## C O A C H M E P L U S 🞇





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## How to: View Questionnaire Responses 🔒



Mike Zoetewey a few seconds ago · Updated

Are you curious about how to access and review responses to questionnaires submitted by athletes or other users in your CoachMePlus installation? Follow these steps to efficiently view responses:

# Video Walkthrough



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# Option 1: Viewing Individual Responses from the Coaches Home Screen

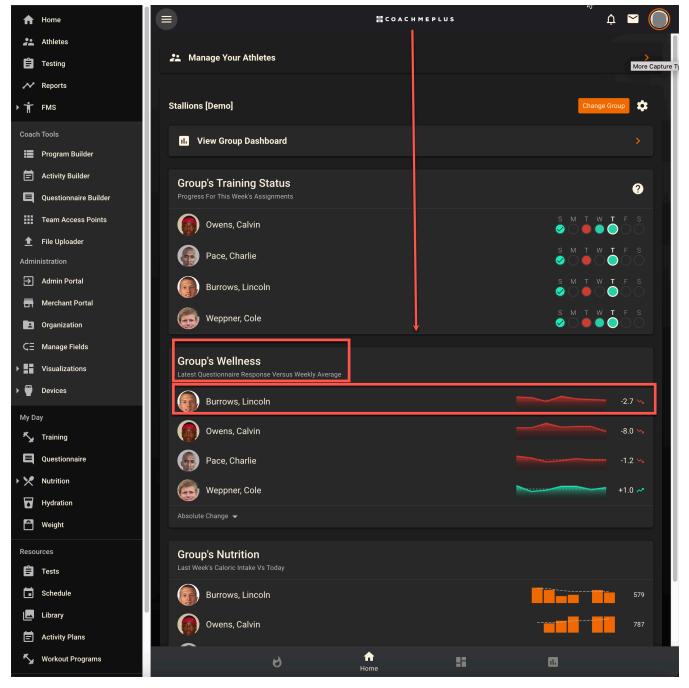
#### 1. Identify the Athlete's Response from the Home Screen

- Log in to your CoachMePlus account and navigate to the home screen.
- Locate the Wellness Widget or relevant section where athlete responses are displayed.
- Identify the athlete whose responses you want to view (e.g., Lincoln Burroughs).

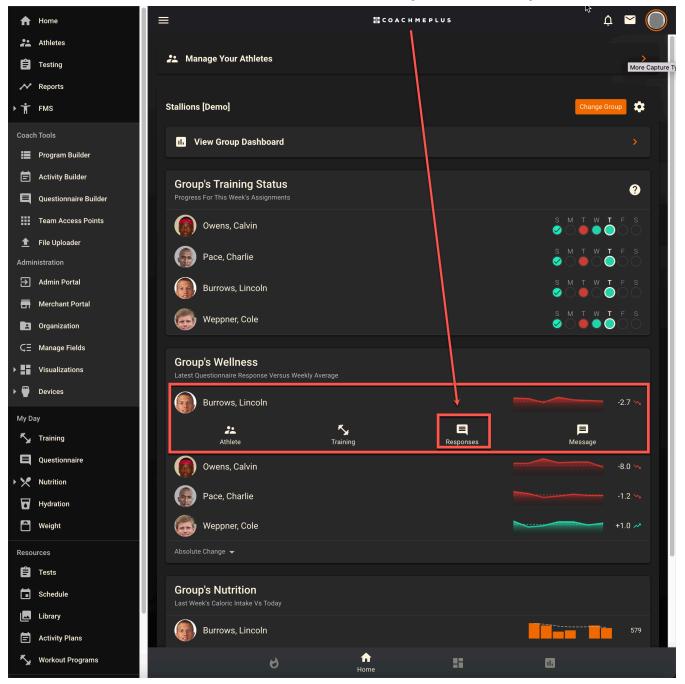
#### 2. Access the Responses

- Click on the athlete's name to open their profile or details page.

