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### **Abstract**

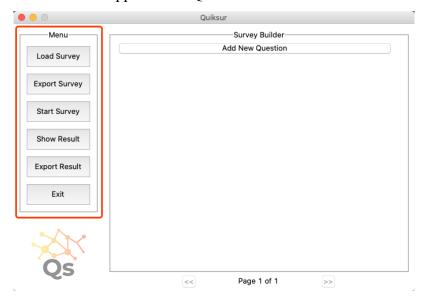
This document describes the usage of Quiksur for constructing and conducting survey. Please forward any comments to qzheng14@illinois.edu.

# **Table of Contents**

- 1. Main Menu
- 2. Survey Builder
- 3. Question Maker
- 4. Responder

#### 1. Main Menu

Menu buttons are located to the upper left of Quiksur main window.

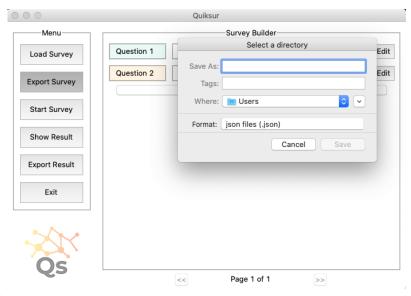


### Load Survey:

Quiksur provides two ways to add questions. Load survey button allows user to select a json file, then load survey from the json file. User could also build a survey from scratch using survey builder (see Survey Builder section).

### Export Survey:

This button allows user to selection a location, then save current answer records on survey builder as a json file to the location.



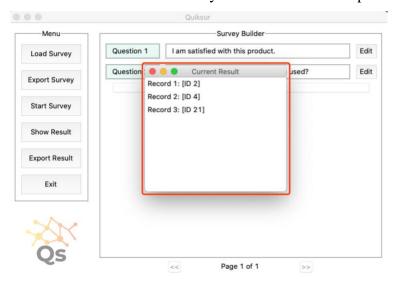
### Start Survey:

This button opens responder window to conduct a survey based on current questions on survey builder. In order to start a survey, all questions on survey builder need to be edited. Otherwise, Quiksur shows an alert.



#### Show Result:

This button shows answer records of current survey that have not been exported.



If there's no answer record available, Quiksur shows and alert.



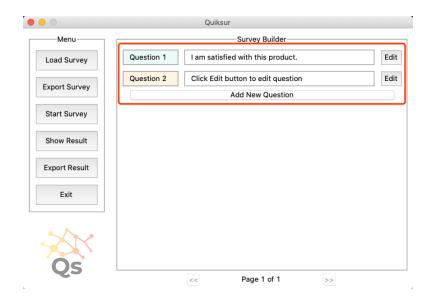
#### Export Result:

This button allows user to selection a location, then save current answer records as a csv file to the location. If there's no answer record available, Quiksur shows and alert.



#### 2. Survey Builder

Survey Builder shows question cells of current survey, and allows user to add and edit questions.



#### Question Cell:

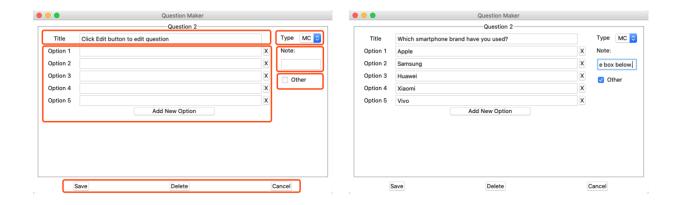
Each question cell consists of three components that are shown in a row: question number label, question title label and edit button. Question number label also indicates question status by colors. Light orange indicates unedited question, whereas light blue indicates edited question. Edit button opens Question Maker window which allows user to edit and delete questions (see Question Maker section).

#### Add New Question:

This button adds a new question cell at the end of the survey, in which the question title label shows 'Click Edit button to edit question'. Survey builder shows up to ten question cells on each page. Once the total amount of questions exceeds 10, add new question button appears on next page.

