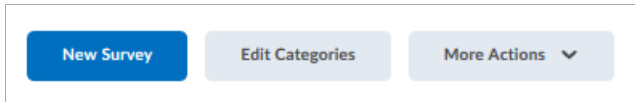


# Create a Survey

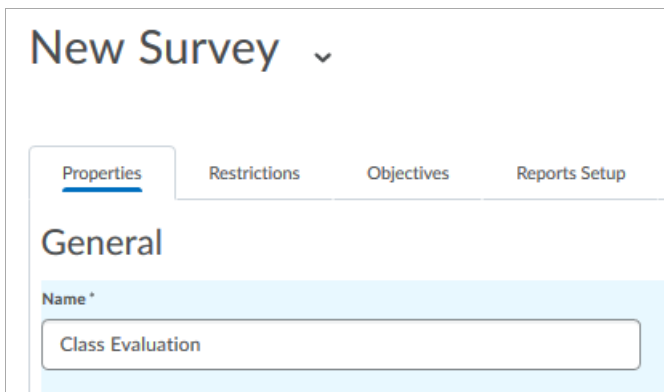
Last Modified on 02/19/2024 11:21 am CST

## Create a Survey

1. Go to **[Course Management]** → **[Course Admin]**.
2. Click on **[Surveys]**.
3. Click on the **[New Survey]** button.



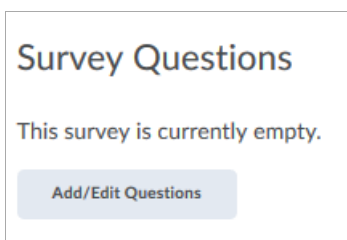
4. Enter a name for the Survey in the **Name** field.



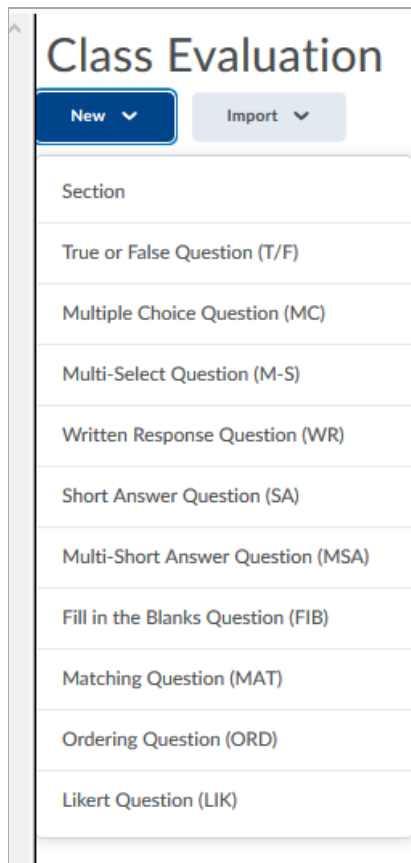
**NOTE:** For details on recommended practices for other settings and fields on the **[Properties]**, **[Restrictions]** and **[Reports Setup]** tabs, contact your campus representative. See [Meet Your LSC-Online Representative \(https://vtac.lonestar.edu/help/campus-reps\)](https://vtac.lonestar.edu/help/campus-reps) for contact information.

## Add New Questions to a Survey

1. On the **[Properties]** tab, click on the **[Add/Edit Questions]** button.



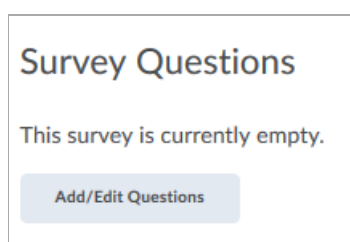
2. Add new questions directly in the survey by clicking the **[New]** button and choosing a question type.



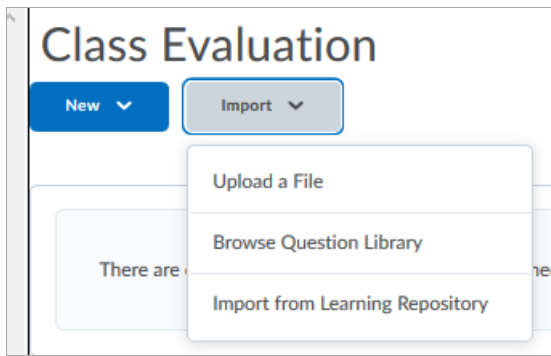
**NOTE:** For details on question types contact your campus representative. See [Meet Your LSC-Online Representative](https://vtac.lonestar.edu/help/campus-reps) (<https://vtac.lonestar.edu/help/campus-reps>) for contact information.

## Add Questions to a Survey from the Question Library

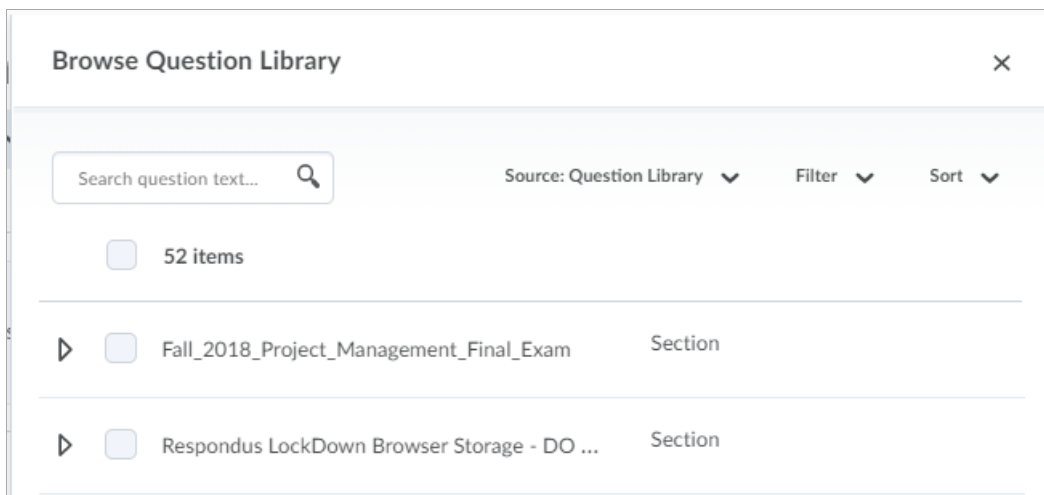
1. On the **[Properties]** tab, click on the **[Add/Edit Questions]** button.



2. Click the **[Import]** button.
3. Choose **[Browse Question Library]**.



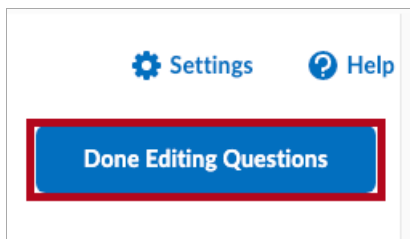
4. Navigate to the **[Question Library]** with the questions that you want.



5. Click the **[Add]** Button.



6. Click the **[Done Editing Questions]** button to return to editing your survey.



7. Click the **[Save and Close]** button to save your survey.

You are now ready to place your survey in your content. For instructions on how to view the survey data, see [Survey Reports & Statistics \(https://vtac.lonestar.edu/help/a250\)](https://vtac.lonestar.edu/help/a250).