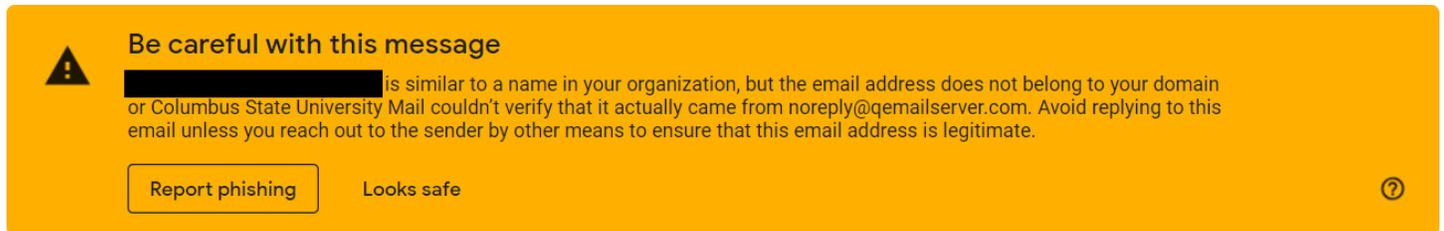


Distributing Surveys in Qualtrics

Due to recent changes in our Google security settings, Qualtrics emails may be flagged as spam or phishing emails. Survey participants may see the following alert when receiving an email from Qualtrics:

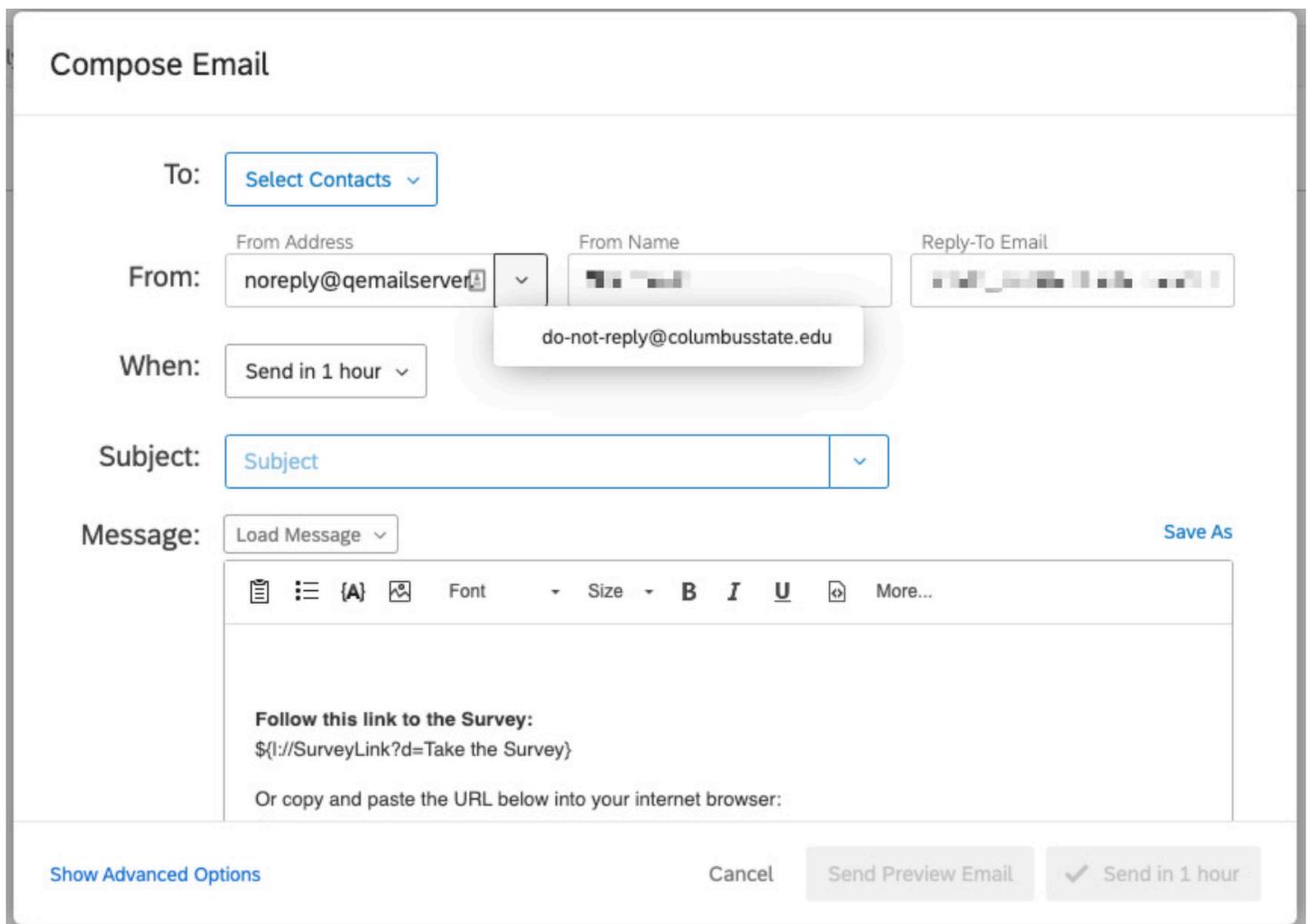


Be careful with this message

██████████ is similar to a name in your organization, but the email address does not belong to your domain or Columbus State University Mail couldn't verify that it actually came from noreply@qemailserver.com. Avoid replying to this email unless you reach out to the sender by other means to ensure that this email address is legitimate.

Report phishing Looks safe

To avoid this alert, users will need to update the "From" address on the email composition settings for surveys. We have set the correct "From" address as a dropdown item next to the "From Address" field. Once you have selected this option once, all future surveys will default to this option for composing emails.



Compose Email

To:

From:

When:

Subject:

Message: [Save As](#)

Font Size **B** *I* U More...

Follow this link to the Survey:
\${!://SurveyLink?d=Take the Survey}

Or copy and paste the URL below into your internet browser:

[Show Advanced Options](#) Cancel