Initial Customer Experience Survey

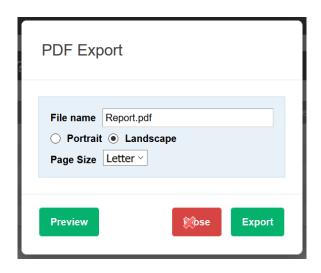
We strongly advise that you print the report for your submissions. The report will serve as a guide to your personal development in regards to customer experience.

To print the report, use the following instructions and complete the survey on a <u>laptop</u>, <u>desktop</u> or <u>any device that allows you to save a PDF</u>. The survey is available on a mobile device, however, you will not be able to save and print your report.

If you do not save, then <u>make sure to print your report for your files</u>; we will not be able to pull the report for you. This survey is for your growth and is anonymous; you will need to retake the survey at times.

Survey Report Save Instructions

- 1. When you have completed the survey, you will be presented with a report of your responses.
- 2. If you want to save the report, press the button in the upper right corner of the window. You will be presented with the **PDF Export** response box:



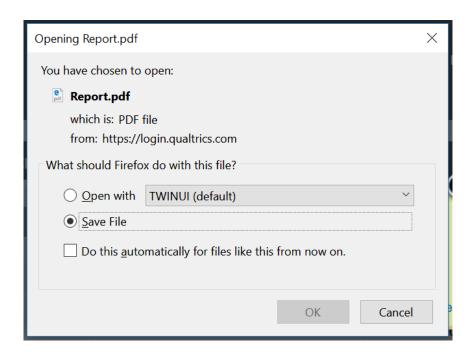
*INSTRUCTIONS CONTINUE ON PAGE 2...







3. Press the **Export** button. You will then be presented with the option to either view the report immediately or save it as a PDF file:



- 4. To keep the file, choose the **Save File** option and press the **OK** button. Click **Close** in the yellow **Generating your document...** screen.
- 5. To access the report file, press the **Downloads** button ([⋆]) in the upper right corner of the browser window. Click on the icon at the right of the list and the folder containing the PDF file will open.

Please use the following link to participate in the *Initial Customer Experience Survey*:

https://ncsu.qualtrics.com/jfe/form/SV_0lyEPaTuFH9nGSN





