on this report. The following types of events, with date, time and user involved, are registered:

The list under *Changelog* shows the 15 most recent entries. If you want to see all entries, click the *Show full changelog* button to open the *Full changelog* window.

New chart settings

In charts, you can choose to show labels next to bars/columns in the chart, via the settings *Show label, Show value* or *Show percentage*. If any of these settings is enabled, the setting *Show label inside bar/column* decides if the label should be displayed at the end of the bar/column (the setting disabled) or centred inside of the bar/column (the setting enabled) in charts of the *Bar* and *Column* types. You can also decide the size of the label by adjusting the setting *Label font size*.

Templates

Survey themes and report themes – sort order and default

Under *Templates > Survey design > Theme* and *Templates > Report design > Theme*, you can administer themes for surveys and reports respectively. If several themes are created, you can decide the order in which they should be sorted by clicking the

Change sort order / default theme option at the bottom of the drop-down list under the 🎨 button. In the window that opens, you can drag and drop the themes in the desired order. The theme you place at the top will be considered as default.