

Interactive: Intermediate Designer Part 2

Objectives

- Build a roster
- Apply HTML tags and text formatting to a question in Designer
- Apply piping to a question in Designer

During this exercise we will create the following questionnaire:

[Notes to help you are highlighted and italics]

Questionnaire 3: Intermediate Designer *[Questionnaire title]*

Section 1: Basic Information

[Section title]

All information collected in this questionnaire is confidential and will be used for statistical purpose only. *[Static Text]*

1. What is your first name? *[Question type: Text]*
2. Do you have any brothers or sisters? *[Question type: Single Select]*
 1. Yes
 2. No
3. How old is your oldest brother or sister? *[Question type: Numeric]*
4. When is your birthday? *[Question type: Date]*
5. Which are your areas of expertise (can choose more than 1):
 1. Questionnaire Design
 2. Sampling *[Question type: Multi-Select, Unordered]*
 3. Survey Management
 4. Data cleaning
 5. Data analysis
 6. CAPI

Section 2: Additional Information

1. How many pets do you own?

Pet Name	Type of animal

2. Select the days of week you normally work: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday.

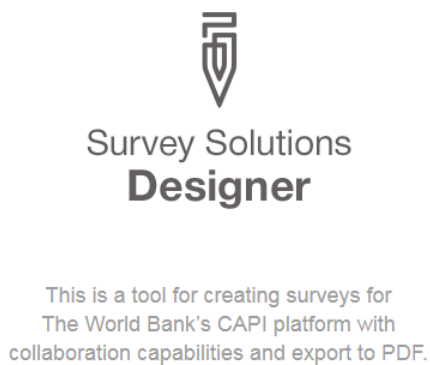
Day	Start time	End time

3. What did you eat for dinner in the last 3 days

Day of week	Main	Dessert
Tuesday		
Monday		
Sunday		

User accounts and information are highlighted in blue. Please be sure you refer to your User Information Sheet for your account information.

1. Log on to the Designer Website as <https://solutions.worldbank.org/>
 - a. Login: Designer Login
 - b. Password: Designer Password



Welcome to Survey Solutions
Questionnaire Designer

Please log in or Register

Login or email

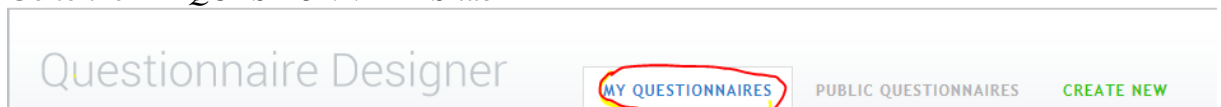
Password

Stay logged in for a day

LOG IN

[FORGOT PASSWORD?](#)

2. Go to the *MY QUESTIONNAIRES* tab



3. Select the questionnaire 'Questionnaire 1: Basic Designer', then select *COPY*.

TITLE	LAST MODIFIED	CREATED DATE	CREATED BY	ACTION
Questionnaire 1: Basic Designer	24 Jul 2017, 02:10	20 Jul 2017, 01:32	Judge2	Copy
Questionnaire for Practice	23 Jul 2017, 21:28	20 Jul 2017, 22:42	Judge	Copy
Simple Questionnaire for Demonstration	20 Jul 2017, 21:19	20 Jul 2017, 02:59	Judge2	Copy

4. Name the questionnaire ‘*Questionnaire 3: Intermediate Designer*’

Copy Questionnaire

Questionnaire 3: Intermediate Designer

COPY
CANCEL
BACK TO LIST

5. Click on the section icon on the left hand side and click *ADD NEW SECTION*. Create the second section ‘*Additional Information*’. Click *SAVE*.

Questionnaire 3: Intermediate Designer (5Q, 1S, 0R) COMPILE

1 Section:

Basic Information

ADD NEW SECTION

Questionnaire 3: Intermediate Designer (5Q, 2S, 0R) COMPILE

New Section

This section is empty.

You can start by using ADD QUESTION and ADD SUB-SECTION buttons on top of this block or manage sections with left panel

Language of survey, device types, collaboration and other options can be found at SETTINGS panel (top right corner)

Title

Additional Information

Enabling condition (?) Hide if disabled (?)

SAVE

6. Add a new question

Questionnaire 3: Intermediate Designer
(5Q, 2S, 0R) [COMPILE](#)

Additional Information

[ADD QUESTION](#) [PASTE](#)

This section is empty.

