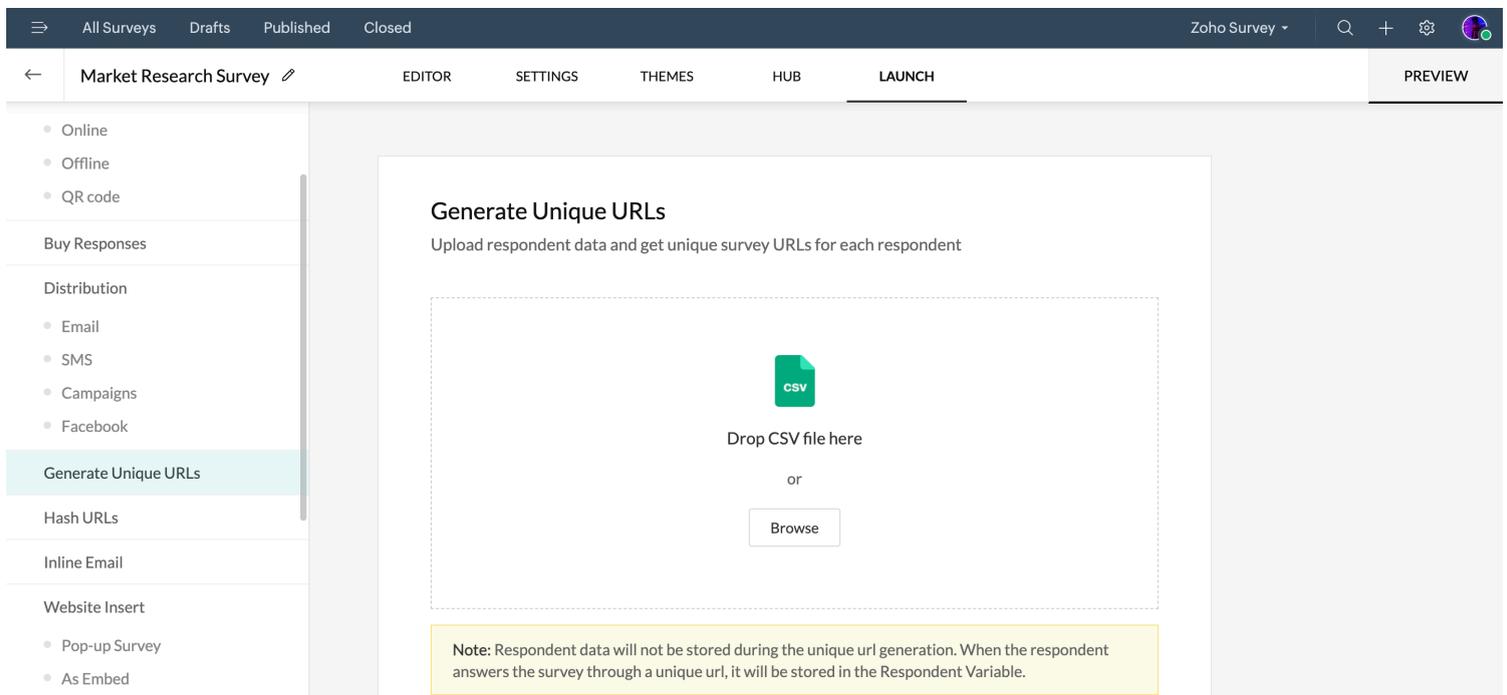




Generate Unique URLs

Generate Unique URLs

By generating unique survey URLs tailored to individual respondents, you can send targeted surveys to obtain more reliable and accurate survey results. Unique survey URLs provide privacy for both you and your respondents, so you can establish a higher level of trust. You can also keep track of who has completed the survey, and ensure that respondents are not completing the same survey multiple times.



For example, a banker wants to send a payment notice email along with a feedback survey to a customer named John. He may want to include a personalized payment link in the survey. This link will take John straight to a payment page where he can choose an amount and clear his debt without needing to enter any personal information, such as his name or bank account number.

Availability:

The Generate Unique URL (using parameter) feature is available to all Paid Plan users.

To Generate Unique URL links (with Zoho survey) :

1. Go to the **Launch** tab.

LAUNCH

2. Under **Distribution** on the left pane, click Generate Unique URLs.

Note: You can only access this option after you publish the survey.

