

Daily Health Survey

Last Modified on 12/14/2025 8:45 pm CST

[Use the Daily Health Survey](#) | [Review Respondents](#)

Tool Search: Survey Designer

The Daily Health survey allows districts to send a survey to parents to record Daily Health Log information. Once a survey has been completed, the results from the survey will be imported to the student's [Daily Health Log](#) record.

This article is specifically for using the Daily Health survey. Infinite Campus will not be enhancing the survey template or stored procedure for the Daily Health Survey. The core Survey Designer allows districts enough flexibility to create a basic question for any core field, if needed. Currently the template is not editable because Write rights are exclusively user-based, therefore making a copy of the survey is recommended. If districts have licensed Events & Actions, the stored procedure can be updated in order to import custom fields.

Use the Daily Health Survey

Step 1. Copy the Daily Health Template Survey

Mark the checkbox next to the **Daily Health Template Survey** in the CampusAllCalsModifyRights group and click **Copy**.

This wizard will walk you through the creation of a new survey. Click a survey to edit it.

Survey List i

- ▶ Saved Surveys
- ▼ CampusAllCalsModifyRights
 - Daily Health Template Survey

New Copy Delete

Step 2. Set the details of the Daily Health Survey

Select the copy of the **Daily Health Template Survey**.

This wizard will walk you through the creation of a new survey. Click a survey to edit it.

Survey List i

- ▶ Saved Surveys
- ▼ CampusAllCalsModifyRights
 - Daily Health Template Survey
 - Copy of Daily Health Template Survey

New Copy Delete

A **Survey Detail** editor displays.

Survey Detail INACTIVE

Survey Name * **Active**

Start Date * **Start Time ***

End Date * **End Time ***

Record Results Anonymously **Allow Repeat Responses**

Organize To

Save **Cancel** **Delete** **Survey Creator** **Add Respondents** **Review Respondents**

See the table below for information on these fields.

1. The **Survey Name** must be 'Daily Health Survey'.
2. Determine if the Survey is **Active**.
3. Enter the **Start Date/Time**.
4. Enter the **End Date/Time**.
5. Mark **Record Results Anonymously**, if desired.
6. Mark **Allow Repeat Responses**.
7. In the **Organize To** dropdown field, select which user group has access to this survey template.
8. Click the **Save** icon when finished. The Survey Detail will be saved.

The table below describes each Survey Detail field:

Field	Description
Survey Name <i>Required</i>	The name of the survey. This name is visible to those individuals taking the survey and is included in survey reports. For the Daily Health Survey, the name must be 'Daily Health Survey'.

Field	Description
Active	<p>When marked, the survey is active. Respondents may access, complete and return the survey.</p> <p>If this checkbox is not marked, respondents are not able to respond to the survey.</p>
Start Date/Time Required	<p>The day and time the survey is available for respondents. Dates are entered in <i>mmddyy</i> format or can be entered using the calendar icon to select a date. Time is entered in HH:MM AM/PM format or in HH:MM Military format.</p>
End Date/Time Required	<p>The day and time the survey is no longer available for respondents. Dates are entered in <i>mmddyy</i> format or can be entered using the calendar icon to select a date. Time is entered in HH:MM AM/PM format or in HH:MM Military format.</p>
Record Results Anonymously	<p>When marked, surveys will be submitted anonymously, without any identifying respondent information (personID). Respondents are alerted when surveys are recording anonymous results.</p> <p>When using this checkbox, the Allow Repeat Responses checkbox is marked automatically. It is not possible to use Record Results Anonymously without allowing repeat responses to protect the anonymity of the result set.</p>
Allow Repeat Responses	<p>When marked, the survey allows respondents to submit more than one response, should they decide to repeat the survey. Reports and extracts will display only the most recent submission. This option must be marked for the Daily Health Survey,</p> <p>This option can be marked independently of Record Results Anonymously, but if Record Results Anonymously is marked, unmarking the Allow Repeat Responses checkbox will automatically unmark the Record Results Anonymously checkbox.</p>
Organize To	<p>The user account/user group(s) to which the survey is assigned. If a survey should only be accessible to the main survey staff member(s) and the district administration, this field should be set to User Account.</p> <p>Options in this dropdown list include any group to which the current user belongs.</p>

Step 3. Review/Edit Survey Details

Once Survey Details have been entered, questions for the survey can be viewed/edited by clicking the **Survey Creator** button.

