Guide to Integrate Responses into Google Forms 1.21.21

Instructions to move the Health Assessment survey responses into a Power Point presentation for group education.

1.To Access the Responses: Open your form, click on the "Responses" tab at the top of the form.



3. To copy of a chart, click on the "copy chart" button as shown here. You can insert this into a PP slide or Word document.



2. You can view by either aggregated responses, questions or by responses of individual athletes.

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s saved in Drive					
		Questions Responses	0		
	1 response summary	Question	Accepting response		
	How old are you? 1 response		Cipy shart		

4. To download a copy of the responses into Excel, click on the three dots to display the menu.

	Questions Responses		
1 response			
		Accepting responses	
Summary	Question	Individual	
How old are you? 1 response		Cupy da	
	5-1 9 11-	10 18 30	

5. From the menu, select "Download Responses."



6. To share the entire web form with all responses, and to allow for editing, you will need to add a "collaborator", such as staff at your Program, Clinical Director or a student helping with the Virtual Health Promotion project. On the main menu, click on the three dots.



7. From the drop-down menu, select "Add collaborators."

