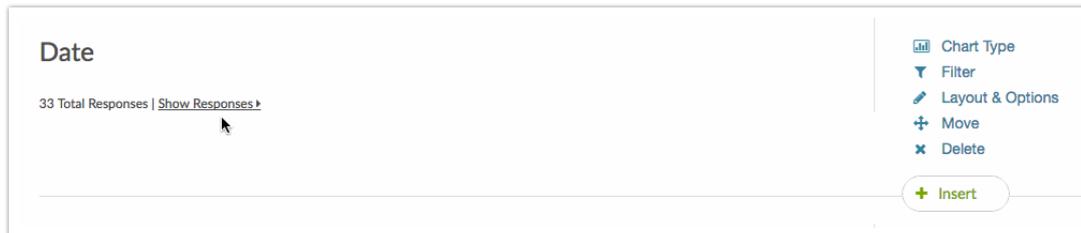


Standard Report: Collapsed Response List

Collapsed Response Lists are used to report on validated Textbox questions and a couple of other question types.



Note: The Collapsed Response List will display the first **1000 characters** only (per response) within the Standard Report.

Default Questions

- [Textbox](#) (email and date validated)
- [Email](#)
- [Date](#)
- [Essay](#)
- [Signature](#)
- [File Upload](#)

Available Options for Collapsed Response List

There are a number of options available for collapsed response lists. To explore these options click the pencil icon within the report to edit.

First, if you wish to filter the data that displays for an individual collapsed response list, click the **Filter** option to the right of the element and use the logic builder. Learn more about [filtering an individual element](#) .

If you wish to display the specific details of your filters below your chart check the **Show Details of Filter with Report Element** checkbox below the logic builder.

The screenshot shows the 'Edit Report Element' window with the 'Filter' tab selected. At the top, there are tabs for 'Chart Type', 'Filter', and 'Layout & Options'. Below the tabs is a 'Remove All Logic' link. The main area contains a logic builder with a dropdown menu set to '--Select a condition--', a condition set to 'is exactly equal', and an empty input field. Below the logic builder are '+ Add Condition' and '+ Add Group' buttons. A checkbox labeled 'Show Details of Filter with Report Element' is checked. At the bottom, there is a button labeled 'Filter by Survey Link or Campaign'.

To explore even more options, review the settings available within the **Layout & Options** tab.

Question Options

- **Word Cloud** - This is the visual representation of the number of times a word is used across responses.
- **Summary Table** - This is the table below the chart that can be expanded to show responses.
- **Collapse Open Text Response Tables** - un-check this box to display the list expanded rather than collapsed.

Answer Options

- **Response Counts** - When checked, a response count will be displayed in the first column of the list for each open text response. *Not compatible with Response IDs option.*
- **Response IDs*** - When checked, the response ID number associated with the open text response will be displayed in the first column of the list. *Not compatible with Response Counts option.*

**Response IDs are not available for Essay questions that are part of Custom Group or Custom Table questions.*

Related Articles
