Monitoring of a survey

Under **Editing status,** you can obtain an overview of the status of a survey at any time, from the creation of a survey to its going live, as well as the points that have still to be edited and the stages that have been completed, including the user and the time.

See *Editing status*

From the time a survey goes live, you can control participants' statuses under **Overview of participants** and find out if there were any difficulties during the login procedure or the delivery of the login data and if an assessor has started or completed the survey. You can also see how many assessments a participant has received and, if necessary, a given group of participants can be called for assessment again. It is not possible to see who completed which assessments due to data protection reasons.

See *Overview of participants (HR)*

You will also receive e-mails regarding the start and the end of a survey.