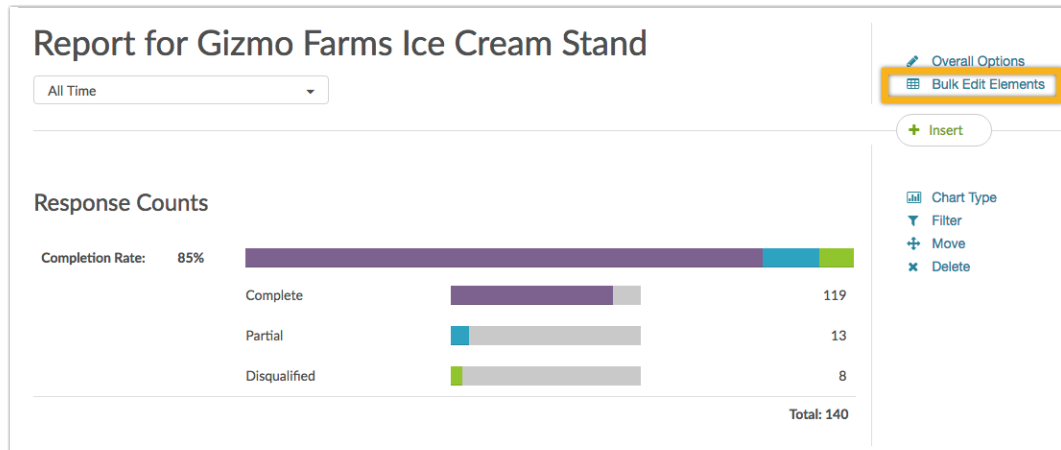


Add a Question to Your Report

Adding a question to your Standard Report is easy! Simply click the **Bulk Edit Elements** option in the upper right of your report.



At the bottom of the window you'll have an option to **Add Another Report Element**. Select **Question Chart** from this menu then select the question you wish to add. Click **Add to Report** and **Done**. Your report will automatically refresh with your new question added!

RE RESULTS TOOLS ADVANCED ACCOUNT NEED HELP?

Farms Ice Cream Stand

	119
	13
	8
Total:	140

Age?

3% 65 years or older
12.9% 18-24 years-old
15.7% 45-54 years-old

Overall Options
Bulk Edit Elements

+ Insert

Chart Type
Filter
Move
Delete

+ Insert

Chart Type
Filter
Layout & Options
Move
Delete

You can also add questions directly in the body of the report. Use the **Insert Tool** located between each report element to add a **Question Chart**.

Response Counts

Completion Rate: 85%

Complete	119
Partial	13
Disqualified	8
Total:	140

Chart Type
Filter
Move
Delete

+ Insert

In which category is your age?

4.3% 65 years or older
9.3% 55-64 years-old
12.9% 18-24 years-old
15.7% 45-54 years-old

Question Chart

- Text or Image
- Response Map
- Device Chart
- Response Table
- Response Counts

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Related Articles
