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Technical setup between respondi and Unipark

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The quality management of respondi fulfils the strict criteria of the ISO 20252 standards.

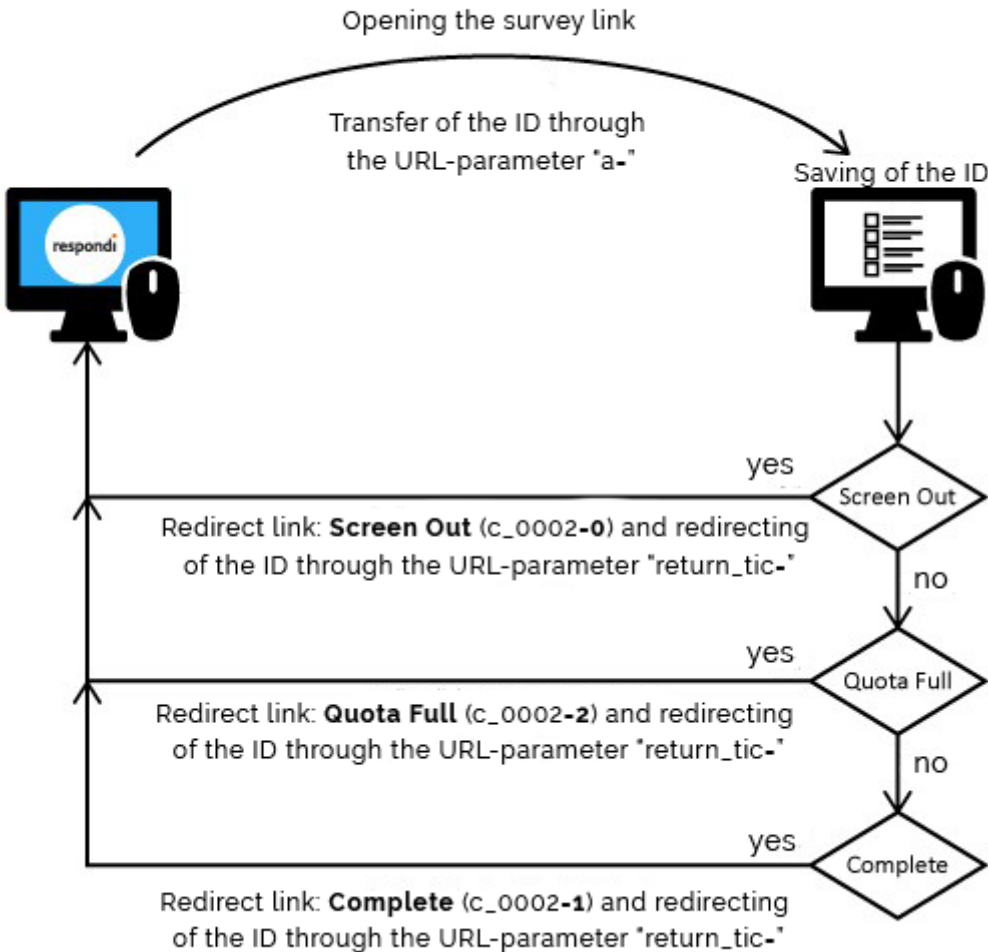


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What are redirects?

Redirect links:

With redirect links, the respondents are allocated to their respective status and reverted to respondi.





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Participants can be assigned different statuses:

Complete: participants, who have successfully completed a survey

Screenout: participants, who do not belong to the required target group

Quota full: participants, who belong to the required target group but also to a quota that is already full

Optional Quality Fail: participants, who did not answer a control question, for quality check purposes, correctly

A redirect link is composed out of several parts:

Main link: <https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3>

URL-parameter status: c_0002=X

URL-parameter redirect of the ID: return_tic=[YYYYYYYY]

➔ The first URL-parameter is always linked with a „?“ to the main link. Each additional URL-parameter is linked using a „&“

The composed redirect links will look like the following:

Complete:

[https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=1&return_tic=\[YYYYYYYY\]](https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=1&return_tic=[YYYYYYYY])

Screenout:

[https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=0&return_tic=\[YYYYYYYY\]](https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=0&return_tic=[YYYYYYYY])

Quota full:

[https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=2&return_tic=\[YYYYYYYY\]](https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=2&return_tic=[YYYYYYYY])

Quality Fail:

[https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=3&return_tic=\[YYYYYYYY\]](https://mingle.respondi.com/s/XXXXXXXXXX/ospe.php3?c_0002=3&return_tic=[YYYYYYYY])

- The **XXXXXXXXXX** will be replaced by the individual project ID for each project. You will receive it before the start of your survey.
- The **YYYYYYYY** represent the ID. You will find more information on this in the following.



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What is an „ID“?

