

Tuto SCREEN

Qualtrics - **NE PAS collecter les adresses IP**

(dernière mise à jour - 13/04/2020)

Pourquoi NE PAS collecter les adresses IP ?

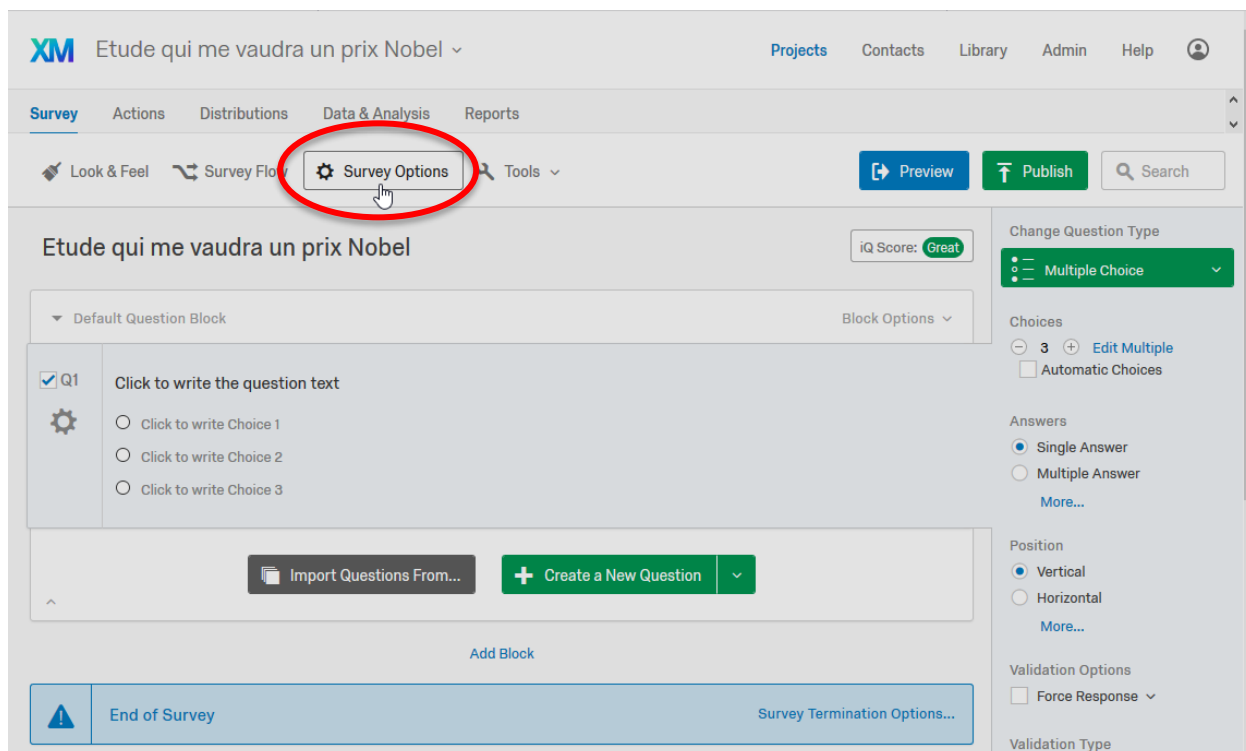
Par défaut le logiciel Qualtrics enregistre l'adresse IP des répondants au questionnaire. L'adresse IP est l'adresse d'un ordinateur, elle peut être utilisée pour localiser physiquement un ordinateur, et pourrait donc permettre l'identification de la personne qui répond au questionnaire. Dans un souci de conformité au Règlement Général sur la Protection des Données (RGPD), il est donc essentiel de ne pas collecter ces adresses IP.

A la création de chaque nouvelle étude il faudra donc empêcher Qualtrics de recueillir les adresses IP.

Comment faire pour NE PAS collecter les adresses IP ?

Pour cela, on va dans "Survey Options" (ou "Options de l'étude"), on coche la case "anonymize responses" ("réponses anonymes") et bien sûr on n'oublie pas de sauvegarder cette modification.

Voici quelques copies d'écran pour vous y aider :



The screenshot shows the Qualtrics web interface for a survey titled "Etude qui me vaudra un prix Nobel". The top navigation bar includes "Survey", "Actions", "Distributions", "Data & Analysis", and "Reports". Below this, there are icons for "Look & Feel", "Survey Flow", "Survey Options" (circled in red), and "Tools". The main content area shows the survey configuration for a "Multiple Choice" question. On the right side, there are settings for "Change Question Type", "Choices" (set to 3), "Answers" (set to "Single Answer"), "Position" (set to "Vertical"), and "Validation Options" (with "Force Response" checked).

Survey Options

Survey
Protection



- Open Access.** Allow anyone to take this survey.
- By Invitation Only.** Prevent people from taking the survey using an anonymous survey link.
- Password Protection.** This password must be entered to take this survey:
- Prevent Ballot Box Stuffing.** Keep people from taking this survey more than once.
- HTTP Referrer Verification.** The user must come from this URL to take the survey:
- Prevent Indexing.** A tag will be added to the survey to prevent search engines from indexing it.
- Secure Participants' Files.** Files uploaded as responses can only be viewed by users with permission to view responses.
- Show a **custom message** when a respondent revisits a **previously completed** link..

- Survey Expiration.** The survey will only be available for a specified date range.

Survey
Termination



- Default** end of survey message.
- Custom** end of survey message...

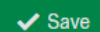
- Show Response Summary.
- Redirect** to a full URL, ex. "https://www.qualtrics.com"
- Send additional thank you **email** from a library... When distributed via the Survey Mailer.
- Anonymize Response.** Do NOT record any personal information and remove contact association.

Inactive
Surveys



- Default** inactive survey message.
- Custom** inactive survey message...

Close

 Save