

University of Guelph

How to get basic statistics about your survey response data in LimeSurvey

LimeSurvey Drill Down Document

Note: The author of this guide is the University of Guelph's Computing and Communication Services and was downloaded from this website: <https://www.uoguelph.ca/ccs/software/supported-products/limesurvey>

Although this is an annotated version created to be compatible with our LimeSurvey Website, the authorship and credit for this entire document is to be considered unchanged.

Identifying annotations: 1) insertions are in red font, 2) deletions are marked ~~like this~~, and other comments are in red-framed text boxes.

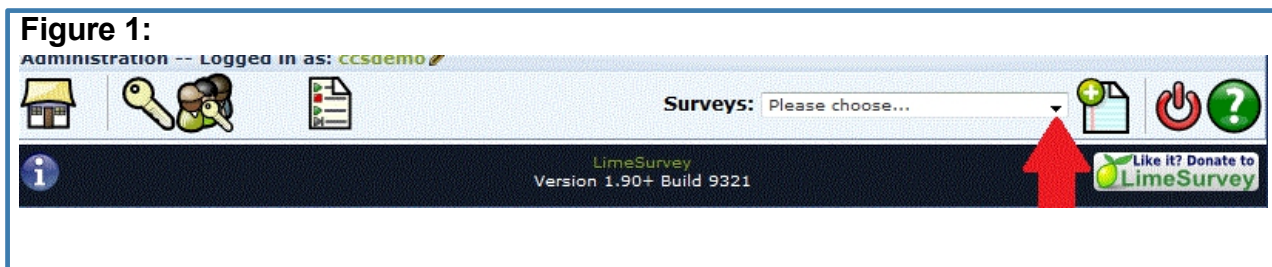
Travis Seymour, April 2013

LimeSurvey provides tools to export your survey responses to Microsoft Excel, SPSS, etc. for detailed analysis and reporting. However LimeSurvey also contains some simple tools you can use to obtain basic frequency tabulations for your responses. These tools are explained in this Drill Down document.

HOW TO GET INFORMATION ON ALL YOUR QUESTIONS FOR ALL RESPONDENTS

Step 1:

On the *Administration* toolbar, select your survey from the list that is displayed when you click the drop-down arrow pointed to by the red arrow in Figure 1 below.



Step 2:

On the resulting *Survey* toolbar, move your mouse over the *Responses* icon (pointed to by red arrow 1 in Figure 2 below) and click the *Responses & statistics* choice from the resulting submenu as pointed to by red arrow 2 in Figure 2. below.

FIGURE 2:

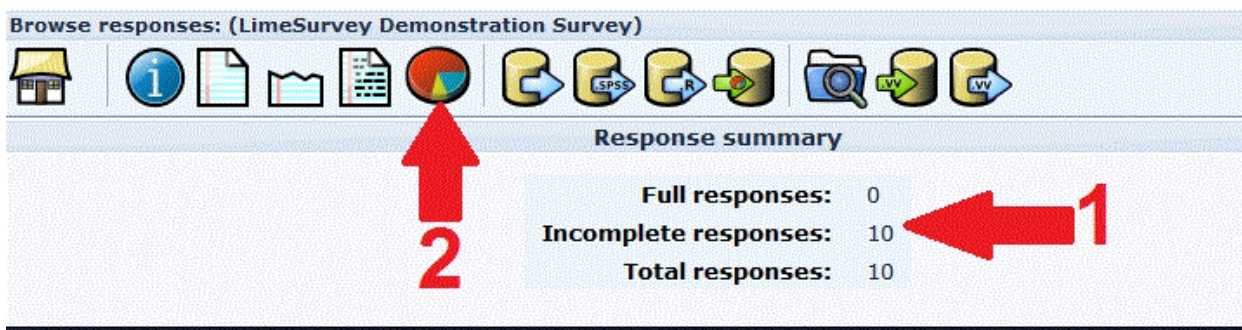


Step 3:

(Note that the cascading toolbars will be replaced with just the *Browse responses* toolbar).

