How to set up your Qualtrics survey with Cint

Set up the Complete redirect

1. In your Survey tab, click on Survey flow



2. At the bottom of the flow (or beneath any relevant block), click **Add a New Element Here**



3. Click End of Survey

Builder	Survey flow Live Show flo
5	Survey now and
Survey flow	
Look and feel	Show Block: Default Question Block (1 Question) Add Below Move Duplicate Delete
Survey options	Add Below Move Duplicate Delete
	What do you want to add? Cancel
	🚳 Block 🛰 Branch 💷 Embedded Data 🛰 Randomizer 🔈 Web Service 🔈 Text Sentiment - Topic
	Group Authenticator A End of Survey

4. Click Customize

S	urvey	Flow Customer Feedback Surve	у	,				Zoor	m Out Zo	om In [:] low IDs
þ	Û	Show Block: Default Quest	tion Block (3 Q	uestions)			Add Below	Move	Duplicate	Delete
ŀ		End of Survey	Move	Duplicate	Customize	Delete				
Ļ	+ Add	d a New Element Here								



5. Check Override Survey Options

Override Survey Op	itions
Default end of surv	ey message.
Custom end of surv	rey message
Redirect to single redirect t	esponse report.
Redirect to a URL	14
Send additional that	nk you email from the library
🔲 Do not increment q	uota counts.
Show Response Su	mmary.
Do NOT record any	personal information and remove panel association (not recommended).
Flag Response As	Screened-Out *
Do NOT record surv	/ey response (not recommended).
Screen-out Respon	se Show Screen-out Counts

6. Select **Redirect to a URL** and paste in the Complete redirect link from Access. Click **OK**.



Set up the Early Screenout Redirect

1. In the Survey tab, go to Survey Flow



2. Click Add Below on the question block where you added your screening questions



3. Click Branch

Builder	Survey flow Live Show flow I
Survey flow	
Look and feel	Show Block: Default Question Block (1 Question) Add Below Move Duplicate Delete
Survey options	What do you want to add? Cancel What do you want to add? Cancel Block Service Text Sentiment - Topic Group Authenticator A End of Survey B Reference survey Table of Contents
	Show Block: Block 1 (2 Questions) Add Below Move Duplicate Delete
	A End of Survey Move Duplicate Customize Delete



4. Click Add a Condition



5. Select the screening logic for the branch and click OK

Survey Flow Customer Feedback Survey	Zo	om Out 2	oom in Flow IDs
Add Below	Move	Duplicate	Delete
Then Branch If:			
If Question V Q7 How old are you? V 13-17 V Is Selected V			••
			🗸 ок
+ Add a New Element Here			
Add Below	Move	Duplicate	Delete
End of Survey Move Duplicate ~ Customize Delete			
+ Add a New Element Here			



6. Below the branch, click Add a New Element Here

Sur	Vey Flow Customer Feedback Survey					
	Show Block: Screener Block (2 Questions)	Add Below	Move	Duplicate	Delete	
÷	Then Branch If: If How old are you? 13-17 Is Selected Edit Condition					
	Move	Duplicate	Options	Collapse	Delete	
	+ Add a New Element Here					
	Show Block: Default Question Block (3 Questions)	Add Below	Move	Duplicate	Delete	
÷	A End of Survey Move Duplicate ~ Customize Delete					
Ļ.	Add a New Element Here					

7. Click End of Survey

Customer Feedback Survey		(Show Fl	ow IDs
Show Block: Screener Block (2 Questions)	Add Below	Move [ouplicate	Delete
Then Branch If: If How old are you? 13-17 Is Selected Edit Condition What do you want to add? Cancel	Move Duplicate	Options	Collapse	Delet
Image: Second secon	>> Web Serv>> Conjoint	rice	Authen	ticato
+ Add a New Element Here				

8. Click Customize

Sur	veyl	Flow Custon	mer Feedbad	ck Survey								Zoor	m Out Zo	om In [:] low IDs
•	ŷ	Show Block	k: Screen	er Block (2 Qu	estion	s)					Add Below	Move	Duplicate	Delete
⇒	~	Then Brand	ch lf: d are you? 1	1 3-17 Is Selecte	ed Edit	Condition			Ļ	Move	Duplicate	Options	Collapse	Delete
		ł	→ ▲	End of Surve	ey ere		Move	Duplicate	Customize	Delete				
+[Ŷ	Show Block	k: Default	Question Blo	ock (3	Questions)				Add Below	Move	Duplicate	Delete
ł	A	End of Surv	/ey		Move	Duplicate	✓ Customize	Delete						

9. Check Override Survey Options

Customize End Of Survey

Override Survey Options

Default end of survey message.

