Creating a survey using Survey123

Understanding Survey123

Survey123 is a data collection tool, that will use your phone's internal GPS to find your location. This will make it easy to compare the data you collect across multiple locations.
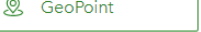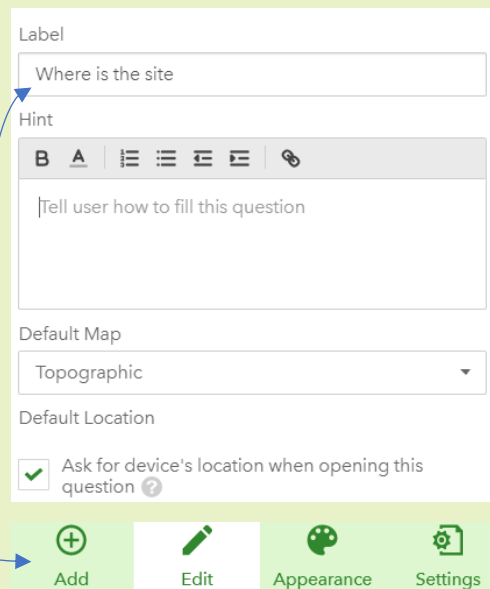
Create a survey

1. Go to https://survey123.arcgis.com/ and sign in with your username and password
2. Click on **My Surveys**
3. Click **Create a New Survey**
4. Select **Using The Web Designer**
5. Fill in a **Name**, **Tag** and **Summary**
6. Select **Create**

Choose your questions

The first question you should always add to your survey is a GeoPoint. This is so Survey123 can calculate your location when you are out in the field.

1. Drag GeoPoint into the form
2. To write a question, simply click where it says 'Untitled Question 1' and an edit pane will open on the right hand side
3. Type in your Question under the label title
4. Select the check box to 'Ask for a device's questions when opening this question'
5. To go back to the set of questions, select the Add button once again
6. Choose another question
7. Complete the same process over again until you have your survey completed

A full list of questions and their purpose can be found on the next page.

Save and publish your survey

Because we are working on web browsers, it is important to save your work periodically. You can find the save button in the bottom right hand corner.

When you are finished with your survey, you can select **Publish**.

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Sharing your survey

You can share your survey in different ways by selecting the **Collaborate** tab.

Here you can decide whether people can submit data publicly, or they need to be part of your schools organisation.

Select your option from the list and copy the URL from down the bottom.

Link	Embed

Link to this survey

https://arcg.is/1OrP4m

● Open the survey in browser directly

Seeing results

You can view the results of your survey in both the **Analyze** and **Data** tab.

The **Analyze** tab will have show you a break down of your results, including graphs and maps.

The **Data** tab will allow you export the data to Excel or Open in Map Viewer (ArcGIS Online).

You can also just search for the layer in ArcGIS Online – it will automatically update.

Survey123 Question Guide

Question type	Description
Singleline Text	Allows for an open, qualitative question
Single Choice	Allows recipients to choose one option from a list
Multiple Choice	Allows recipients to choose multiple options from a list
Rating	Allows recipients to make a rating out of 5
Number	Allows recipients to input numbers only
Time	Allows recipients to set the time they inputted the data
File Upload	Allows recipients to upload a file
GeoPoint	Allows recipients to mark a location on a map
Website	Allows recipients to input a website
Group	Allows survey maker to group a set of questions
Multiline Text	Allows for an open, qualitative question over multiple lines
Single Choice Grid	Allows single choice, over multiple criteria
Dropdown	Allows recipients to choose a single choice from a list
Likert	Allows recipients to provide a closed opinion
Date	Allows recipients to say put a date in
Image	Allows recipients to upload an image
Signature	Allows recipient to draw
Email	Allows recipients to input an email address
Note	Allows for other notes

How would you rate Melbourne's public transport system?
☆☆☆☆☆

Rating

Water Quality
pH
EC

Group

What vegetation was at each water sourve

	Native habitat	Introduced habitat	Combined
Creek	○	○	○
Dam	○	○	○
River	○	○	○

Single Choice Grid

I think my city is safe

Strongly disagree — Disagree — Neutral — Agree — Strongly agree

Likert Scale