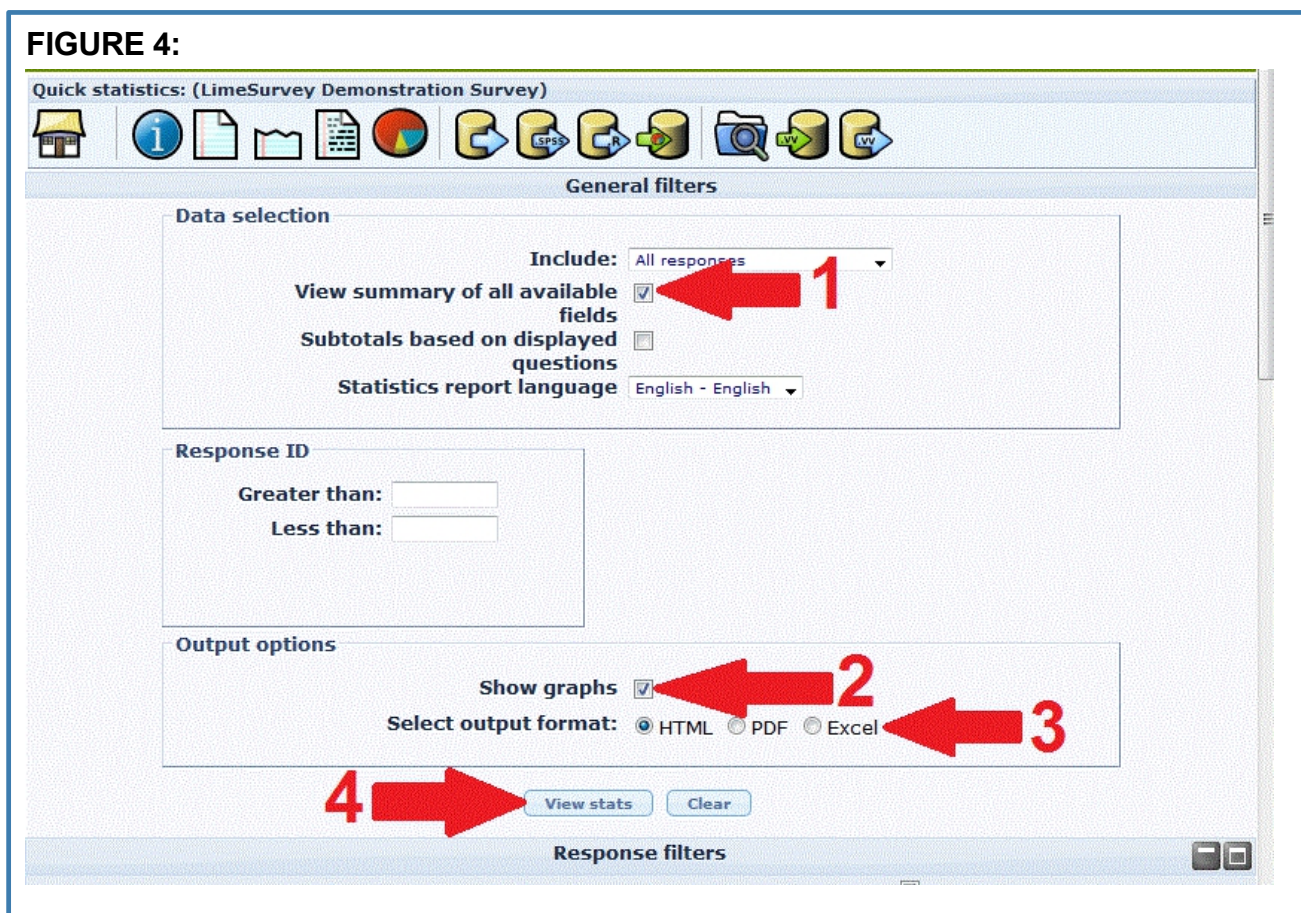
On the *Browse responses* toolbar, click the *Get statistics from these responses* icon as pointed to by red arrow 2 shown below in Figure 3. Note the response count information shown for your survey, as pointed to by red arrow 1 in Figure 3.

FIGURE 3:



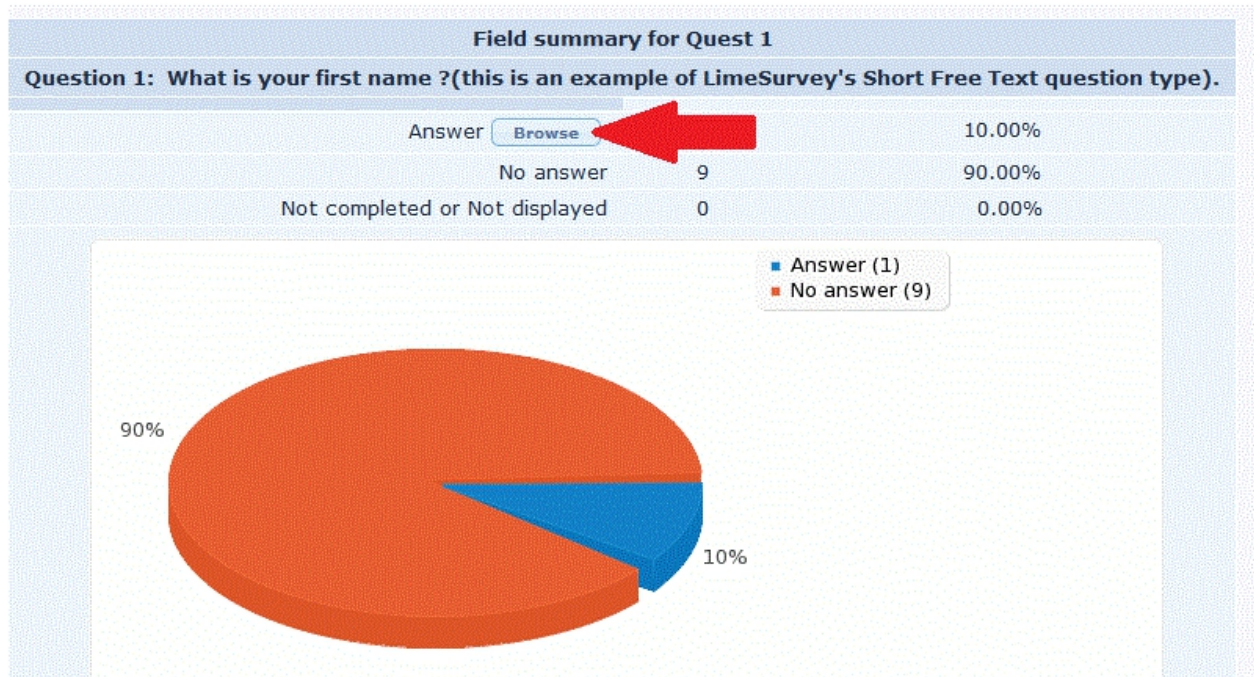
Step 4:

Complete the resulting form to be similar to that shown by red arrows 1, 2 and 3 in Figure 4 below, then click the *View stats* button pointed to by red arrow 4. Response counts for all of your questions with discrete choices will then be displayed as graphs and tables. (see Figure 4b for an illustration).



Note that for open ended questions (e.g. LimeSurvey question type “text”) you can click the *Browse* button beside the question’s statistics to view the actual text responses in a pop up window. See the red arrow in Figure 4(b) below for the location of the Browse button.

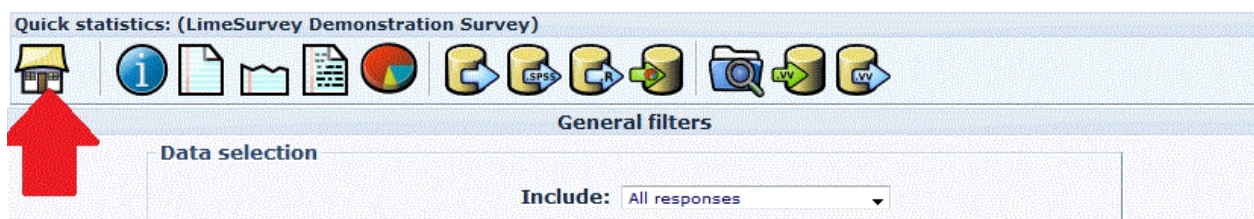
FIGURE 4(b):



Step 5:

Click the *Return to survey administration* icon, as pointed to by the red arrow in Figure 5 below, to return to previous cascading display of toolbars where you can log out of LimeSurvey or perform other tasks.

