



## **Creating Online Platform for Survey for Research in Physical Education**

**Dr. Vikas Prajapati**

Assistant Director, Department of Physical Education, The Maharaja Sayajirao University of Baroda, Vadodara, Gujarat, India

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**Abstract:** Information and communication technologies (ICTs) have been touted as potentially powerful enabling tools for educational change and reform. When used appropriately, different ICTs are said to help expand access to education, strengthen the relevance of education to the increasingly digital workplace, and raise educational quality by, among others, helping make teaching and learning into an engaging, active process connected to real life. However, the experience of introducing different ICTs in the classroom and other educational settings all over the world over the past several decades suggests that the full realization of the potential educational benefits of ICTs is not automatic. The effective integration of ICTs into the educational system is a complex, multifaceted process that involves not just technology—indeed, given enough initial capital, getting the technology is the easiest part!—but also curriculum and pedagogy, institutional readiness, teacher competencies, and long-term financing, among others. There’s so many ways to create online forms, it can be overwhelming to pick the perfect one for your needs. Arguably the most powerful is one you already have access to for free—it’s part of Google Drive. Hence the author attempted to explain the procedure of creating online form for the research in this article.

**Keywords:** *Information, Communication, Technology and Educational Quality, Google.*

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### **Introduction:**

“Learning to learn,” i.e., the acquisition of knowledge and skills that make possible continuous learning over the lifetime. “The illiterate of the 21st century,” according to futurist Alvin Toffler, “will not be those who cannot read and write, but those who cannot learn, unlearn, and relearn.” The International Labour Organization defines the requirements for education and training in the new global economy simply as “Basic Education for All”,

“Core Work Skills for All” and “Lifelong Learning for All”. Information and communication technologies (ICTs) have been touted as potentially powerful enabling tools for educational change and reform. When used appropriately, different ICTs are said to help expand access to education, strengthen the relevance of education to the increasingly digital workplace, and raise educational quality by, among others, helping make teaching and learning into an engaging, active process connected to real life. However, the experience of introducing different ICTs in the classroom and other educational settings all over the world over the past several decades suggests that the full realization of the potential educational benefits of ICTs is not automatic. The effective integration of ICTs into the educational system is a complex, multifaceted process that involves not just technology—indeed, given enough initial capital, getting the technology is the easiest part!—but also curriculum and pedagogy, institutional readiness, teacher competencies, and long-term financing, among others.

- ICTs help expand access to education
- Anytime, anywhere.
- Access to remote learning resources.

**The integration of ICT should promote and enhance learning by:**

- Accessibility – bringing the world to the classroom.
- Involvement with technologies distinct from conventional methods.
- Accommodating the various paces of learning.
- Encouraging students to access and evaluate information from various sources.

Development/ construction of online survey forms can help in

1. Collecting the information
2. Record details of reading conferences
3. Online forms for registrations
4. Online assessment
5. Collect the assignment
6. Evaluation

**How to Build an Online Survey with Google Docs**

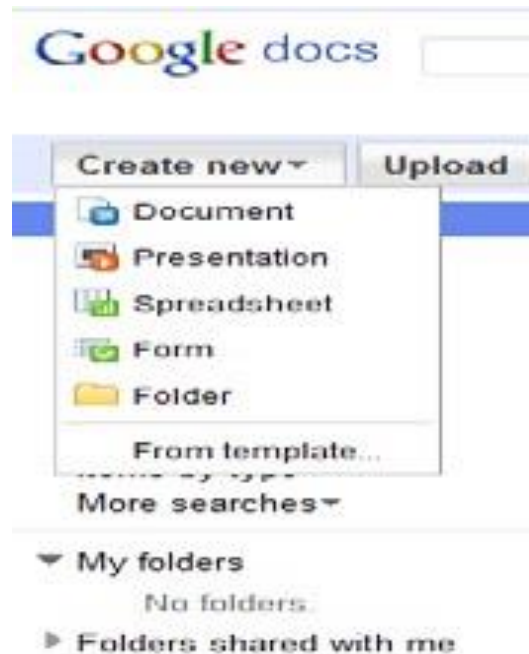
With Google Docs, you can create “Forms” which will be the basis of your online survey.

