

Guide

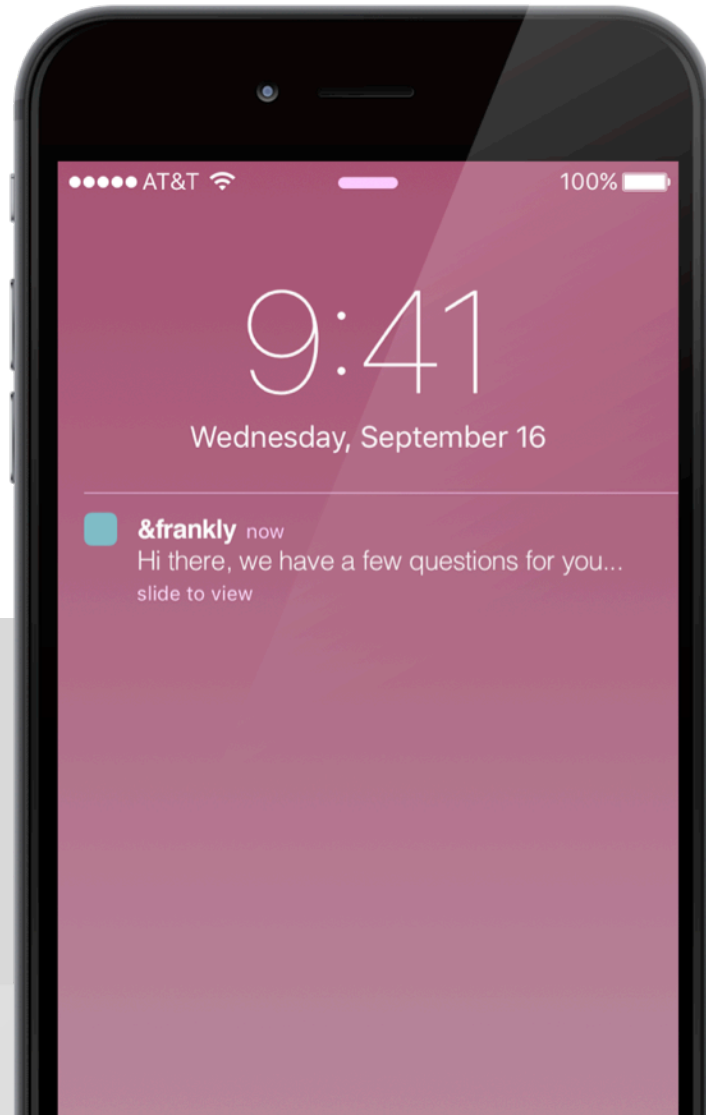
# How to answer questions in &frankly



# Pulsed questions; triggered by time or geo-positioning

&frankly functions as a personal platform for dialogues between management and employees. Questions are pushed to the &frankly app in your smartphone (or to you inbox if you prefer that)

If you wish, you can turn off notifications and the geo location trigger. All the questions will be in your app anyway.



&frankly

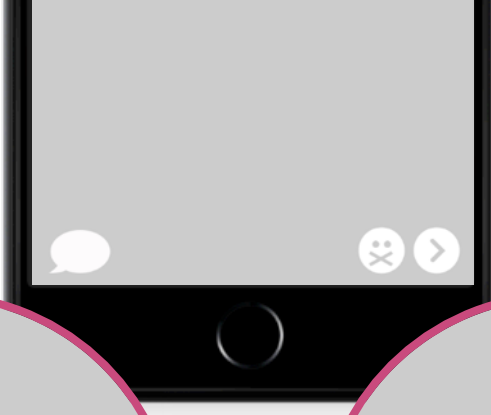
# Answer on your mobile app or in your browser

When first joining &frankly, you will become a web-user, and get notifications via email.

As soon as you've downloaded the app, notifications will only appear in your phone



&frankly



### Comment

Click here to leave a comment.  
Your comments are completely  
anonymous



### Skip

Choose this option if you prefer not to  
answer the question or if you're out of  
office.

