

# **General Restrictions**

Set restrictions on your survey and specify how many responses you want or when to <u>close your survey</u>. You can also prevent the same user from entering multiple responses.

## To set an end date for your survey:

- 1. Click General Restrictions in the *Restrictions* section on the left pane of the *Launch* tab.
- 2. Select a date and time at which you would like to stop receiving survey responses in the *Survey end date* section. The survey will end at the time mentioned in the survey author's time zone.

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# To limit the number of responses collected for your survey:

- 1. Click General Restrictions in the Restrictions section on the left pane of the Launch tab.
- 2. Set a limit for the number of survey responses you receive in the *Response limit* section.

#### To enable or disable IP addresses:

- 1. Click **General Restrictions** in the *Restrictions* section on the left pane of the *Launch* tab.
- 2. Select *Collect IP address* to enable collecting the IP address of the respondents in the reports.
- 3. Uncheck the selection to disable the action.
- 4. Click Save.

Collect personal information						
Collect IP address						
Collect email address, first name, and last name						
Collect geolocation						

#### To collect anonymous responses:

- 1. Click **General Restrictions** in the *Restrictions* section on the left pane of the *Launch* tab.
- 2. Uncheck *Collect email address, first name, and last name* if you don't want to record respondent variables in the reports. Respondent variables are personal identifying information that is collected from automated sources like <u>Zoho CRM</u>, <u>Zoho Campaigns</u>, <u>email distribution</u>, and private groups under visibility. Unchecking this selection will not collect this information. All other data will be mapped and synced as per your setting, except the data passed through customized URLs.
- 3. Click Save.

# Collect personal information

- Collect IP address
- Collect email address, first name, and last name
- Collect geolocation

# To collect geolocation:

- 1. Click **General Restrictions** in the *Restrictions* section on the left pane of the *Launch* tab.
- 2. Select *Collect geolocation*. <u>Read more on enabling location access on your device</u>.
- 3. Click Save.

# Collect personal information

- Collect IP address
  - Collect email address, first name, and last name
- Collect geolocation

#### Note

When you post a survey on a Facebook page by using our Facebook distribution feature, the geolocation feature will not work adhering to Facebook's security policy.

# Geolocation

You can now collect your respondent's geolocation by enabling this option in Restrictions. The respondent's browser coordinates are captured from the first page of the survey, with their consent. In Reports, you can find the location details as respondent variables: country, and location (latitude, longitude, and address). You will also find Zoho Maps and Google Maps links to the respondent's location in individual responses.

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Enabling location access on your device (Mac, Windows, Linux, iOS, and Android) allows your device to identify your location, as well as select applications on the device to use this information. If you're concerned with privacy and do not want to share your location details, you can disable this option at any point. However, most applications, such as Maps and Photos, recommend sharing your location access for better functioning.

# To enable location services on Mac:

- 1. Open System Preferences on your Mac device.
- 2. Click **Security & Privacy** and select the *Privacy* tab.
- 3. Click the lock icon in the bottom-left corner to make changes to the settings.
- 4. Unlock it with your system credentials or touch ID.
- 5. Select **Enable Location Services**.

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# To enable location services on Windows 10:

- 1. Open **Settings** on your Windows 10 device.
- 2. Navigate to *Privacy*.
- 3. Click Location in the App permissions section on the left pane.
- 4. Click **Change** and turn the *Location access for this device* toggle button **On**.

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# To enable location services on a Linux device:

- 1. Open **Settings** on your Linux device.
- 2. Click **Privacy** and select **Location Services**.
- 3. Turn the *Location Services* toggle button **On**.



## To enable location services on an iOS device:

- 1. Open **Settings** on your iOS device.
- 2. Click **Privacy** and select **Location Services**.
- 3. Turn the *Location Services* toggle button **On**.

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# To enable location services on an Android device:

- 1. Open **Settings** on your Android device.
- 2. Click Location.
- 3. Turn the *Location access* toggle button **On**.

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Location	
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Wi-Fi and Bluetooth scanning