



Legacy Single Response Report to be deprecated by February 18, 2023
Help Document
Odum Institute January 2023

Qualtrics has announced a feature change with response reports. The legacy single response report is a URL that displays a report for a single survey response. It is formatted like below:

<https://qualtrics.com/CP/Report.php?SID={surveyId}&R={responseId}&ResponseSummary=True>

These URLs are no longer generated by any workflows in the Qualtrics platform. However, if you manually created these URLs in [email triggers](#) or [email tasks](#) by using piped text to add the responseId into the URL, **these URLs will no longer work after February 18, 2023, and will instead return an error.**

For any email task or email trigger that has been manually created, the legacy response report URL will need to be migrated to use the new single response report solution. There are 2 ways to switch to this new solution:

1. Create an [email task](#) via Workflows and enable the “[Include Response Report](#)” option. This will automatically include a response report link in your email.
2. Use an embedded data field in your email task to pipe in the new single response report URL.

The format of the piped text is `#{srr://SingleResponseReportLink}`

Please see below for information about creating response reports. This migration must be completed **before February 18, 2023**. Legacy single response URLs will no longer work after that date.

For more information detailing this migration, please visit the Qualtrics support page [HERE](#).

For questions or assistance with this migration, you may reach out to the Odum Institute via email here: qualtrics@unc.edu.

Drop-In Qualtrics Consulting Hours:

Tuesdays 10am-12pm 228D, Davis Library

Tuesdays 2pm-4pm Virtual [Click here during regular hours to access the waiting room.](#)

Wednesdays 10am-12pm Virtual [Click here during regular hours to access the waiting room.](#)

Thursdays 1pm-3pm 228D, Davis Library

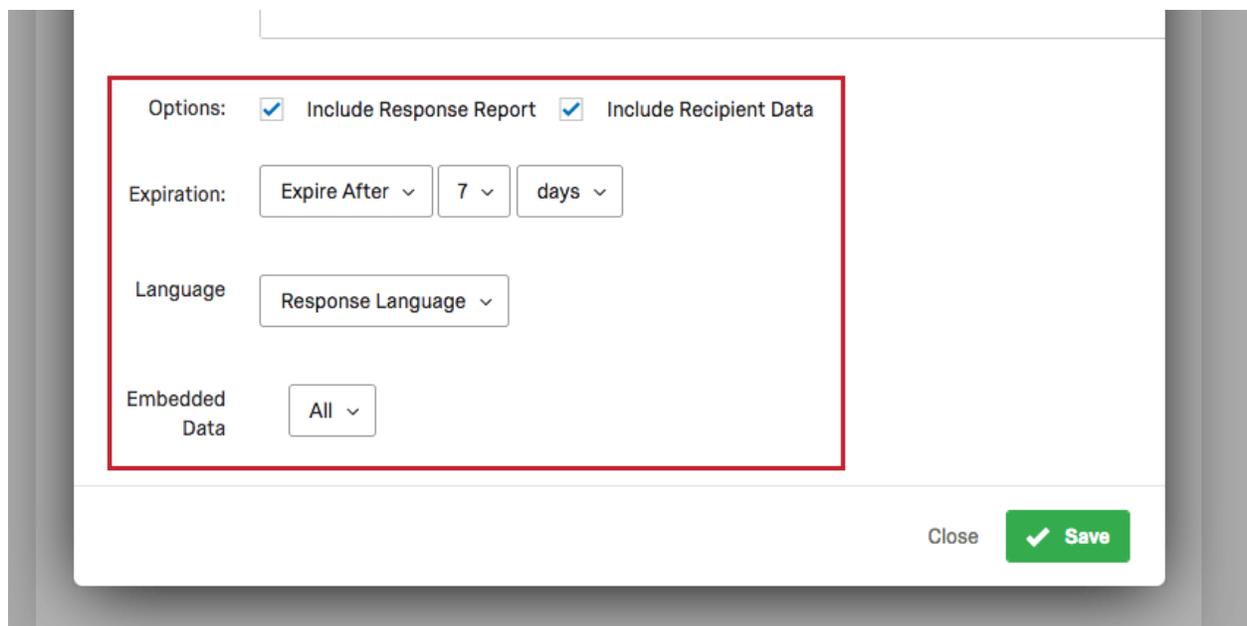
To request a virtual appointment outside these hours, email qualtrics@unc.edu

The Odum Institute for Research in Social Science is located in Davis Library on the 2nd Floor.

For more information about the Odum Institute, visit <http://www.odum.unc.edu>

ADDING A RESPONSE REPORT TO AN EMAIL TASK:

When creating an email task, you have the option to select **Include Response Report**. Response reports are a summary of the questions and the respondent's answers. They come in the body of the email, in a linked webpage, and in a PDF export.



Options: Include Response Report Include Recipient Data

Expiration:

Language:

Embedded Data:

Close

ADDING A RESPONSE REPORT WITH PIPED TEXT:

Instead of enabling "Include Response Report," you can add a link to the single response report in your email task by using the following piped text. This allows you to control where the response report link appears in your message.

`#{srr://SingleResponseReportLink}`