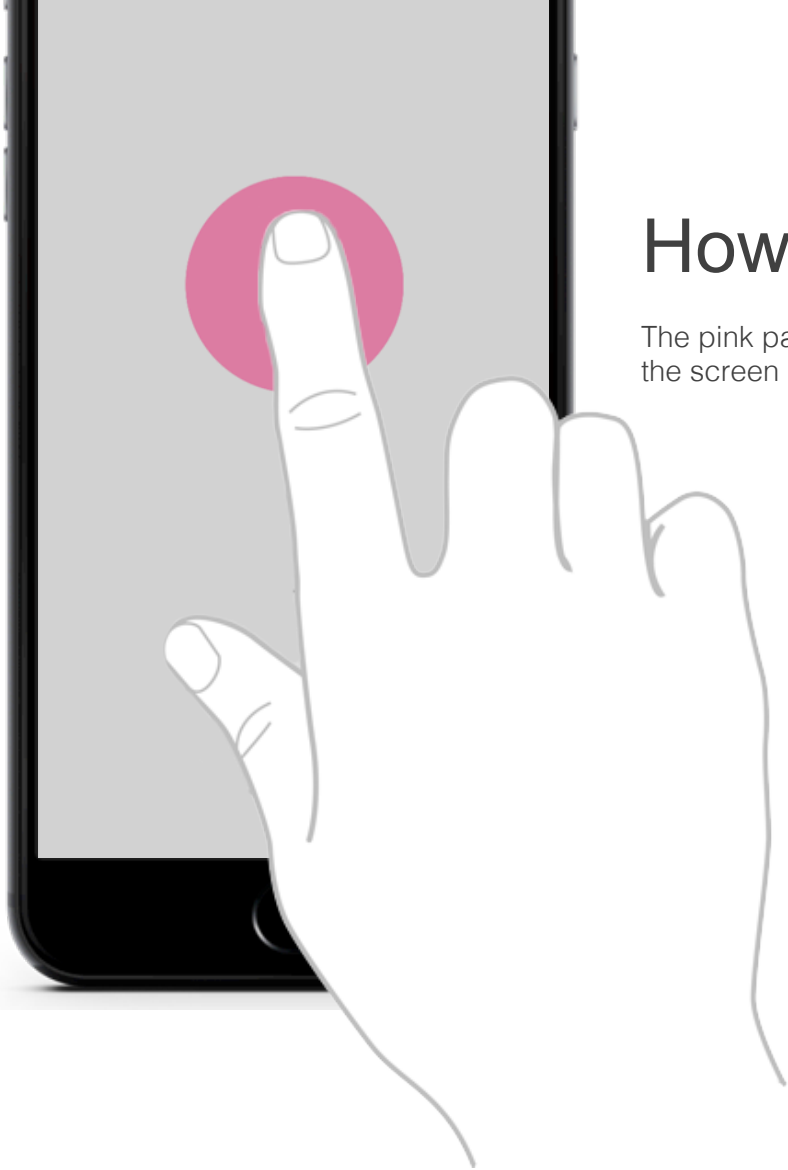


### Done

Click here when you've answered the question.  
It will either take you to the next question or  
back to the home screen if it was the last one.

You can edit the answer to a question  
within an hour.

## Standard buttons



## How to read this guide

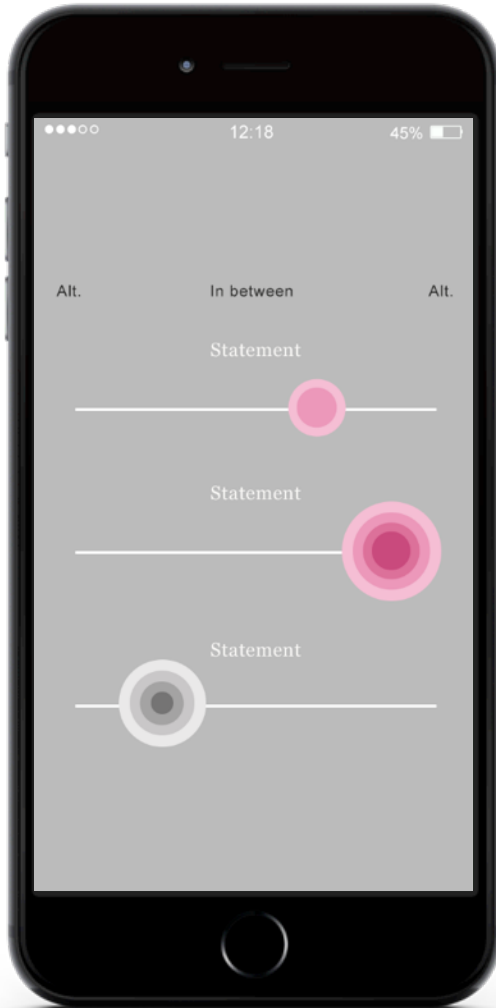
The pink part in the pictures indicate how you can interact with the screen in order to answer the questions.

