Qualtrics – Loop & Merge Advanced
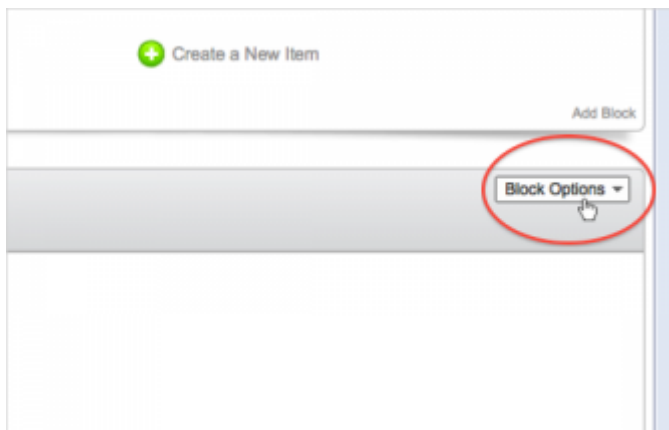## https://siue.qualtrics.com

Loop and Merge allows you to loop through a block of questions, showing them multiple times with slight variations to the respondent. For example, if you are asking participants which books from a list they have read, and you would like to ask the same follow-up questions for each book selected, you could set up the Loop and Merge and it will show the block of follow-up questions repeatedly for each book selected.
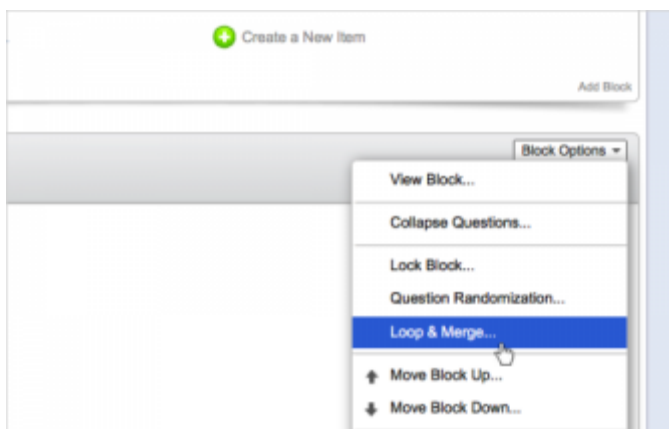
Before setting up the Loop and Merge, you'll need at least two question blocks in your survey. The first block should contain a Multiple Choice-multiple answer type question that will determine which loops to show to the participant. The second block will be the looped block.
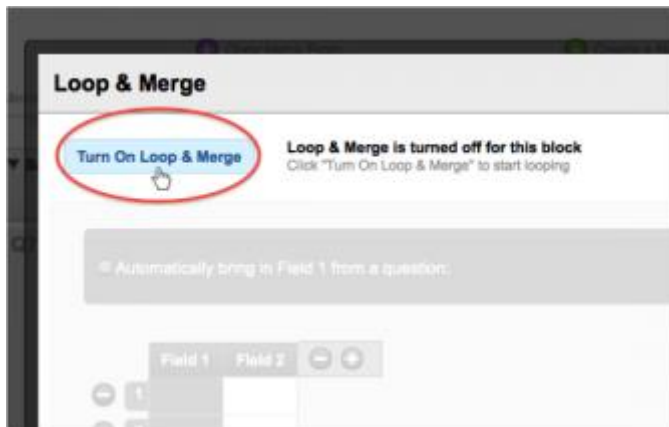
[Set up the Loop and Merge](#)

