

Version 5.2 (November 2004)

Description of the main new functionalities

- Conditional display
- Attachment of a file by the respondent
- Enhanced Excel export
- Filters on mail replies
- Merging of questionnaires featuring common questions
- Miscellaneous...



Conditional display of the questions

From version 5.2, Interview?! allows the display of questions (or not) according to the choices selected on previous questions.

This important function allows the construction of complex questionnaires like a tree architecture. You will find it when you modify a question

Example (the undeneath functions are displayed when modifying a question, within the section conditional display)

Conditional display


Condition  

Example : Q1 is = "4"

For a text question, 'is like ...' means 'contains ...'.
 For a closed question, use 'among' if you wish that your answer share a common item with a list of choices.
 For a numerical question, use 'among' and specify the values and/or intervals (with semi-colons as separator) in which the answer is located.

or Q 1 is among

A website
 An Information Technology tool to access databases
 Valeo's on-line magazine



(Q1 is among "A website") or (Q1 is among "An Information Technology tool to access databases")

In this case :

The present question (Q12) will be displayed only if

- if the choice to Q1 is « A website » or « On Information Technology tool to access databases »



Add button for a condition

Refresh button on conditions

Same as preceding page but with the « Notes Client » interface

Example

Conditional display

Condition  

Condition

Example
Q2 is = "At least once a week"
Q2 is among "At least once a week;At least once a day"
For a closed question, use 'among' if you wish that your answer share a common item with a list of choices.

Q

Ajouter (Q1 is among "A website;An Information Technology tool to access databases") or (Q2 is among "At least once a week")

OK
Annuler

An interviewer using a Notes Client can apply a condition on a selected group of questions thanks to the menu « actions/questions/conditional display »

Conditional display

Fichier Edition Vue Création Actions ?

Adresse

Espace de tra...

interview?

- Interviews
- Questions
- Notifications
- Answers
- Per interview
- Per respondent
- Statistics
- Reports


Close
Create Question
Move questions
Questions
Change navigation
Verrouiller document
Déverrouiller document

Copy
Paste
Standard Display
Random Display
Optional answers
Mandatory answers
Conditional display
Statistics
Comments
Authorize the modification
Forbid the modification
Comments:

3)
4)
5)
6)
7)
8)
9)
10)
11)
12)

7. What do you expect to find with

Additional remarks on the conditional display :

- The conditional display always implies a question subject to the display, and the question(s) on which are based the conditions.
- **First** we recommend to create the whole questionnaire, **then only after** to create the conditions (or branchings).
- If the condition is not respected, the question is not displayed. So test by yourself the conditions and the display accordingly.
- In case you introduce « illogical » conditions : ex : the condition applie on the next questions, ... Interview?! may report the problem, but not always so you should test...
- In case you move the questions on which apply the conditions, Interview?! will adjust the modifications. In case of questions deletion, Interview?! will report the problem, but it is up to you to deal with the adaptation.
- A criterion within a group can benefit this fonctionnality
- A small icon :  appears next to the conditional questions

In summary :

1. Create all your questions
2. Introduce the conditional display on the concerned questions
3. Test all possible cases

Attach a file with your answer

This functionality allows a respondent to attach one or several files to his response (with a maximum of one file / asked question).

Each created question allows this function. It is up to the interviewer to set the parameters when creating a question.

Allow the respondent to attach a file 🐻

Text for the link 🐻

File display 🐻

Link to another page

Included in the page

New option displayed when creating a question...

Not very satisfied

Not at all satisfied

Please enter your comments or specify why:

[Click here to attach your documents](#)

6. Do you easily find the information you

Yes - no problem

Yes - but there is not enough information

Yes - but I can't find easily the translation in my own language

...Display for the respondent



This message appears for validation before loading the attachment



Then the attached file is visible in the menu answers...

Not very satisfied
 Not at all satisfied

Please enter your comments or specify why:

Journey Description.doc  

[Click here to attach your documents](#)

Once attached, the file name appears with load icon. If the option « included on the page » has been selected by the interviewer, the file is displayed on the current page (not recommended in the case of large files)

Kinesys EN
sort by interview

interview?!

