# **Use Qualtrics**

# Qualtrics

Qualtrics introduces CNU faculty, students, and staff to a complete and comprehensive survey design solution.

## Accessing Qualtrics

All Christopher Newport faculty, staff, and current students have access to Qualtrics.

- 1. Enter the URL https://cnu.qualtrics.com/ into your preferred web browser
- You'll then be redirected CNU Connect login screen.
- 3. Log in using your Connect ID and password.

#### **Helpful Links**

- Learn the Experience Management (XM) Platform
- Qualtrics XM Basecamp
- Survey Basic Overview
- Survey Question Sequence, Flow & Style Tips
- Matrix Table Question
- Qualtrics XM Support
- Qualtrics Community

## **Qualtrics Support**

If you need help, follow these steps:

- 1. Log in to Qualtrics
- 2. Click Help in the upper-right corner,
- 3. Click Contact Support
- 4. Select Sign in with SSO
- 5. Organization ID is: cnu
- 6. Select the type of support request and follow the prompts.
- 7. You will then be offered the currently available support options (Chat, Email, Phone, and Community)

#### **Download Qualtrics Mobile**

- iTunes
- Google Play

Questions? Contact Carolyn K. Davis, Director of Finance and Administration for Academic Affairs, 4-7218 or carolyn.davis@cnu.edu