FLORIDA ATLANTIC UNIVERSITY
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College of Medicine

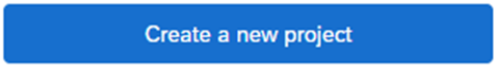
Qualtrics: Creating a Survey

Samantha Starr - 2024-05-17 - Qualtrics

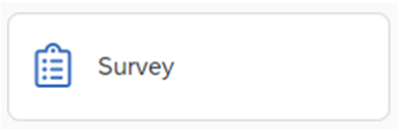
Creating a Qualtrics Survey

1. Navigate to **fau.qualtrics.com**

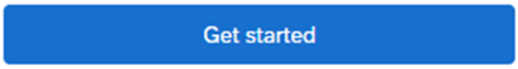
2. Select **Create New Project**



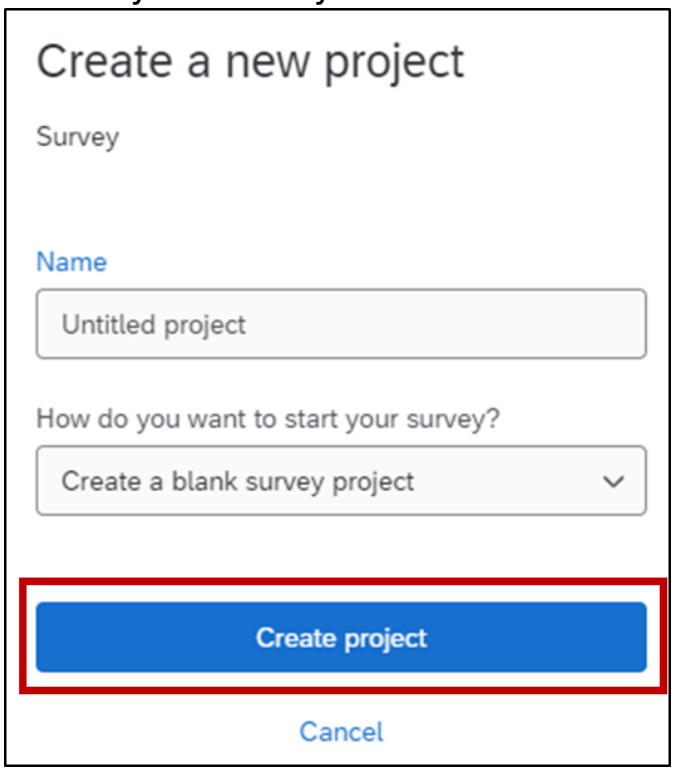
3. Select **Survey**



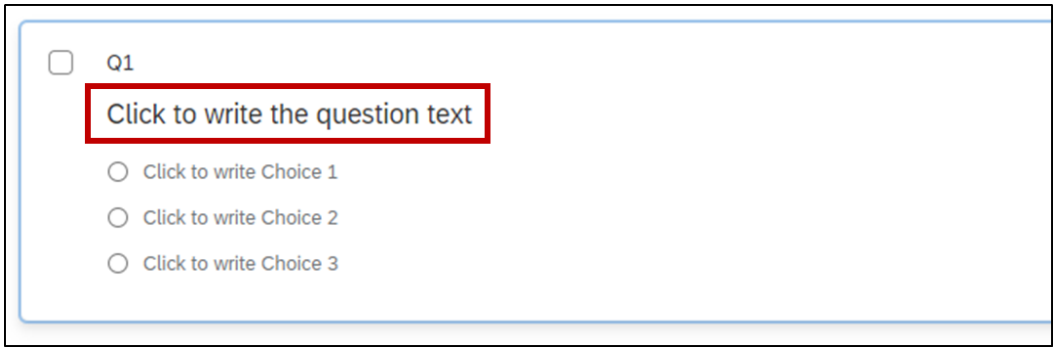
4. Select **Get Started**



5. Title your Survey then select **Create Project**

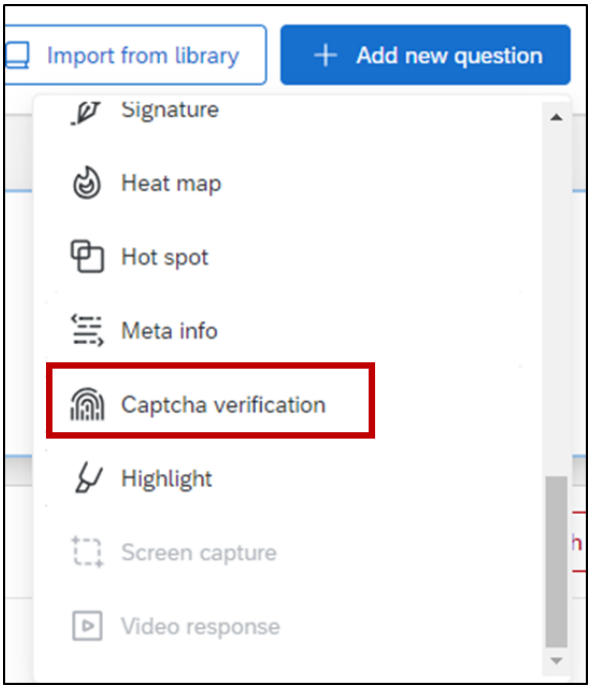


6. Type your question by clicking inside the question box

