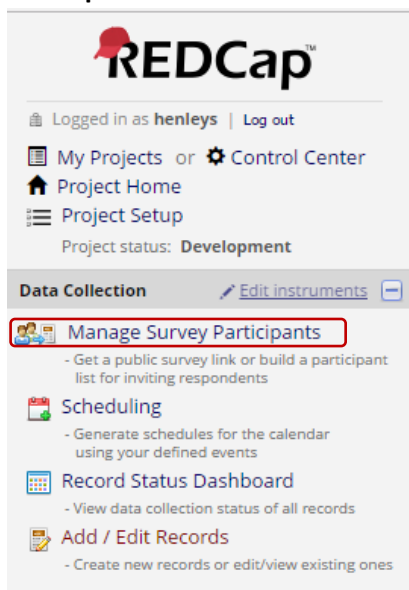


Creating a custom Public Survey Link and Short Public Survey Link

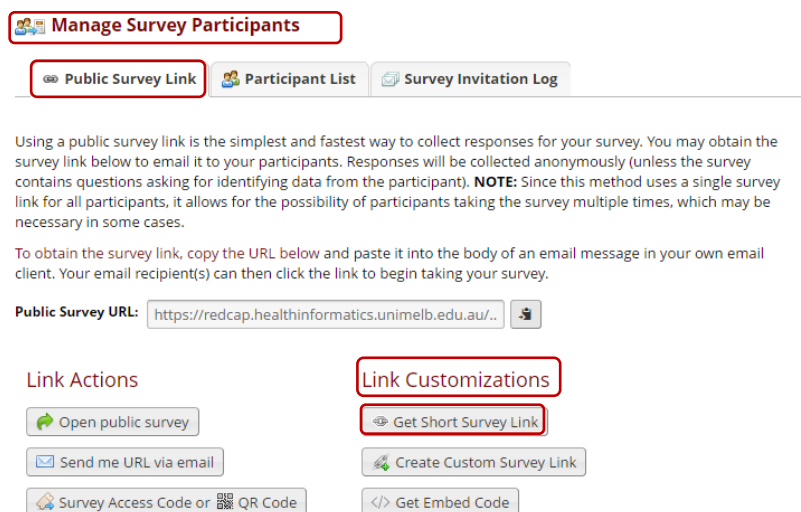
The standard REDCap public survey link is quite long and hard for participants to enter in if they do not receive it by email, REDCap enables you to be able to create a Custom Survey Link to enable easier access to your survey for participants and for Researchers to remember. Alternatively you can get a short survey link if you prefer to not create your own custom link. These instructions are only for the public survey link and cannot be used for the participant list.

Get a Short Survey Link

1. Log into REDCap
2. Select your required project from the **'My Projects'** tab
3. On the menu tree on the left hand side under **'Data Collection'** select **'Manage Survey Participants'**





4. You will be taken to the **'Manage Survey Participants'** page, on the **'Public Survey Link'** tab, under **'Link Customizations'**, select the **'Get Short Survey Link'** button.



REDCap How To guide


- This will create a new system generated **'Short Public Survey URL'** under the **'Public Survey URL'**, that can be copied and pasted into emails, letters and social media, or other required media to distribute the link to participants.


Manage Survey Participants

 Public Survey Link
  Participant List
  Survey Invitation Log





Using a public survey link is the simplest and fastest way to collect responses for your survey. You may obtain the survey link below to email it to your participants. Responses will be collected anonymously (unless the survey contains questions asking for identifying data from the participant). **NOTE:** Since this method uses a single survey link for all participants, it allows for the possibility of participants taking the survey multiple times, which may be necessary in some cases.

To obtain the survey link, copy the URL below and paste it into the body of an email message in your own email client. Your email recipient(s) can then click the link to begin taking your survey.




Public Survey URL: 

OR Short Public Survey URL: 

Link Actions

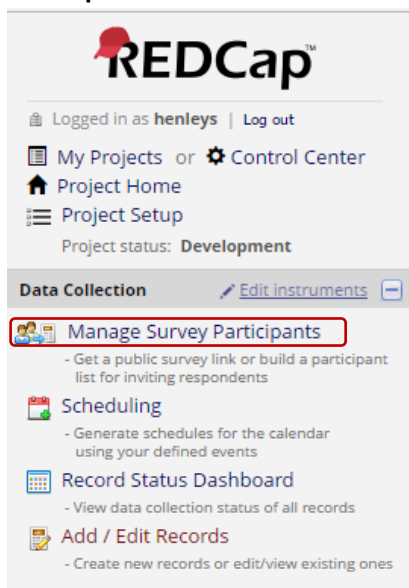
 Open public survey
  Send me URL via email
  Survey Access Code or  QR Code

