

Priority Logic Enhancement

Workforce



| Why?

Problem

Currently, the 360 surveys have a priority logic for matrix question and can create a 3 step priority logic to the rater to set up priorities for the top behaviors while taking the survey. The client would like to enhance the logic by making the responder choose the top behaviors and set the priority for two different categories for each question by creating a separation in the scale. For example, on a scale of 1 to 4 - scale 1 and 2 will belong to the category 'Areas of improvement' while 3 and 4 belongs to category 'Strength'. Now, the respondent will choose the priority for each category separately.

User Story

Jane is an Administrator who manages the 360 deployments want to create a 360 survey with the advanced priority logic that has separate category headers on the scale and when raters chose the responses they can set priority for each category separately.

For example, on a scale of 1 to 4 - scale 1 and 2 will belong to the category 'Areas of improvement' while 3 and 4 belongs to category 'Strength'. Now, the respondent will choose the priority for each category.

User Persona



Jane Doe
Manager, 360 consultancy

Name

Behaviour and Actions

- Handles the 360 Surveys product provided by QP
- Expertise in any Reporting/Visualisation Tool
- Understand the information by group, and also in the largest context of the company

Demographic

Needs and Pain Points

- Young Women
- Married
- Own the culture and constantly strive to maintain the best
- Handles getting insights from the data & coming up with actions.

- Unable to create advance priority logic for matrix question types in create survey.
- Needs the ability to let respondents chose priority for each category separately.

| Required Documents

https://docs.google.com/document/d/1mbM-ly1eLOu4a_Z-xrRVgBI0cVTrzb6xHuovRplj100/edit?usp=sharing

| Solution

Add priority logic for each step in the matrix question and create different categories for scale rating.

When the user creates a survey with matrix question type, carry over priority model based on ratings, allowing for more than one set of priorities on the behaviors.

Step 1 - Scale is divided in different categories - example, improvement areas and strengths, scale 1 to 4

Step 2- Priority logic for the categories (drag and drop) - Take survey

Step 3- Priority report based on the categories.

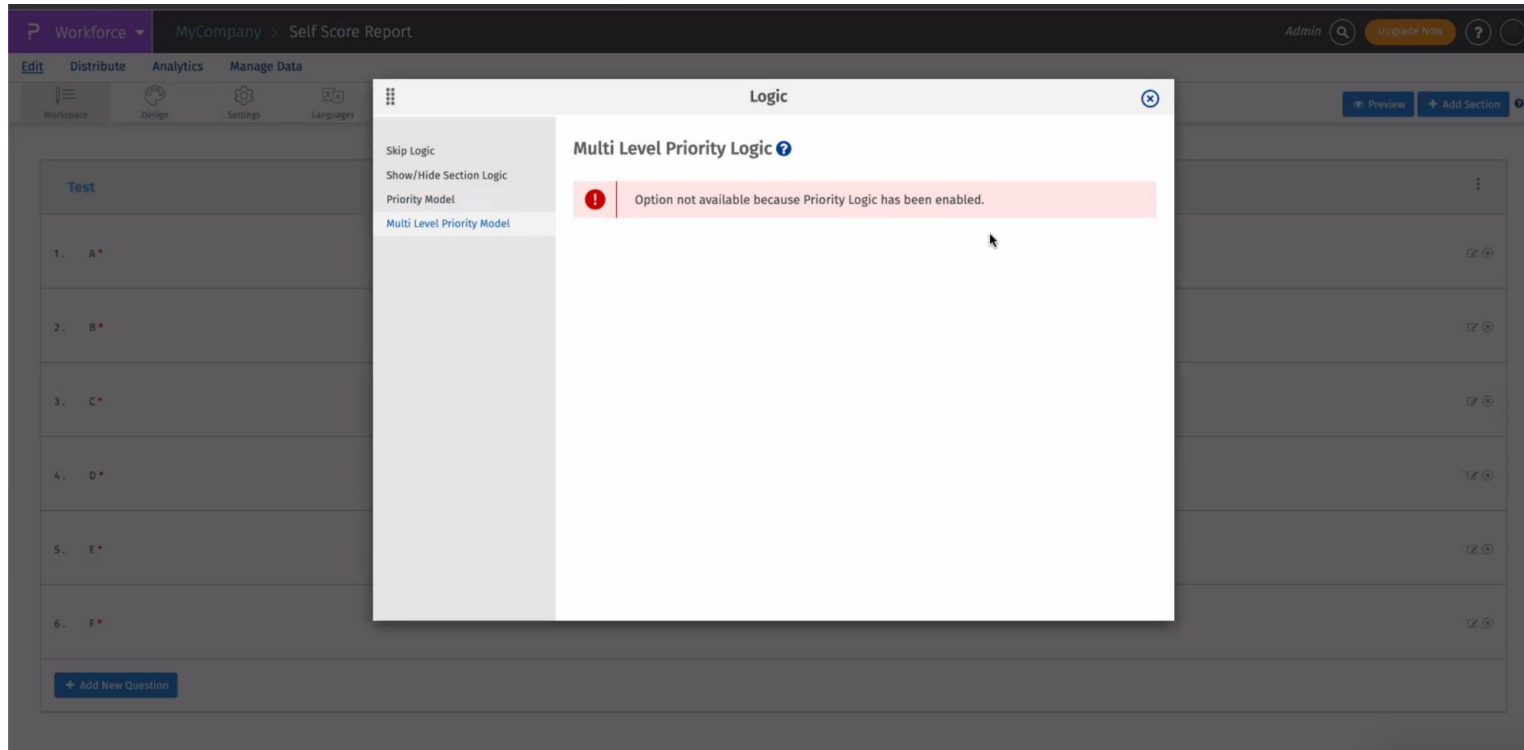
Note: A user can only be assigned to one role. A user cannot be a part of multiple roles.