**All you need is the following:**

- A Google account.
- A prepared list of questions and choices.
- To access Google Docs go to Welcome to Google Docs ([www.docs.google.com](http://www.docs.google.com))

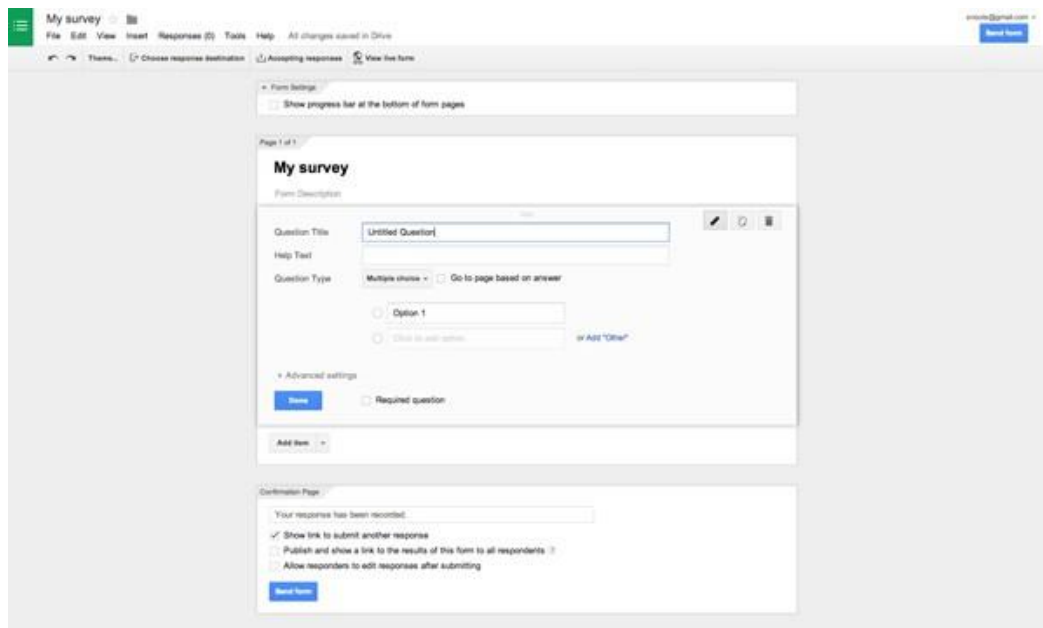
## How to Build an Online Survey with Google Docs - Creating your survey

Once you have clearly outlined your questions and some possible choices for your users, it's time to log in to Google Docs using your account. In the Google Docs dashboard, find "New" and then click the drop down arrow. You should see "Form."



After clicking on it, this is an example of what you should see:

The following are the most important functions that you should learn in the editing mode (the process of adding your questions and choices):



[FIELD: Untitled Form] -> Fill this field with the title of your form.

**+Add Item** -> Add your question and select your question type (text, multiple choice, scale, etc.)

**Question Title** -> Type your questions here.

**Question Type** -> This is very important. In this field, you can select whether you will use multiple choice or other options for that question's format.

The Form page is ordered by the sections you need to edit

### Types of Question Text

This requests very short text input from the user, such as their name or email address. To ensure they enter a valid email address click Advanced Settings. Tick Data validation and choose Text in the first box and Email address in the second. In the Custom error text box type "Please enter a valid email address". add data validation to your text questions

### Paragraph Text

This requests a longer response, such as for general comments or feedback.

### Multiple Choices

This provides a list of answers, and the user can select only one. Add your first answer in the box labelled **Option 1**, and then click in the next box to add the second answer and so on. You can also click **Add "Other"** to add a small text box at the end of the list. The user can add their own choice of answer here.

The screenshot displays a question editor interface. At the top right, there are three icons: a pencil (edit), a document (copy), and a trash can (delete). The main form has the following fields and options:

- Question Title:** A text input field containing the word "Email".
- Help Text:** An empty text input field.
- Question Type:** A dropdown menu currently set to "Text".
- Their answer:** A dashed-line placeholder box.
- Advanced settings:** A section with a dropdown arrow on the left. It contains:
  - Data validation:** A checked checkbox.
  - Two dropdown menus: "Text" and "Email address".
  - A text input field containing the error message "Please enter a valid email address".
- Done:** A blue button.
- Required question:** An unchecked checkbox.

At the bottom left, there is an "Add item" dropdown menu.

Question Title: What features do you look for in a phone?

Help Text:

Question Type: Checkboxes

- Good camera
- Long battery life
- Great screen
- Click to add option
- Other: Their answer

Advanced settings:

- Data validation: Select at least 2 Please choose at least two answers
- Shuffle option order

Done  Required question

Add item

Question Title: Are you...