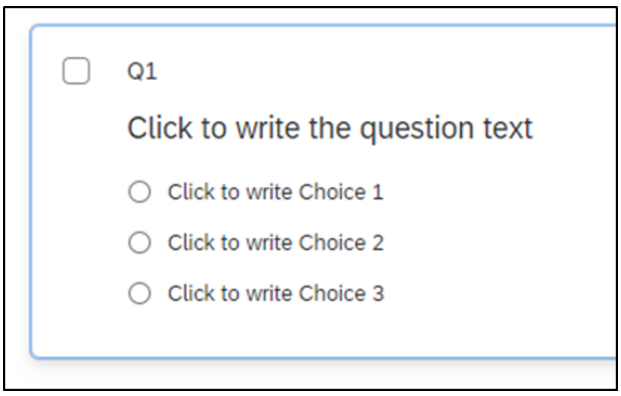


7. Choose **Add a New Question** and select a question type

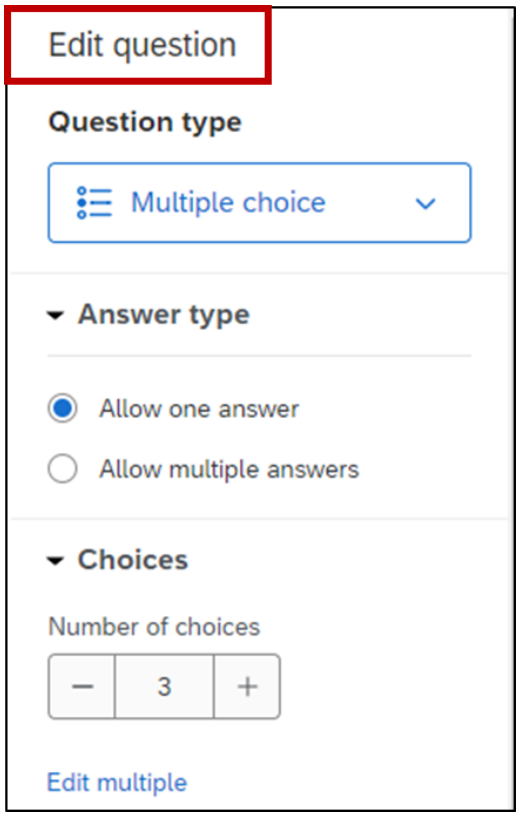
Tip: Add a Captcha Verification question to add security to your survey



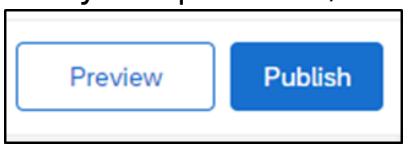
7.1 Edit Question Types by selecting question box



7.2 Locate the left column to edit question including Question Type, Answer Type, Choices, and Format



8. Once you have added all your questions, select **Publish**, then **Preview** your Survey



Tip: If you preview your survey, your response(s) will be saved in the results.

- Tags
- create a survey

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- survey