# Prefilled Data for Guest users

## Scope

Surveys will get sent to me by the sales team on an Excel Spreadsheet see figure 1 for reference

Graphical user interface, text, application, email

Description automatically generated*Figure 1.*

The unique id for these Surveys is the PO Number which can vary depending on the distributor

* B10604
* 1610199
* ALP1254669-360638

The aim Is to get an online platform where customers can fill out the form themselves in their own time, instead of phone calls.

With the current version of the platform, customers will be sent a link to fill out a brand-new form, this is not ideal. Some information would need to be inserted for the customer to save time for the customer and minimise the risk of human error.

## Prefilling a form

To do this, the guest code and table would need to be adjusted. When sales get a survey come through, I would create a Survey, filling out some of the fields, such as poNum, Machine ordered, site name, site address. This can be a manual job as this won’t take up much time, in future an automated system could be put in place but for now that will do.

Once the Survey has been prefilled, the customer will be sent some sort of message with the link hash code from the guest table. This is not fully thought about but is the only current way I can think of, is inserting another field named “poNum” which would be the exact same as the one on the survey table making some sort of One-to-One relationship. Meaning that guest link with the poNum would open the survey with that poNum from the survey table.

Once the customer has completed the survey, the hash code will be deleted meaning customer won’t have access again, and the survey will be reviewed by myself of the sales team.