Help Text:

Question Type: Choose from a list  Go to page based on answer

1. Male
2. Female
3. Click to add option

Advanced settings:

- Required question

Done

Add item

Question Title: What is your favourite smartphone manufacturer?

Help Text:

Question Type: Multiple choice  Go to page based on answer

- Nokia
- Apple
- Samsung
- Click to add option
- Other: Their answer

Advanced settings:

- Required question

Done

Add item

Multiple choice options in a Google form

## Checkboxes

This is another multiple choice list, only this time the user can select more than one answer. As with the Multiple Choice question, type in your list of answers and use the Add “Other” option as well if you need to. You can specify the minimum, maximum or exact number of answers the user must tick by using the Data Validation option in Advanced Settings. Choose how you want to validate your answers

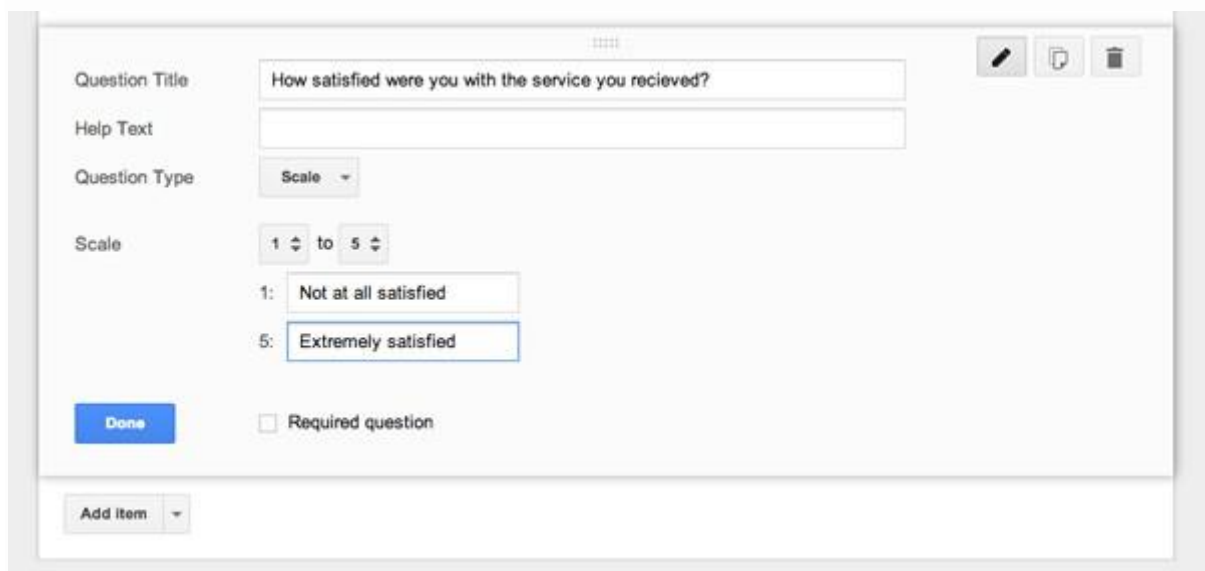
## Choose From a List

This is a multiple choice style question presented in the form of a drop down list. The user can only choose one answer, and cannot add their own choice. It's good for absolutes, such as Male or Female, rather than opinion-based questions.

## Scale

Scale asks the respondent to rank things on a scale of, by default, one to five. You should provide labels for the lowest and highest scores on the scale for guidance. An example question might be “How satisfied were you with the service you received?”. The label for a score of 1 would be “Very unsatisfied” and 5 would be “Very satisfied”.

The Scale option lends itself to multiple questions, but you can only add one at a time. Create multiple questions quickly by clicking the Duplicate button, then rewriting the Question Title in the copy.



The screenshot shows a question editor interface. The 'Question Title' field contains the text 'How satisfied were you with the service you recieved?'. The 'Question Type' is set to 'Scale'. The 'Scale' is configured from '1' to '5'. The label for '1' is 'Not at all satisfied' and the label for '5' is 'Extremely satisfied'. There is a 'Done' button and a 'Required question' checkbox. At the bottom, there is an 'Add Item' button.

Add a scale to questions where there's no absolute perfect answer

## Adding More Questions

When you have finished writing each question click Done to add it. Then click Add item to start another question, choosing the question type from the list.

