Zoho Corporation

Preview

Preview how a survey will look on smartphones, tablets and desktops at any point before or after it is published. This preview can be shared with your friends and colleagues to gather their opinions on the theme you've used. However, you cannot collect responses in a preview. Also, previews won't show <u>end page logic</u>.

To preview how your survey will look right from the My Surveys page:

- 1. Click the Zoho Survey logo in the upper-left corner of the page.
- 2. If you're an Enterprise user, click the department you'd like to access. The *My Surveys* page will appear.

0

- 3. Hover over the survey you want to preview and click
- 4. You can share this preview with anyone by clicking the *Share the preview URL* tab in the **Review** popover. You can disable and enable this review link at any point in time.

	\overleftrightarrow	
5. Published surveys will show Access instead of Preview. Click Access		to see the live survey.

To preview how your survey would look from the Summary page:

1. Go to the *Summary* page of your survey.

🕑 Si	urvey					Department: My Department -
+	≔	Customer Satisfaction Sur				PREVIEW
ULDER BULDER CC REPORTS		Created on Active Jan 05, 2018 Modified on May 11, 2018 EDIT SURVEY SETTINGS APPLIED THEME	Published on May 11, 2018	Veits: 5 Active for: 288 days Today's Responses: 6	Latest response on Feb 20, 2019	
		Indigo	RESPONSES VOLUME		Feb 11, 2019 - Feb 20, 2019	

2. Click **Preview** on the top-right corner of the page to see how your survey will appear on a computer desktop, tablet, or smartphone, before sending it out to your audience.



3. You can share this preview with anyone by clicking the *Share the preview URL* tab in the **Review** popover. You can disable and enable this review link at any point in time.

To preview how your survey would look from the Survey Builder page:

1. Go to the *Builder* page of your survey.

	🕑 Sur	Department: Zoho Survey 👻 🥥								
+	≔	Brand Awareness Survey 🥒	EDITOR	SETTINGS	THEMES	HUB	LAUNCH	Advanced Options - PREVIEW		
Ξ	QUEST	FION TYPES								
A	۲	Multiple Choice (One Answer)	Page 1 -			Untitled		PAGE (1)		
BUILDER		Multiple Choice (Many Answers)						P1		
	\checkmark	Dropdown	Branc	d name				+		
	4	Image Type								
	+++	Rating Scale								
	☆	Star Rating								
	ω	NPS	Produ	uct/service						
	+	Slider Scale								
	000	Ranking								
	80	Matrix Choice (One Answer)								
	80	Matrix Choice (Many Answers)	Have	you neard o	i this branci	Jeiole				
	ļļļļ	Matrix Rating Scale								
		Matrix Star Rating	⊖ Yes							
		Matrix Dropdown								
	⊂])	Single Line	How	do you feel a	about this bra	and?				
	Ľ	Multiple Lines	⊖ Ve	ry negative						

2. Click **Preview** on the top-right corner of the page to see how your survey will appear on a computer desktop, tablet, or smartphone, before sending it out to your audience.



3. You can share this preview with anyone by clicking the *Share the preview URL* tab in the **Review** popover. You can disable and enable this review link at any point in time.

To preview a theme:

- 1. Go to the *Themes* tab in the survey's builder.
- 2. Hover over the theme and click the **Preview** option.

		Custom	er Satifica	ation		
	13	_			33%	
	1. How often do you typically u	se the product?				
	O Once a year					
	O dely					
	O Yeeky					
	O Once a month					
	🕗 Every 2-3 months			D .		
	2-3 times a year issu often			Preview		
ZSurvey		Ø	þ	\bigcirc	団	APPLY

3. You can also click **Preview** on the top-right corner of the page to see how your survey will appear on a computer desktop, tablet, or smartphone, before sending it out to your audience.



4. You can share this preview with anyone by clicking the *Share the preview URL* tab in the **Review** popover. You can disable and enable this review link at any point in time.

To preview a template:

1. Click **Create Survey**, or the + icon in the upper-left corner of your screen.

272 SURVEYS							
14 PUBLISHED							
258 DRAFTS							
CREATE SURVEY							
Tags survey i zoho i							

2. Click **Choose from Template**. The survey <u>templates</u> appear on the left.

Norvey				Department: My Department -	Setup	Subscription	
+ =	BLANK SURVEY	TEMPLATE GALLERY	COPY FROM EXISTING				
Search Q							
Customer Satisfaction Survey							
 Brand or Product Feedback 		Customer Satisf	action Survey				
 Business to Business 		Brand or Produ	uct Feedback	< Comparison of the second sec			
 Client Satisfaction Survey - B2B 		15 Questions	, 2 Pages				
 Client Service Feedback 							
 Customer Feedback Survey 		PREVIEW	SELECT				
 Customer Feedback Survey 2 							
Customer Retention Survey							
Customer Satisfaction Survey - Product	Page 1						
Customer Satisfaction Survey - Service	1. Please write th	ne name of the first brand tha	t comes to your mind v	when we talk about [Ca			
Motivation And Buying Experience	2. Please look at	the logos and mark all the br	ands of [Category Nam	ne], from the list, that y			
Not Bromotor Sooro	3. Please mark a	II the brands of [Category Na	me] that you have ever	used.			
Neu Frontiel Score Neu Frontiel Score	4. Please let me	know the reason behind not a	using [Client Brand] [Ca	ategory Name] till now.			
New Feature Feedback Destruct Line Option Support							
Product Use Satisfaction Survey	Page 2						
Retail Store Evaluation Survey	5. Please mark a	II the brands of [Category Na	me] that you are using	at present.			
Software Evaluation	6. Please mark th	ne brand you use most often.					
Survey	7. Please let me	know your level of satisfactio	n with [Client Brand].				
 Website Feedback 	8. Please mentio	n the features most liked abo	ut [Client Brand].				

3. Search and pick the template you'd like to use and click the **Preview** button to see the template.

To access more options:

- 1. Click **Preview** on the top-right corner of the page.
- 2. Click **Options** and turn the *Enable Comments* toggle button on if you want to show the comments in your survey preview.
- 3. Turn the *Ignore Validations* toggle button on if you choose to ignore validations in the preview.
- 4. Turn the *Hidden Questions* toggle button on to show all hidden questions, and choices hidden using logic (display logic, piping logic insert variables) in the preview.
- 5. Click the adjacent dropdown to navigate to the other pages in the survey.
- 6. Click **Review** to share your survey with your friends or colleagues for feedback.

Preview		₽			۵		Options +	Page 1 : Gener 👻	REVIEW	×
	•	Healtl	n Sat	isfacti	ion {	Enable Comments Ignore Validations Show Hidden Questions	•			
	Q		Ge	neral li	nfo					
	Have you visited any hospitals lately? Yes No									
	How good is your current health score? Very poor Poor									
	Very good									
	٩			Next						