Q-FI SOLUTIONS

FEATURE LIST
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Feature List

Q-FI is a comprehensive platform; here is a partial list of our core features that come standard with our solution. We are continually evolving and releasing new innovative tools, to stay up to date subscribe to **our newsletter** or if you have access to the Q-FI platform be sure to check the release notes under news and updates regularly. We also encourage to check out **our survey demo** and contact us at **info@qfisolutions.com** to discuss how we can enhance your survey experience.

General Features

❯ Access the full Q-FI platform to manage your projects from any modern web browser, works and looks great on a tablet too!

❯ Light, welcoming and modern WYSIWYG/Graphical User Interface to manage your projects faster

❯ Be different: create fun and interactive online, offline and mobile friendly surveys (automatic detection of device / appropriate mobile layout)

❯ Unlimited questions, surveys, quota cells and responses

❯ Up to 256-Bit SSL encryption

❯ Password protected and restricted to single active session

❯ 100% multilingual and fully customizable

❯ Built-in hosted media library: drag and drop to insert elements and manage your multi-media content for use in your surveys

❯ Integrated audio and video player and conversion of your video files to ensure compatibility across devices including mobile

User Interface
Management Area Overview

❱ Search/filter and share your projects or reports

❱ Quick search feature to see items that match your search criteria, find and replace

❱ Info icon provides an overview of the current page and different features

❱ Contact Q-FI support without leaving the platform; brings in our ticketing and live chat system

❱ Update your profile, change your password, create customized roles and add new users

❱ Project log; see who last updated the projects and when

❱ Import questionnaire/scripting layout to create the foundation of your survey (.txt or .doc)

❱ Import sample and hidden variables (CSV)

❱ Question templates; save and reuse questions or questionnaires you use often

❱ Account overview section for admins: surveys, users and storage overview on the system

❱ Open other projects/other languages from within the Authoring area

Survey Authoring

❱ Create surveys on the fly, copy and paste statements and choice lists in the text editor

❱ Alternatively drag and drop items from another survey to duplicate questions in a survey and copy quotas from other projects

❱ Archive inactive projects

❱ Easily format text; use the editor to change font, font size and other formatting (bold, italic, underline, etc.) with a single click

❱ Make changes while the survey is live

❱ Open framework system: scripting capabilities for advanced users – create any question you want using HTML, CSS or JavaScript

❱ Validation and formatting assistance (e.g. correct format for email address, 10 digit phone numbers, postal or zip code format text, number, alphanumeric, max length)

❱ Make questions mandatory or not

❱ Apply a timer to any page (specify number of seconds and where you want to place the timer) and hide navigation, if desired

❱ Collect and pass variables to panel providers/3rd party systems

❱ Dynamic text substitution/response piping to pre-fill text based on imported variables or previously answered questions including text, ranks, open-end response and code

❱ Specify size of open-end text boxes

❱ Any default language/any additional language; specify left to right or right to left

❱ Customize and translate your error messages for each question type (Q-FI provides default error messages in English and 5 other languages)

❱ Translation area for 3rd parties

❱ Customize choice lists and easily change question type to list box, image list, smart list, star rating, etc.

❱ Different options based on question types are dynamically presented to survey Authors for convenience

Survey Authoring (continued)

❭ Use system variables such as date, time, browser type, IP address, country, etc. in your surveys and easily incorporate calculated variables, for instance how many items were selected for a specific variable

❭ Image copyright feature (personalized protection watermark)

❭ Setup an email trigger and send a notification that includes a summary of responses /attach any report created in Publisher to email addresses of your choice based on completes, quotas or any custom conditions

❭ Export surveys to .txt or .doc

❭ Setup exit URLs for different languages

Respondent Experience
Question Types

Supports virtually all standard survey question types: single/multi choice (functionality to customize the default label of a single and multi-select list box element), rating questions, grids, open ends, numeric questions, drag and drop ranking questions, card sort, slider (show or hide value, vertical, horizontal or radial scales), drop down and much more

❱ Display images

❱ Image list question type: zooming feature to zoom in on an image

❱ Hybrid question: combine various question types (single, multi or grid) into one object with a grid layout