Add item also enables you to add a new section (Section Header). This helps you organise a longer survey. At the very least it's a good idea to have personal information questions grouped into their own “About you” section. You can also add a Page break to split longer surveys across multiple pages. Add new sections to make the survey easier to follow

### **Creating Dynamic Forms**

Page breaks are also useful for building more dynamic surveys that will show different questions based on the user's replies.

Here's an example: you're creating a technology survey asking people about their usage of smartphones and tablets. You can make this as relevant as possible by splitting the questions over five pages.

### **Use multiple pages to create more dynamic forms**

Page 1 contains the multiple choice question “Do you own a smartphone?”. Option 1 is Yes; Option 2 is No. Tick the box labelled Go to page based on answer, then for option 2 select

Go to page 3.

The screenshot shows a survey editor interface for 'Page 1' titled 'Smartphones'. The question is 'Do you own a smartphone?'. The question type is 'Multiple choice' with the option 'Go to page based on answer' checked. There are two options: 'Yes' and 'No'. The 'Yes' option is linked to 'Continue to next page' and the 'No' option is linked to 'Go to page 3 (Page 3)'. There is also an 'Add Item' button at the bottom left.

You can send users to a particular page based on their response. Page 2 contains your questions about smartphones. Page 3 has the multiple choice question “Do you own a tablet?”. Again, Option 1 is Yes; Option 2 is No. Tick the box labelled Go to page based on answer, and for option 2 select Go to page 5. Page 4 contains your questions about tablets. Page 5 contains your About You demographics questions. In this example, if someone answers Yes to the question on Page 1 it will take them to the Smartphone questions on Page 2, which will in turn lead on to Page 3. If they answer No on Page 1 it will skip the smartphone questions and go straight to the tablet question on Page 3. Answering Yes to that will show Page 4 and the tablet-specific questions; answering No will jump to Page 5 and the about you questions. This method ensures your survey remains relevant to the participant, and helps maintain the integrity of the data you receive in the process.

## Finishing Up

Re-order your questions, sections and pages by hovering your mouse over them and dragging them into place. Click View live form in the toolbar at the top of the screen to test the form at any time.

The screenshot shows a Google Forms page titled "Page 1". The question is "Do you own a smartphone?". There are two radio button options: "Yes" (which is selected) and "No". A "Continue" button is visible. A progress bar at the bottom right indicates "20% completed". At the bottom, there is a "Powered by Google Drive" logo and a disclaimer: "This content is neither created nor endorsed by Google." with links for "Report Abuse", "Terms of Service", and "Additional Terms".

You can test your form as you go along when you're happy that it all works; edit the Confirmation page in the section at the bottom of the screen. Thank the user for taking part, untick all the boxes and click Send.

The screenshot shows the "Confirmation Page" settings in Google Forms. There is a text input field containing "Thank you for taking part in our survey!". Below it are three checkboxes: "Show link to submit another response" (checked), "Publish and show a link to the results of this form to all respondents" (unchecked), and "Allow responders to edit responses after submitting" (unchecked). A blue "Send form" button is at the bottom left.

Adding a closing message and actions to your form you will now see a window giving you a link to share via email or social networks. If you want to put the form on your website click the **Embed** button. Change the **height** and **width** so that the form will fit your web page (the width is the most important), then copy the **embed code** and paste it onto your website.

The screenshot shows the "Embed form" dialog box overlaid on a form titled "About you". The dialog box has a title "Embed form" and a close button (X). It contains a text area for "Paste HTML to embed in website" with the code: `<iframe src="https://docs.google.com/forms/d/12v5-BuAcq7waMdn73LLHBNWZVOX" />`. Below this is a "Custom size" section with input fields for "Width (in pixels)" set to 600 and "Height (in pixels)" set to 500. At the bottom, there is a blue "Done" button and a link that says "← Back to other options - Send form".

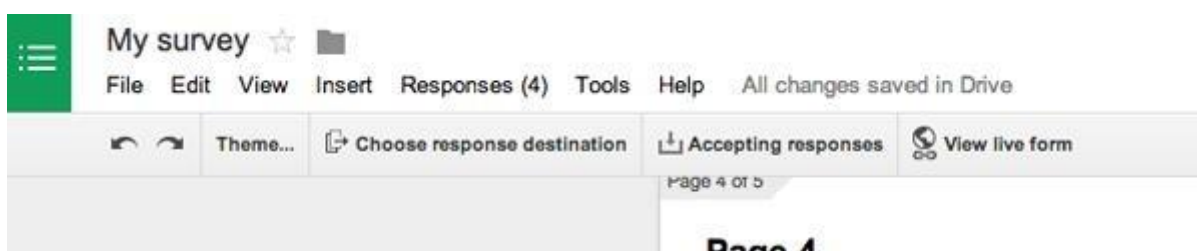
### Resize your survey to fit it into your web page

Finally, on the toolbar at the top click Choose response destination. The survey data is saved to a spreadsheet, so enter a relevant title then Click Create. Check that the toolbar also says Accepting responses—if it does your survey is live.