Question type: Scale



## Growing

Drag the icon up and down. Up to agree with the question / statement and down if you disagree



## Slider

Drag the circles to the right if you agree with the statement above

Drag it to the left if you disagree with the statement.

If you leave it in the middle, it indicates that you neither agree nor disagree.

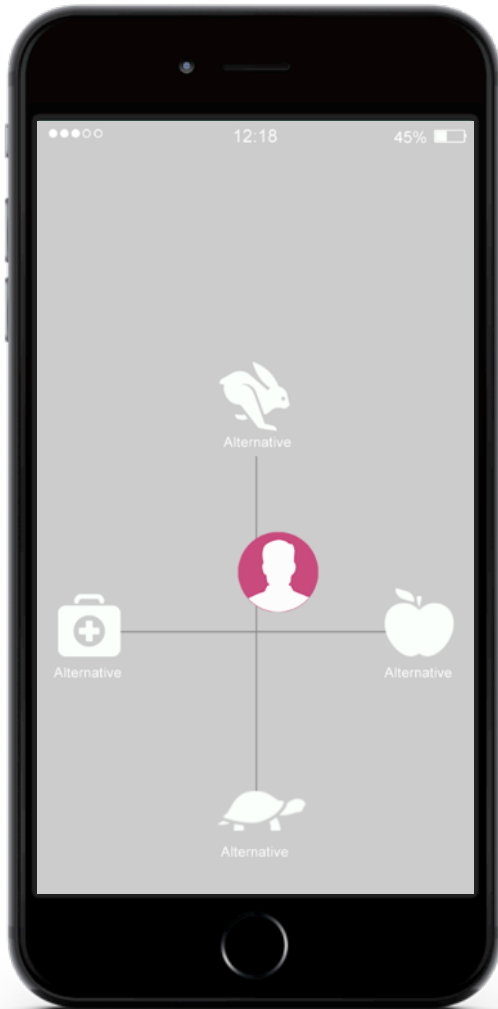


## Meter

Turn the indicators up if you think the alternative in max position is true, and turn it down if you think the alternative in minimum position is true.

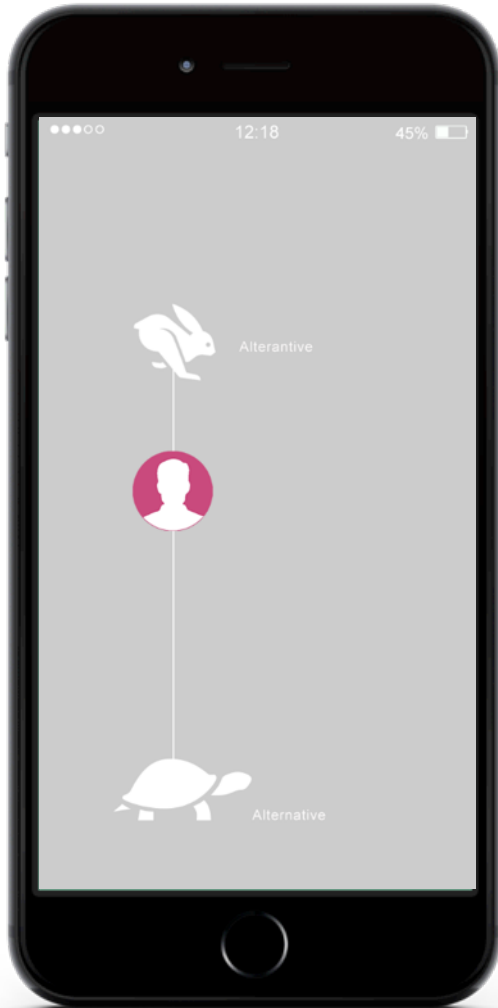
There may be one or several indicators in the question, each representing different perspectives.





## Map

This question type asks you to take a stand in relation to 2 separate perspectives; one vertical and one horizontal. Change the position of the picture to indicate your answer.



## Dilemma

Change the position of the picture up if you agree with the top alternative and down if you agree with the lower alternative.