New Screen & Flow

If priority logic is active

The screenshot displays the QuestionPro 'Logic' configuration window. The window title is 'Logic' and it features a close button in the top right corner. On the left side of the window, there is a sidebar menu with the following items: 'Skip Logic', 'Show/Hide Section Logic', 'Priority Model', and 'Multilevel Priority Logic'. The 'Priority Logic' option is currently selected and highlighted. The main content area of the window shows 'Priority Logic' with a green toggle switch that is turned on, and a help icon (question mark) to its right. Below this, there is a faint, partially visible text: 'Change the direction for...'. At the bottom right of the window, there is a blue 'Save' button. The background of the interface shows a navigation menu with 'Edit', 'Distribute', 'Analytics', and 'Manage Data'. The top navigation bar includes 'Workforce', 'OPTM 360 > 360 Feedback', a search bar, 'Admin', 'Upgrade Now', and user profile icons. The bottom of the page features a footer with the text 'LEAD WITH INSIGHTS | QUESTIONPRO SPRING XDAY 2022 IS HAPPENING JUNE 7 - 9', a 'REGISTER NOW' button, 'Performance Monitor', 'Employee Edition', and '©2022 QuestionPro'.

Multilevel priority model will not be accessible.



The screenshot displays the QuestionPro interface. At the top, the navigation bar includes 'Workforce', 'MyCompany', and 'Self Score Report'. The main menu has 'Edit', 'Distribute', 'Analytics', and 'Manage Data'. A 'Logic' modal window is open, showing a list of logic options on the left: 'Skip Logic', 'Show/Hide Section Logic', 'Priority Model', and 'Multi Level Priority Model'. The 'Multi Level Priority Model' option is highlighted. The main content of the modal is titled 'Multi Level Priority Logic' and contains a red error message: 'Option not available because Priority Logic has been enabled.' The background shows a test with six questions labeled A* through F*.

If priority logic is not active

The screenshot displays the QuestionPro interface for editing a survey titled 'OPTM 360 > 360 Feedback'. A 'Logic' settings modal is open, showing a list of logic options on the left and a detailed view of 'Priority Logic' on the right. The 'Priority Logic' toggle is currently turned off, and a help icon (?) is visible next to it. The background shows a survey structure with sections like 'Welcome', 'Introduction', 'The Process', 'INDICATE THE DIRECTION FOR CHA', and 'Leadership'. The footer contains the text 'LEAD WITH INSIGHTS | QUESTIONPRO SPRING XDAY 2022 IS HAPPENING JUNE 7 - 9' and a 'REGISTER NOW' button, along with 'Performance Monitor' and 'Employee Edition ©2022 QuestionPro'.

Workforce OPTM 360 > 360 Feedback

Global search for users, surveys, tickets Admin Upgrade Now ? M

Edit Distribute Analytics Manage Data

Workspace Design Settings Languages Media Lib

Welcome

Introduction

The Process

INDICATE THE DIRECTION FOR CHA

Leadership

Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Multilevel Priority Logic

Priority Logic ?

Preview Add Section

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Multilevel priority model will be accessible after switching toggle.