❱ Side by side grids

❱ Searchable lists

❱ Interactive maps

❱ Date and time picker question type

Dynamic/Rich Interface quant and qual questions

Concept optimizer: show a creative content, get feedback and generate a heat map

File uploader: define and allow survey participants to upload any file type

Drawing question type: free drawing tool for concept/branding or to capture a signature

Video: video recording via webcam with option to review and rerecord on top of videos, if desired

Survey Flow
Condition Builder
Quota Management

- Answer list sorted randomly and in ascending or descending order

- Rotations and randomization of multiple items (groups and sub-groups)

- Add custom validation and computation variables (e.g. auto sum / dynamically compare values and insert an error message or create an algorithm statement and use it to do segmentation)

- Any if/then/else conditions

- Synchronise with another choice list/eliminate

- Logic Ask/skip conditions for each item on the list

- Basic skip logic builder for occasional users and advanced skip patterns option to create conditions as complex as you need it to

- Logical operators: greater and less than, addition, subtractions, etc.

- Calculate the sum of a list of variables / questions

- Find the maximum value in a list or range of questions / variables

- Complete and flexible quota setup and management: create quotas from scratch or import quotas or copy quotas from other projects

- Add priorities to selection masks and even balance your quotas, if desired

- Survey looping – create any loops within your survey

- Termination logic: specify exit URL/termination condition, add an exit point anywhere you want, specify and show a personalized message before exiting

Quality Control

- Check for unsaved changes in survey authoring before exiting

- Survey validation check takes you directly where error is to save time

T-Designer (Look & Feel)

❯ Create visually appealing layouts yourself and reuse them

❯ Very interactive and 100% customizable, you can customize all elements yourself (progress bar, padding properties, gradients and layout, select any color, etc.); no programming or outside assistance required

❯ Flexible mobile skin designer: customize all visual elements and accurately preview what your survey will look like on a mobile device right from your desktop

❯ Integrated Google fonts

❯ Place one or multiple questions on a page

❯ Apply your own navigation buttons/stars, if desired

❯ Select your custom background on a page level (can be based on logic/condition), if desired

❯ Show or hide navigation buttons

Launch Pad (Deployment Module)

❯ Accessible from all modules

❯ Load respondent sample / pre-populated data, if applicable

❯ Set project type: restricted (unique ID/PIN– respondents can continue where they left off if they close a project) or open (public)

❯ Get the test / preview link (allows to jump to the question you want to review) and external live links

❯ Setup website deployment options (website embed code, floating feedback button and animated light box)

❯ Pop-up feature: no need to use any scripting – simply specify the width and height

❯ Integrated campaign builder and email deployment module (create lists and templates, preview, send test emails and view how many opened, clicked, etc.)

❯ Export loaded sample, if desired

❯ Generate custom QR codes

Reporting
Live Stats

❱ Geolocation map shows you where your respondents are located

❱ View and keep track of key quotas

❱ Device report: see what browsers / devices are active and number of completes for each device

❱ Close a quota while survey is live

❱ View mean and median survey length

❱ Incidence Plus area provides a general overview of incidence and exit / disposition flags

Quant Reporting
Frequency viewer

❱ View counts and percentages and export frequencies to PDF format

❱ Filter by date and conditions

❱ Customize the colors of the charts

❱ View how many completes you are getting for different panels, if applicable

❱ Generate cross-tabs

Data tap & Export manager

❱ View raw data by variable

❱ Filter by completes, date and time or custom logic

❱ Delete a single record or multiple records (batch delete)

❱ Export to .sps, .txt, .sav or CSV

❱ Access history of extractions and re-download at any time

❱ Extract right away or schedule file delivery for later execution

❱ Clear test data in seconds

❱ Response viewer, providing a formatted report of each respondents responses

Publisher

❱ Quickly create desktop and mobile friendly reports with lots of creative elements

❱ Simply add different items by dragging and dropping: text, quotas, questions for frequencies and cross-tabs

❱ Preview reports, schedule a date and time when you want to send reports internally or externally

❱ Share/distribute reports via encrypted URLs, export to PDF or send to local printer

Qual Reporting

❱ Concept optimizer: aggregated view by clicks; filter by positive or negative comments, view a specific area, generate a heat map and export it

❱ View and manage videos that were recorded and images respondents uploaded; downloadable MP4 format

❱ Download what survey respondents drew

Miscellaneous

❱ Export pre-codes to code externally

❱ Exit report – view exit point

❱ Word cloud