Getting started with surveys

Graham Smith - 2017-06-21 - Surveys

Surveys can be used for a wide variety of different purposes and are a key part of the rich functionality provided by Kahootz.

- **Gathering opinions and analysing the results**. Maybe you need to take a vote on a certain assignment or change of direction for the company. A good way to do this is to create a survey which asks all the key questions you need answering; you will have a clear sense of direction based on everybody's opinions.

  EXAMPLE: We've used our own surveys for crowdsourcing ideas for developments, decisions on these knowledgebase articles and to determine the best date for the Christmas party!

- **Data Capture / Forms to fill in**. You may need to gather information from your employees or about the work environment. Surveys are a great way to collect information if you have a large number of users based in different places - Kahootz can be used anywhere and everywhere as long as you have an internet connection!

  EXAMPLE: WaterUK collected environmental sustainability information from regional water authorities. Many clients have used surveys for recording staff absences, holiday requests and accident reporting.

- **Quiz or Training test.** Surveys can be used to test the effectiveness of training and determine whether or not it needs to be repeated or reviewed.

  EXAMPLE: After internal training courses, the UK Health and Safety Executive send staff a survey as a form of follow-up test, checking they know the answers to a series of questions. You could also use a survey for assessing how well your staff thought the training worked.

- **A decision tree based on answers given**. Using a decision tree allows the members to answer a list of multiple choice questions that will direct them to some form of guidance, based on their answers. This would work well if you are wanting your staff to have specific guidance based on their own input.

  EXAMPLE: A private sector client used a decision tree to provide risk assessments for its employees based on transporting a variety of equipment. The results told the users what equipment they needed and included special notes about things like hazardous material. By doing this they also were able to capture the results and see how many people went down each route.

Want to get started? See Creating a survey

Related Content

- Survey Question Types
- Setting permissions on surveys
- Creating a Survey (Add Questions, Preview, Open, Re-open & Duplicate)