#### 3. Question Maker

Question maker consists of six sections that allow user to construct survey questions.



**Title section** allows user to remove current text and type question into the input box.

*Option section* displays option cells with option number input box for each option. Add New Option button allows user to add up to ten options. Use "X" button to remove options. Adding and removing functions may differ with certain question types.

*Question type section* is a drop down menu which allows user to switch between question types. Quiksur provides five question types: CO, YN, CH, MC and LI. Question types determine the appearance of option cells. Details of each question type will be described in later sections.

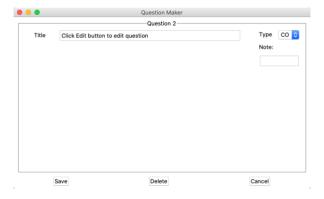
**Question note section** is an input box where user could leave notes, hints or explanations of certain question. These notes will be shown on Quiksur responder module to participants.

*Input checkbox* toggles the appearance of an input box in Quiksur responder module for participants to enter text answers in cases where participants may have answers other than the options provided.

*Window control section* contains three buttons, where *Save* button saves settings of current question and *Delete* button deletes current question.

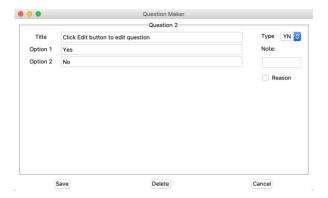
# Type CO:

CO refers to completion question. CO type only allows user to leave notes. No option cell is available in CO type.



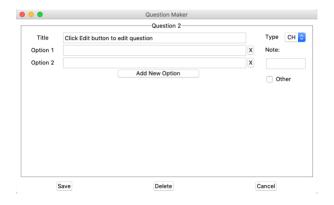
Type YN:

YN refers to yes-or-no question. YN type provides only two options with text *yes* and *no* by default. User may change text of each option and check input box for reasons.



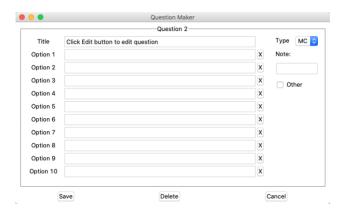
Type CH:

CH refers to single choice question. CH type provides two empty option cells by default. User may add up to ten options and check input box for other answers.



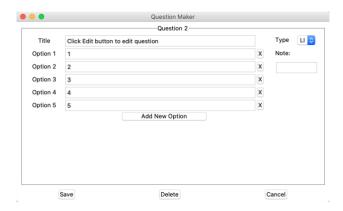
# *Type MC*:

MC refers to multiple choice question. MC type provides two empty option cells by default. User may add up to ten options and check input box for other answers.



# Type LI:

LI refers to questions with Likert Scale. LI type provides five option cells with number 1 through 5 by default. User may add up to ten options.

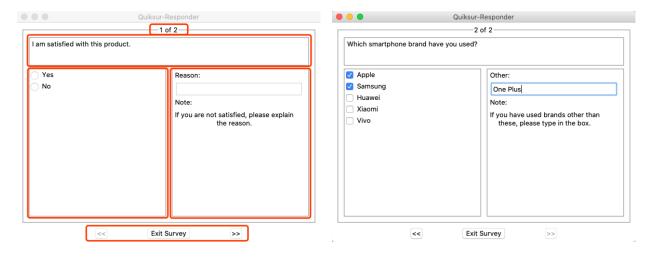


#### 4. Responder

Responder allows user to conduct a survey based on current edited questions. In order to start a survey, participants must enter their ID or number assigned by researchers.



Responder main window consists of five sections. On the top, page status label shows current question and total question numbers. The upper frame displays text of current question. The lower left frame displays options of current question. The lower right frame displays question notes and input box for participant's reason or other answer.



At the bottom, '<<' and '>>' buttons switch between questions. The *Exit Survey* button pops up an alert for participant to determine whether or not to save current answers to the survey.