Accessing a live link

Our participants receive an invitation to your survey from us and click on the survey link. At this point, our system generates an ID. As you work with the same software as we do, we will send you the ID with the parameter 'a'. As an example, the survey link will be opened like this:

123456789abcdefg...

Here, the ID (123456789abcdefg123456789abcdefg) is a dynamic variable with 32 alphanumeric digits, which is not known in advance and which can be considered as a key between our and your system.

How do I implement these redirect links?

Capturing the ID

The ID is sent from us with the parameter ,a'

1. In the survey menu – project properties, you can change the number of URL-parameters. In the default settings, no URL parameter is created, yet, and the quantity shows 0. In the dropdown menu you can change the number of variables to the quantity you need. We only need one parameter.

General options	Internal organization	Login options	User-defined variables	RelevantID configuration
User-defined variables				
Number of URL parameters [Labels and data type]		1 ▼		
Number of user-defined variables [Labels and data type]		0 ▼		



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2. With this step, a variable „p_0001“ has been created. By clicking on ‘labels and data type’ you can give it an additional name and change the type of variable. In our case, we stick with ‘short text’.

Labels and data type

In the URL, please use the letter a instead of p_0001, the letter b instead of p_0002, etc.

p_0001

Select the variable type ⓘ

Integer

Short text (max. 255 characters)

Float

Flag as personal data ⓘ

Create new user-defined variable

Redirection of participants

In order to make sure a participant can be sent back to responDi, the alphanumeric 32-digit ID has to be sent back to us. The following points have to be observed to make this work (screenshot 1, you find them in the properties of the respective end pages in the questionnaire editor):

- **Disposition code:** here, the respective status has to be selected. In the field statistics you can then observe the numbers per status.
- **Destination URL:** please put the respective redirect link here,
- **ospe.php3** is already included in the redirect and doesn't have to be added again. Hence, this box remains empty (not selected).
- **Add return ticket** is already included in the redirect and doesn't have to be added again. Hence, this box remains empty (not selected).



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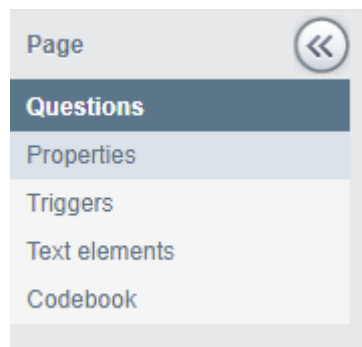
Screenshot 1

General options	
Title	final page
Disposition code	Completed (31)
Redirect to survey	
Destination URL of external survey	https://mingle.respondi.com/s/XXXXXXXX/ospe.php3?c_0002=1&return_tic=#p_0001#
Redirect configuration	
Automatically add ospe.php3 to URL (Activation recommended when jumping back to EFS survey)	<input type="checkbox"/>
Name of ticket variable	tic Edit ticket
Name of ticket variable (when returning)	return_tic Edit ticket
Add return ticket (Activation recommended when jumping back to EFS survey)	<input type="checkbox"/>
Force a character set for this page	Don't force a character set

➔ **Watch out:** after the URL parameter „return_tic=“ the captured ID is added. Here, we use the placeholder of the URL variable created: **#p_0001#**

https://mingle.respondi.com/s/123456789/ospe.php3?c_0002=1&return_tic=#p_0001#

➔ These settings have to be adapted for every end page. You find them in the menu under 'properties' in the respective end page on the left.





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Watch out in case of recontacts

For recontacts it is advisable to use a **second ID** which stays the same for every participant. Here we use the pseudonym of the participant. Not only the above-mentioned ID (we also call it tic) is sent, but also a variable with which you can match the data of the first wave with the data of the second wave.

As an example, the survey link could be opened like this:

