



HERMES SURVEY KIOSK USER GUIDE

Circled items require you to make a decision

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HOW TO ACCESS THE HSK

- register your school at www.radii.org/register
- you receive 2-weeks free access to explore the kiosk upon registering your school — if you has registered previously, call 03 9534 2934
- to run a survey, your school needs to go to the website shop to purchase a subscription for the HERMES Survey Kiosk
- logon to www.radii.org
- click HERMES menu on the left of screen
- select item under *Run a Survey* menu.

- Clone a questionnaire you have used previously, OR
- Start from a ready-made questionnaire, OR
- Build your own from pre-formatted sections.

Your previous surveys.

Welcome to the HERMES online Survey Kiosk

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The process of running a survey using the Hermes Survey Kiosk is outlined in the chart below

STEP 1: SET-UP YOUR SURVEY	Select a questionnaire from the library Add your own questions Customise — add your school crest, school colours and set closing date Trial your survey
STEP 2: RUN YOUR SURVEY	Deploy — launch your survey Monitor the progress of your survey Extend the closing date if needed
STEP 3: REPORT	Request a report on your survey results

Novice Mode Expert Mode

Start

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Existing Surveys for Secondary College

Existing Users for this school

FirstName	LastName
▼	

Select a user from this list before clicking on the buttons below.

To begin a new survey select one of the following options:

- Select ready-made survey
- Build your survey by selecting topics

You can add your own questions and customise to your school livery for both options.

Create the same survey for more than one class by setting up one and duplicating as needed.

Survey name	Survey creator	Survey status	Responses	Ref. #	Delete
WA Surveying the School Community Survey		Closed	87	801	✗