Introduction to
SCT Banner® Web Survey

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Board of Regents of the
University System of Georgia

Thursday, September 17
8:00 am to 8:50 am
Introduction

Goal: Overview of capabilities of SCT Banner Web Survey software

Outcome of this session:
- Understanding of how to set up web surveys using SCT Banner
- Informed on features of SCT Banner web surveys
- Knowledge if web surveys or SCT Banner web surveys meets the needs of your institution
Topics of Discussion

- Setting up Web Surveys in SCT Banner
  - Survey Definition Form (GUASRVY)

- Checking results in SCT Banner
  - Survey Response Query Form (GOISRVY)
    - View individual web surveyor result(s)
  - Survey Summary Query Form (GUISRVS)
    - View summary of web surveys and aggregate results

- Accessing Web Survey methodology
Define the following:
- Create the web survey name & title, and the appearance of the survey on the Web
- Web Survey title & Information Text will appear on the Web
  - You can use HTML code for formatting
    - Examples: `<b>bold</b>`, `<u>underline</u>`, `<I>italicize</I>`, etc.
- Determine date range when the survey appears on the Web
- Create questions and valid responses for the web survey
  - Optional: Use Population Selection to further refine web survey participants
Survey Definition Form (GUASRVY)
Survey Definition Form (GUASRVY)
GUASRVY – Create Survey Role

Specify the Web Product where the web survey can appear
(Valid values are ALUMNI, EMPLOYEE, FACULTY and STUDENT)
Creating Web Survey Questions

- From GUASRVY, select “Create Survey Questions” option
- Information Text allowed is limited in length – 2,000 characters
- Question responses & comment text are limited in length – 60 characters
- Maximum number of questions is 999
Survey Definition Form (GUASRVY)
Only 5 Multiple Response Answer Categories

Some Common Workarounds:

- For multiple responses – extend answers categories over 2 questions
- Give response options in text of questions; students type answer in comment text
- Any other possible solutions???
Connecting Web Survey to Self Service for Students

Banner puts Web Survey under the *Personal Information* link
Connecting Web Survey to Self Service for Students

- Work with campus Web Tailor Administrator to put web survey where potential respondents will notice and respond
  - Example: For students, add survey to Registration Menu
    - Options: Change survey title name (Answer a Survey) to “Required Goal Survey”
    - Options: Use graphics to draw attention to survey

- Introduce web surveys during:
  - New Freshman Orientation
  - Student Web Registration Orientation
Accessing Web Survey Data I

GUARD ACCESS TO WEB SURVEY RESPONSE FORMS & TABLES

- Survey Response Query Form (GOISRVY)
  - Individual level results
- Survey Summary Query Form (GUISRVS)
  - Aggregate response rate information
  - Aggregate responses to questions & comment summary
- Can use data extraction feature with both, giving quick total summary
Survey Summary Query Form
GUISRVS
Survey Response Query Form (GOISRVY)
Accessing Web Survey Data II

- Another ad-hoc report application
- Allows you to pull in demographic & any other Banner data need
- Allows ability to conduct cross tabulation and more sophisticated data analysis
- Web Survey data will need to be recorded & reconfigured prior to analysis

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<th>Response #2</th>
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Summary

- Web Surveys are still a survey research tool
- GUASRVY is used to set up Web Surveys
  - Be creative in working around the 5 multiple response limit
  - Use Survey Roles & Population Selection to target specific group(s)
  - Comments allowed or ask open ????
- GOISRVY & GUISRVS report Web Survey results
  - Check security to maintain confidentiality
- Once Web Surveys are completed, they cannot be re-taken
Questions and Answers
Thank You

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Please fill out the Evaluation Form