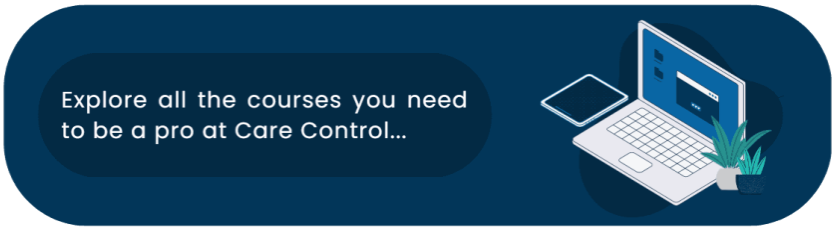
# Using a Survey in V-Book

V-Book · https://cclearninghub.co.uk/docs/using-a-survey-in-vbook/

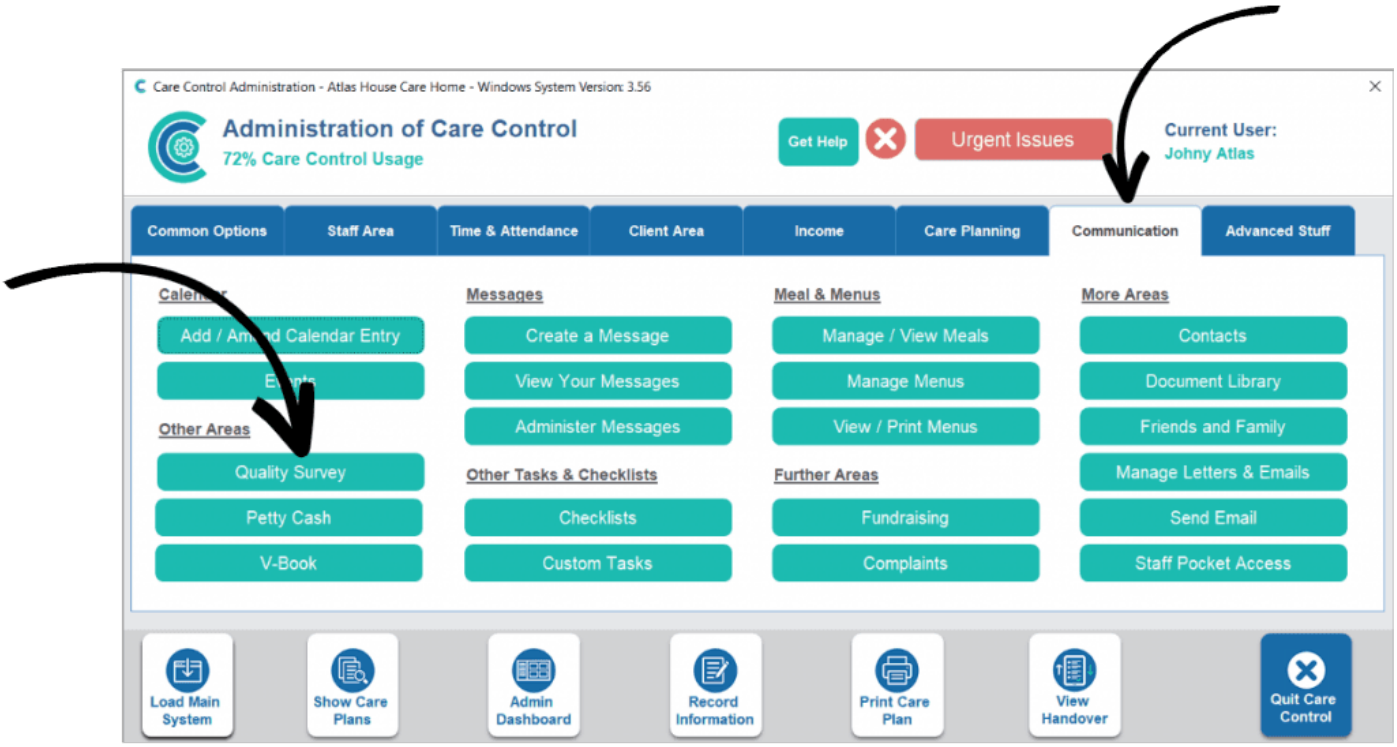



## Using a Survey in V-Book

This guide will cover how to activate a survey and assign it to the V-Book.

