



# Individual Report

Bar Graph Cross Tab **Individual** Verbatim Quick View Conditional Pivot Table Comparison Response Table Frequency Table

Statistical

## To create an Individual Report:

1. In the Report Manager Tab select your survey and click on the **Individual Report** icon
2. Choose which responses you wish to view from the drop-down labeled "View Response"

An Individual report will show you the completed survey responses for each respondent who took the survey. This is similar to viewing their paper survey responses.

Look through all responses by selecting from this drop down

Responses can be excluded or included by checking this box

Report Properties

View Response: 1 of 588  Exclude from reports [Delete this response](#) [Edit Response](#)

[Add Commentary](#)

Response No: 1

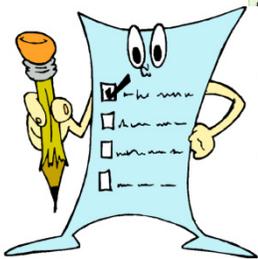
Email ID: 1

Participation Time: 16-Nov-07 10:41 AM

IP Address: --

If survey is Private with Unique Key, the participation info will be displayed here

1. What type of Association membership do you hold?  
Professional
2. What is your gender?  
Male
3. What is your age?  
43
4. What State do you live in?  
Virginia
5. How many Association meetings did you attend in 2006?  
7-9
6. Please rate the value of your association membership?  
3
7. Do you think the Association should raise membership dues in 2007?



Looking at this report allows you to view every answer from a specific respondent.