Creating a multiscore report

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To create a multiscore report, go to the *Reports* page and use the blue *Create* button. Select *MultiScore* from the dropdown menu.



Next, you will see this form. Give your report a descriptive name, then click Add Score.

Create MultiScore
DEFINITION MultiScore Name *
MultiScore Name
Component Scores
+ Add Score
Formula
Variables v Functions v Validate
Description
Description
Cancel Reset Submit

Next, you'll see the same search interface found on the questions search page, but with an added field labeled *Show Only:* where you can select the items you want to see.



Choose at least two items and hit the *Add Question Scores* button. You'll be taken back to the *Create MultiScore* screen.

Comp	onent Scores			
	StronglyAgree	How strongly do you agree or disagree that colleges and universities should take race into account when making admissions decisions? > Count: Strongly agree	↑ V	×
	SomewhatAgree	How strongly do you agree or disagree that colleges and universities should take race into account when making admissions decisions? > Count: Somewhat agree	↑ V	×
	SomewhatDisagree	How strongly do you agree or disagree that colleges and universities should take race into account when making admissions decisions? > Count: Somewhat disagree	↑ V	×
	StronglyDisagree	How strongly do you agree or disagree that colleges and universities should take race into account when making admissions decisions? > Count: Strongly disagree	↑ V	×
	Neutral/ItDepends	How strongly do you agree or disagree that colleges and universities should take race into account when making admissions decisions? > Count: Neutral / It depends	↑ V	×
***	TRC	How strongly do you agree or disagree that colleges and universities should take race into account when making admissions decisions? > Total Response Count	↑ ↓	×

Here you can provide alternate label names for each item and reorder the items. You may also add more scores by using the *Add Score* button again.

Next, create your formula and validate it. You must validate the formula before moving forward.

Valid
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Provide a description for your multiscore report in the *Description* field, then hit *Submit* to save your report. You'll be taken to the *Results* page, where you may apply a segment if you wish to do so.