Launching Your Qualtrics Survey

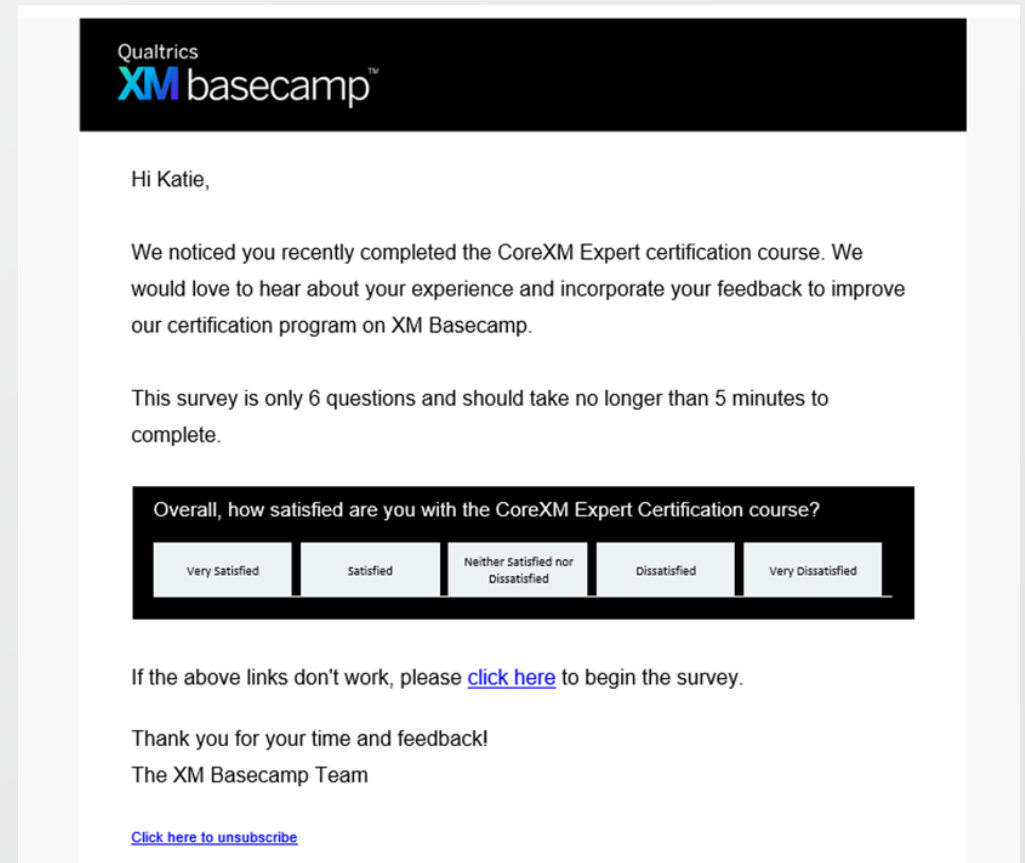## Katie Stone
ORS Research Design & Data Analysis Lab Consultant

To access the files used
in today's workshop:

The University of Texas at
TYLER

Agenda

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

Questions

Resources

- [Qualtrics XM Basecamp](#)
  - Provides free on-demand training

- [Qualtrics Communities](#)
  - Commonly asked and answered questions from the regular to the obscure.
  - Answers provide full, complete, and reproducible information

- Research Design & Data Analysis Lab:
  - https://www.uttyler.edu/research/ors-research-design-data-analysis-lab/

- Schedule a consultant appointment with me:
  - https://www.uttyler.edu/research/ors-research-design-data-analysis-lab/ors-research-design-data-analysis-lab-consultants/

- Check out the Lab Resources (including recording of this webinar):
  - https://www.uttyler.edu/research/ors-research-design-data-analysis-lab/resources/