Survey Detail INACTIVE

Survey Name * Daily Health Survey Active

Start Date * 07/01/2020 Start Time * 12:11 AM

End Date * 06/30/2021 End Time * 12:11 AM

Record Results Anonymously Allow Repeat Responses

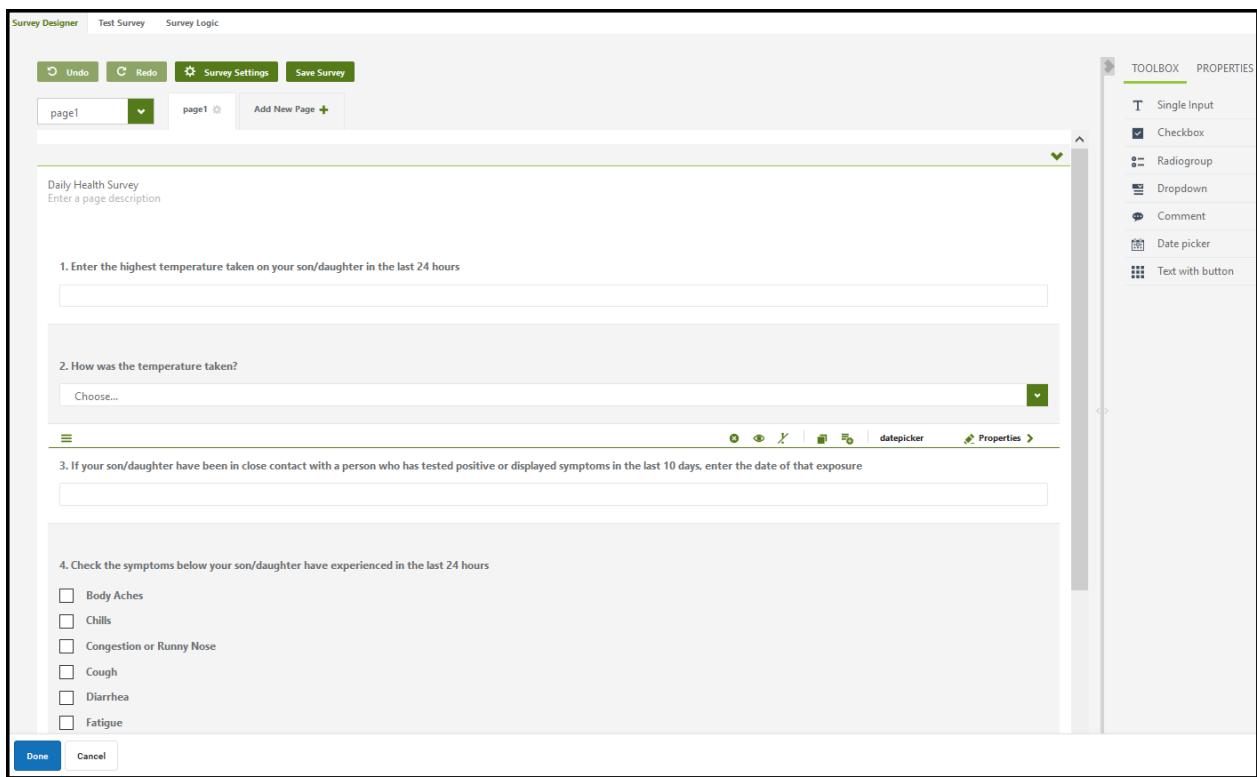
Organize To CampusAllCalsModifyRigl ▼

Save Cancel Delete Survey Creator Add Respondents Review Respondents



The Survey Designer editor will appear. The Daily Health survey questions are displayed. Campus provides most core fields but leaves off undefined dropdowns.

Note: The Day Health Status, Status Date, Status Time, and Comments are calculated by the Events & Actions stored procedure and therefore not mappable using the Survey Creator.



