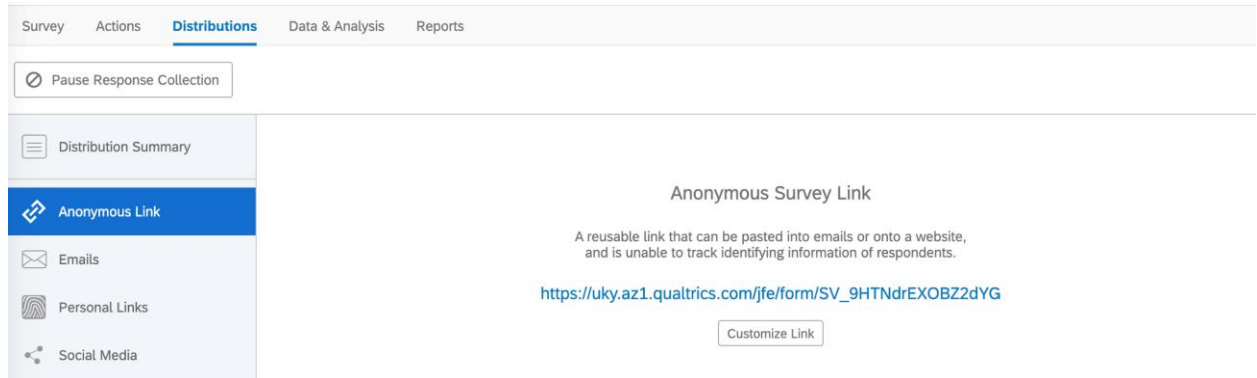## Automatically Granting Credit in SONA following Qualtrics Survey Completion

Survey Set-Up
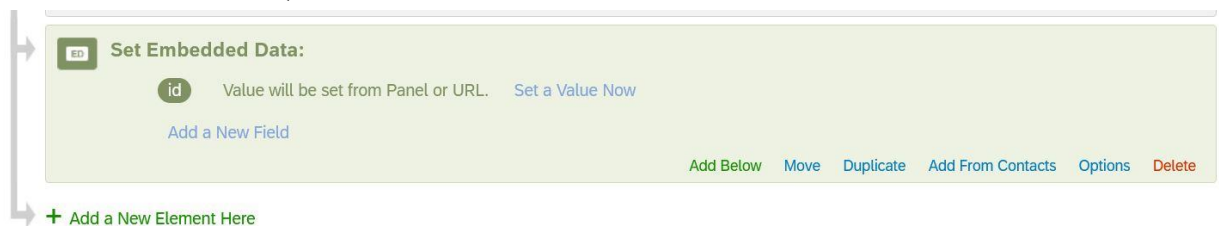
1. Copy the distribution link to prepare to embed in SONA.
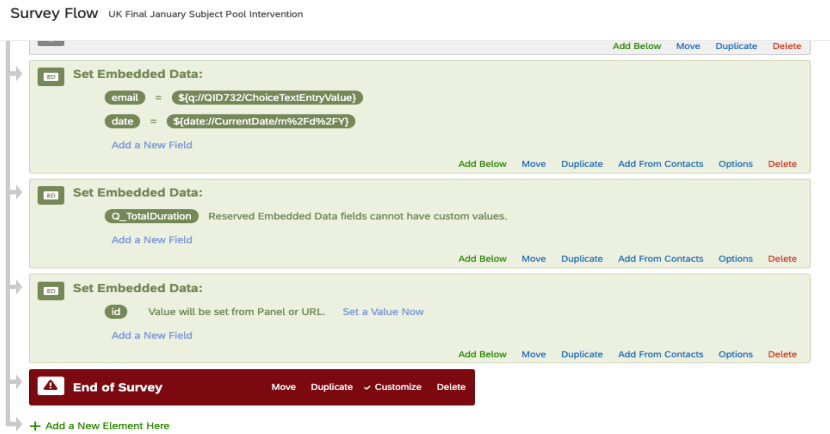

Linking Qualtrics and SONA

See full instructions here: https://www.sona-systems.com/help/qualtrics.aspx
(If you follow the linked guide, you can skip Step 2.)

1. Under "Advanced Settings"
   Study URL (site-specific info): Paste the copied URL from Qualtrics and add ?id=%SURVEY_CODE% to the end.

2. Save study information in SONA. Now in "Study Information", under "Website", there is a link under "Qualtrics Redirect to a URL". Copy that URL.

3. In Qualtrics, in "Survey Flow, add the element "Embedded Data" at the end of your survey flow. Name the field "id" and click "Save." This will allow Qualtrics to accept the SONA URL labeled "Qualtrics Redirect to a URL."

4. In Qualtrics, in "Survey Flow". Scroll down to the last "End of Survey" box and click "Customize".

Survey Flow   UK Final January Subject Pool Intervention

5. Paste the "Qualtrics Redirect to a URL" into the "Redirect to a URL" field.

6. Save Survey Flow, and you're done linking SONA and Qualtrics! SONA will now automatically assign credit when your participant is finished in Qualtrics.

<u>Test your Links</u>

1. Request a fake/testing student account for testing your SONA study links, if you don't already have one.

2. In the researcher account, re-name the study in Qualtrics to something clearly fake, like ""TEST Study, NOT for credit" and create your timeslot.

3. In the student view, find your study and test it out!

4. Don't forget to delete the test data in qualtrics and re-name the study appropriately!