

# Survey Ingestion FAQ

- Aware's platform enables the ingestion of open-ended response survey data from any provider, facilitating the extraction of meaningful insights through Aware's proprietary enrichments and modeling techniques. Users simply need to adhere to the CSV format specified by Aware for uploading their data. Once uploaded, this dataset can be utilized for Custom Reporting purposes.

## How do I upload my Survey data into Aware?

- Within Aware's System Settings or within the Data Upload modules, users will have the ability to upload Survey data via CSV (Ph 1) to their Aware environment.

## Where can I interact with my Survey data?

- Users will be able to run Custom (Audience or Topic) Reports on their uploaded Survey to gather insights on this dataset.

## How is Survey data normalized in Aware?

When a platform is created, it is treated the same way a platform from a collaboration tool is treated. The platform for a survey could be equal to a platform, e.g. Qualtrics or Glint, and each survey as a CSV can be nested under its respective platform.

## Editing a Platform Name

This can be done on the integrations tab: Select your platform and click edit

## Anonymous Surveys

For anonymous surveys, AuthorType should be `anonymous` and Author Name can be left blank.

CSV Column Header	ContentObject Property
Author Type	AuthorType
Author Name	DisplayName
Author Email	Email
Survey Name	GroupName
Survey Id	GroupTag
Survey Question	SubgroupName
Response	Content
Survey Date	Created

## File Formatting

- Survey data files must adhere to [RFC4180](#) CSV format a few exceptions
  - Header row is required
  - We accept LF or CRLF as record terminators (Unix and Windows line ending semantics)
  - Field quotes for escaping purposes (RFC4180 Section 2.7) must be standard ASCII quotes (hex 22, dec 34).
- Survey data files must be encoding as UTF-8
  - Note: UTF-8 is an extension of the ASCII encoding, so technically ASCII encoded files will work as well. ASCII encoded files are basically UTF-8 files with out any extended characters.
- All fields defined below must be present, any additional fields will be ignored

- Field names are **not** case sensitive
- Max survey size is 64 MB

## Field Definitions

Below is list of fields in a survey response

Field Name	Description	Type	Max Length	Format Rules
Author Type	<p>Indicates the type of author for this survey response.</p> <ul style="list-style-type: none"> <li>• “User” - If the response is associated with an e-mail address.</li> <li>• “Anonymous” - If the response is not associated with an e-mail address</li> </ul>	Enum	N/A	<p>User Anonymous</p> <p>Not case sensitive</p>
Author Name	Name of the response author. If the user type is Anonymous then this field is set to Anonymous as Author Name	String	255	Must not be blank unless Author Type is set to Anonymous
Author Email	Email address associated with Author. If the user type is Anonymous then this field is set to Anonymous as Author Email.	String	255	<p>Must be a valid format email address consisting of a “user”@“domain”.</p> <p>Must not be blank unless Author Type is set to Anonymous</p>
Survey Name	Name of the survey. Recommend to be unique to this survey. This is what the Survey will be searched by within Custom Reporting.	String	255	Must not be blank
Survey Id	Internal ID which must be unique to this survey.	String	255	Must be alpha numeric with no extended characters.
Survey Date	Date which the survey data will be recorded in the system. Survey Date cannot be in the future.	Date	N/A	<p>Must adhere to <a href="#">ISO 8601</a> which contains at least a date specificity:</p> <ul style="list-style-type: none"> <li>• Date (YYYY-MM-DD or YYYYMMDD)</li> <li>• Date with Time</li> <li>• Date with Time and Offset</li> </ul>
Question	Text of the question this response is for.	String	255	Must not be blank
Response	Authors verbatim response text.	String	8192	May be blank