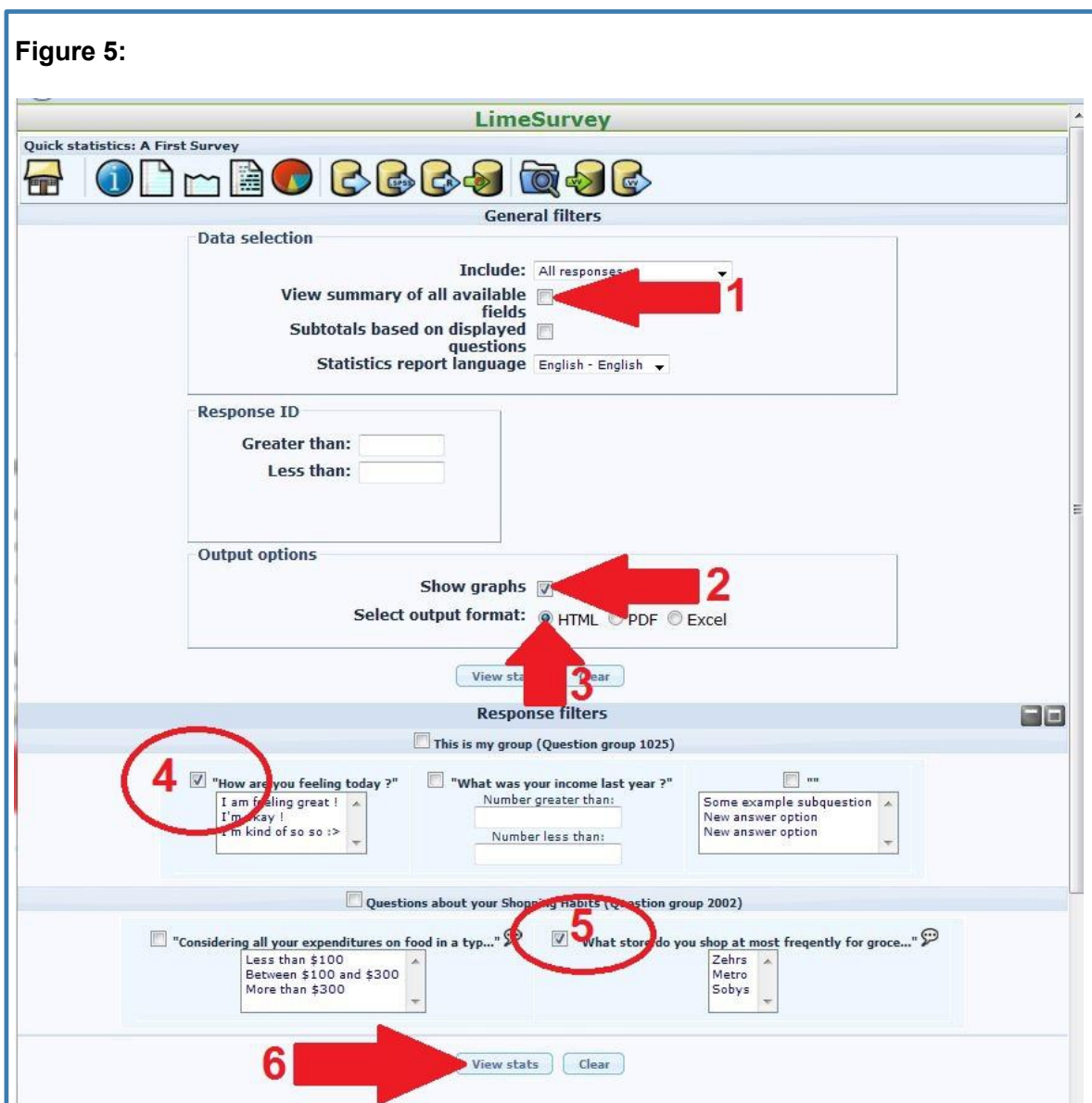
FIGURE 5:



HOW TO GET INFORMATION ON ONLY SELECTED QUESTIONS

The steps above will provide you with basic frequency counts and statistics on all the questions in your survey, for all respondents. If you want information on only specific variables complete the form that appears beneath the *Quick statistics* toolbar to be like the form illustrated below in Figure 5

Figure 5:



Referring to Figure 5 above:

- a) As pointed to by red arrow 1: ensure the selection *View summary of all available fields* is unchecked.
- b) As pointed to by red arrow 2: ensure the selection *Show graphs* is checked.
- c) As pointed to by red arrow 3: ensure the selection *Select output format HTML* is checked.
- d) As circled by red circles 4 and 5: check the box beside the questions for which you wish to see the frequency counts / statistics.
- e) As pointed to by red arrow 6: click the form's *View stats* button to generate the report.

HOW TO GET INFORMATION ON ONLY SELECTED RESPONSES

Often you wish to obtain frequency counts / statistics on questions, but only for those respondents who replied with a specific answer to a question (e.g. only for respondents who indicated they were *Female* in response to a Gender question).

To perform this filtering, complete the form that appears under the *Quick statistics* toolbar as shown in Figure 5, and add the addition pointed to by red arrow 1 in Figure 6 below.

As shown in Figure 6, you leave the filtering variable unchecked, but click on the choice that defines the group you wish included in the response counts.

Figure 6:

