
Guide to Reviewing Your Results

How to log in, navigate your report, and take action in Culture Amp

Overview

After the survey closes, you'll be able to view your organization's results in Culture Amp, our survey platform.

Contents

[Getting Started](#)

[Navigating Your Survey Report](#)

[Taking Action](#)

[Exporting Your Data](#)

Every question below is also a heading, so you can jump to any of them from Google's outline on the left-hand side.

Getting Started

Logging In to Culture Amp

Use your email address as your login. You can set or reset your password anytime through [this link](#). It looks like a password reset page and can also be used to create an account.

Open Your Dashboard

After you log in, click "Surveys" at the top of the screen, then "Reports." You'll see a list of the surveys your organization has participated in. If this is your first survey with Leading Edge, there will only be one option. Click the "2027 Employee Experience Survey" to reach your results dashboard.

Navigating Your Survey Report

Once you access your survey report, you can explore your data through six tabs: Summary, Insight, Participation, Questions, Heatmap, and Comments (if applicable).

Summary Tab

The Summary tab shows your overall engagement score, your top strengths, and some areas for improvement. We recommend using this tab only for a high-level overview of your data; the Questions tab is better suited for deeper analysis.

Insight Tab

When you click on the Insight tab, you'll see:

- The total number of employees who participated
- Your participation rate, under the Filters button
- Your Employee Engagement score
- Engagement Score Trends (if your organization has taken more than one survey)
- The top 5 survey questions impacting your engagement score
- Scores for each of the other survey factors

Click on a factor to explore the questions within it, and see how demographic groups, whether self-reported by participants or submitted via your HRIS, compare to one another.

[Click here](#) to view the full list of survey factors and their definitions in relation to the survey.

Participation Tab

This tab shows the demographic breakdown of all survey respondents. You can see how many responses you have by any of the demographics provided on your organization's HRIS, as well as the demographics asked on the survey itself, which are marked “SR” to indicate they're self-reported.

PRO TIP: Use Participation data to build presentation visuals showing who took the survey and to target next year's outreach toward lower-participation groups.

Questions Tab

Every question from the survey, except the demographic questions, can be viewed on this tab. When you look at charts for your scores, you'll see percentages for favorable, neutral, and unfavorable responses. Green indicates favorable percentage, gray indicates neutral percentage, and red indicates unfavorable percentage.

Focus	Impact	Question	Factor	Favorable score	Trend	Comparison
	VERY HIGH	My organization demonstrates care and concern for its employees	Well-being n = 11567	568	74 16 1	+7

- **Rating Questions:** Sort by focus areas, impact on engagement, question name, favorability score, comparison deviation, factor or number of comments. Click any column header to reorder, or reverse the order.
 - If you have participated in past surveys and a question was on multiple surveys you have taken, you will see a favorability trend line in the “Trend” column.
- **Free Text & Multiple Choice Questions:** Explore the breakdown of responses to multiple choice questions and written commentary or narratives emerging from the comments. These sections often add nuance to your data, and employees may share helpful suggestions.

PRO TIP: Sort Questions by favorability to find your highest and lowest scores, then bring the lowest to your consultation.

Comparisons

In the upper right corner, use the “**Compared to**” menu to see your data against:

- Your data from the 2025 and 2026 Employee Experience Surveys, if your organization participated
- Your data from the 2024 Spring and Fall Focused Engagement Surveys, if your organization participated
- The entire cohort of organizations participating in the 2027 Employee Experience Survey
- A Culture Amp benchmark from all engagement surveys taken across industries in the US
- Data from participating organizations with the same Team Size as your organization, based on your registration selection
- Data from participating organizations with the same Org Type as your organization, based on your registration selection

Heatmap Tab

View your data across demographic slices of your organization in a heatmap. For example, select “SR - Age” (age as self-reported on the survey) from the “View by” drop-down menu to see how that slice of your staff answered questions in each factor.

You can view your data as Δ Delta scores (the percentage-point difference from the average) or as percentage (%) scores. Heatmap colors represent each score's relationship to the favorability of the entire cohort (or another comparison from the “Compared to” drop-down menu); the more saturated the color, the farther that score deviates. Culture Amp offers two color options:

- Red/Green: red represents lower than the comparison, green represents higher than the comparison
- Blue/Yellow: yellow represents lower than comparison, blue represents higher than comparison

You'll see scores by factor first. Click a factor to expand it and see all the questions within that category, along with favorability scores.

Heatmap

Report: Administrator Report View by: SR - Age Sort by: Responses (most - le... Compared to: 2026 EES Cohort

Participation: 66% Responses: 13394 of 20358

Standard Custom

Expand rows Expand heatmap		% Actual ✓ Δ Delta Export image							
2026 EES Cohort		30 to 39 years old	40 to 49 years old	50 to 59 years old	20 to 29 years old	Not Specified	60 to 65 years old	Over 65 years old	Under 20 years old
Responses	13K	3.1K	2.7K	2.3K	2.2K	1.1K	1K	838	167
Learning & Advancement	65%	65	67	65	66	55	65	63	76
Salary & Benefits	51%	51	55	53	47	41	54	53	62
The Board	59%	56	64	65	47	53	65	62	62
Employee Engagement	78%	76	81	84	70	65	83	84	77

Example taken from the 2026 Employee Experience Survey.

Dig into the data further with **Filters**:

- On the top of the page, find the “Filters” button
- Click it to see a drop-down menu of all available demographics, and select the one you want to explore
- For example, create a heatmap based on Age, then add a filter of “SR - Gender” to view self-reported gender scores within each age group

Note: Any group with fewer than 4 responses won't have visible data. If there's a group of 1, the next-smallest group, regardless of size, will also be hidden to protect the group of 1.

Comments Tab

The Comments tab shows every verbatim comment shared by your team. There are several open-ended questions, and every rating question gives employees the chance to add a comment. Click a question to expand it and see its comments.

You can filter comments by:

- Topic (or theme):** each comment is tagged with the topic that it discusses
- Sentiment:** each comment is tagged positive, neutral, or negative by an algorithm. This tagging doesn't always catch the nuance of language correctly, so we recommend reading through all comments for accuracy.

- **Rating:** the rating the employee gave that question

To protect employee identity and responses, comments can't be filtered by demographic.

The **Topics** tab includes a bubble chart that maps the frequency and rating of comments. The larger the bubble, the more comments on that topic. Click any bubble to see the comments list filtered for that topic.

PRO TIP: Export comments and run them through a word cloud generator to spot themes. Many free word cloud tools are available online. Remove articles and conjunctions so they don't skew the results.

Taking Action

On the Questions tab, Culture Amp's algorithm flags 3 questions with a green flag as recommended focus areas, based on impact, favorability, and comparison to benchmarks.

Note: *This algorithm can be a helpful starting point, but it may not capture every area your organization wants to focus on.*

Filter questions by “Focus” to bring Culture Amp's recommendations to the top, or choose your own by clicking the flag next to any question. You can read more about how focus areas are determined by clicking “What does this mean?”

Once you've selected at least one focus area, open the “Take Action” tab to view your Action Plan. Click “Create Action” for Culture Amp's suggested ideas, or write your own, and customize any of them with your own deadlines and metrics. This is a great tool for figuring out which action items to prioritize.

Exporting Your Data

In the upper right corner of any tab, you can export your survey data to PDF, Excel, CSV, or PowerPoint. We recommend Excel, since it's easiest to sort, filter, and reformat.

Questions?

Email us at surveys@leadingedge.org if you have any questions. Happy exploring!