3. Click Continue. Upload a **CSV file** to generate unique survey URLs for each respondent.

4. Once the CSV file is uploaded successfully, click **Generate**.

Selected file



GENERATE

Generate Unique URLs

Upload respondent data and get unique survey URLs for each respondent

Generated successfully

Find the respondent's unique url at the end of each line in the downloaded CSV file

START OVER

Note: To prevent multiple responses, go to **Restrictions > Response Restriction > One response per unique URL (By Zoho Survey)**

The generated URL file will be automatically downloaded. You can find the respondent's (shortened) unique URL at the end of each line in your downloaded CSV file. The uploaded CSV file data will be treated/considered as the "Respondent Variable" and can be accessed under "Individual Responses" in the Report section.



Note :

Only CSV files can be uploaded. You cannot upload a CSV file containing more than 1,000 values/entries.

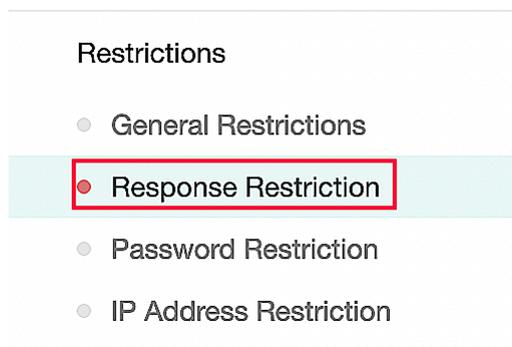
Upload a CSV file with UTF-8 encoding characters to import properly.

The URLs will be generated as shortened URLs. You can generate a maximum of 10,000 shortened URLs per survey account within 24 hours.

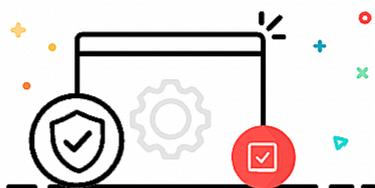
Respondent data will not be stored during uploading or during unique URL generation.

To Prevent multiple responses: One response per unique URL (by Zoho Survey)

- Click **Response Restriction** under **Restrictions** on the left pane of the Launch tab.



- Click **Enable**.



Click **Enable** to restrict multiple responses from a single respondent



- Select One response per unique URL (by Zoho Survey) to generate an encrypted survey URL for each respondent.

Note:

You must enable the Do not allow survey URLs without the parameter(s) checkbox to use this feature.

Prevent multiple responses

Restrict multiple responses per respondent and choose when they can access and change their responses

One response **per contact (email/sms)**

One response **per unique URL (By Zoho Survey)**

Do not allow survey URLs without the parameter(s) - **zs_inviteid, zs erv**

Restrict when respondents can access and change their response

Respondents can't update their response

Respondents can update their response until they complete the survey

Respondents can update their response at anytime

Click **Save**.

Choose if and when a respondent can update their responses by selecting one of the following options:

- **Respondents can't update their response:** Respondents will not be able to make changes once they close the survey, whether they submit it or not.
- **Respondents can update their response until they complete the survey:** Respondents will not be able to open the survey once they submit it. However, they can freely modify their responses prior to hitting the submit button
- **Respondents can update their response at any time:** Respondents can update their answers to the survey, even after they've submitted it.
- Once you've selected an option, click **Save**.

To prevent multiple responses: One response per unique URL (by third party)

- Click **Response Restriction** under the **Restrictions** section on the left pane of the Launch tab.

Restrictions

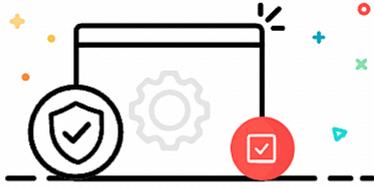
General Restrictions

Response Restriction

Password Restriction

IP Address Restriction

- Click on **Enable** icon.



Click **Enable** to restrict multiple responses from a single respondent



- **Select One response per unique URL (by third party)** to generate an encrypted survey URL for each respondent.

Note: You must enable the Do not allow survey URLs without the parameter(s) checkbox to use this feature.

- Enter the parameter value in the Parameter text box. It should not exceed 100 characters. You may want to use a name, bank account number, age, or bill amount.

One response per unique URL (By the third party)

Send URLs that contain the parameter name and a unique value to each respondent

Parameter name

Do not allow URLs without the parameter

4. Click **Save**.

Choose if and when a respondent can update their responses by selecting one of the options below:

- **Respondents can't update their response:** Respondents will not be able to make changes once they close the survey, whether they submit it or not.
- **Respondents can update their response until they complete the survey:** Respondents will not be able to open the survey once they submit it. However, they can freely modify their responses prior to hitting the submit button
- **Respondents can update their response at any time:** Respondents can update their answers to the survey, even after they've submitted it.
- Once you've selected an option, click **Save**.

