

Attachment C: Qualtrics Survey Options (Screenshot)

Survey Options (Qualtrics)

Survey Experience

- Back Button.** Enable respondents to change their responses.
Back Button is not available across branches. [More Info](#)
- Save and Continue.** Allow respondents to save and continue later.
- Show Question Numbers.** Great for previews. For participants, try a [Progress Bar](#) instead.
- Use Custom Survey Validation Messages...**

Survey Language: The language the survey is written in.

Survey Title: This text will appear in the browser as the window or tab title. **Meta**

Description: Search engines and social media services use this description.

Survey Protection

- Open Access.** Allow anyone to take this survey.
- By Invitation Only.** Prevent people from taking the survey using an anonymous survey link.
- Password Protection.** This password must be entered to take this survey:
- Prevent Ballot Box Stuffing.** Keep people from taking this survey more than once.
- HTTP Referrer Verification.** The user must come from this URL to take the survey:
- Prevent Indexing.** A tag will be added to the survey to prevent search engines from indexing it.
- Secure Participants' Files.** Files uploaded as responses can only be viewed by users with permission to view responses.
- Survey Expiration.** The survey will only be available for a specified date range.

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Survey Termination



Default end of survey message.



Custom end of survey message...



Show Response Summary.



Redirect to a full URL, ex. "http://www.qualtrics.com":



Send additional thank you **email** from a library... When distributed via the Survey Mailer.



Anonymize Response. Do NOT record any personal information and remove contact association (not recommended).

Inactive Surveys



Default inactive survey message.



Custom inactive survey message...