- Custom end of survey message....
- Redirect to single response report.
- Redirect to a URL ...
- Send additional thank you email from the library...
- Do not increment quota counts.
- Show Response Summary.
- Do NOT record any personal information and remove panel association (not recommended).
- Flag Response As Screened-Out
- Do NOT record survey response (not recommended).
- Screen-out Response Show Screen-out Counts



10. Select Redirect to a URL and paste the Early Screenout redirect from Access. Click OK

Customize End Of Survey
 Send additional thank you email from the library Do not increment quota counts. Show Response Summary. Do NOT record any personal information and remove panel association (not recommended). Flag Response As Screened-Out - Do NOT record survey response (not recommended). Screen-out Response Show Screen-out Counts
<i>~</i> 0K

Set up the Quota Full redirect (if applicable) 1. In the Survey tab, go to the Survey options menu and choose Quotas

Survey	Actions Distributions Data & Anal	ysis Reports
	Options	Saved 12/14/2017 Live Preview Publish
	General Language, title, survey description Responses Survey expiration, incomplete responses, back button and more Security Passwords, file uploads, bot detection and more Post-Survey Thank you emails, completed survey	Survey language Select the language you're writing your survey in. This will be used for automated messages generated by Qualtrics. Survey language English (US) Display name Enter a survey name to show in search results, social media posts, and on browser tabs.
	Advanced Scoring Attach point values to specific answers Quotas Set conditions you want responses to meet	Online Survey Software Qualtrics Survey Solutions Survey description Enter a survey description to show in search results and on social media posts. Survey description Qualtrics sophisticated online survey software solutions make creating online surveys easy. Learn more about Research Suite and get a free account



2. Click Add a Quota

Default Quota Gr	
+ Add Group	

- 3. Set up any quotas you want to include in your survey
- 4. Leave the quota action as End Current Survey and click Customize.

Quotas Default Quota Group Fe	Females	
Females	 Increment the quota when a response is submitted that meets the following conditions: If Question ~ Q4 What is your gender? ~ Female ~ Is Selected ~ When the quota has been met, then End Current Survey ~ Customize Note: The survey will only end for respondents that meet the quota condition 	0

5. Choose **Redirect to a URL** and paste the Quota Full redirect from Access. Click **OK**

Customize End Of Survey								
 Default end of surve Custom end of surve Redirect to a URL 	ey message ey message https://survey.panelcompany.com/wix2/p8501.aspx?sta							
 Send additional tha Do not increment quite Show Response Sure Do NOT record any Flag Response As The Embedded Date Do NOT record surv Screen-out Response 	nk you email from the library uota counts. mmary. personal information and remove panel association (not recommended). Quota Has Been Met ta Field 'Q_TerminateFlag' will be set to 'QuotaMet' for each response ey response (not recommended). se Show Screen-out Counts							
	✓ ок							

Recording Cint IDs

1. Go to Survey Flow under the Survey tab



2. Click Add a New Element Here



3. Select Embedded Data

÷	Show Block: Default	Add Below Move	Duplicate	Delete						
÷	End of Survey Move Duplicate ~ Customize Delete									
Þ	What do you want to add? Cano	cel								
	Block Stanch	Embedded Data	🔀 Randomizer	Neb Service	Authenticator					
	▲ End of Survey									
Ц.	Add a New Element Here									

4. Enter the name of the variable you would like to use to capture the respondent ID (this can be anything like id, CintID, pid, rid, etc.) in the text box **Enter Embedded Data Field Name Here** (do not click **Set a Value Now** since the value is being recorded from the survey link URL)

Þ	Show Block: Default Question Block (3 Questions)						Add Below	Move	Duplicate	Delete	
ł	A	End of Survey Move	Duplicate	✓ Customize	Delete						
ł		Set Embedded Data: id Value will be set from Panel or Add a New Field	URL. Set	a Value Now)						
					Add Below	Move	Duplicate	Add From C	ontacts	Options	Delete
Ļ.	+ Add	a New Element Here									

5. Click and hold **Move** to drag and drop the embedded data element to the top of the survey flow

ŀ		Show Block: Default Question Block (3 Questions)						Add Below	Move	Duplicate	Delete		
ŀ	Þ	▲	End of Survey	Move	Duplicate	✓ Customize	Delete						
ŀ			Set Embedded Data:										
			id Value wil	l be set from Panel o	URL. Set a	a Value Now							
			Add a New Field										
							Add Bel	ow Move	Duplicate	Add From C	ontacts	Options	Delete
L	-	+ Add	a New Element Here										

6. Click Apply

Survey	Actions Distributions Data & Analysis Reports								
	Survey flow Live Show f								
	Set Embedded Data: id Value will be set from Panel or URL. Set a Value Now Add a New Field								
	Add Below Move Duplicate Add From Contacts Options Delete								
	Add Below Move Duplicate Delete								
	A End of Survey Move Duplicate - Customize Delete								
>	Revert Apply								

Resources

- Panel Company Integration: <u>https://www.qualtrics.com/support/survey-platform/common-use-cases-rc/panel-company-integration/</u>
- Branch Logic: https://www.qualtrics.com/support/survey-platform/survey-module/survey-flow/standard-elements/branch-logic/
- Quotas: <u>https://www.qualtrics.com/support/survey-platform/survey-module/survey-tools/quotas/</u>
- Using Logic: https://www.qualtrics.com/support/survey-platform/survey-module/using-logic/