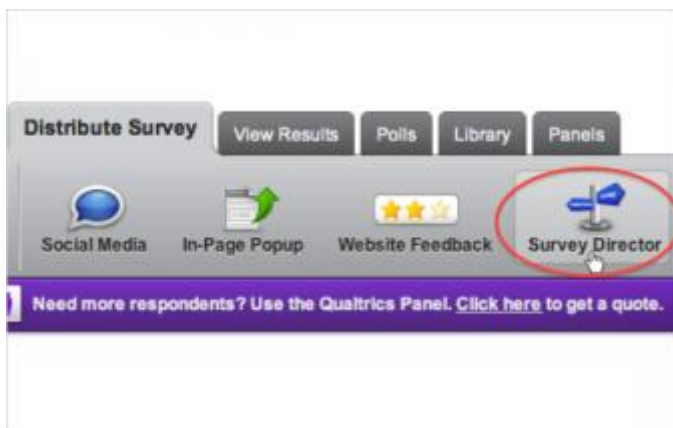


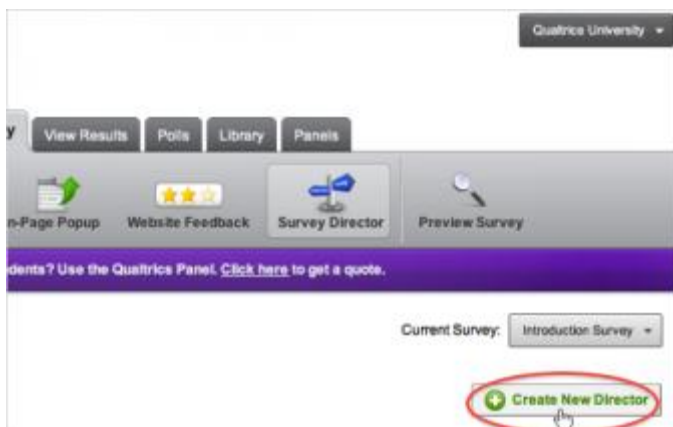
With the Survey Director, you can post one link on your website or in an email, and then choose what that link will do. For instance, you could choose for the link to point towards a survey on Monday through Wednesday, and then point to a public report on Thursday through Sunday.

To use the survey director:

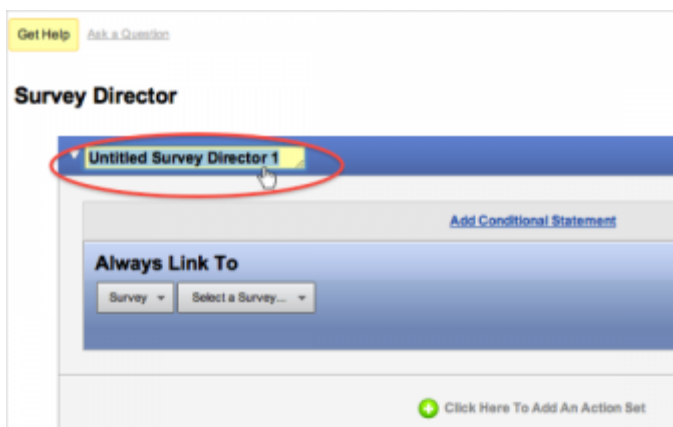
1. In the **Distribute Survey** tab, click **Survey Director** on the gray toolbar.



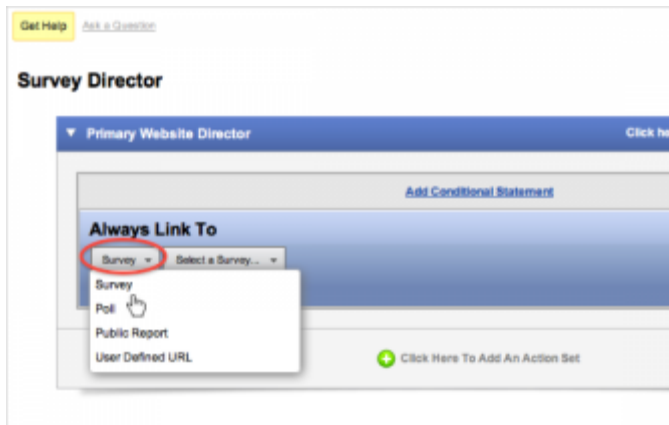
2. Click the green **Create New Director** icon.