Link Customizations

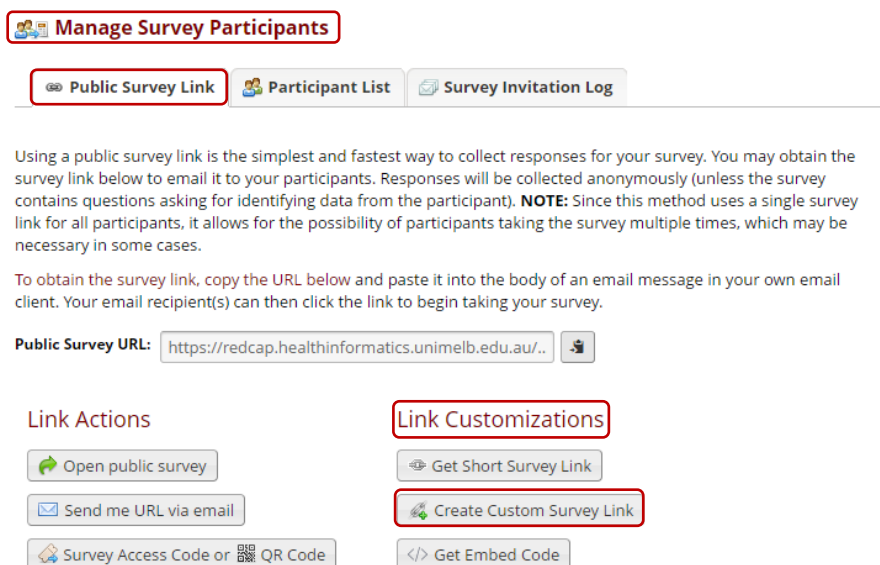
 Get Short Survey Link
  Create Custom Survey Link
  Get Embed Code

Create Custom Survey Link

1. Log into REDCap
2. Select your required project from the **'My Projects'** tab
3. On the menu tree on the left hand side under **'Data Collection'** select **'Manage Survey Participants'**

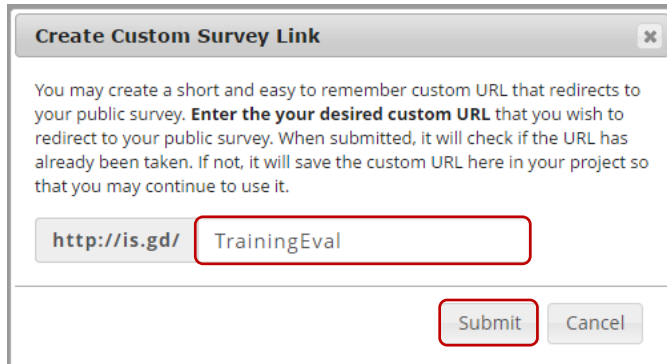


4. You will be taken to the **'Manage Survey Participants'** page, on the **'Public Survey Link'** tab, under **'Link Customizations'**, select the **'Create Custom Survey Link'** button.



REDCap How To guide

- A new window will open. The first part of the URL is not able to be changed, in the textbox following the **'http://is.gd/'** enter in required name you want to use i.e. TrainingEval, select the **'Submit'** button

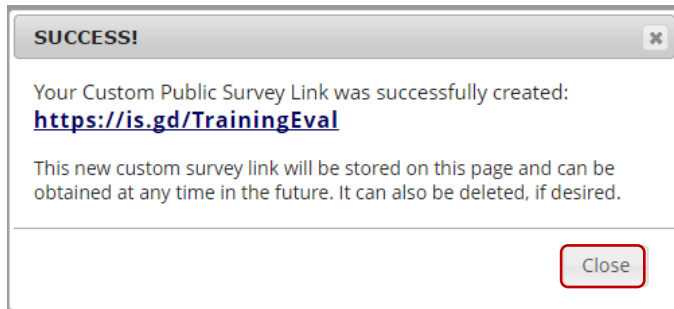


Create Custom Survey Link

You may create a short and easy to remember custom URL that redirects to your public survey. Enter the your desired custom URL that you wish to redirect to your public survey. When submitted, it will check if the URL has already been taken. If not, it will save the custom URL here in your project so that you may continue to use it.

http://is.gd/

- A **'Success'** message with your new URL will be displayed to advise it was successfully created, select the **'Close'** button.



SUCCESS!

Your Custom Public Survey Link was successfully created:
<https://is.gd/TrainingEval>

This new custom survey link will be stored on this page and can be obtained at any time in the future. It can also be deleted, if desired.

- This will display **'Custom Public Survey URL'** under the **'Public Survey URL'**, that can be copied and pasted into emails, letters and social media, or other required media to distribute the link to participants.

Manage Survey Participants

Using a public survey link is the simplest and fastest way to collect responses for your survey. You may obtain the survey link below to email it to your participants. Responses will be collected anonymously (unless the survey contains questions asking for identifying data from the participant). **NOTE:** Since this method uses a single survey link for all participants, it allows for the possibility of participants taking the survey multiple times, which may be necessary in some cases.

To obtain the survey link, copy the URL below and paste it into the body of an email message in your own email client. Your email recipient(s) can then click the link to begin taking your survey.

Public Survey URL:

Custom Public Survey URL:

Link Actions

Link Customizations