Advertisement

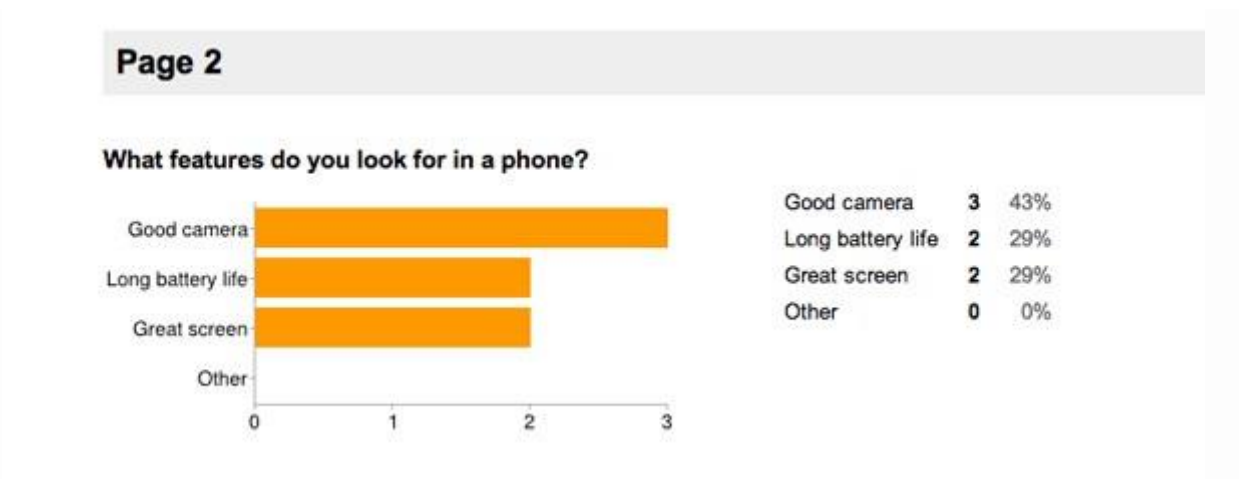
### Getting the Results:

You can check the results at any time. Open the Form from your Drive account. In the menubar at the top you will see a number next to Responses. This is the number of people who have filled in your form.



Tweaking your Survey once it's finished

Go to Responses > Summary of responses to view all the data displayed in easy to read charts and graphs.



### Results from your survey

Alternatively, click View responses to see all the raw data saved in a spreadsheet. It's best not to edit that spreadsheet directly, but you can copy and paste the data into another spreadsheet or other document for further analysis.

	A	B	C	D	E
1	Timestamp	Do you own a smartphone?	What features do you look for in a phone?	What is your favourite smartphone manufacturer?	Are you...
2	4/30/2014 11:19:52	No			Male
3	4/30/2014 11:20:10	Yes	Good camera, Long battery life	Nokia	Male
4	4/30/2014 11:20:24	Yes	Good camera, Great screen	Apple	Male
5	4/30/2014 11:20:38	Yes	Good camera, Long battery life, Great screen	Samsung	Female

You can also see all the results detailed in a spreadsheet. When you have received enough responses you can close the survey down. Click **Accepting Responses** and it will change to not accepting responses. You can add brief message indicating that the survey is now closed, and you can, of course, turn the form back on at any time.

**Conclusion:**

The Forms feature in Google Drive is an really powerful tool competent of creating the most multifarious surveys. It's also intuitive enough that if you want to make a rapid poll or competition you can throw one together in few minutes. What lifts it above other survey creation tools is the way it fully integrates with Google Docs and the rest of your Google services. This means you can team up with others on creating your surveys, or share the finished work with selected people, and then use the power of a spreadsheet to analyze your responses. Best of all, it is suitable for use in any situation, just as at home powering a vital customer feedback form for your business as it is sending out your wedding invitations. Online platform for the research applications can assist the research process in physical education. The students and the educators can both benefit. It should be an integral part of research process.

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