The screenshot displays the QuestionPro Logic editor interface. At the top, the breadcrumb navigation shows 'Workforce > OPTM 360 > 360 Feedback'. A search bar contains the text 'Global search for users, surveys, tickets'. The main navigation bar includes 'Edit', 'Distribute', 'Analytics', and 'Manage'. Below this, there are icons for 'Workspace', 'Design', 'Settings', 'Languages', and 'Media'. The left sidebar contains a 'Welcome' section and a list of sections: 'Introduction', 'The Process', 'INDICATE THE DIRECTION FOR CH...', and 'Leadership'. The central 'Logic' panel is open, showing a list of logic options: 'Skip Logic', 'Show/Hide Section Logic', 'Priority Model', and 'Multi Level Priority Model'. The 'Multi Level Priority Model' option is selected, and its configuration panel is displayed, featuring a toggle switch and a help icon. The right sidebar contains a 'Preview' button, an 'Add Section' button, and a list of section controls. The footer includes the text 'LEAD WITH INSIGHTS | QUESTIONPRO', 'Employee Edition', and '©2022 QuestionPro'.

Multilevel priority model will allow to set priorities as blocks once toggle is active

The screenshot displays the 'Logic' configuration window in the QuestionPro interface. The window title is 'Logic' and it features a toggle switch for 'Multi Level Priority Logic' which is currently turned on. Below the toggle, there is a list of three priority blocks:

Block ID	Block Name	Description	Action
1	Master design settings	This setup will be consistent in all pages of your report	Reset
2	Cover Page		Reset
3	Introduction		Reset

Each 'Reset' button is highlighted with a red box. A red arrow points from the first 'Reset' button to the right, towards the text 'Change to remove or delete button'. At the bottom of the list, there is an 'Add block' button. The background shows a sidebar with a 'Multi Level Priority Model' option selected under the 'Priority Model' section.

Change to
remove or delete
button

Settings under each block - Pick scales

The screenshot shows the 'Logic' settings modal for a 'Multi Level Priority Logic' block. The modal is titled 'Logic' and has a close button (X) in the top right corner. On the left side of the modal, there is a sidebar menu with the following options: 'Skip Logic', 'Show/Hide Section Logic', 'Priority Model', and 'Multi Level Priority Model'. The 'Multi Level Priority Model' option is currently selected and highlighted. The main content area of the modal is titled 'Multi Level Priority Logic' and has a toggle switch turned on (green) and a help icon (question mark). The settings are organized into three steps:

- Step 1- Choose scale items to rank from:** This step includes five radio button options: 'Strongly Disagree' (checked), 'Disagree' (checked), 'Neutral' (checked), 'Agree' (unchecked), and 'Strongly agree' (unchecked).
- Step 2- Choose Number of items to prioritize:** This step includes a 'Question text' input field, a 'Rank' dropdown menu set to 'Exactly', and an 'Items' dropdown menu set to '1'.
- Step 3- Add comments:** This step includes a 'Question text' input field and two input fields for 'Min Characters' and 'Max Characters', both currently set to '0'.

At the bottom right of the modal, there is a blue 'Save' button. The background of the screenshot shows the QuestionPro interface with a navigation menu on the left containing 'Welcome', 'Introduction', 'The Process', 'INDICATE THE DIRECTION FOR CH...', and 'Leadership'. The top navigation bar includes 'Workforce', 'OPTM 360 > 360 Feedback', a search bar, 'Admin', 'Upgrade Now', and user icons. The bottom of the screenshot shows the footer with 'LEAD WITH INSIGHTS | QUESTIONPRO', 'Employee Edition', and '©2022 QuestionPro'.

Scale selected in previous block won't be active to select in the next block

Workforce OPTM 360 > 360 Feedback

Global search for users, surveys, tickets Admin Upgrade Now

Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Multi Level Priority Model

Multi Level Priority Logic ?

Step 1- Choose scale items to rank from

Strongly Disagree Disagree Neutral Agree Strongly agree

Step 2- Choose Number of items to prioritize

Question text

Rank Exactly Items 1

Step 3- Add comments

Question text

Min Characters 0 Max Characters 0

Save

Deactivate the options selected in 1st logic criteria

Preview Add Section

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Multilevel priority model saved - Confirmation toast

Add Multi Level Priority Logic updated successfully.

Workforce QuestionPro > 360

Priority logic updated successfully. ✕

Upgrade Now ? S

it Distribute Analytics Manage Data

Workspace Design Settings Languages Media Library Deployment

Preview + Add Section ?

