# Google Sheets Integration

Using the Google Spreadsheet integration you can push realtime data from your survey into a Google Spreadsheet. It's quick and allows you the flexibility of sharing the document with anyone you want!

## When is Google Spreadsheet not the best solution for my data?

A few SurveyGizmo features are not compatible with the integration, due to limitations in the Google API, so if you are using the following question types or features, we do not recommend using this action:

- Piping (page, question, answer, etc.)
- Custom Tables
- Custom Group: Add As Needed (as it is also a form of Piping)
- Max Diff
- Conjoint (Choice Based)

**A few quick notes before you get started:**

***How does it work?***

- We pass the Reporting Values, not the answer options, to the spreadsheet.
- This action also works with Hidden Values and Quiz Scores.
- The integration still works even if all of your columns aren't being updated.
- Most Custom Questions should work, as long as they're meant to pass data.

***What can it do?***

- You can have multiple Google Spreadsheet actions pushing FROM the same survey.
- You can also link the same spreadsheet to multiple actions.
- The action works in Preview, allowing you to to test the integration without collecting a live response. If you delete answers created in the Preview from the spreadsheet, the integration just starts back at the top!
- File Upload questions pass a link to the file into the spreadsheet. You can only pass a single link to a single file. If you need to pass links to multiple files, you will need to have a File Upload question for each file.

***What won't it do?***

- This action will NOT create a new column in the spreadsheet; it will only update existing columns.
- At this time the Google Spreadsheet action cannot pass any special characters and punctuation e.g. .,*$@# in column headers.

## Connecting Your Google and SurveyGizmo Accounts

First things first, create a spreadsheet in the Google account you're going to link up. Then we're ready to link your Google account to SurveyGizmo!

1. Click **Integrations > Data Connectors >Google Sheets** .

2. Click **Configure** next to the **Google Sheets** integration found under the *Professional Level Integrations* and then click the **Link a Google Drive Account** button. You will be taken to a Google sign-in page and then asked to accept our request for permissions to your Google account. Once it's set up properly, you should see a little green check mark under the Status column if your account is properly linked.

If you need to use a different account, return to **Integrations > Data Connectors** and click **Unlink** next to the email address. Then follow the steps above to link a new address.

## Add and Set Up the Google Spreadsheet Action

Now that you're all synced up, it's time to add the action to your survey. Our suggestion for your workflow is to build out the entire survey first, then add a new spreadsheet in Google and name all the columns for the questions you plan on passing. Then come back to SurveyGizmo to add the Google Spreadsheet Action. Following these steps will save you time and allow you to utilize a feature in step 4!

1. Click **Add Logic / Action** on the page of your survey where you want to add the action.

2. Choose **Google Spreadsheet** from the list of Integrations. Give your action a title and click **Save Action and Edit**. (If you see an Uh Oh error or a blank page, visit the Troubleshooting steps below for help.)

3. Choose your spreadsheet from the **Spreadsheet** dropdown menu. Then select the **Worksheet** you want to populate.

4. Select a **Question to Map** from the dropdown menu, then click **Add Field**. Fill in your **Google Column Name**, which must be *EXACTLY* the same as the Column Name in your spreadsheet.

    Continue adding your questions, and then click **Save** once you're done.

5. **(optional):** You can also pass a fixed **Default Value** by filling in the Default Value field next to the Google Column Name.

(To pass information from **Other** or **Comment** textboxes, you'll need to select them in addition to their radio or checkbox questions and ensure that you have a separate column in your spreadsheet.)



6. **Run this action:** This option will be set to **Run when page is displayed to survey taker** by default. This is the recommended setting when you want to send your survey data to Google Sheets at the end of the survey (after the respondent clicks *Submit*). In this case, the Google Sheets action should be placed on the Thank You Page, or another terminal page.

   You can also customize the action to **Run when the page is submitted**. *If you change it to **Run when page is submitted** it must be on a page prior to the Thank You page, or other terminal page.*

   Please note that a page is submitted when a respondent performs any of the following actions:
   - the **Next**, **Back**, or **Submit** buttons are clicked
   - the Save and Continue buttons are clicked.

# How should it look once it's added?

Awesome, you've got it all set up! Here's how it should look and how the data will report in your spreadsheet. Here is what the action looks like in SurveyGizmo:



Here is how the data will look once it's pushed to your spreadsheet (you can see that the order of the Fields to Post is not important, as long as the Google Column names match exactly):



# FAQ

➕ **Does the Google Sheets Integration use the secure (SSL) protocol to send data?**

➕ **Is there a limit of the number of fields that can be passed?**

➕ **Can I pass multi-select question data (checkboxes) into a single column in Google Sheets?**

# Troubleshooting

There are a few common issues that may arise when using the Google Sheets integration.

➕ **My accounts are not linking.**

➕ **The Google Integration Action shows up blank when added to the survey.**

➕ **Nothing is being passed into my Spreadsheet!**

➕ **My File Upload question shows only half of a link to an uploaded file!**

➕ **I deleted my Google Integration in SurveyGizmo and received the following notification:**

➕ **Seeing an alert that your account is linked to Google Drive using an old authentication method? Don't worry!**

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