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Survey Results Report Template

*Testing Conducted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

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## EXECUTIVE SUMMARY

## SURVEY OBJECTIVES

## PARTICIPANTS

The total number of individuals who attempted the card sort was \_\_\_ …

* Of those, \_\_\_ completed and saved their sort.
* Of those, \_\_\_ did not actually sort any cards.
* The following results cover the \_\_ participants who truly attempted the sort.

## Methodology

The survey was conducted using \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Form Approved OMB # \_\_\_\_-\_\_\_ Exp. Date \_\_\_\_ ([http://www.hhs.gov/Disclaimer.html#omb](http://www.hhs.gov/Disclaimer.html" \l "omb))

## DATA COLLECTED

The facilitator collected two forms of data:

* *Qualitative*: Qualitative data including participant comments.
* *Quantitative*: Quantitative data including card sort and category ranking metrics as well as general frequency of similar terms used.

Appendix A contains the complete list of questions.

## Survey Report RESULTS

The results are broken out by category and listed by question.

### Question 1

### Question 2

### Etc.

## RECOMMENDATIONS

* High – the greatest potential for improved user satisfaction
* Medium – greater potential for improved user satisfaction
* Low – the potential for improved user satisfaction

|  |  |  |
| --- | --- | --- |
|  | **Survey Recommendation** | **Effect** |
| 1 |  | High |
| 2 |  | Medium |
| 3 |  | Low |

## APPENDIX A – Survey Text

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