Embedded media:

https://player.vimeo.com/video/799394146?color&autopause=0&loop=0&muted=0&title=1&portrait=1&byline=1&h=0daf



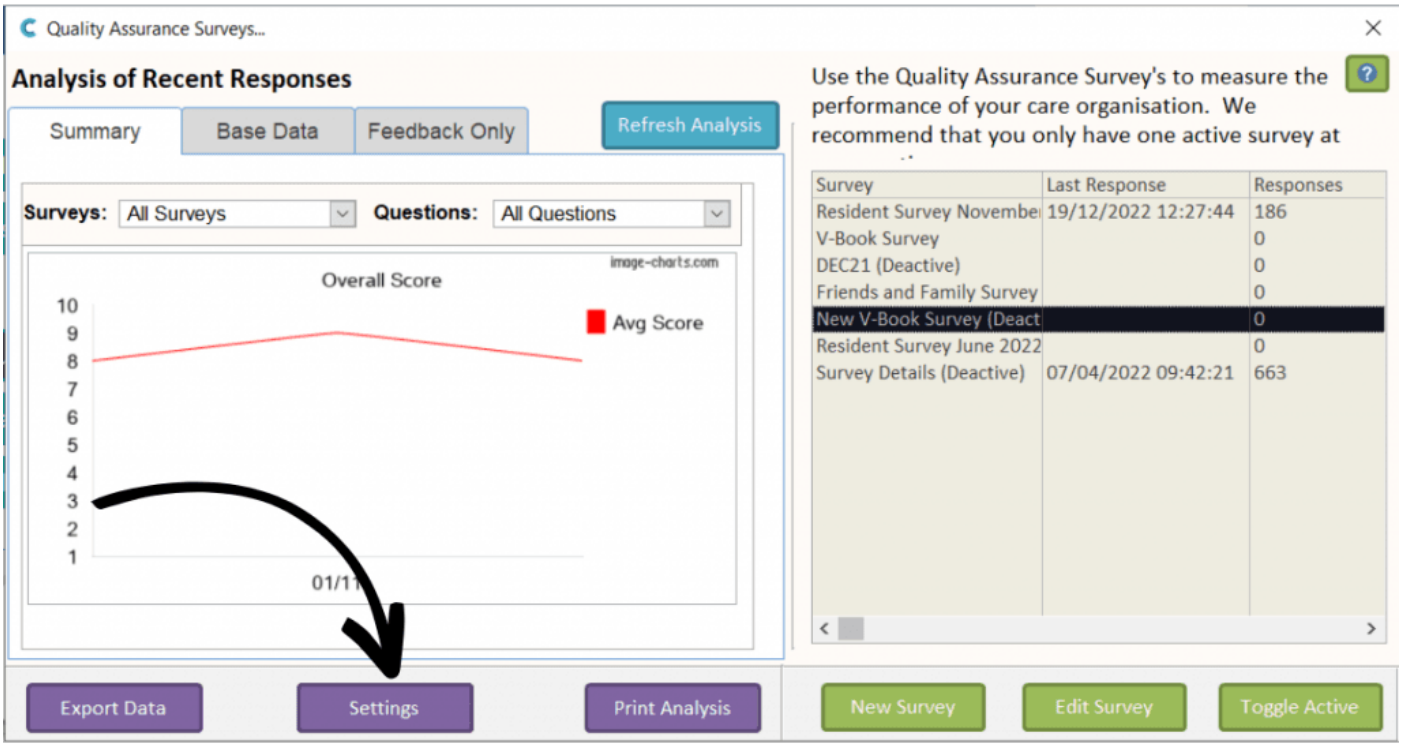

## 1

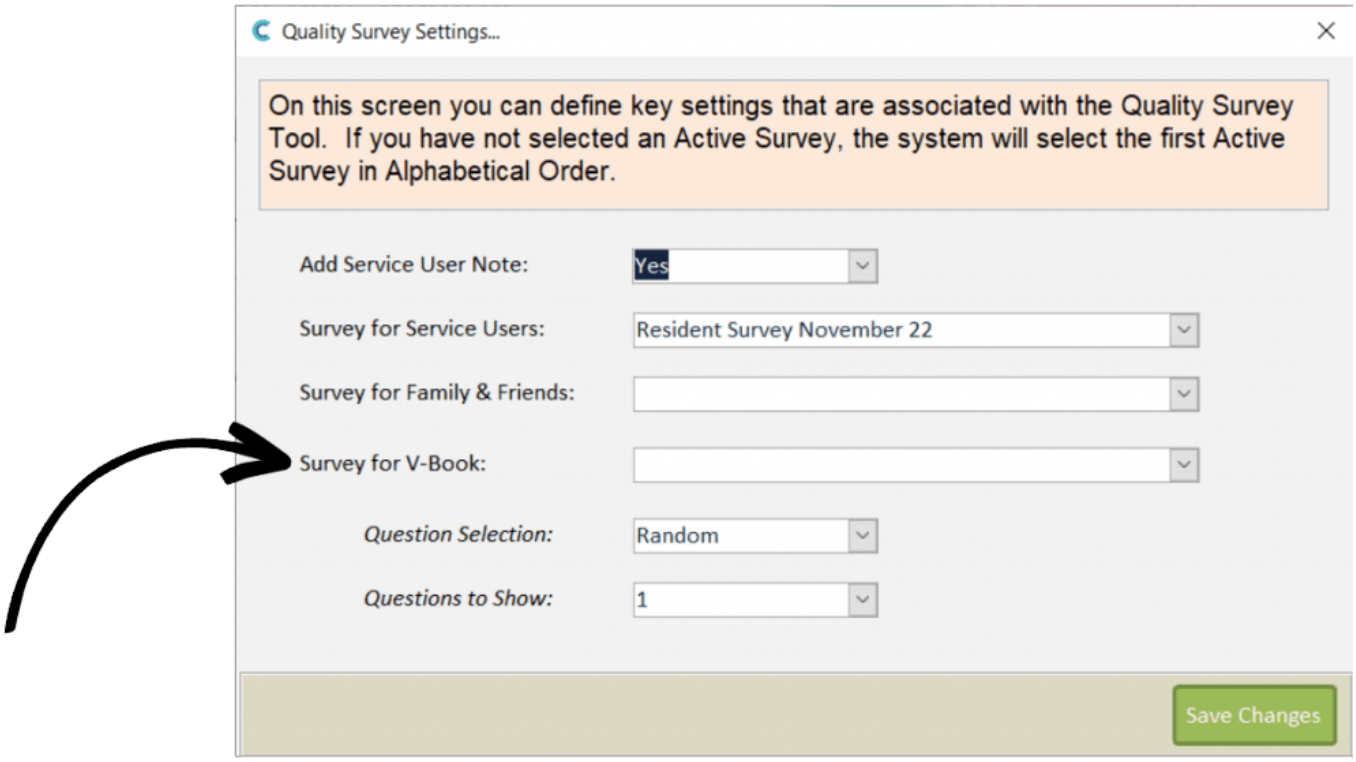
In the Administration of Care Control Windows, navigate to the **Quality Survey** tool, which can be found under the **Communication** tab.

## 2

Here, select your new survey from the list on the right-hand side, and press **Toggle Active** to activate the survey.

To assign it to V-Book, select **Settings** from the purple buttons along the bottom of the screen.






## 3

A new window will open, here select a **Survey for V-Book** using the drop-down menu.

## 4

There are further options regarding the survey. You can choose the Question Selection which determines which questions from the survey are used. You can also choose the number of Questions to Show which determines the number of questions asked in the survey.

Make sure to **Save Changes**.

