

# Survey Report

Project Name

\_\_\_\_\_

Digital Corps

Date

\_\_\_\_\_

## Overview

An overview should reflect what the project is and why a survey is needed in this project. An *example* overview is seen below.

The Status Board or In/Out Board is used to keep track of students that are currently in or out of the office for remote work. To better understand how Digital Corps students use and perceive the In/Out Board, a survey was sent out to all student employees via Slack. The questions gathered data regarding how they use the In/Out Board and their opinions on the system.

## Methodology

The methodology discusses the details of the survey to include how many questions, the types of questions asked, and how the survey was distributed. An *example* methodology section can be seen below.

A nine-question survey was created through Google Forms and sent via Slack channel #official-business on September 14, 2020 to the students of the Digital Corps. The survey questions included open ended responses, Likert scales, multiple choice questions, and checkboxes.

## Demographics

Demographics will go over who is taking your survey. Typically it will be the target audience for the system that is being surveyed. This may include, but is not limited to age, gender, education level, and area of study. An *example* demographic section can be seen below.

Ball State freshman students were the majority of the respondents at 39.57% (n=55). Followed by juniors (n=35) and then sophomores (n=25).

## Results

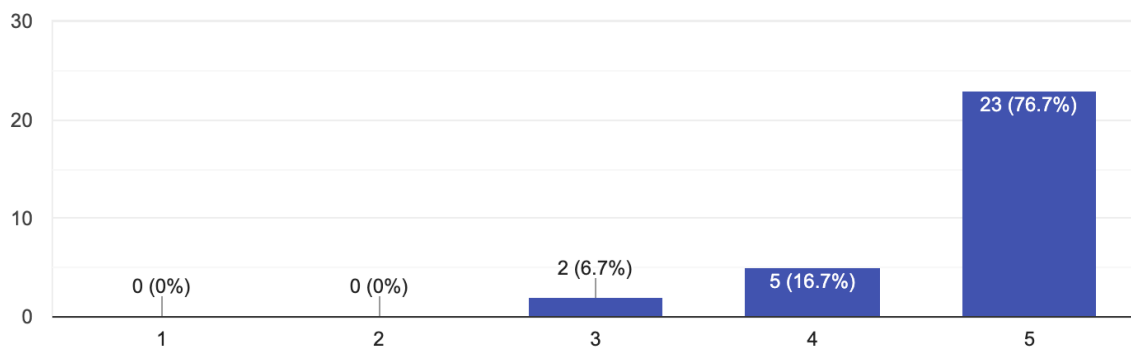
In the results, go through each question one by one. Restate each question and explain the results of the question. If a graph or table is included, be sure to include a caption explaining the

### Q1: In/Out Board is easy to use.

The majority of responses (n=23) strongly agreed with this statement. None of the respondents disagreed with this statement.

In/Out Board is easy to use.

30 responses



**Figure 1.** The majority of students stated that they agree that In/Out Board is easy to use (n=23). A rating of 5 indicates the participant “strongly agrees” with the statement and 1 indicates “strongly disagree.”

## Conclusion and Considerations

Conclusion and considerations should reiterate the results in a concise way and follow up with suggestions based on these considerations. Below, see an *example* conclusion and considerations section.

1. According to the students, while the In/Out Board is necessary and helpful, it can also feel tedious because it is a separate website.
  - a. They’re also using Kronos, Slack, Work Log, and their Outlook Calendars

2. This project is a potential solution to condensing the amount of steps student have to take to clock themselves in/out, report their meeting times, and report projects worked on. The solution presented is to use Slack or another already integrated application used at the Digital Corps to update the student's in/out status.