Leadership Qualities

1. Recognizes and rewards good ideas from colleagues. *



2. Expects and encourages performance from colleagues. *

Strongly Disagree

Disagree

Neutral

Agree

Strongly agree



3. Follows through on commitments made. *



Wireframes



Edit Distribute Analytics Manage Data



Downloads



Import



Responses

Logic



Priority Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Multi Level Priority Model



Logic



Multi Level Priority Logic ?



Option not available because Priority Logic has been enabled

Skip Logic

Show/Hide Section Logic

Priority Model

Multi Level Priority Model

Cancel

Save



Logic



Multi Level Priority Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Multi Level Priority Model

- | | | | |
|---|---|---------------------|----|
| 1 | ⌵ | Strengths | 🗑️ |
| 2 | ⌵ | Area of Improvement | 🗑️ |
| 3 | ⌵ | New Category | 🗑️ |

+ Add Group

Cancel

Save

Skip Logic

Show/Hide Section Logic

Priority Model

Multi Level Priority Model

Logic

Multi Level Priority Logic

1 Strengths

Step 1 - Choose scale items to rank

Often Almost always Rarely Not Often Enough Can't Answer

Step 2 - Choose number of items to prioritize

Question text

Rank Exactly 3 Items

Step 3 - Add Comments

Please, add your comments here...

Character Min Max

Save

2 Area of Improvement

3 New Category

[+ Add Group](#)

Priority Logic updated successfully

Communication Skills

- 1. Recognizes and rewards good ideas from colleagues *
- 2. Expects and encourages performance from colleagues *
- 3. Follows through on commitments made *
- 4. Leads others by example *

+ Add New Question

Leadership Qualities

Customer Relations

Teamwork

| Figma file



[Access here](#)

The screenshot shows the 'Logic' modal in the QuestionPro interface. The modal is titled 'Logic' and has a close button in the top right corner. It is divided into several sections:

- Skip Logic:** A toggle switch is currently turned on (green).
- Show/Hide Section Logic:** A toggle switch is currently turned off (grey).
- Priority Model:** A dropdown menu is open, showing 'Skip Logic', 'Show/Hide Section Logic', and 'Priority Model' (which is selected).
- Priority Logic:** A section with a toggle switch and a help icon. Below it, the text reads 'Choose scale items to rank from *'. There are five checkboxes: 'Often' (checked), 'Almost always' (checked), 'Rarely' (checked), 'Not Often Enough' (checked), and 'Can't Answer' (unchecked).
- Create a category for scale items:** A section with a plus icon and the text 'Add new category'. Below it, there are two categories: 'Strengths' and 'Areas of improvement', each with a trash icon and a dropdown menu showing 'we need a title'.
- Choose number of items to prioritize *:** A section with three rows. Each row has a category name, a 'Rank' dropdown set to 'Exactly', and an 'Items' dropdown set to '3'. Each row also has a trash icon. The categories are 'Strengths', 'Areas of improvement', and 'New category #1'.
- Add comments:** A section with the text 'Question text' and a text input field containing 'Please, provide suggestions or feedback'. Below the input field, it shows 'Min characters 1' and 'Max characters 1000'.
- Save:** A blue button at the bottom right of the modal.

The background shows the QuestionPro interface with a navigation menu on the left and a search bar at the top. The URL in the browser is 'admin.questionpro.com/a/edit360Survey.do?id=14687#ignoreCheckHash'.

The screenshot shows the 'Logic' modal in the QuestionPro admin interface. The modal is titled 'Logic' and has a close button in the top right corner. On the left side, there is a sidebar with three options: 'Skip Logic', 'Show/Hide Section Logic', and 'Priority Model', with 'Priority Model' selected. The main content area is titled 'Priority Logic' and features a toggle switch that is turned on. Below the title, there is a section 'Choose scale items to rank from *' with five checkboxes: 'Often' (checked), 'Almost always' (checked), 'Rarely' (checked), 'Not Often Enough' (checked), and 'Can't Answer' (unchecked). A section titled 'Create a category for scale items' includes an 'Add new category' button and a list of categories: 'Strengths', 'Areas of improvement', and 'New category #1'. A dropdown menu is open over the 'Strengths' category, showing 'Select scale items' with checkboxes for 'Often' (checked), 'Almost always' (checked), 'Rarely' (checked), and 'Not often enough' (unchecked). Below the categories, there is a table with columns for 'Rank', 'Items', and 'ms'. The table has three rows: 'Strengths' (Rank: Rank, Items: 3, ms: 3), 'Areas of improvement' (Rank: Rank, Items: 3, ms: 3), and 'New category #1' (Rank: Rank, Items: 3, ms: 3). At the bottom of the modal, there is a section 'Add comments' with a text input field containing 'Please, provide suggestions or feedback', and fields for 'Min characters' (1) and 'Max characters' (1000). A 'Save' button is located at the bottom right of the modal. The background shows the QuestionPro admin interface with a navigation menu on the left and a search bar at the top.

admin.questionpro.com/a/edit360Survey.do?id=14687#ignoreCheckHash

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Global search for users, surveys, tickets Admin Upgrade Now

Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Priority Logic ?

