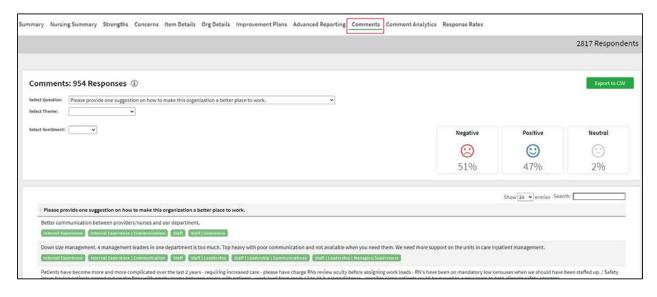


EMPLOYEE ENGAGEMENT COMMENTS FOR COMMENTS ANALYTICS SUPPORTED QUESTIONS

The Comments page shows verbatim comments for all the open-ended items you asked on the survey.



Filter Comments

First, use the Select Question dropdown menu, then you can narrow down the comment theme and Focus in the dropdown menus. You can also select the sentiment (positive, neutral, or negative).



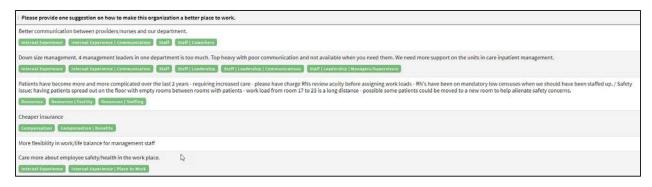
Viewing Comments

Icons show the percentage of comments in each sentiment category based on the filters selected.





Comments are listed below the comment filters. The theme(s) and focus of the comments are highlighted in green below the comments.



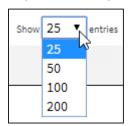
Searching

The Search feature can be used to search the page for keywords. Simply type any words you'd like to find into the search field.



NUMBER OF SEARCH ENTRIES TO SHOW

In your search, you can choose to show 25, 50, 100, or 200 comments on a page at a time.



Exporting to CSV

The entire page can be exported to CSV by clicking the Export to CSV button. Export to CSV can export more than one page. All comments will be exported based on the end user's permissions, the current report group, and any filters applied.

Export to CSV