## Work life balance

This question is used only to rate your perceived balance between work and personal life.

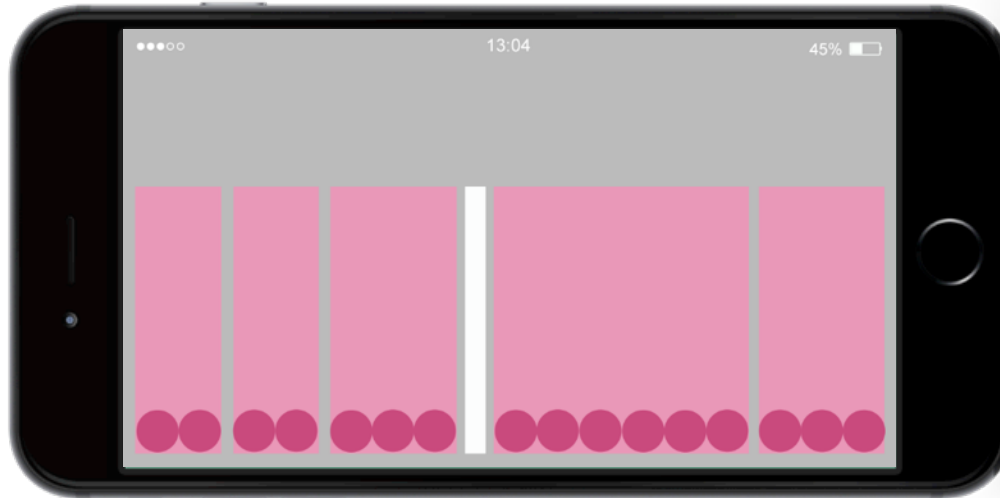
- The upper fields (pink) indicate the ACTUAL situation, i.e. your current situation at work and to what extent it affects your personal life.
- The lower fields indicate your DESIRED state, i.e. if you would pick your ideal situation, what would the split look like?

The first time, you will have to answer both statements. The second time, your answers for your ideal situation will be saved, and you'll have to answer your current situation (the pink part)

Your perceived split between work/private/sleep is indicated by the size of each field. Change the split by dragging the edge of the fields.

# Share

The different alternatives / fields represent shares of a total.  
Move the small white circles to other fields in order to change the size of the fields i.e. the alternative's share of total.





## Rater

The purpose of this question type is to rate different alternatives. The alternatives are listed in a scroll list on top. You can scroll to the right.

- Place your answer by adding words to the list below. Either drag and drop the words, or simply tap it once.
- If you want to remove a word from the list, drag it upwards, back to the scroll bar.
- You can change the order of the words in your list.
- You do not have to fill the entire list to file an answer. Place as many as you feel relevant.

If you see a white box with a plus sign within, you can add your own words. The words you add will become visible to your group / team.



## Top circle

In this question type you are asked to choose up to five of the alternatives which are presented in the horizontal row of circles.

You can scroll the row of circles to find more alternatives.

Drag the alternatives you agree on from the row of circles down to the placeholders (white circles), or just tap on an alternative. To remove an alternative, just drag it outside of the large circle.

You can pick as many as you want before you click done.



## Circle choice

Tap or click the alternative you see fit with the statement, or drag the statement to the alternative.

When you've chosen an alternative, a number will appear briefly. This number indicates the number of statements left before you are done with the question.

When you're done, a checkmark will appear instead.



## Circle choice picture

Tap or click the alternative you see fit with the picture, or drag the picture to the alternative.

When you've chosen an alternative, a number will appear briefly. This number indicates the number of pictures left before you are done with the question.

When you're done, a checkmark will appear instead.





## Binary

- If you agree with the alternative to the right, drag the statement to the right.
- If you agree with alternative on the left, drag the statement left.
- Somewhere in between?  
Drag the statement downwards.

The number of statements is indicated by the smaller circles (white) above the statement circle.



## Binary picture

This is a picture version of the previous question type, “Binary” and works in a similar way.

- If you think the picture fits better for the alternative on the right, drag the statement to the right.
- If you think it fits with the alternative on the left, drag the statement left.
- Somewhere in between?  
Drag the statement downwards.

The number of images is indicated by the smaller circles (white) above the statement circle.



## Super Binary

Move the thumb up if you agree with the statement, and down if you disagree

Question type: Free text



# Text

No fuss. Just text.