- Interviews
- Questions
- Notifications
- Responses

Export Import Fill Questionnaire Delete All

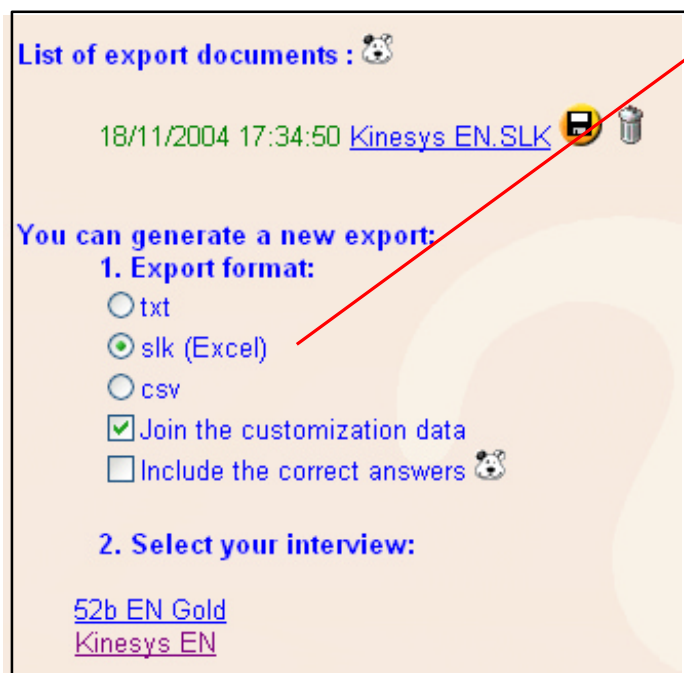
1	▼ 18/11/2004				
		823	17:20:58	Andre Ollivier/Alma 1	  Interview_52b_EN_Test
6	▶ 09/09/2003				
10	▶ 08/09/2003				
2	▶ 06/09/2003				
10	▶ 05/09/2003				
37	▶ 04/09/2003				
29	▶ 03/09/2003				

This icon marks the answers containing attached files. By clicking on the answer, the interviewer will be able to read the attached file

The slk format is available in addition to the txt and csv formats

The main advantage of this format is its compatibility with all excel versions, and it is independent of the installed language version : this point is particularly sensitive for date formats.

The export slk (format called « sylk ») is done the same way as for the other exports, and it launches directly Excel if it is already installed on your PC



List of export documents : 🐻

18/11/2004 17:34:50 [Kinesys EN.SLK](#) 📄 🗑️

You can generate a new export:

1. Export format:

txt

slk (Excel)

csv

Join the customization data

Include the correct answers 🐻

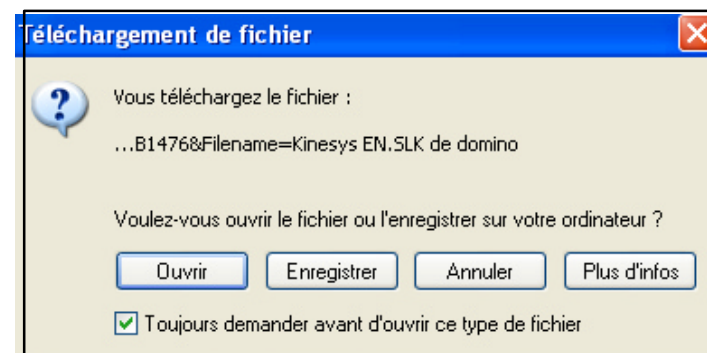
2. Select your interview:

[52b EN Gold](#)

[Kinesys EN](#)

Choose slk in this list, then select your interview, the generated file will appear with a loading icon.

Remark : for a quiz, you can also choose to include the correct answers within your export file



Téléchargement de fichier

Vous téléchargez le fichier :

...B1476&Filename=Kinesys EN.SLK de domino

Voulez-vous ouvrir le fichier ou l'enregistrer sur votre ordinateur ?

Toujours demander avant d'ouvrir ce type de fichier

Thanks to this new functionality, Interview?! can filter the replies to your notifications, whatever the type : automatic reply following a distribution failure, or written reply to your notification mail.

The feedbacks are classified in different categories, which facilitate the interviewer's job..

Categories' example :

- Request for withdrawal from a mailing list
- Change of the e-mail address
- Access problems
- Failures : errors in the addressees' address

...

In the view allowing the display of the mails, the interviewer can select several documents and ask Interview?! to :

- Create a personalized answer by mail
- Make new filters on mails
- Associate mails to a category or a specified interview
- Export the mails in SYLK format

The activation of this function requires your administrator's intervention.
If necessary, feel free to contact support@123interview.com

Kinesys EN
Filters

interview?!

