

Knowledge base > The library > Survey

# Survey

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With our survey builder, you can easily generate surveys for conducting evaluations, expectation surveys, or any other type of survey you need.

#### Note

- Building the survey
- Editing the survey
- Survey settings

# Building the survey In the library

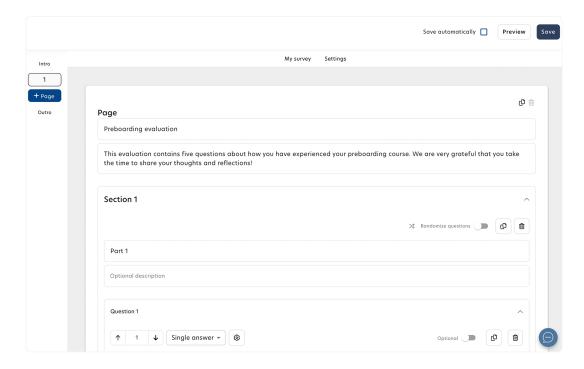
- 1. Click "Add materials" and choose Survey.
- 2. Set an internal name and click "Add & Build Survey".

#### In the course builder

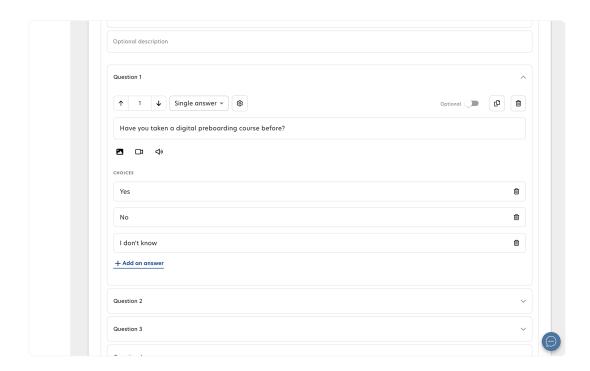
- 1. Click on the plus sign and choose "Survey".
- 2. Name the quiz and click "Add & Build Survey".

## **Editing the survey**

- 1. Set a page title and an (optional) description.
- 2. Set a section title and (optional) description.



- 1. Write your question in the "Question title" box
- 2. Choose your question type: "Single answer" if the participant should choose only 1 answer, "Multiple answer" if they should choose several, "Single row text input" if they should write a short answer, and "Multi row text input" if they should write a long answer.



• To add a new question, click "+Question" and choose what type of

question you wish to add.

- Adding media to your questions, such as images, videos, or audio files, is possible. Simply click on the media you wish to add under the question title.
- To add a new page, scroll up and click "+Page".

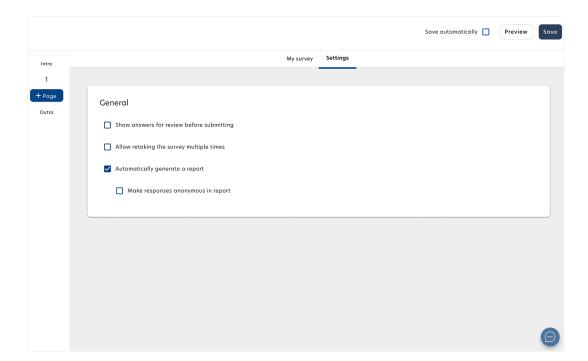
### **Survey Settings**

Show answers for review before submitting: The participants will be able to see what they have answered

Allow retaking the survey multiple times: The participants will be able to take the quiz more than one time

Automatically generated report: A report will automatically be generated

Make response anonymous in report: The participants' names will not be visible in the report



#### **Related Content**

• Editing you project