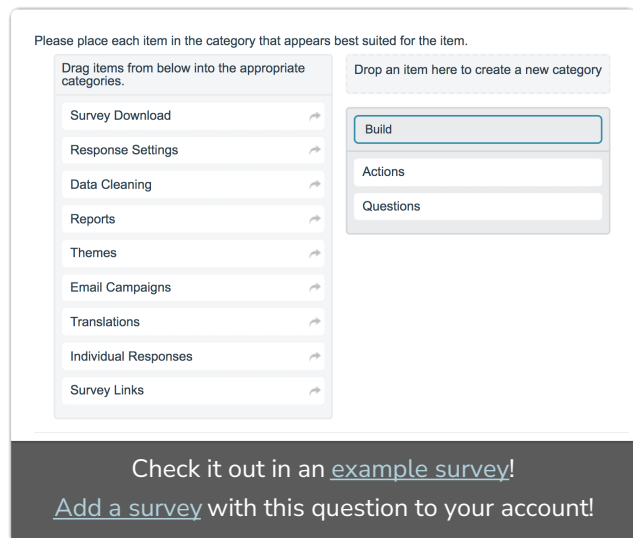


Grouping (Open Card Sort) Question Type

The Grouping (Card Sort) question type is interactive and allows respondents to categorize options by clicking and dragging items into Groups of their choosing.

Alchemer offers three versions of the Grouping (Card Sort) question:

1. **Grouping (Open Card Sort)** - Respondents create their own groups in order to categorize items you provide in this version of the question. This tutorial covers this version of the question.
2. **Grouping (Closed Card Sort)** - Respondents categorize items that you have specified into groups (categories that you have created).
3. **Quick Sort** - Respondents categorize items that you have specified into predetermined groups. After being placed into a group, items are no longer available to be rearranged.



When To Use It

Use the Grouping (Open Card Sort) question when asking your respondents to place options into categories that they provide.

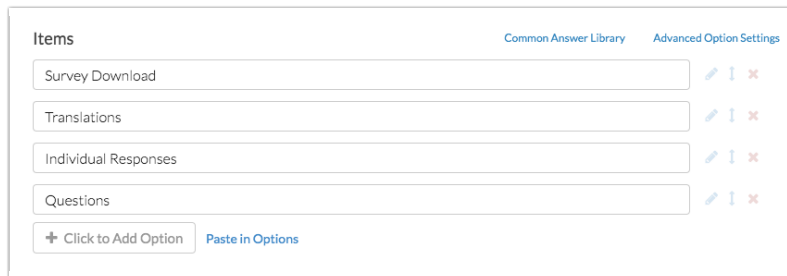
Compatibility

- This question is not compatible with Internet Explorer 8 and below.
- This question is not screen reader accessible.

Setup

1. Click the **Question** link on the page where you would like to add the Grouping (Open Card Sort) question.
2. Select **Grouping (Open Card Sort)** from the **Question Type** dropdown and enter your overall question text.
3. Enter your **Item** names. These are the options that your respondents will be dragging/placing into groups (categories) that they create while answering this question. There will be 2 default item fields. You can delete these or customize them to get started.

Items can be text or images. Visit the [Use Images as Answer Options](#) article to learn how to add images.



Items Common Answer Library Advanced Option Settings

Survey Download ✎ | 🔄 | ✕

Translations ✎ | 🔄 | ✕

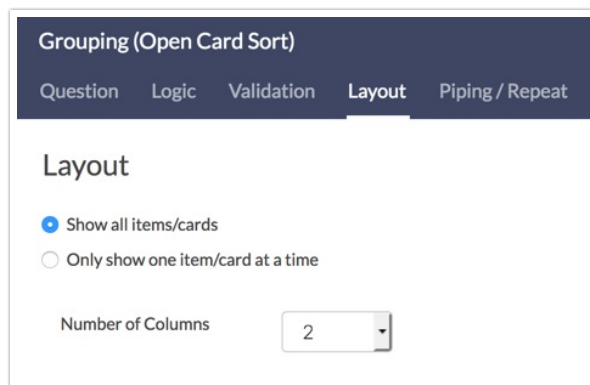
Individual Responses ✎ | 🔄 | ✕

Questions ✎ | 🔄 | ✕

+ Click to Add Option Paste in Options

Layout Options

On the **Layout** tab, you can adjust how your Items are initially presented to your survey respondents.



Grouping (Open Card Sort)

Question Logic Validation **Layout** Piping / Repeat

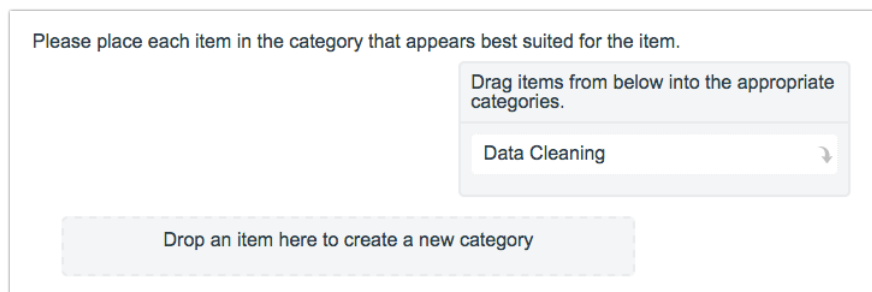
Layout

Show all items/cards

Only show one item/card at a time

Number of Columns 2

By default, all available Items are displayed to the survey respondent. If you prefer to show only one item at a time to your respondents, select **Only show one item/card at a time**. This will result in the following configuration:



Please place each item in the category that appears best suited for the item.