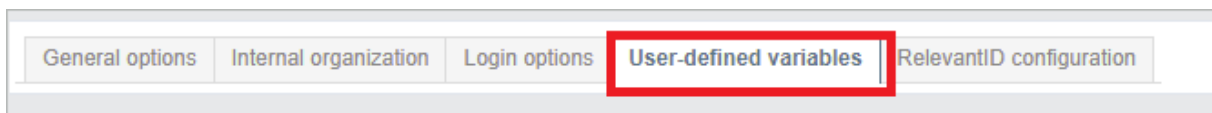
`&pseudonym=987654321`

Capturing and saving the pseudonym

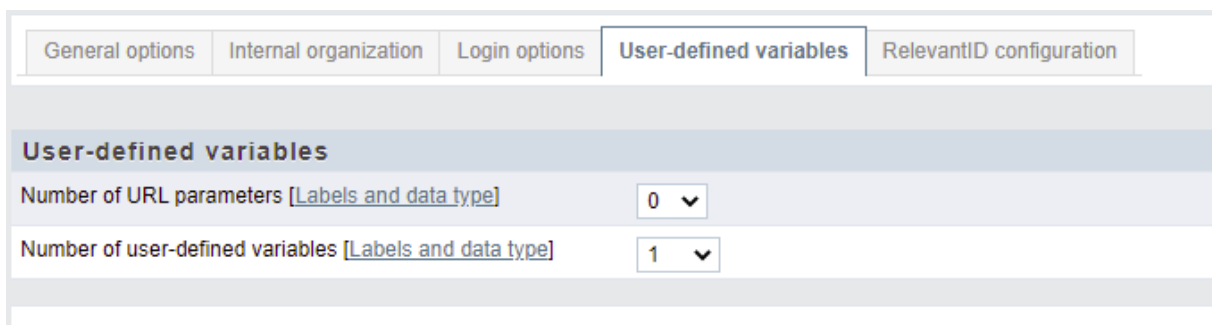
In order to capture the pseudonym, you can use the instructions above. You just have to create a 2nd URL parameter. The pseudonym will be saved in the variable „p_0002“.

Alternatively, there is a second option:

1. By creating a user-defined variable in which the pseudonym is being saved. For this purpose, go to survey menu – project properties and there to the tab user-defined variables.



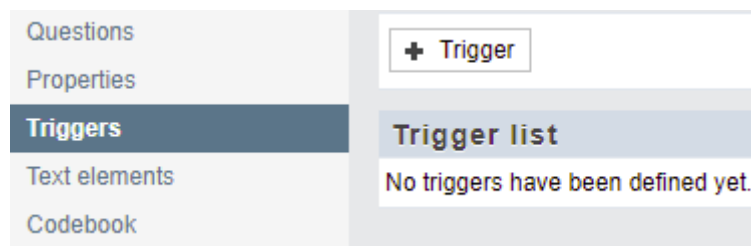
2. In the default settings, there is no user-defined variable set and the quantity is 0. You can change the number of variables to the number you need. We only need one user-defined variable.



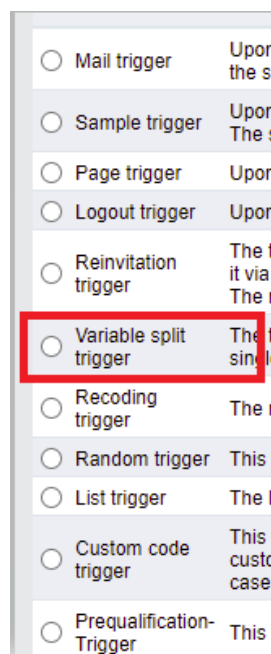


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3. In the next step, we will create a trigger on the first page of the questionnaire (this is usually the introduction page). Go to questionnaire editor, your final page. There you find the menu item 'trigger'. By clicking on '+ trigger' you create a new trigger.



4. In this case we use a variable split trigger. This trigger reads cookies and http get parameters and writes them in the user defined variable. It is able to dismantle cookies or transmitted parameters into individual variables.





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- In the next step, we adapt the properties of the trigger.
Under the menu item 'properties' we can give it a name. It is important that the trigger is executed 'directly'. This means the trigger is executed as soon as the participant enters the introduction page.

The screenshot shows the 'Properties' configuration page for a trigger in the ResponDi system. The left sidebar contains navigation options: Questions, Properties (selected), Triggers, Text elements, Codebook, and Systeminfo. The main content area has a 'Back' link and two tabs: 'Settings' (active) and 'Detail configuration'. Below the tabs is a 'Trigger' section with a description: 'The trigger will read cookies, get parameters or survey variables and store them in a destination variable. This trigger'. The configuration table below has the following rows:

Title	pseudonym
Description	
Type	Variable split trigger
Execution position ⓘ	Directly ▼
Condition	Execute always Edit
Also execute trigger in preview mode	Execution in preview mode is not possible
Execute this trigger multiple times in one survey session	<input type="checkbox"/> Yes

- Under the menu item 'detail configuration', the trigger's function has to be defined. Four components have to be adapted:
Source variable: select the function „start_get_vars“
Array-Feld: Name of the URL-parameter with which the ID/ the pseudonym is sent, in this case it's 'pseudonym'
New target variable: Here we choose the user-defined variable which we have created.
Labels and data type (c_0001): here you can name the variable in order to have a named variable in the data set later in SPSS.



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[-] User-defined variables	
Labels and data type	
c_0001	pseudonym
Select the variable type ⓘ	<input type="radio"/> Integer <input checked="" type="radio"/> Short text (max. 255 characters) <input type="radio"/> Float
Flag as personal data ⓘ	<input type="checkbox"/>
Create new user-defined variable	<input type="checkbox"/>

This manual serves as a support to understand and facilitate the technical setup. If you still have any questions, your responsible project manager will be there to assist you.

Good luck with your project!

Your responDi team