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- Look for an option such as "Responses" and click on it.



- This will display the athlete's responses to the questionnaire for the selected date range.

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Bishop, Kelly	Daily Wellness Questionnaire		
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Burke, Randy	Daily Wellness Questionnaire March 25, 2024 3:49 PM		
Burrows, Lincoln	Daily Wellness Questionnaire		
Carter, Donald	March 24, 2024 12:09 AM		
Chambers, Evan	Daily Wellness Questionnaire March 23, 2024 4:35 AM		
Chambers, Ronald	Daily Wellness Questionnaire		
Chavez, Tina	March 22, 2024 10:23 AM		
Cole, Brian	Daily Wellness Questionnaire		
Collins, Gary	March 21, 2024 2:50 AM		
Diaz, Gloria	Daily Wellness Questionnaire March 20, 2024 12:44 PM		
Diaz, Linda	Daily Wellness Questionnaire		
Fisher, Andrea	March 19, 2024 8:48 PM		
Gibson, Joe	Daily Wellness Questionnaire March 18, 2024 8:14 AM		
Gibson, Linda	Daily Wellness Questionnaire		
	March 17, 2024 1:36 PM		
Hamilton, Craig	Daily Wellness Questionnaire March 16, 2024 2:07 PM		
Hawkins, Diane	Daily Wellness Questionnaire		
Hayes, Emily	March 15, 2024 4:03 PM		
Hayes, Jack	Daily Wellness Questionnaire March 14, 2024 8:58 AM		
Johnston, Emily			
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Kennedy, Frank	Daily Wellness Questionnaire March 12, 2024 11:29 AM		
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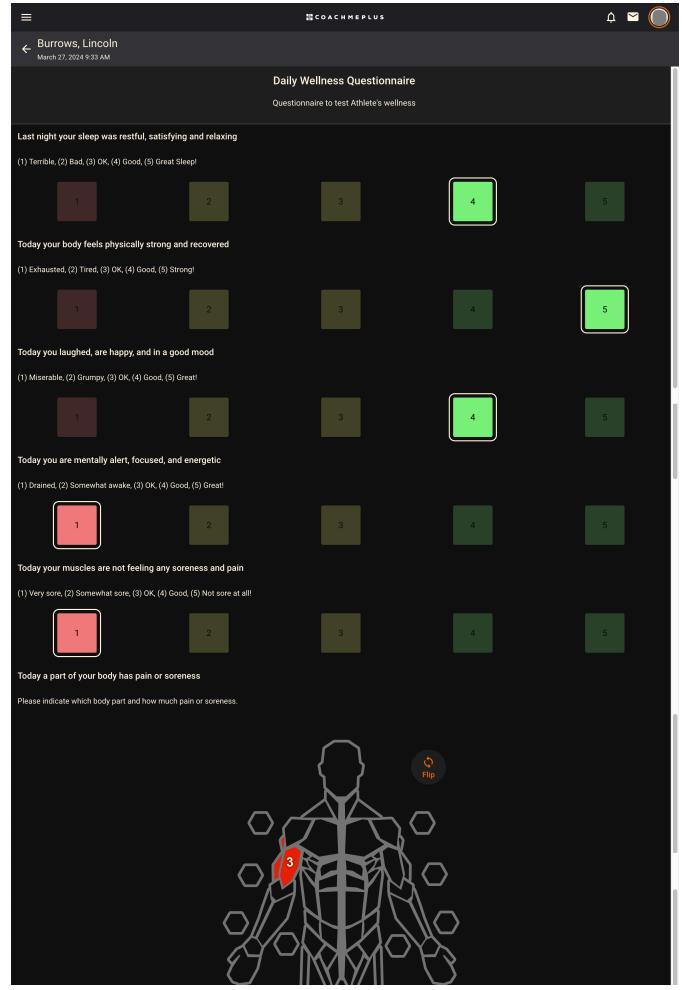
#### **3. Review the Responses**

