

Number

The Number question type allows the survey respondents to type in numeric responses. For example, if you'd like to collect the mobile numbers of your customers to send them promotional offers, and newsletters, you could add a number question in your survey.

Number question sample:

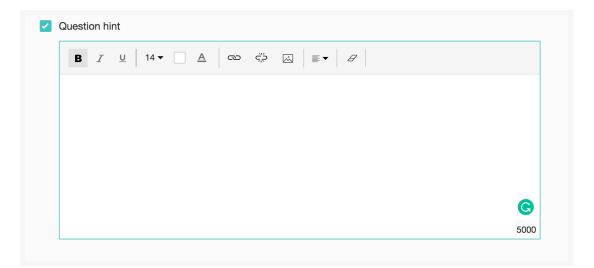
| | | tion Survey | |
|---------------|--|-------------|--|
| Mobile number | | | |
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To add a number question to your survey:

1. Click **Number** in the question types listed on the left pane. You can also drag and drop the question type to the builder. Also, you can change the question type by clicking the dropdown next to the question type in the question editor. However, the choices for change are related to the question type you have selected. For example, if you selected the numeric textbox question type, you can only change it to its variants available in the list. You can select an option from the dropdown.

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| Make this question ma | andatory | |
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| Advanced options | | |
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| Textbox size Minimum value Maximum value Allow decimal value | 40 Characters V | |
| Textbox size Minimum value Maximum value Allow decimal value Prepopulate answer Question hint | 40 Characters | |
| Textbox size Minimum value Maximum value Allow decimal value Prepopulate answer Question hint Data Privacy | | |
| Textbox size Minimum value Maximum value Allow decimal value Prepopulate answer Question hint Data Privacy Mark as Health Inform | | |
| Textbox size Minimum value Maximum value Allow decimal value Prepopulate answer Question hint Data Privacy | | |

- 2. In the *Question* box, type your question.
 - If you want to mark the question mandatory, select the *Make this question mandatory* checkbox.
 - If you want to make changes to the default *Error message* text that displays, edit the content in the textbox. Decimal values will be accepted.
 - If you want to pipe in custom variables or variables from previous questions and customize the follow-up questions, click *Insert Variable* right above the *Question* box, and select the variable you want to use from the list. Read more on <u>Piping</u>.
- 3. To learn what else you can do with the question, click **Advanced options**. You can perform the following actions:
 - In the *Textbox size* dropdown list, select the number of characters you want to use in the textbox.
 - In the *Minimum value* and *Maximum value* boxes, specify the minimum and maximum character limits.
 - Select *Allow decimal value* if you want to allow decimal values in the answer.
 - The <u>autofill or prepopulate answer</u> feature allows you to prepopulate single-variable survey responses automatically before sending them to respondents. To prepopulate answers for a known respondent, select **Prepopulate answer**.
 - **Question hint** is used to add hints to your question and help your respondents get a clear idea of what your questions are all about. This feature is optional and is available only for certain types of questions.



- Select **Mark as Health Information (ePHI)** in the *Data Privacy* section to safeguard the health information data in the healthcare surveys category. The *Encrypt answer* field also gets selected, by default.
- Select *Encrypt answer* to <u>add an additional layer of security</u> to the responses for this particular question.
- 4. Switch to the *Display Logic* tab to add a logic condition to the question.
- 5. Click Save.
- 6. To discard the changes, click **Cancel**.

To limit the values in a number textbox question:

- 1. Click the **Number** question.
- 2. Click Advanced options.
- 3. In the *Minimum value* and *Maximum value* boxes, specify the minimum and maximum character limits.

| Advanced options | | |
|--------------------------------------|---------------|---|
| Textbox size | 40 Characters | ~ |
| Minimum value | | |
| Maximum value | | |
| Allow decimal value | | |
| Prepopulate answer | | |
| Question hint | | |
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To adjust the size of text box-type questions:

- 1. Click the question you want to resize (Short answer, Long Answer, or Number).
- 2. Click **Advanced options** in the question.

3. In the *Textbox size* dropdown list, select the size of the textbox you want to use.

| Advanced options | | |
|--------------------------------------|---------------|---|
| Textbox size | 40 Characters | ~ |
| Minimum value | | |
| Maximum value | | |
| Allow decimal value | | |
| Prepopulate answer | | |
| Question hint | | |
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