1. Select **Block Options** on the block that is to be looped through.
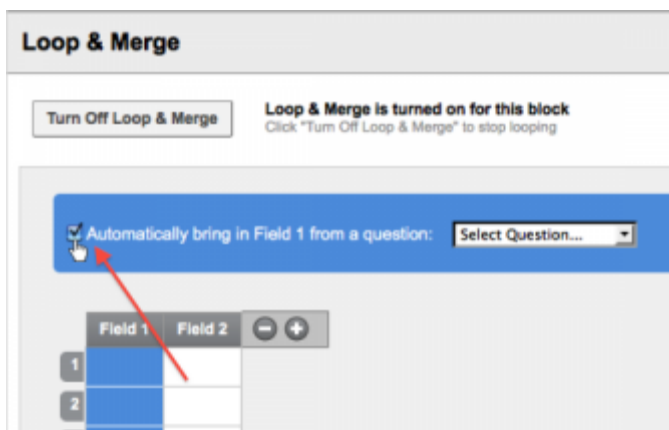

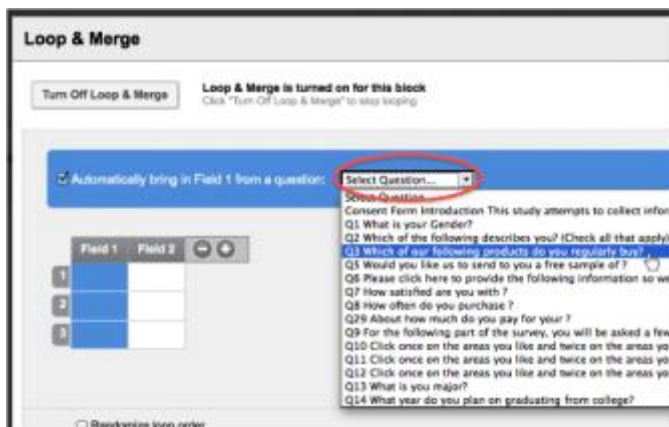2. Choose **Loop and Merge** from the Block Options menu.

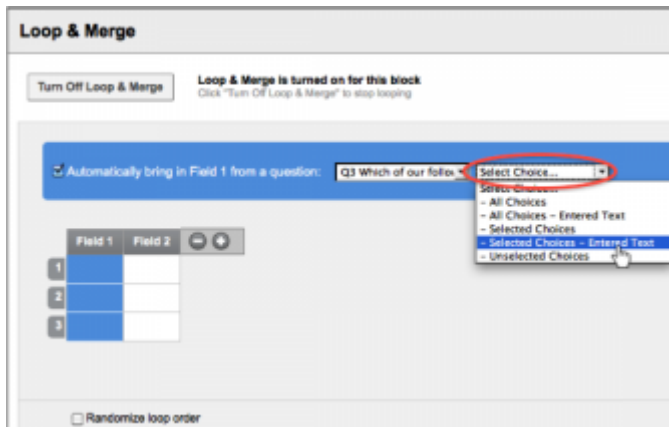3. Click **Turn on Loop and Merge** to enable looping.

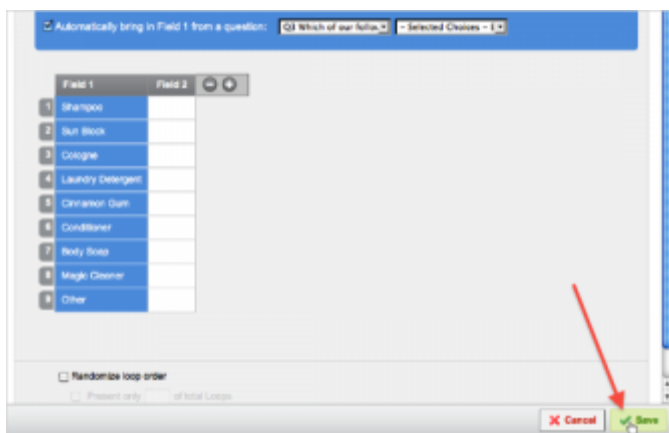4. Select to **Automatically bring in Field 1** from a question.