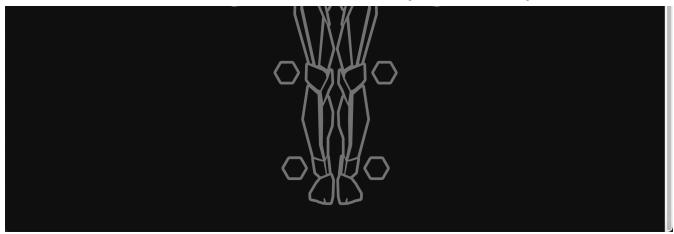
- Select the date of the questionnaire you want to review.

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- You can now see how the athlete answered all the questions on the questionnaire for that specific day.

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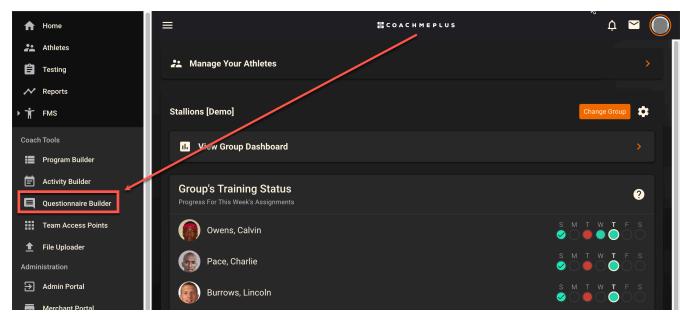


- Analyze the responses to gain insights into the athlete's well-being or performance status.

### **Option 2: Viewing Responses inside of the Questionnaire Builder**

#### 1. Navigate to the Questionnaire Builder

- If you want to view responses for multiple users or a general overview, go to the Questionnaire Builder.



- Select the specific questionnaire you're interested in reviewing.

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Daily Wellness Questionnaire Questionnaire to test Athlete's wellness		+ QUESTIC More Capture T

#### 2. Access Responses from the Questionnaire

- In the Questionnaire Builder, locate the three dots or ellipsis icon (usually found in the upper right corner) next to the questionnaire name.

- Click on the three dots to reveal a dropdown menu.

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#### 3. View Responses

- From the dropdown menu, select "View Responses."

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- This action will display a list of all users in your installation who have responded to the questionnaire over time, with the most recent responses at the top.

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Burrows, Lincoln March 28, 2024 12:27 PM		
Owens, Calvin March 28, 2024 8:56 AM		
Pace, Charlie March 28, 2024 8:30 AM		
Weppner, Cole March 28, 2024 2:39 AM		
Chambers, Evan March 28, 2024 1:14 AM		
Weppner, Cole March 27, 2024 11:53 AM		
Burrows, Lincoln March 27, 2024 9:33 AM		
Pace, Charlie March 27, 2024 9:08 AM		
Scofield, Michael March 27, 2024 8:45 AM		
Chambers, Evan March 26, 2024 11:06 PM		
Owens, Calvin March 26, 2024 10:31 PM		
Pace, Charlie March 26, 2024 7:03 PM		
Owens, Calvin March 26, 2024 5:58 PM		
Burrows, Lincoln March 26, 2024 5:42 PM		
Chambers, Evan March 26, 2024 4:11 PM		
Scofield, Michael March 26, 2024 10:15 AM		

#### 4. Select a User to View Responses

- Scroll through the list or use the search function to find the user whose responses you want to review.

- Click on the user's name to access their responses to the questionnaire.

#### **5. Review User Responses**

- You'll now see the user's responses to the questionnaire, including any additional details such as body chart annotations if applicable.

- Analyze the responses to monitor trends, track progress, or identify areas of concern.

By following these steps, you can easily access and review responses to questionnaires submitted by athletes or other users in your CoachMePlus system, helping you make informed decisions regarding athlete management and performance optimization. (f) (y) (in)

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