The screenshot shows the Survey Designer interface. At the top, there are tabs for Survey Designer, Test Survey, and Survey Logic. Below the tabs are buttons for Undo, Redo, Survey Settings, and Save Survey. A dropdown menu shows 'page1' is selected. To the right of the dropdown is a 'page1' button with a refresh icon, and a 'Add New Page' button with a plus icon. The main area is titled 'Daily Health Survey' and contains the following questions:

1. Enter the highest temperature taken on your son/daughter in the last 24 hours (Text input field)
2. How was the temperature taken? (Dropdown menu with 'Choose...' option)
3. If your son/daughter have been in close contact with a person who has tested positive or displayed symptoms in the last 10 days, enter the date of that exposure (Text input field with datepicker icon)
4. Check the symptoms below your son/daughter have experienced in the last 24 hours (List of checkboxes)
 - Body Aches
 - Chills
 - Congestion or Runny Nose
 - Cough
 - Diarrhea
 - Fatigue

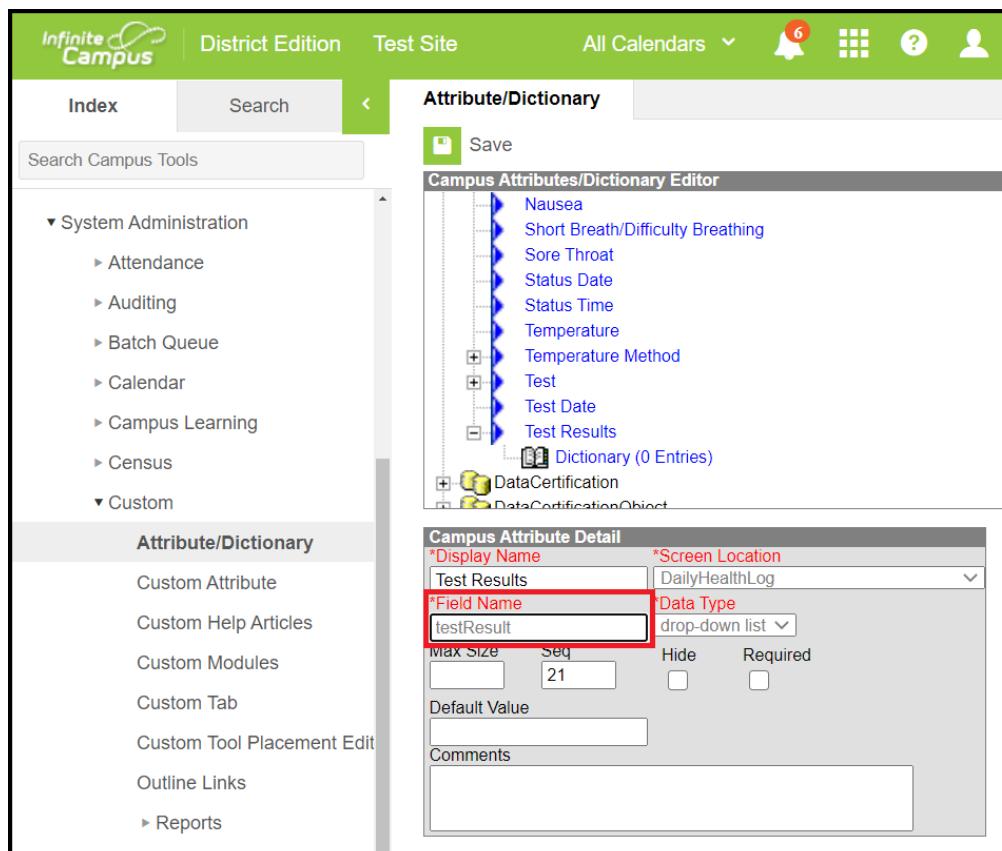
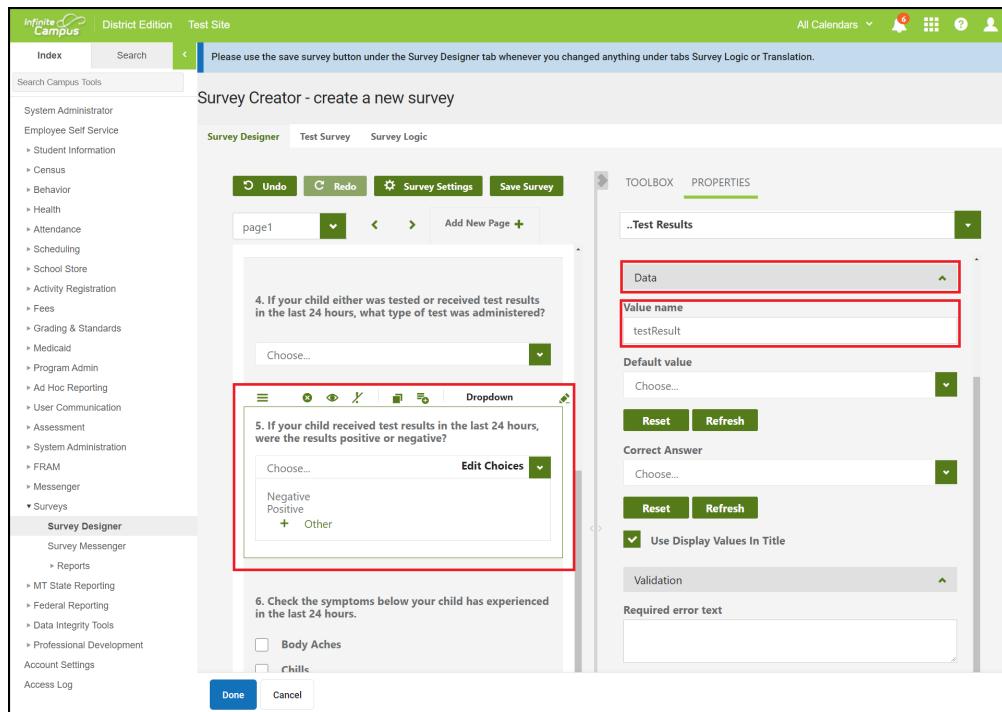
On the right side of the interface is a 'TOOLBOX' panel with the following items:

- Single Input
- Checkbox
- Radiogroup
- Dropdown
- Comment
- Date picker
- Text with button

At the bottom left are 'Done' and 'Cancel' buttons.

The Events & Actions stored procedure allows **Test**, **Test Date**, and **Test Results** to be configured with the core **Survey Creator** functionality.

Fields are mapped by entering the Attribute **Field Name** in the **Value name** field under **Data** in the **Survey Creator**.

Drop list items are mapped by entering the Dictionary **Code** in the **Value** field under **Choices** in the **Survey Creator**.

Infinite Campus | District Edition | Test Site

Attribute/Dictionary

Save

Campus Attributes/Dictionary Editor

- Nausea
- Short Breath/Difficulty Breathing
- Sore Throat
- Status Date
- Status Time
- Temperature
- Temperature Method
- Test
- Test Date
- Test Results

Dictionary (0 Entries)

DataCertification

DataCertificationObject

Test Results Dictionary Detail

Code	Name	Seq	Value	Standard Code	Active
<input type="text" value="d"/>	Negative				<input checked="" type="checkbox"/>
<input type="text" value="1"/>	Positive				<input type="checkbox"/>

Page 1 of 1 | 250 Rows Per Page | 1 - 2 of 2

Infinite Campus | District Edition | Test Site

Please use the save survey button under the Survey Designer tab whenever you changed anything under tabs Survey Logic or Translation.

Survey Creator - create a new survey

Survey Designer Test Survey Survey Logic

Undo Redo Survey Settings Save Survey

page1 Add New Page

4. If your child either was tested or received test results in the last 24 hours, what type of test was administered?

Choose...