Choose scale items to rank from *

Often Almost always Rarely Not Often Enough Can't Answer

Create a category for scale items

+ Add new category

Strengths Often

Areas of improvement Almost always

New category #1 Rarely

Not often enough

Choose number of items to price

Category	Rank	Items	ms
Strengths	Rank	3	3
Areas of improvement	Rank	3	3
New category #1	Rank	3	3

Add comments

Question text

Please, provide suggestions or feedback

Min characters 1 Max characters 1000

Save

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The screenshot shows the 'Logic' modal in the QuestionPro interface. The modal is titled 'Logic' and has a close button in the top right corner. On the left side of the modal, there is a sidebar with three options: 'Skip Logic', 'Show/Hide Section Logic', and 'Priority Model', with 'Priority Model' selected. The main content area is titled 'Priority Logic' and features a toggle switch that is turned on. Below the title, there is a section 'Choose scale items to rank from' with four checked options: 'Often', 'Almost always', 'Rarely', and 'Not Often Enough', and one unchecked option: 'Can't Answer'. The next section is 'Create a category for scale items', which includes an 'Add new category' button. There are two existing categories: 'Strengths' and 'Areas of improvement'. Each category has a 'Select scale items' dropdown menu. The 'Strengths' category has 'Not often enough' selected. Below this, there is a section 'Choose number of items to prioritize *' with a table of categories and their settings:

Category	Rank	Exactly	Items	Count
Strengths	Rank	Exactly	Items	3
Areas of improvement	Rank	Exactly	Items	3
New category #1	Rank	Exactly	Items	3

At the bottom of the modal, there is an 'Add comments' section with a text input field containing the placeholder text 'Please, provide suggestions or feedback'. Below the input field, there are labels for 'Min characters' (set to 1) and 'Max characters' (set to 1000). A 'Save' button is located at the bottom right of the modal.

Ger's proposal

Logic modal - Ger proposal

☰

Logic ✕

Skip Logic

Show/Hide Section Logic

Priority Model

Behavior Priority ?

Prioritize behavior marked as:

Often Almost always Rarely Not Often Enough Can't Answer

Categorize scale

Number of behaviors to prioritize:

Prioritize Exactly Behaviors 3

Add comments

Save

Logic modal - Ger proposal

Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Behavior Priority ?

Prioritize behavior marked as:

Often Almost always Rarely Not Often Enough Can't Answer

Categorize scale

Strengths Select behavior

Areas of improvement Select behavior

New category Select behavior

Number of behaviors to prioritize per category:

Strengths

Prioritize Exactly Behaviors

Areas of improvement

Prioritize Exactly Behaviors

New Category

Prioritize Exactly Behaviors

Add comments

Character Min Max

Save

Logic modal - Ger proposal

Logic

Skip Logic

Show/Hide Section Logic

Priority Model

Behavior Priority ?

Prioritize behavior marked as:

Often Almost always Rarely Not Often Enough Can't Answer

Categorize scale

Strengths

Areas of improvement Often Almost always Rarely Not often enough

New category

Number of behaviors

Strengths

Prioritize Exactly Behaviors

Areas of improvement

Prioritize Exactly Behaviors

New Category

Prioritize Exactly Behaviors

Add comments

Please, provide feedback

Character Min Max

Save

Workforce OPTM 360 > 360 Feedback

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Workspace Design Settings Languages Media Lib

Preview Add Section ?

Logic

- Skip Logic
- Show/Hide Section Logic
- Priority Model

Priority Logic ?

Step 1- Choose scale items to rank from

No rating Do much less Do less Do not change Do more Do much more

Step 2- Choose Number of items to prioritize

Question text

Choose 3 behaviors to prioritize

Rank Exactly Items 3

Step 3- Add comments

Question text

Please provide suggestions or feedback.

Min Characters 1 Max Characters 1000

Save

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Logic

- Skip Logic
- Show/Hide Section Logic
- Priority Model

Priority Logic ?

