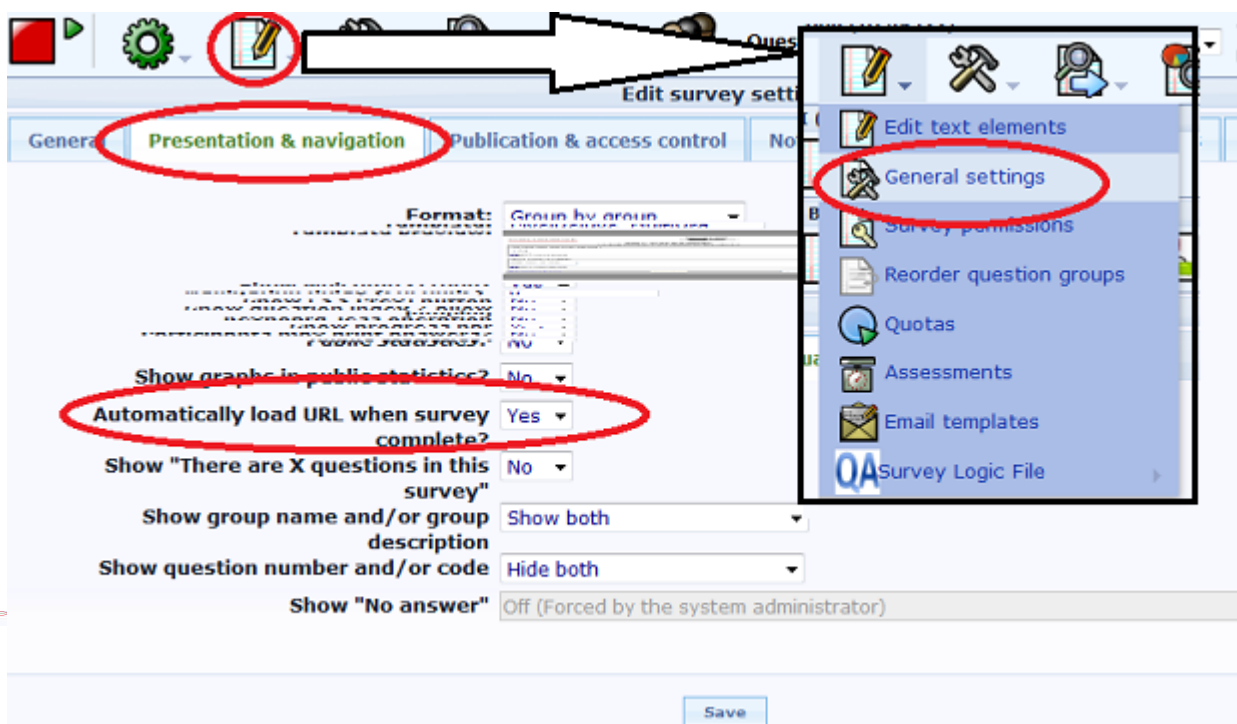


Loading questionnaires into GemsTracker

To use a survey created in a survey source like LimeSurvey, you will first have to prepare the survey in the source system. Next you must synchronize the source in GemsTracker.

Preparing the survey in LimeSurvey

Gems can only link individual survey answers to respondents when the survey setup allows this.



LimeSurvey survey settings

LimeSurvey survey activation

Synchronizing the source in GemsTracker

- Go to 'Track builder' in the navigation bar on the left
- Under 'Track builder' go to 'Synchronize all surveys '
- Press 'Start 1 Job'
- Wait till the synchronization is finished
- Go to 'Surveys' in the navigation bar on the left
- Search for each survey you've added and follow the next steps for each of them
 - Press Edit for the right survey
 - Tick the box 'Active in #' (where # is the name of your project)
 - Change the group (Patient, Researchers or Staff)
 - Press 'Save'

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