I built my survey... Now what?

Exploring Qualtrics Survey Distribution and Workflows Functions

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Agenda

• Importing a Survey (bonus learning!)
• Creating Workflows
• Distribution Methods
  • In-Line Questions
  • Additional Tools/Features
  • Reminders/Thank You
• Tracking Respondents
• Questions
Creating Workflows - Terms

Workflows: Allow you to trigger tasks based on various events. For both the inciting event and the resulting task, you have a lot of options, most of which are inside the Qualtrics platform and some of which are outside.

• An EVENT starts a workflow
• CONDITIONS use logic to decide when workflows are triggered (begin)
• TASKS are the outcomes that are triggers in response to the event and/or conditions being met
Thanks for attending!

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