

Hosted SurveyTM

www.hostedsurvey.com

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Purpose

- Introduction to key features and their utility to Evaluation Center projects
- Incorporation into the NSF ATE program evaluation
- Feedback to the sustainability survey

Basic Features

- No downloads, installations or investment in technology infrastructure
- Online reporting
- Web-based results analysis
- Easy access to raw data
- Multiple export formats
- Email invitation and respondent management
- Automatic hosting and deployment of your surveys
- Secure database storage
- Ongoing and historical data storage - no monthly fees!
- Automatic software upgrades and maintenance
- Customer phone and email support!

Pricing and Support

- Standard "Per Response" Plan
- First 250 responses (completed surveys) free
- Surveys creation or data collection: free
- Fully-featured application: survey design, administration and tabulation
- Response packages: for multiple surveys over a period of 18 months from the purchase date.
- Special pricing plans available for academic and educational use
- Optional Services

Pre-Paid Response Packages		
#	\$ per Resp.	Total \$
50	.50	25
100	.45	45
300	.45	135
500	.45	225
1,000	.45	450
2,500	.40	1,000
5,000	.35	1,750
10,000	.25	2,500
20,000	.20	4,000

Question Types

- **Multiple Choice:** Select All That Apply, Select Just One, Select and Rate™
- **Comments or Essay and Open-ended Text**
- **Summation Questions**
- **Matrix Questions** (Single or Double)
- **Conditional Question Branch or Skip**
- **Random Order Question Sets**
- **Page Heading, Break - Section Heading - Section Text**
- **Custom:** User-defined question type, requires custom programming, and a modest fee for development

Coming Soon:

- **Section Image** (Multimedia element, not requiring a link to URL)
- **Open-ended Text, Multi-part** (User-defined length, as well as user-defined number of separate input boxes)
- **Matching Question Set** (Match the answers in one column with the questions in another column)
- **Attachment** (Upload and attach a file to the survey as a response to a question)

Advanced Options

- **Required Answer**
- **Random Answer Sequence**
- **User-defined Data Types** (User can specify data type for open-ended questions as alpha, numeric, mixed, positive integer, data/time, etc.)
- **User-defined Data Constraints** (User can specify the range of allowed characters for open-ended questions, and the range of valid numeric input for summation question sets)
- **"None of the Above" Answer**
- **Subtotals and Rolling Totals** (User can specify subtotals/rolling totals for section-level computations in long/complex summation question sets)

Design & Editing

- Editing functions:
 - Insert questions at any point in a survey
 - Re-sequence questions in a survey
 - Delete questions in a survey
 - Standard Copy/Paste functions
- Preview/Test Mode
- Formatting, layout, navigation and configuration options via point-and-click web interface
- HTML formatting and JavaScript command options

■ Coming Soon: Spell check

Administration

- Duration control function (start and end)
- Participant definitions: (un)conditional predefinition of # of times per IP, exit & resume option, permission of response changes)
- Each survey:
 - unique survey code
 - assign each respondent an ID or password
 - enter or upload participant information
- E-mail invitation system
- Monitor respondents
 - Configure confirmation email to notify the survey administrator each time a respondent completes a survey
 - Send periodic reminder notices to those who have not yet completed their survey.
- Link survey on a pop-up window
 - Configured to appear only once for each visitor, for random visitors, or on a regular basis with specified time intervals.

Reports and Results

- Up-to-the-minute statistics
- Online report with frequency counts and percentages
- More complex configurable reports are also available
- Download data:
 - tab-delimited, Microsoft® Excel, Access or XML format
- Question and answer coding possible during the design

Other Options

- **Question & Answer Library**
 - Pre-defined and re-usable questions and answers can be created and saved in Q&A Library.
 - Survey templates

Use for Evaluation in General and ATE specifically

- Targeted Sample
- Branching options
- Very useful when similar studies are done repeatedly
- Do it yourself – INDEPENDENCE
- Do it anywhere and anytime
- No data entry errors
- Force respondent answer
- Life data

Considerations & Limitations

- General survey considerations: accessibility to respondents in random population studies
- When should answers be forced?
- No open ended table contents available, could be programmed
- If use is decided in longterm, the survey functions can be customized
- Codebook is currently not downloadable
- Feedback is not always timely

- Feedback and comments are welcome!
- Example:
 - Pilot test of NSF ATE Sustainability Survey
- Also available: <http://www.hostedtest.com/>