

Add Scores to Questions

Use scores in your surveys to help in better analysis of results and get clearer insights on responses.

Context

Add scores to questions and responses based on question types.

Procedure


1. When you add a question to a survey, go to the **Options** tab and select **Show More**.
2. Enter the required value in the **Question Weight** field.
3. Based on the question type, choose one of the following:

Procedure for different question types	
Question Types	Procedure
Multiple Choice	Enter a score for each response option.
Numeric	<p>In the Score Ranges tab, enter the minimum and maximum values to create answer ranges that correspond to a score. These values must align with the Upper Limit and Lower Limit values you have set for the response field in the Options tab.</p> <p>Note</p> <p>The range includes the minimum and maximum values you set, so you cannot set the same value for the maximum of one range and the minimum of the next range.</p>
Matrix	<p>Enter scores for each column in the Columns tab.</p> <p>Use the dropdown for Score order to score the columns in ascending or descending order, or set the same score for all columns.</p> <p>In the Rows tab, choose Maintain Score to select a score order. For unique values for rows, enter scores against each entry.</p> <p>Choose Clear Score to clear all the scores in the matrix.</p>
Date and	You can assign a question weight. You cannot assign scores for answers.

Procedure for different question types	
Question Types	Procedure
Text	Based on whether the question is responded to, the score you assign is considered for calculation.

4. Click the question to save the scores you assigned.

After you create a survey, you can preview it in the simulation mode. In this mode, you can answer questions, but cannot submit the survey.

To preview scores, select the  (**View Score**) icon.

If scoring is enabled, you can see the following scores as you answer the survey:

- **Question Weight:** Score assigned by the administrator while designing the survey. For multiple choice multiple select questions, based on the responses, the score is calculated as a sum of all the response scores.
- **Response Score** For multiple choice multiple select, score is calculated based on the response provided and the score (or score ranges) assigned by the administrator while designing the survey.
- **Final Score:** Score calculated in real-time as a product of response score and question score based on the responses.

Note

- You can preview scores in the full view mode only.
- **Survey Score** is calculated as a sum of all the question weights, and is displayed against the survey name in the business process which has consumed the survey.