

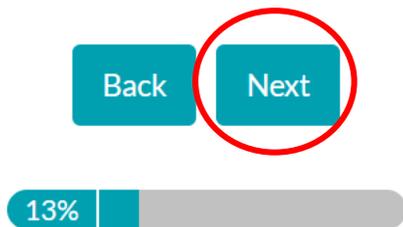
Instructions for the Race to Lead Survey 2019

If you are completing the survey for the first time, visit the survey link that can be found at bit.ly/RacetoLeadSurvey.

Navigating the Survey

Using a Computer

1. After completing all questions on the page, use the “next” button to proceed to the next page of questions.



2. **Avoid clicking** the back arrow in your web browser because you will lose your progress on the survey. If you need to return to an earlier part of the survey, use the “back” button at the bottom of the page.

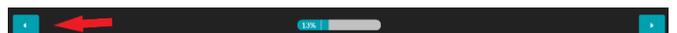


Using a Mobile Device

1. After completing a question, the survey will often continue to the next page automatically. If not, proceed by clicking the “forward” arrow button on the bottom right of the screen.



2. **Avoid clicking** the back arrow in your web browser because you will lose your progress on the survey. Use the “back” arrow button on the bottom left of the screen.





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Saving Your Progress on the Survey

1. After responding to the question *"Do you currently work for pay for a nonprofit organization in the United States?"* and moving to the next page, you will now have the option to "save" the survey and continue later. This can be found on the upper-right portion of the page.
 - a. Click on/select "Save and continue later."



Save and continue later ▾



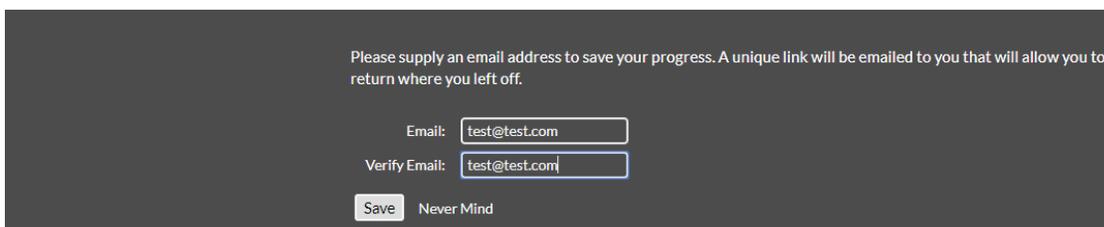
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Race to Lead Survey 2019

About Your Organization

First, we want to learn about the organization where you work.

- b. Enter your email address twice and click on "save."



Please supply an email address to save your progress. A unique link will be emailed to you that will allow you to return where you left off.

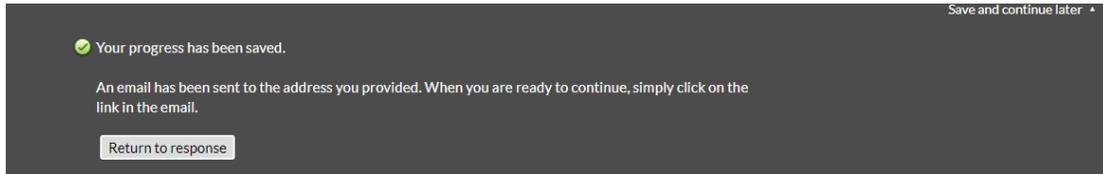
Email:

Verify Email:

- c. Check your email. You will receive an email from "Survey Gizmo" with a **new** link that you will use to return to the survey. If you do not see the message, check your Junk Email folder.



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2. If you use the option to “save and continue” the survey later, please use the new link when resuming later. You may save and continue the survey multiple times using the new link sent to you by Survey Gizmo.
3. When continuing the survey using the “save and continue” option, to save progress you must either (a) answer all questions on the page and hit “next” or (b) answer some questions on a page and select “save and continue later.” Enter your email address again to resume.
4. Please complete the survey no later than September 13, 2019.
5. Need help? Contact tconstantine@buildingmovement.org