5. If your child received test results in the last 24 hours, were the results positive or negative?

Choose... Edit Choices

Negative Positive + Other

6. Check the symptoms below your child has experienced in the last 24 hours.

Body Aches Chills

TOOLBOX PROPERTIES

..Test Results

Choices

Form Entry Fast Entry

Value: 0 Text: Negative

Value: 1 Text: Positive

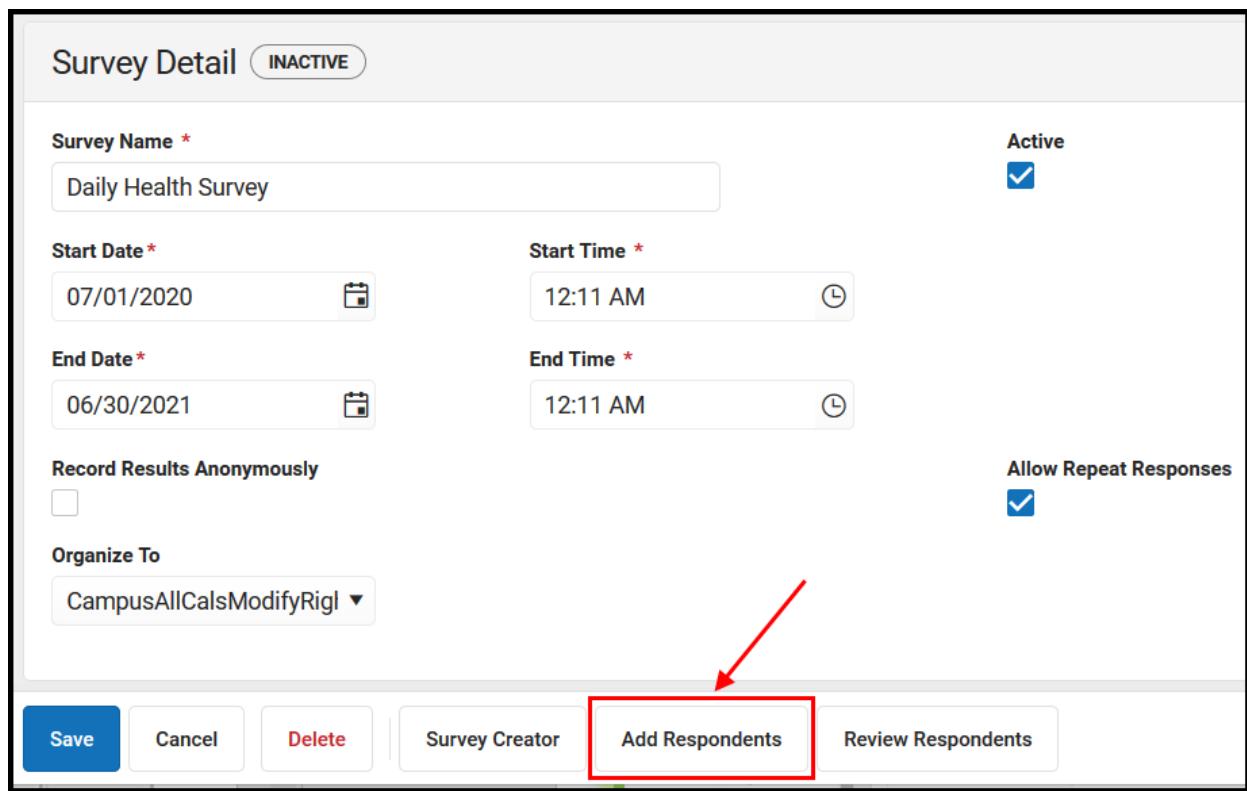
Edit Add New Remove All

Has other item

Click **Done** when finished reviewing/editing the details of the survey.

Step 4. Add Respondents

Now that the survey is ready, it is time to send it out. To add survey respondents, click the **Add Respondents** button (see image below).



The screenshot shows the 'Survey Detail' page with the following fields:

