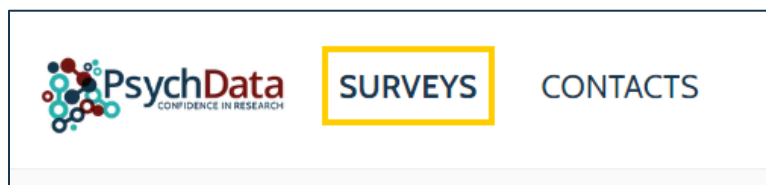


## Survey Settings: Save and Return

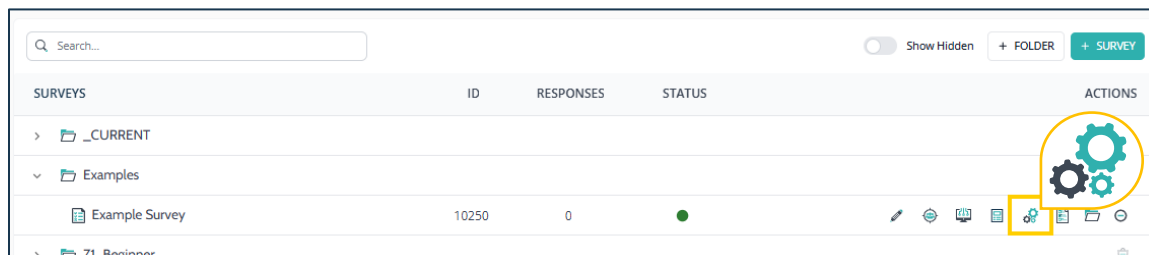
**Save and Return** is a function that allows respondents to have their progress saved a link to the survey emailed to them, such that they can continue completing their survey at a later time or from a different device.

### Step 1: Navigate to the Settings Page

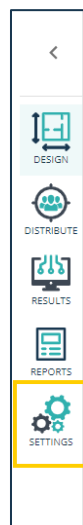
When you are ready to apply the Save and Return function, you will need to need to make sure that you have selected the correct survey. You can do this by clicking on ‘Surveys’ in the menu at the top of screen.



Find the survey you want to add the Save and Return function to in the list of surveys that appears and select the “Settings” icon from the menu to the right of the survey name.

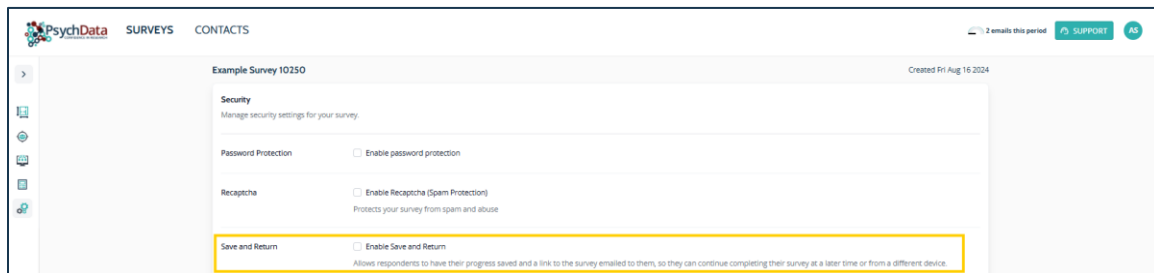


Note: You can also reach the same destination by clicking on the survey name and click “Settings” in the menu on the left-hand side of the page, pictured below.

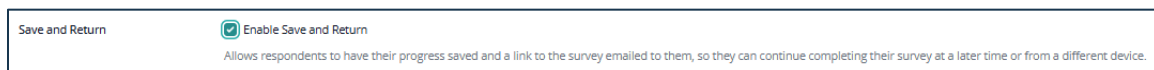


## Step 2: Apply Save and Return

Once you click on “Settings,” you will be redirected to the Settings page, pictured below.



You are going to click the checkbox next to “Save and Return.” The Save and Return function is now applied.



Navigate back to the “Design” tab, located in the menu on the left-hand side of the page to save the changes.

