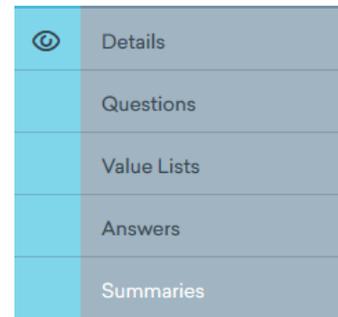


How to Create a Questionnaire Summary

To create a visual summary of questionnaire answers:

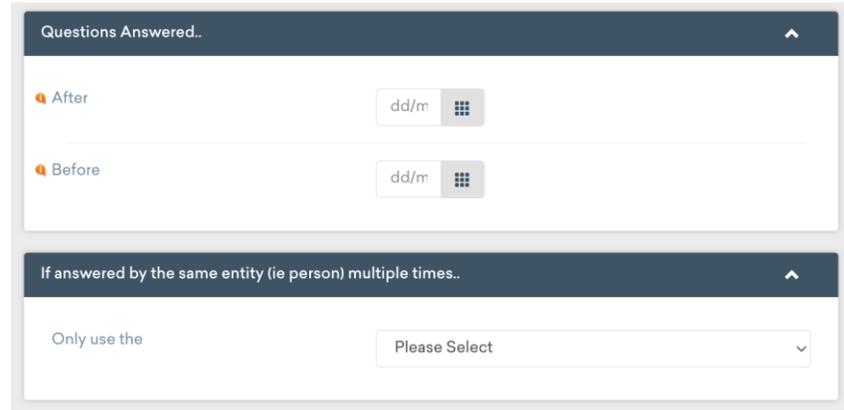
- Hover over **Evidence** and select **Questionnaires**
- Click on the relevant questionnaire
- Select **Summaries** from the sections on the left-hand side
- Click on the **Summarise** icon 



A visual overview of all answers to the questionnaire will be displayed. If you wish to summarise a filtered selection of questionnaire answers:

- Hover over **Evidence** and select **Questionnaires**
- Click on the relevant questionnaire

- Select **Summaries** from the sections on the left-hand side
- Click on the **Plus** icon
- Complete the form, selecting the relevant filters, and click **Save**



Questions Answered..

After

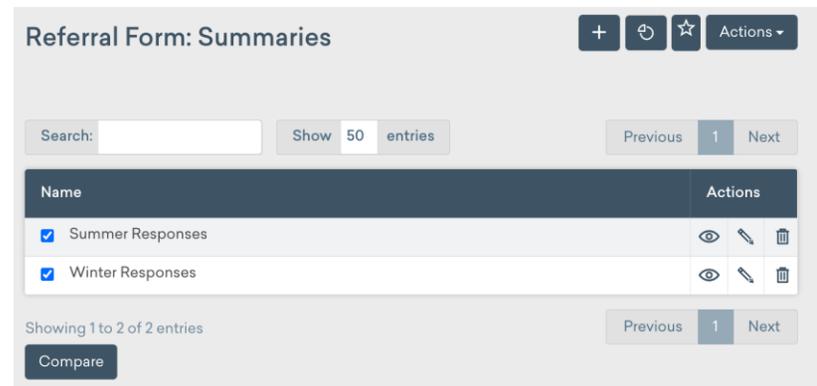
Before

If answered by the same entity (ie person) multiple times..

Only use the

If multiple summaries have been saved, these can be compared against each other. To do this:

- Hover over **Evidence** and select **Questionnaires**
- Click on the relevant questionnaire
- Select **Summaries** from the sections on the left-hand side
- Select up to three summaries and click **Compare**



Referral Form: Summaries

Search: Show 50 entries Previous 1 Next

Name	Actions
<input checked="" type="checkbox"/> Summer Responses	<input type="checkbox"/> <input type="text"/> <input type="text"/>
<input checked="" type="checkbox"/> Winter Responses	<input type="checkbox"/> <input type="text"/> <input type="text"/>

Showing 1 to 2 of 2 entries

Previous 1 Next

Compare