

# Stakeholder User License

The Stakeholder license is available via Alchemer Customer Success Managed accounts. Contact your Alchemer Customer Success Manager to learn more.

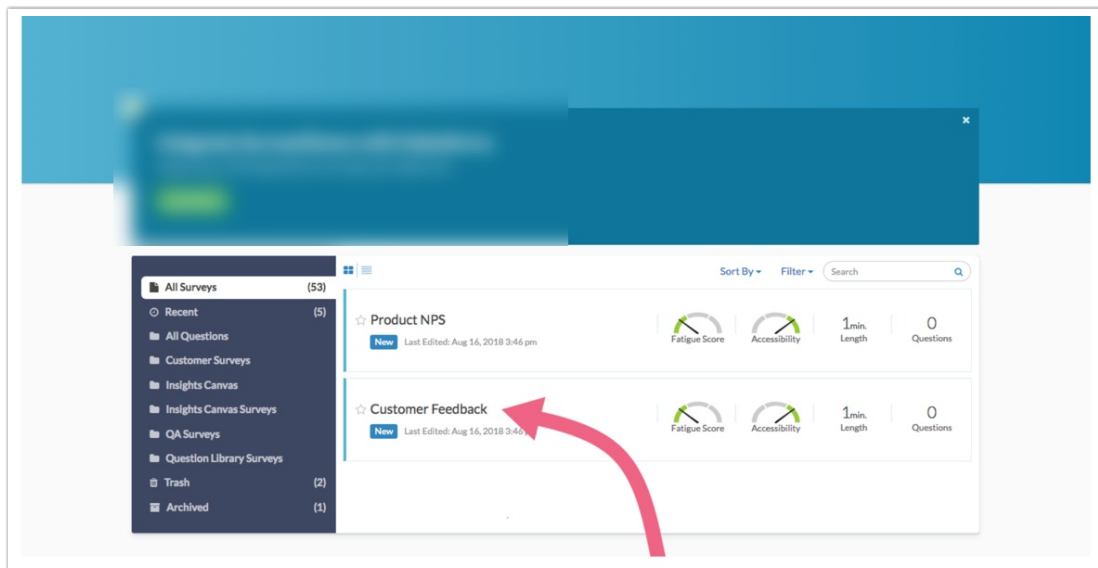
The stakeholder user license allows you to create a login for coworkers/stakeholders to only access and view reports within your Alchemer account. These users will not be able to build surveys in your account. Use this license to ensure that everyone in your organization is in the know!

## What does a stakeholder licensed user see when they log in?

Each stakeholder user (all users in Alchemer accounts for that matter) are assigned to a *Team*. Surveys are similarly assigned to a team. When a stakeholder user logs in, they will see all surveys that are assigned to the same team that they are assigned to.

Learn how to [change a user's team](#).

When a stakeholder user clicks on a survey that they have access to, they will navigate straight to that survey's **Reports** tab. No other tabs (Build, Style, etc.) will be accessible to a stakeholder license.



On the Reports tab, the stakeholder user will see a list of all reports that have been created for the survey. They can click on the report title to view the report and associated data. *Stakeholder users will not have the option to create a new report.*

## Reports



### Customer Feedback

Report Created: August 14th 2018

[View](#)

Data Preparation

- Analyze Open Text Answers
- Quarantine Low Quality Responses

## Saved Reports

Reports

Deleted

Name	Type	Date Created
Customer Feedback	Standard	2018-08-14 16:54:59
Q1 Report	Standard	2018-08-14 16:49:22

## Standard Reports

Within [Standard Reports](#) specifically, stakeholder users can perform the following tasks:

They can filter the report data [by date](#).

### Q2 Report

Aug 16, 2018

Today  
Yesterday  
Last 7 Days  
Last Week (Mo-Su)  
Month to Date  
Previous Month  
Year to Date  
All Time  
Relative Date Range

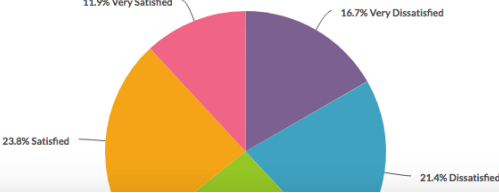
**August 2018**    **September 2018**    **October 2018**

Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1							
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							30													

Totals: 50

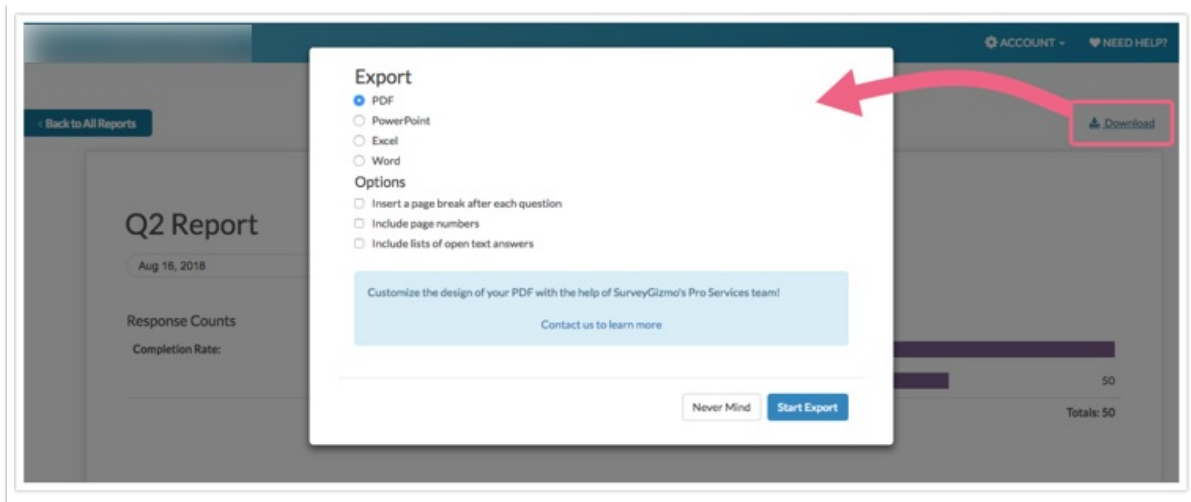
Cancel Apply

How satisfied are you with your overall experience?



Satisfaction Level	Percentage
Very Satisfied	11.9%
Very Dissatisfied	16.7%
Satisfied	23.8%
Dissatisfied	21.4%

They can [download Standard Reports](#) as a PDF, PowerPoint, Excel, or Word document.



Related Articles