You can start by using [ADD QUESTION](#) and [ADD SUB-SECTION](#) buttons on top of this block or manage sections with [☰](#) left panel

Language of survey, device types, collaboration and other options can be found at [SETTINGS](#) panel (top right corner)

7. Create a numeric question as shown below

ADDITIONAL INFORMATION /

Question type Variable name(?)

Numeric \$ NumPets

Variable label(?)

Question text

Integer

Use 1000 separator (?)

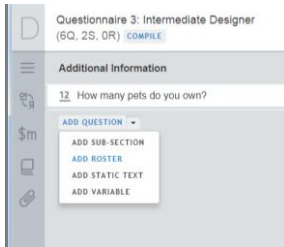
[ADD INTERVIEWER INSTRUCTION](#)

Enabling condition (?) Hide if disabled (?)

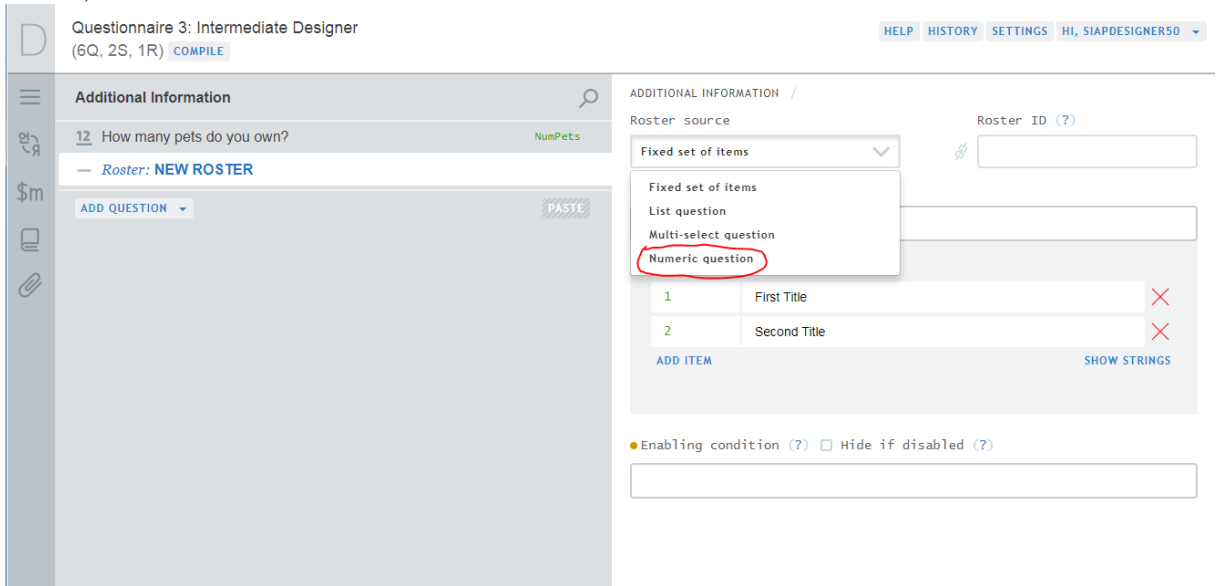
[ADD NEW VALIDATION RULE](#)

Question scope

8. Add a Roster



- Tie this roster to the number of pets question. Make the Roster ID *Pets* and the Roster Name *PetRoster*. Leave the Source of names of row blank for now (we will come back to this). Click **SAVE**.



ADDITIONAL INFORMATION /

Roster source

Numeric question

Roster ID (?)

Pets

Roster name

Pet Roster

Source question for number of rows:

ADDITIONAL INFORMATION

12 How many pets do you own? (NumPets)

Source question for names of rows:

Select question

● Enabling condition (?) Hide if disabled (?)

10. Add a question to the Pet Roster by right-clicking on the roster and selecting Add question.

The screenshot shows the 'Additional Information' interface. At the top, there is a search icon. Below it, a question '12 How many pets do you own?' is displayed with the variable 'NumPets'. Underneath, a section titled 'Roster: PET ROSTER' is shown with the variable 'Pets'. A button labeled 'ADD QUESTION' is crossed out with a red X. A context menu is open over the roster section, listing options: 'Add question' (circled in red), 'Add sub-section', 'Add roster', 'Add static text', 'Add variable', 'Copy', 'Paste after', and 'Delete'. A 'PASTE' button is visible on the right side of the roster section.

