

TO WHOM IT MAY CONCERN

SURVEYS IN INFINITE CAMPUS

The Survey module in Infinite Campus supports both **named** and **anonymous** surveys.

The system will notify survey responders (parents, students, or staff) at the commencement of the survey if the survey is **anonymous**. A sample message is included below



Oldies Survey

* This survey has been set up to record responses anonymously. The author of this survey will not be able to identify how you respond to the following questions.

Introduction

Survey of Oldies knowledge!

Start ->

DATA SPECIFICS

Each person registered in the Infinite Campus system is assigned a personal identifiable number ("personID").

The personID of a survey responder is recorded and associated with responses in **named** surveys only. If a survey is not marked anonymous the responses in the Survey Response table are recorded with the respondent's personID, and the reports will show that person's details.

The personID is not recorded with responses in **anonymous** surveys. If a survey is marked anonymous, the responses in the SurveyResponse table are recorded with a NULL respondent personID, and the reports will not show that person's details.

When a particular respondent submits their response their SurveyRespondent record is marked completed, and that prevents them from submitting another response, but nothing links that SurveyRespondent to the particular SurveyResponse record that was created. The SurveyRespondent record doesn't record the time of the response. This eliminates the possibility to tie a response to a security log timestamp.

IDENTIFYING ANONYMOUS RESPONDERS

The following scenarios may result in identifying anonymous survey responders:

- If only one person responds, the district can identify the person who completed the survey and presume that all responses came from that one responder.
- Providing identifying information in a survey question (Example: Providing a name or other identifiable information to a question or in a text field.)

In the case of a response which generates an investigation (e.g. a bomb threat) the district may request through proper legal channels, an Infinite Campus technician to review the server logs which reference the survey to try to determine who made the request.

Micheal Rhodes, Chief Customer Officer



October 10, 2014