5. Select the **Question** which will determine the loop.

6. Choose whether to loop through **All Choices**, **Selected Choices**, or **Unselected Choices**.
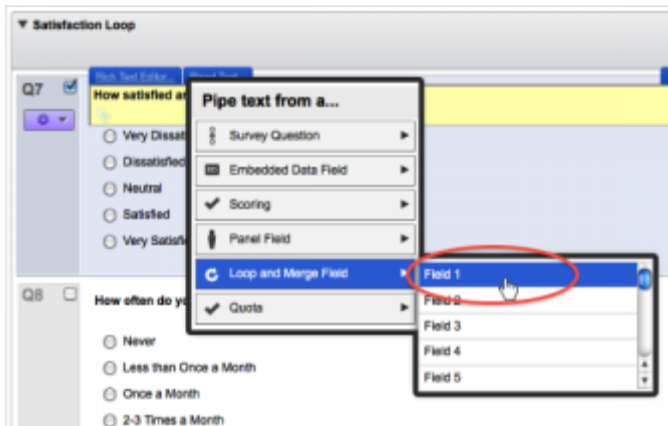

7. Click **Save**.

Include the name of the currently looped item within a question

1. Click the text of any question in the looped block that you would like to insert the name into.
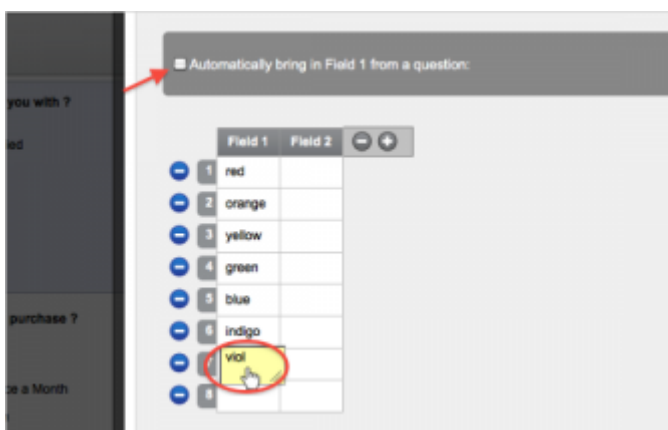
2. Click the blue **Piped Text** tab, and select to pipe **Field 1** from a **Loop and Merge Field**. A code will be generated that will pull in the name of the item currently being looped through.
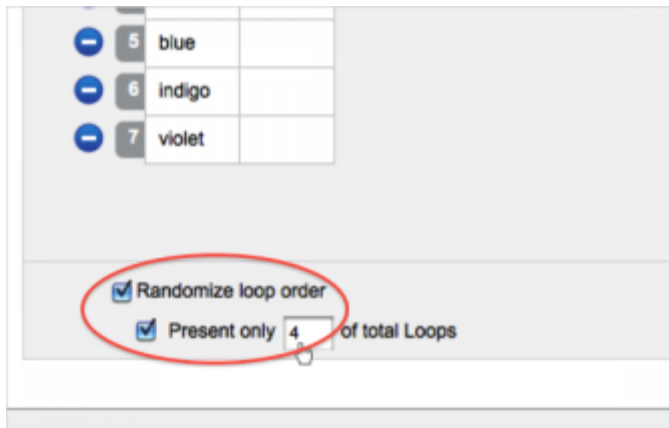

More Information

- If you need everyone to see the same set of items when they loop, rather than a customized set of items based on what they have answered, then you will set up a **Static Loop and Merge**. When in the **Loop and Merge** menu, deselect the box for **Automatically bring in Field 1 from a question**, and type your own values into the Field 1 table. When respondents reach the loop and merge block they will look through the blocks one time for each item in your list. You can also customize with a second and third field as needed, so that multiple unique items can be used in each loop.

- To randomize your loops, in the **Loop and Merge** menu, check the box for **Randomize Loop Order**. You can also choose to only show a limited amount of the total available loops.

- When viewing your results, note how each loop is treated as a separate set of questions. If you have 5 possible loops, you will see the looped questions repeated 5 times in the results.
- Using Loop and Merge can increase the size of your data export greatly because the questions are being repeated. If you are having trouble downloading a large data file because of an older version of Excel, try downloading groups of questions at a time rather than the entire survey at once. Another option is to use Excel 2007, or a comparable program, with a higher column limit.