Drag items from below into the appropriate categories.

Data Cleaning

Drop an item here to create a new category

Number of Columns

You may choose to adjust how many groups are displayed per row. Adjust the **Number of Columns** option to select the number that best suits your display needs.

Customize Question Instructions

Alchemer provides the following default instructions for the Grouping (Card Sort) question: "Drag items from the list below into the appropriate categories."

1. If you prefer to provide your own custom instructions, the default text can be edited. Go to **Tools > Text & Translations**. Select the language where you want to make this text change and select the **Messages** section.
2. Locate the item labeled **Card Sort Instructions** and edit the item to provide your own custom instructions. You can also update other standard messaging for the Grouping (Open Card Sort) question type (highlighted in the image above).

Learn more about updating standard survey messaging [here](#).

Messages			
Survey Closed Message	This survey is not accepting additional responses at this time. Thank You!	This survey is not accepting additional responses at this time. Thank You!	Edit
Dropdown Menu Intro	-- Please Select --	-- Please Select --	Edit
Drag & Drop Intro	Drag items from the left-hand list into the right-hand list to order them.	Drag items from the left-hand list into the right-hand list to order them.	Edit
Card Sort Instructions	Drag items from below into the appropriate categories.	Drag items from below into the appropriate categories.	Edit
Open Card Sort Instructions (Mobile)	Select a group from below for this item.	Select a group from below for this item.	Edit
Open Card Sort Button (Mobile)	Add a New Group	Add a New Group	Edit
Empty State	Empty	Empty	Edit
Delete category message	Click here to delete	Click here to delete	Edit
Add category message	Drop an item here to create a new category	Drop an item here to create a new category	Edit
Placeholder text for open card sort category	Type a name for group	Type a name for group	Edit

Survey Taking

On a desktop the Open Card Sort question works like so.

Please organize each item in categories of your choosing.

Drag items from below into the appropriate categories.

Drop an item here to create a new category

- Email Campaigns
- Response Settings
- Survey Links
- Translations
- Questions
- Survey Download
- Individual Responses
- Data Cleaning
- Reports
- Themes
- Actions

When optimized for mobile devices the display of the Open Card Sort question is quite different as mobile screens are much smaller and dragging and dropping is more difficult. As you can see each

item is displayed one at a time. The respondent will key the group they wish to create and it will then show up as the an answer option that is automatically selected.

**Grouping (Open Card Sort)
Question Type**

Please organize each item in categories of your choosing.

Select a group from below for this item.

Actions

Add a New Group

0% ▶

Reporting

Grouping (Open Card Sort) questions report as a Grid with a count and frequency for each Item and Group combination. The *Groups* created by your survey respondents are the row headers and the *Items* you provided for respondents to sort are the columns.

1. Please organize each item in categories of your choosing.

	Survey Download	Translations	Individual Responses	Questions	Data Cleaning	Actions	Themes	Reports
Build	0 0.0%	1 9.1%	0 0.0%	3 27.3%	0 0.0%	3 27.3%	2 18.2%	0 0.0%
Build and Design	0 0.0%	0 0.0%	0 0.0%	1 33.3%	0 0.0%	1 33.3%	1 33.3%	0 0.0%
Data	0 0.0%	0 0.0%	1 33.3%	0 0.0%	1 33.3%	0 0.0%	0 0.0%	1 33.3%
Design	0 0.0%	0 0.0%	0 0.0%	1 33.3%	0 0.0%	1 33.3%	1 33.3%	0 0.0%
Distribute	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
Distribution	1 20.0%	1 20.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%
Reports	0 0.0%	0 0.0%	1 33.3%	0 0.0%	1 33.3%	0 0.0%	0 0.0%	1 33.3%
Results	0 0.0%	0 0.0%	3 37.5%	0 0.0%	2 25.0%	0 0.0%	0 0.0%	3 37.5%
Settings	1 20.0%	2 40.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%	0 0.0%

- + See additional compatible chart types
- + See what other report types are compatible

Exporting

The CSV/Excel export will display a column for each item, displaying the group name created for that item by the respondent.

V	W	X	Y	Z
Questions:Please p	Actions:Please plac	Themes:Please pl	Individual Respons	Reports:Plea
Build	Build	Style	Results	Results
Build	Build	Style	Results	Results
Results	Advanced	Tools	Tools	
Home Page	Share	Results	Share	Style
Share	Advanced	Style	Results	Build
Share	Tools	Test	Tools	Advanced
Results	Tools	Advanced	Build	Share

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