Step 1- Choose scale items to rank from

No rating Do much less Do less Do not change Do more Do much more

Step 2 - Create a category, add a label to category

Step 2- Choose Number of items to prioritize

Question text

Choose 3 behaviors to prioritize

Rank Exactly Items 3

Step 3- Add comments

Question text

Please provide suggestions or feedback.

Min Characters 1

Max Characters 1000

Save

Welcome

Introduction

The Process

INDICATE THE DIRECTION FOR CHA

Leadership

admin.questionpro.com/a/edit360Survey.do?id=14687#ignoreCheckHash

Workforce OPTM 360 > 360 Feedback

Global search for users, surveys, tickets Admin Upgrade Now

Edit Distribute Analytics Manage Data

Workspace Design Settings

Welcome Introduction The Process INDICATE THE DIRECTION FOR CHA Leadership

Preview Add Section

Logic

Skip Logic
Show/Hide Section Logic
Priority Model

Priority Logic ?

Step 1 - Choose scale items to rank from

Strengths Ideas of improvement

Do more Do much
 Do much more Do less
 No rating Do not change

Step 2 - Choose number of items to prioritize

Strengths			Ideas of improvement		
Rank	Exactly	Items 3	Rank	Exactly	Items 3

Step 3 - Add comments

Save

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Choosing behaviors to prioritize

Survey Name
questionpro.com/a/SurveyName

Choose behaviors to prioritize

Behaviors

Strengths

- Do more
 - Encourage team work
 - Always willing to help others
- Do much more
 - Share its expertise with peers
 - Develop innovative solutions
- No rating
 - Always having fresh clothes

Ideas of improvement

- Do more
 - Encourage team work
 - Always willing to help others
- Do much more
 - Share its expertise with peers
 - Develop innovative solutions
- No rating
 - Always having fresh clothes

Drag & drop the behaviors you want to prioritize

1

2

3

Choosing behaviors to prioritize

The screenshot shows a web browser window with the address bar displaying "questionpro.com/a/SurveyName". The main content area is titled "Choose Areas of Opportunity to Prioritize" and "Choose behaviors to prioritize". It is divided into two main sections: "Behaviors" and "Drag & drop the behaviors you want to prioritize".

Behaviors

Areas of Opportunity

- Do more
 - Encourage team work
 - Always willing to help others
- Do much more
 - Share its expertise with peers
 - Develop innovative solutions
- No rating
 - Always having fresh clothes

Drag & drop the behaviors you want to prioritize

- 1
- 2
- 3

Behaviors chosen

The screenshot shows a web browser window with a survey titled "Choose behaviors to prioritize". The browser's address bar shows "questionpro.com/a/SurveyName". The survey content is divided into two main columns. The left column, titled "Behaviors", contains two sections: "Strengths" and "Ideas of improvement". The "Strengths" section lists three categories: "Do more" (with "Encourage team work" and "Always willing to help others"), "Do much more" (with "Share its expertise with peers" and "Develop innovative solutions"), and "No rating" (with "Always having clean clothes"). The "Ideas of improvement" section lists three categories: "Do much" (with "Acts strategically" and "Coffee for the whole office"), "Do less" (with "Smoking breaks" and "Arriving late to work"), and "Do not change" (with "A fresh attitude towards peers"). The right column, titled "Drag & drop the behaviors you want to prioritize", contains three grey boxes. The top box has a "Do more" label and "Encourage team work". The middle box has a "Do much more" label and "Share its expertise with peers". The bottom box has a "Do not change" label and "A fresh attitude towards peers".

Survey Name

questionpro.com/a/SurveyName

Choose behaviors to prioritize

Behaviors

Strengths

Do more

- Encourage team work
- Always willing to help others

Do much more

- Share its expertise with peers
- Develop innovative solutions

No rating

- Always having clean clothes

Ideas of improvement

Do much

- Acts strategically
- Coffee for the whole office

Do less

- Smoking breaks
- Arriving late to work

Do not change

- A fresh attitude towards peers

Drag & drop the behaviors you want to prioritize

Do more

Encourage team work

Do much more

Share its expertise with peers

Do not change

A fresh attitude towards peers

FIGMA -

<https://www.figma.com/file/1ufZqgpXK4eAJDgiyzVeeo/OPTM-360%C2%BA---Survey-Experience?node-id=215%3A536>

We discussed the Reports design on our product call and we do not need the designs from UI/UX team for the same. We will use our current report designs.



Any Questions?



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