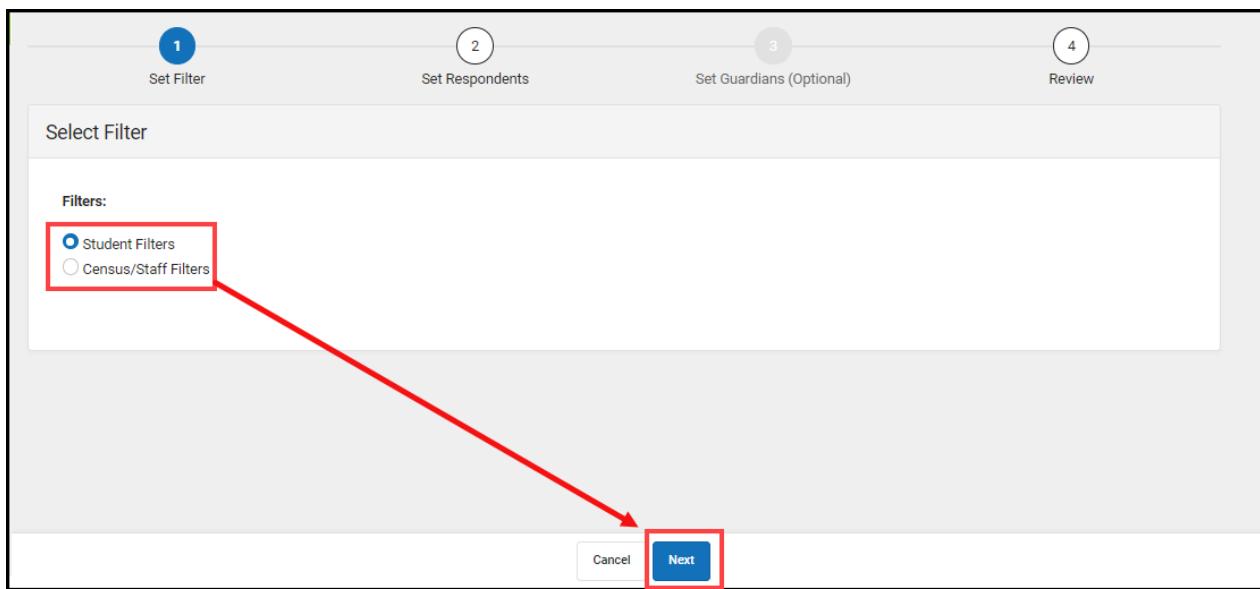
- Survey Name ***: Daily Health Survey
- Active**: checked
- Start Date ***: 07/01/2020
- Start Time ***: 12:11 AM
- End Date ***: 06/30/2021
- End Time ***: 12:11 AM
- Record Results Anonymously**: unchecked
- Allow Repeat Responses**: checked
- Organize To**: CampusAllCalsModifyRigl

At the bottom, there are buttons: Save, Cancel, Delete, Survey Creator, Add Respondents (highlighted with a red box and an arrow pointing to it), and Review Respondents.

The Select Filter editor appears, asking if the respondent list will be comprised from a student or census/staff Ad Hoc filter.

Ad hoc filters are created within the Filter Designer tool. For a guide on how to create filters, see the [Filter Designer](#) article.

Select the **Student Filters** radio button.



The Add Respondents editor will appear, displaying a list of existing Ad Hoc filters in the Saved Filters window.

1. Select which group of people will be invited to take the survey.
2. Select which filter(s) should be used to determine the respondent list by selecting the filter in the Saved Filters window and clicking the button. The filter will now appear in the Selected Filters window.
3. Select the **Operation**:
 - Union - All respondents in all filters selected (depending on the invite value) will receive the survey.
 - Intersection - Only people who appear on all selected filters will receive the survey.
4. To limit respondents to only those who have a user account within Infinite Campus, mark the Only add respondents with user accounts checkbox. Since surveys are accessed via the Portal and in order to have Portal access you must have a user account,
5. For the Daily Health survey, the **Let guardians take the survey on behalf of the students** checkbox must be marked if parents and students are taking the survey.
6. Click **Next**.

1 Set Filter 2 Set Respondents 3 Set Guardians (Optional) 4 Review

Add Respondents

Invite:

Students
 Student Guardians
 Student Portal Contacts

Saved Filters (select 1 or more) i

- Accelerated Reader Query
- BHS Schedule Gap Filter
- Behavior - ice room
- CSA Photo Query
- Check Sort field
- Conference List
- Current Students filter (selected)
- Dibel2

Selected Filters i

- Current Students

Set Operation:

Union

Only add respondents with user accounts:

Let guardians take the survey on behalf of students:

Previous Cancel Next

Since the **Let guardians take the survey on behalf of students** checkbox is marked, the Add Guardians editor will appear (see image below). Here, you can designate student by student which legal guardian is allowed to take the survey on behalf of the student.

Once guardians are selected, click **Next**.

The screenshot shows a step in the survey setup process titled 'Add Guardians'. At the top, there are four numbered buttons: 1. Set Filter, 2. Set Respondents, 3. Set Guardians (Optional) (which is highlighted in blue), and 4. Review. Below the buttons is a table titled 'Add Guardians' with the following columns: Count, Students, and Guardians. The table lists 15 rows of data, each with a student name and a dropdown menu set to 'All' for guardians. The rows are numbered 1 through 15. At the bottom of the table are three buttons: Previous, Cancel, and Next (which is highlighted in blue).

