RESEARCH AUTOMATORS

Here's how to send out your survey

Survey Automator guide

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GUIDE DISTRIBUTE

There are three ways to distribute your survey to respondents. Here's how each option works so you can choose the one that works best for you.

Option 1 – Use the platform's built-in email The simplest option. We send the invitations directly from the platform. You can set the sender name to whatever you want (for example, your organization's name), and we'll take care of the rest. Support for reminders to those who haven't responded is included.

Option 2 – Connect your Microsoft or Google account If you want the emails to come from your own email address, we can connect the platform to your Microsoft 365 or Google account. You'll need to authorize the connection using your login credentials—and depending on your organization, your IT department may need to approve it. Once it's set up, the emails will be sent from your own address.

Option 3 – Send the links yourself We'll provide you with a survey link that you can distribute via your own email tool or newsletter. This gives you full control over how the email looks and who it's from. The limitation is that we cannot send automatic reminders to those who haven't responded, since we don't handle the email distribution.

The latest version of this guide: https://www.researchautomators.com/guides/send-out-your-survey/