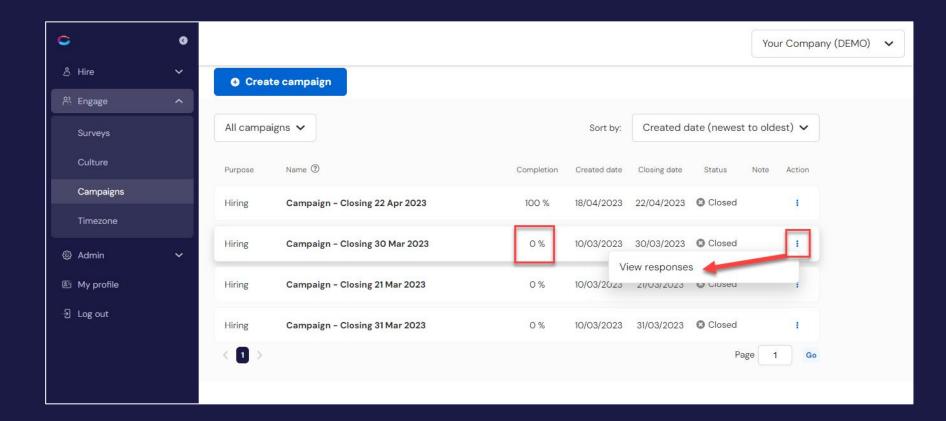
## Wait for your responses

- After publishing your campaign, you can track your responses
- The completion rate is shown on the campaign summary
- Click the Action "kebab" button to see a detailed view of who has and has not responded



## Close the campaign

- Your campaign will close automatically on the closing date
- You have the option to close the campaign early if you want to
- Once closed you will receive an email notification with a link to the survey results

## **IMPORTANT**:

- You CANNOT re-open a closed campaign.
- All employee demographics must be specified <u>PRIOR to the campaign being closed</u>.