11. Add the question asking each pet's name. The variable name is *PetName*, the variable label is *Pet Name*, and the question text is 'What is the name of pet number %Pets%?'. To save, click *SAVE*.

ADDITIONAL INFORMATION / PET ROSTER /

Question type Variable name(?)

Variable label(?)

Question text

Pattern (?)

[ADD INTERVIEWER INSTRUCTION](#)

Enabling condition (?) Hide if disabled (?)

[ADD NEW VALIDATION RULE](#)

Question scope

12. Go back the Roster definition and set the pet name question as the source question for names of rows.

ADDITIONAL INFORMATION /

Roster source: Roster ID (?):

Roster name:

Source question for number of rows:

Source question for names of rows:

ADDITIONAL INFORMATION / PET ROSTER

-
-

13. Add another question to the roster by right clicking on the pet name question and selecting 'Add question after'.

Additional Information

- 12 How many pets do you own?
- Roster: PET ROSTER
-

- Add question after**
- Add roster after
- Add sub-section after
- Add static text after
- Add variable after
- Copy
- Paste after
- Delete

14. This is a single-select question. The variable name is *Animal*, the Variable label is *Animal Type*, and the Question text is 'What type of animal is %PetName%'. Add the 6 options *cat, dog, fish, pony, turtle, other*. Complete this question by clicking *SAVE*.

ADDITIONAL INFORMATION / PET ROSTER /

Question type: Categorical: Single-select Variable name(?): Animal

Variable label(?): Animal Type

Question text: What type of animal is %PetName%

1	Cat	✖
2	Dog	✖
3	Fish	✖
4	Pony	✖
5	Turtle	✖
6	Other	✖

ADD OPTION SHOW STRINGS

Filter:

Cascading combo box Combo box Is linked

ADD INTERVIEWER INSTRUCTION

SAVE CANCEL DELETE MOVE TO ▲

15. Add a new question that is not in the roster using the *ADD QUESTION* button.

Additional Information 🔍

12 How many pets do you own? NumPets

— Roster: PET ROSTER Pets

AB What is the name of pet number %Pets%? PetName

🔗 What type of animal is %PetName% Animal

ADD QUESTION PASTE

16. Notice that the roster questions are indented. And the new question is not.

Additional Information 

12 How many pets do you own? NumPets

— Roster: **PET ROSTER** Pets

AB What is the name of pet number %Pets%? PetName

 What type of animal is %PetName% Animal

AB

17. Questions can be move and put into rosters by dragging it

Additional Information 

12 How many pets do you own? NumPets

— Roster: **PET ROSTER** Pets

AB What is the name of pet number %Pets%? PetName

 What type of animal is %PetName% Animal

AB

ADD QUESTION ▾ 

18. Drag the question out of the roster and fill the information as below.

Additional Information 

12 How many pets do you own? NumPets

— Roster: **PET ROSTER** Pets

AB What is the name of pet number %Pets%? PetName

 What type of animal is %PetName% Animal

AB

ADDITIONAL INFORMATION /

Question type Variable name(?)

Categorical: Multi-select WorkDays

Variable label(?)

Days Worked

Question text

Select the days of week you normally work

1	Sunday	×
2	Monday	×
3	Tuesday	×
4	Wednesday	×
5	Thursday	×
6	Friday	×
7	Saturday	×

ADD OPTION SHOW STRINGS

Filter

Record answer order Max number of answers

Yes/No mode

Is linked

SAVE CANCEL DELETE MOVE TO ▲

19. Create a roster linked to the multiselect question above.

Additional Information 🔍

12 How many pets do you own? NumPets

— Roster: **PET ROSTER** Pets

AB What is the name of pet number %Pets%? PetName

🔗 What type of animal is %PetName% Animal

🔗 Select the days of week you normally work WorkDays

ADD QUESTION ▼ PASTE

- ADD SUB-SECTION
- ADD ROSTER**
- ADD STATIC TEXT
- ADD VARIABLE

ADDITIONAL INFORMATION /

Roster source

Multi-select question

Roster ID (?)

DaysDetail

Roster name

Work Day Detail

Source question (answer determines both the number and the name of roster rows):

ADDITIONAL INFORMATION

Select the days of week you normally work (WorkDays)

20. Add a question to the roster as below

The screenshot shows a web interface for configuring a roster. At the top, there is a header bar with the text "Roster: WORK DAY DETAIL" on the left and "DaysDetail" on the right. Below the header, there is a button labeled "ADD QUESTION" with a red 'X' over it. A context menu is open over the "ADD QUESTION" button, listing several options: "Add question" (circled in red), "Add sub-section", "Add roster", "Add static text", "Add variable", "Copy", "Paste after", and "Delete". In the top right corner of the interface, there is a "PASTE" button.

Question type

AB Text

Variable name(?)

StartTime

Variable label(?)

Start Time

Question text

What time do you start on %DaysDetail% |

Pattern (?)

ADD INTERVIEWER INSTRUCTION

Enabling condition (?) Hide if disabled (?)

ADD NEW VALIDATION RULE

Question scope

Interviewer

21. Add another question to the roster

The screenshot shows a question editor interface. At the top, there is a question title "AB What time do you start on %DaysDetail%" and a variable name "StartTime". Below the title, there is a button labeled "ADD QUESTION" with a red 'X' over it. A context menu is open, listing several options: "Add question after", "Add roster after", "Add sub-section after", "Add static text after", "Add variable after", "Copy", "Paste after", and "Delete". The "Add question after" option is circled in red.

Question type

AB | Text

Variable name(?)

EndTime

Variable label(?)

End Time

Question text

What time do you end work on %DaysDetail%

Pattern (?)

ADD INTERVIEWER INSTRUCTION

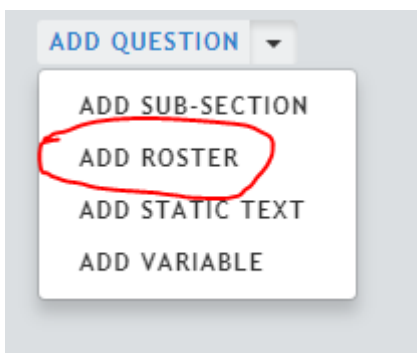
Enabling condition (?) Hide if disabled (?)

ADD NEW VALIDATION RULE

Question scope

Interviewer

22. Add roster to ask “What did you eat for dinner for the prior three days?”



ADDITIONAL INFORMATION /

Roster source

Fixed set of items

Roster ID (?)

Dinner

Roster name

Dinner Roster

Fixed set of items: (?)

1	Tuesday	×
2	Monday	×
3	Sunday	×

ADD ITEM

SHOW STRINGS

Enabling condition (?) Hide if disabled (?)

23. Add a question to the roster as below.

— Roster: **DINNER ROSTER** Dinner

~~ADD QUESTION~~ PASTE

- Add question
- Add sub-section
- Add roster
- Add static text
- Add variable
- Copy
- Paste after
- Delete

Question type

AB | Text ▼

Variable name(?)

⌘ Main

Variable label(?)

Main

Question text

What was the main course?

Pattern (?)

ADD INTERVIEWER INSTRUCTION

● Enabling condition (?) Hide if disabled (?)

ADD NEW VALIDATION RULE

Question scope

Interviewer ▼

24. Add a question to the roster as below.

AB What was the main course? Main

~~ADD QUESTION~~ PASTE

- Add question after
- Add roster after
- Add sub-section after
- Add static text after
- Add variable after
- Copy
- Paste after
- Delete

Question type

AB | Text ▼

Variable name(?)

⌘ Dessert

Variable label(?)

Dessert

Question text

What was your dessert?|

Pattern (?)

[ADD INTERVIEWER INSTRUCTION](#)

Enabling condition (?) Hide if disabled (?)

[ADD NEW VALIDATION RULE](#)

Question scope

Interviewer ▼

25. Color the word first red in the question “What is your first name?”

BASIC INFORMATION /

Question type

AB | Text ▼

Variable name(?)

⌘ FirstName

Variable label(?)

First Name

Question text

What is your ` first ` name?

Pattern (?)

[ADD INTERVIEWER INSTRUCTION](#)

Enabling condition (?) Hide if disabled (?)

[ADD NEW VALIDATION RULE](#)

Question scope

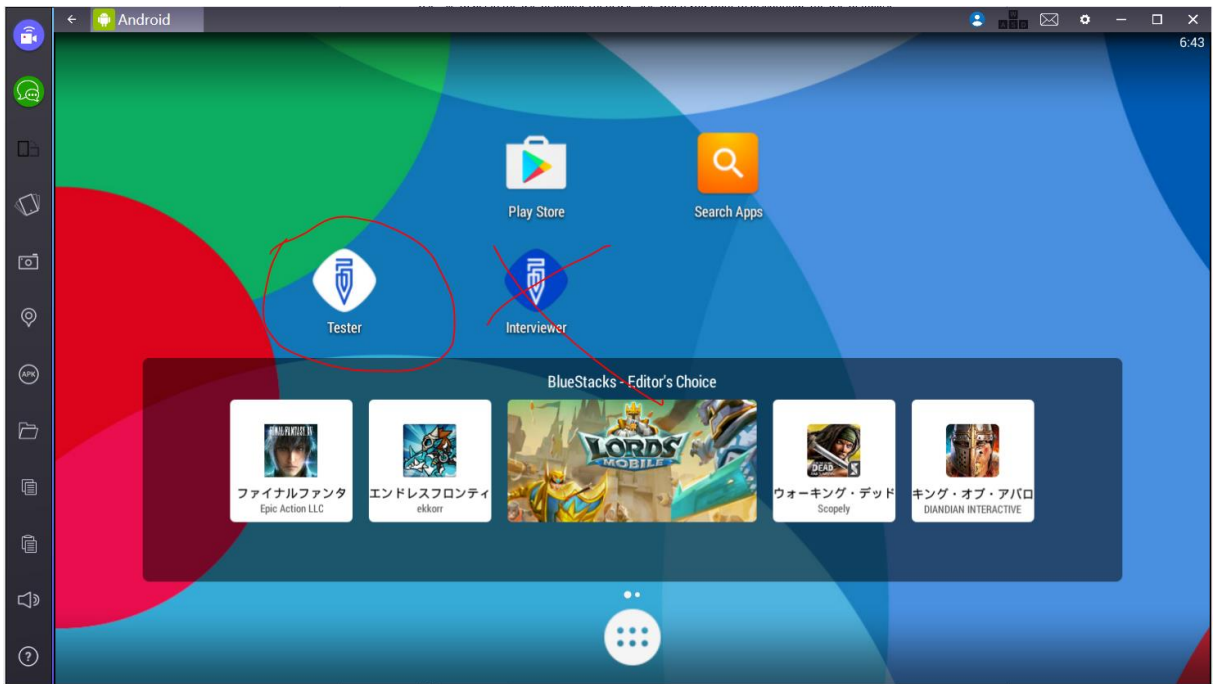
Interviewer ▼

26. Compile your questionnaire

Questionnaire 3 Intermediate Designer

(13Q, 2S, 3R) **COMPILE** NO ERRORS 7 WARNINGS *saved at 18:42*

27. Check your questionnaire in tester.



Additional Information

How many pets do you have?

Tap to enter number

Select the days of the week you normally work

Sun

Mon

Tues

Wed

Thurs

Fri

Sat

Dinner Roster - Tuesday

Section not started

Dinner Roster - Monday

Section not started

Dinner Roster - Sunday

Section not started

TO COMPLETE SCREEN

Guide for formatting text:

Line break

Use `
` to insert a line break.

Italic

Use `<i>` to begin the use of italics. Then, use `</i>` when you want to discontinue the use of italics.

Underline

Use `<u>` to begin the use of underline. Then, use `</u>` when you want to discontinue the use of underline.

Size

Big. Use `<big>` to begin the larger text. Then, use `</big>` to discontinue the larger text.

Small. Use `<small>` to begin the smaller text. Then, use `</small>` to discontinue the smaller text.

Script

Subscript. Use `_{` to begin subscript. Then, use `}` to discontinue style.

Superscript. Use `^{` to begin superscript. Then, use `}` to discontinue style.

White	#FFFFFF
Silver	#C0C0C0
Gray	#808080
Black	#000000
Red	#FF0000
Maroon	#800000
Yellow	#FFFF00
Olive	#808000
Lime	#00FF00
Green	#008000
Aqua	#00FFFF
Teal	#008080
Blue	#0000FF
Navy	#000080
Fuchsia	#FF00FF
Purple	#800080

Color

To change the color of the text use ``. For example, use `` and type in the text. Then, use `` to discontinue the color change.

Standard color names

Additional colors can be specified with RGB hex values.

Guide for formatting text is from the survey solutions support website. Check for updates and additions.

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http://support.mysurvey.solutions/customer/portal/articles/2473782?b_id=12728