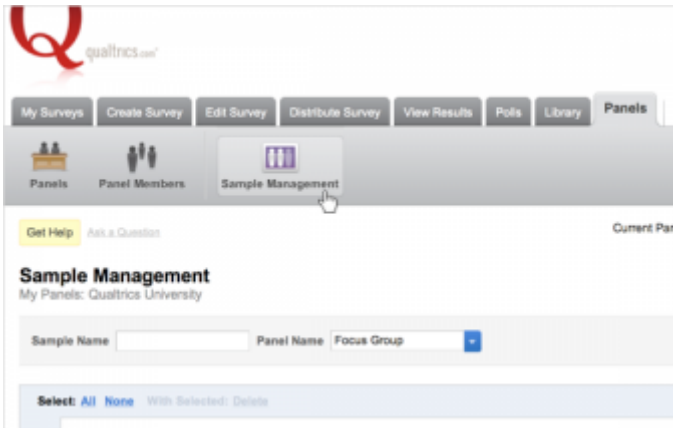


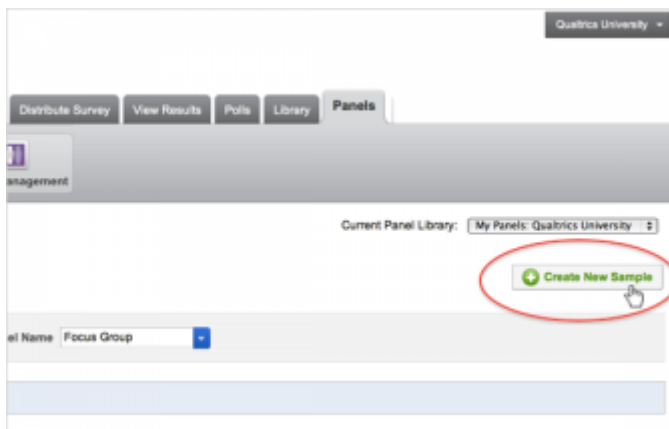
Use sample management to create a sampling of your panel members. This feature is helpful when you would like to send the survey to only a portion of your panel without creating a new panel.

To create a new Sample:

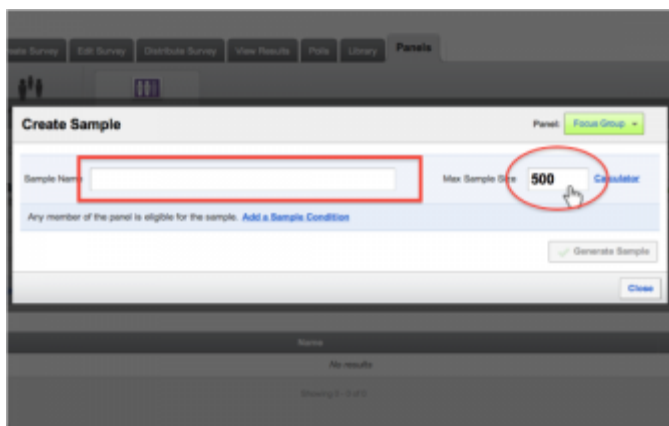
1. Open the **Sample Management** page in the **Panels** tab.



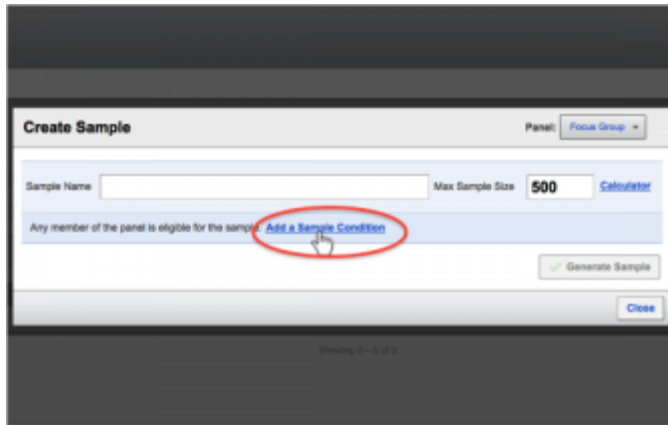
2. Click the green **Create New Sample** button.



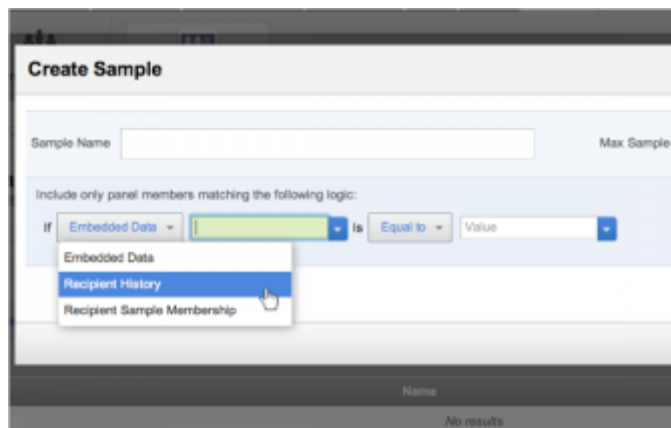
3. Type your **Sample Name**.



4. Choose your **Max Sample Size**.
5. If desired, use the sample size Calculator to help determine the appropriate sample size.
6. If needed, **Add a Sample Condition** to specify which panel members are eligible to be in the sample. To create your **Condition**:

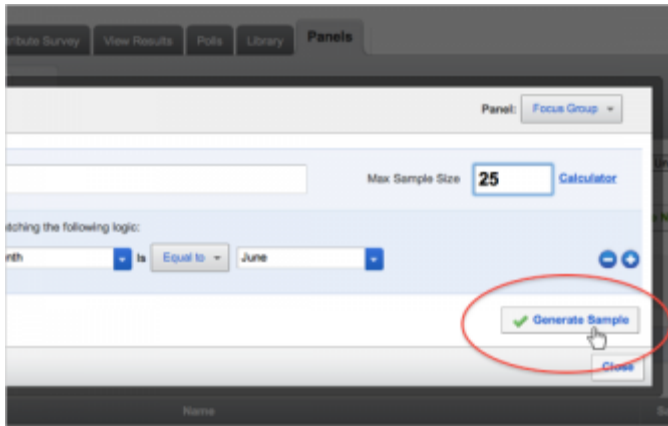


1. Choose whether the condition will be based on **Embedded Data**, **Recipient History**, or **Recipient Sample Membership**.



2. If you chose [Embedded Data](#), choose the **Field Name** as well as the **Field Value** you will be using.
3. If you chose **Recipient History**, choose whether to base your logic on the **Last Survey Taken** or the **Last Email Invitation Date**, and specify a date.
4. If you chose **Recipient Sample Management**, specify the **Sample** you will be basing your logic on, and whether new sample members should be a **Member** or **Not a Member** of that panel.
7. Add multiple conditions by clicking the **blue plus sign** on the right of your condition.

8. Click **Generate Sample**.



9. When you are satisfied with your sample, click **Close**.