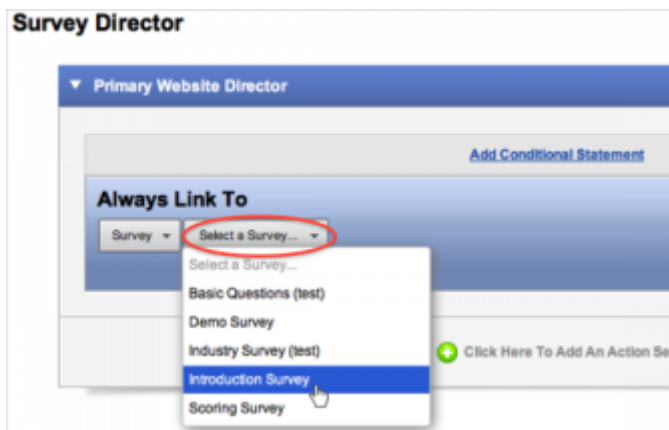
3. If desired, click **Untitled Survey Director 1**, and type a custom name for your Director.



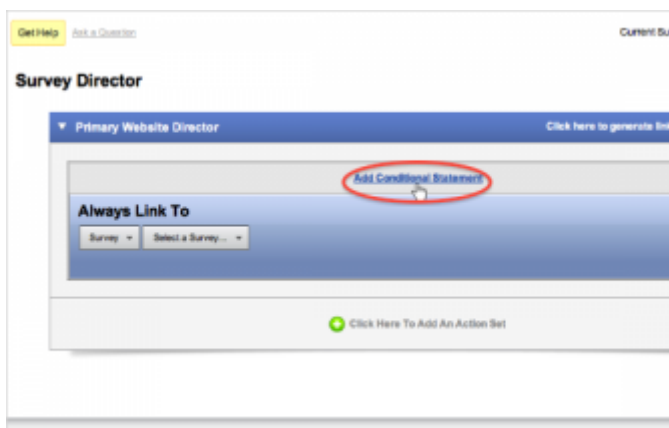
- Under the text **Always Link To**, choose which type of item the director should point to. The choices are **Survey**, **Poll**, **Public Report**, or a **User Defined URL**.



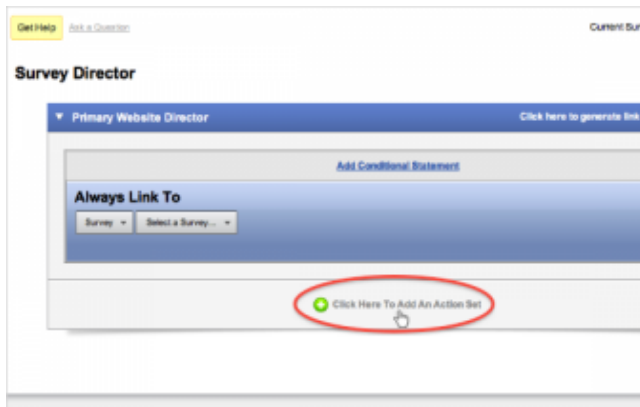
- Select which **Survey**, **Poll**, or **Public Report** you would like to direct to, or type in the URL of the website you would like to direct to.



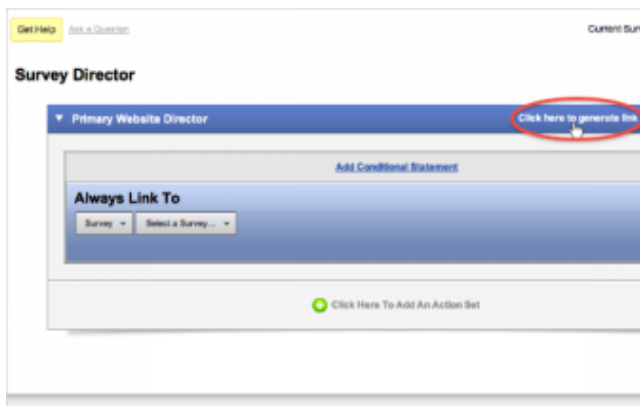
- If needed, click **Add Conditional Statement** to choose a condition that must be met for the Director action to happen.



7. If needed, click the green plus sign to **Add an Action Set**. An action set is an alternate action that will occur when the link is clicked and the condition for the Director is not met.



8. When you have your Director set up, click the **Click here to generate link** text, and copy and paste the link into your website or email.



More Information

[QTips](#)

- Just like an individual survey, you can deactivate a Survey Director. Simply click **Director Options** on the top right of your director, and uncheck the **Active** option. When someone clicks on an inactive director, they will see a simple notification letting them know that it is inactive.