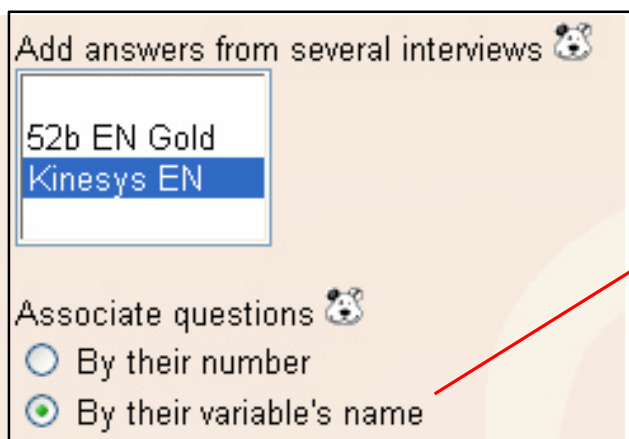
Interviews
Questions
Notifications
Responses
Statistics
Reports

Activate
 Deactivate
 Priority
 Reset
 Delete

P	Nom	
✓	1 Classify in the category "Subscription cancellation requests"	<input type="checkbox"/>
✓	2 Classify in the category "E-mail address changes"	<input type="checkbox"/>
✓	3 Classify in the category "Access problems"	<input type="checkbox"/>
✓	4 Classify in the category "Absence messages"	<input type="checkbox"/>
✓	5 Classify in the category "Failures : Addressees mailbox overloaded"	<input type="checkbox"/>
✓	6 Classify in the category "Failures : Routing errors"	<input type="checkbox"/>
✓	7 Classify in the category "Failures : errors in the addressee's address"	<input type="checkbox"/>
✓	8 Classify in the category "Acknowledgements of receipt"	<input type="checkbox"/>
✓	9 Classify in the category "Failures : Various temporary errors"	<input type="checkbox"/>
✓	10 Classify in the category "Failures : Different errors"	<input type="checkbox"/>

This functionality allows consolidated analysis on common questions from different questionnaires.

Ex : You have 3 questionnaires containing some questions that are identical, and you wish to run an analysis on the answers to the 3 questionnaires, Interview?! will automatically select the common questions and produce the statistical analysis.



Select the concerned interviews in the window (ctrl+ clic if several choices),

Then tick the option « by their variable's name »

This function is available in the section « statistics » within the mask « modify the interview ».

For Interview?!, questions are common (identical) if they meet the following conditions :

1. Same variable names
2. Same type (single choice, numerical, etc...)
3. Same number of choices for closed questions

New option for multiple choice questions : « Minimum number of choices »

It is now possible to define a minimum number of selected choices for a multiple choice question .

The respondent must therefore select a minimum number of choices if he answers the question. On the other hand, he can select none, if the question is not mandatory.

Copy/paste of an interview from one database to another with a browser interface

It is possible to copy/paste an interview from a database to another with a web browser. However, the 2 databases must be located on the same server.

After having copied the interview using the icon [Copy], the icon [Paste] appears on the top of the page.

You can paste the interview several times, so long as you keep your web session opened.

Copy/paste of a question from one database to another with a browser interface

It is possible to copy/paste a question from one database to another thanks to a web browser (already available with a Notes Client

However, the 2 databases must be located on the same server (With a Note Client it is possible to copy/paste from one server to another).

In addition, once the question has been copied, you can paste it several times, so long as your web session remains opened.

New system variable « Number of asked questions" (# NbQuestions)

A new Interview?! system variable is exported : "Number of asked questions" (# NbQuestions).

In the case of a quiz, this variable contains the number of questions asked to each respondent.
In the other cases, it contains the number of the last asked question.

Warning : if your questions are not mandatory, you can not be sure that the respondent will have answered to all the questions up to # NbQuestions (he may have saved pages with empty answers).

Option to display the correct answers for export, analysis Eurêka or statistics computation

A new option « Include correct answers" allows to display the correct answers when launching the Eurêka analysis, an export or the computation of statistics for a quiz

For export or analysis with Eurêka, the correct answers are added next to the question heading.
Ex : Who painted 'la Danse' ? (Matisse)

For statistics, the correct answers are displayed after the information "number of correct answers".
Ex : 3 Correct answers (Matisse).

For a customized notification, 2 new options allow you to select or deselect all the customization fields in one click

Either by Notes Client or Web browser, when dealing with a customization file, the dialog box enabling the selection of the fields to be included in the message and/or added to the answers contains 2 additional buttons :

[Select all] [Select none]

Computation of the mean rank in statistics for a ranking question

Now in the statistics for a multi ranked question, Interview?! computes the mean rank for each choice.

Possibility to hide the branching and conditional display when printing the questionnaire

A new option 'Hide the conditions when printing ' can prevent from printing the branchings and conditional display of questions when printing the questionnaire.

It may be useful if you wish to print the questionnaire in order to submit it.

Dialog box reminder confirming the notification conditions

The notification parameters are reminded before the final sending confirmation :

- follow-up of addressees yes/no
- single answer yes/no
- preserve anonymity yes/no
- return to the remaining questions yes/no
- modification of preceding questions yes/no
- interviewer email address
- date/houre of the notification