

Creating a Score Alert

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Version 14.19

After all questions have been created and assigned scores, you can create a Score Alert to have the system notify you of any results that fall above or below a certain value.

- The Score Alert will only apply to those questions that have been assigned scores; answer types that can be assigned scores are List, Boolean and integer/numeric.
- When the survey is administered, the score will appear in pink if the Score Alert criteria is met.

To create a Score Alert:

1. At the top of the survey form, where the survey name and information are entered, click on the **down arrow** button next to the first **Alert Type** field, and choose either *Score Above* or *Score Below* from the drop-down menu. *None*, the default value, indicates that the survey is not scored.
2. In the second, smaller **Alert Type** field, select a threshold score value from the drop-down menu.

Version 14.10

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