Count	Students	Guardians
1	Charon, [REDACTED]	All
2	Regan, [REDACTED]	All
3	Cramer, [REDACTED]	All
4	Crow, [REDACTED]	All
5	Danielson, [REDACTED]	All
6	Berger, [REDACTED]	All
7	Finnegan, [REDACTED]	All
8	Sparks, [REDACTED]	All
9	Fleege, [REDACTED]	All
10	Salazar, [REDACTED]	All
11	Davidson, [REDACTED]	All
12	Strozyk, [REDACTED]	All
13	Milasevich, [REDACTED]	All
14	Sutey, [REDACTED]	All
15	Waelti, [REDACTED]	All

The Review Added Respondents editor appears, detailing now many respondents were selected, how many of them had a user account, how many did not have a user account, how many have already completed the survey, how many have yet to complete the survey, and a detailed breakdown of all people who received the survey.

If you have reviewed this information and feel the survey is ready to be sent out, click **Finish**. The survey has now been sent out to all respondents with a user account.

1 Set Filter 2 Set Respondents 3 Set Guardians (Optional) 4 Review

Review Added Respondents

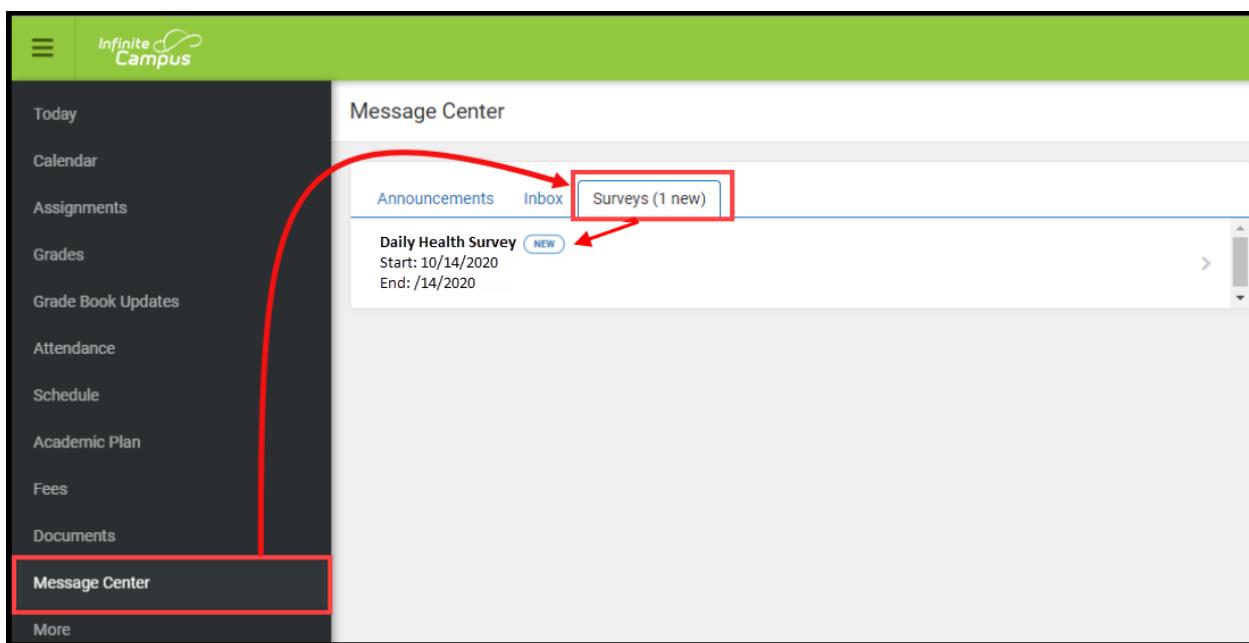
Daily Health Survey

Respondents Selected: **100**
 Respondents With User Account: **100**
 Respondents Without User Account: **0**
 Respondents Completed Survey: **5**
 Respondents Not Completed Survey: **95**

Count	Respondent Name	Selected i	Survey Completed	With UserAccount i	Take Survey For
1	Charon, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charon, [REDACTED]
2	Charon, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charon, [REDACTED]
3	Regan, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Regan, [REDACTED]
4	McGinnis, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cramer, [REDACTED]
5	Crow, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Crow, [REDACTED]
6	Quinlan, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Danielson, [REDACTED]
7	Carpino, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Finnegan, [REDACTED]
8	Baker, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sparks, [REDACTED]
9	Fleege, [REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fleege, [REDACTED]

Previous Cancel **Finish**

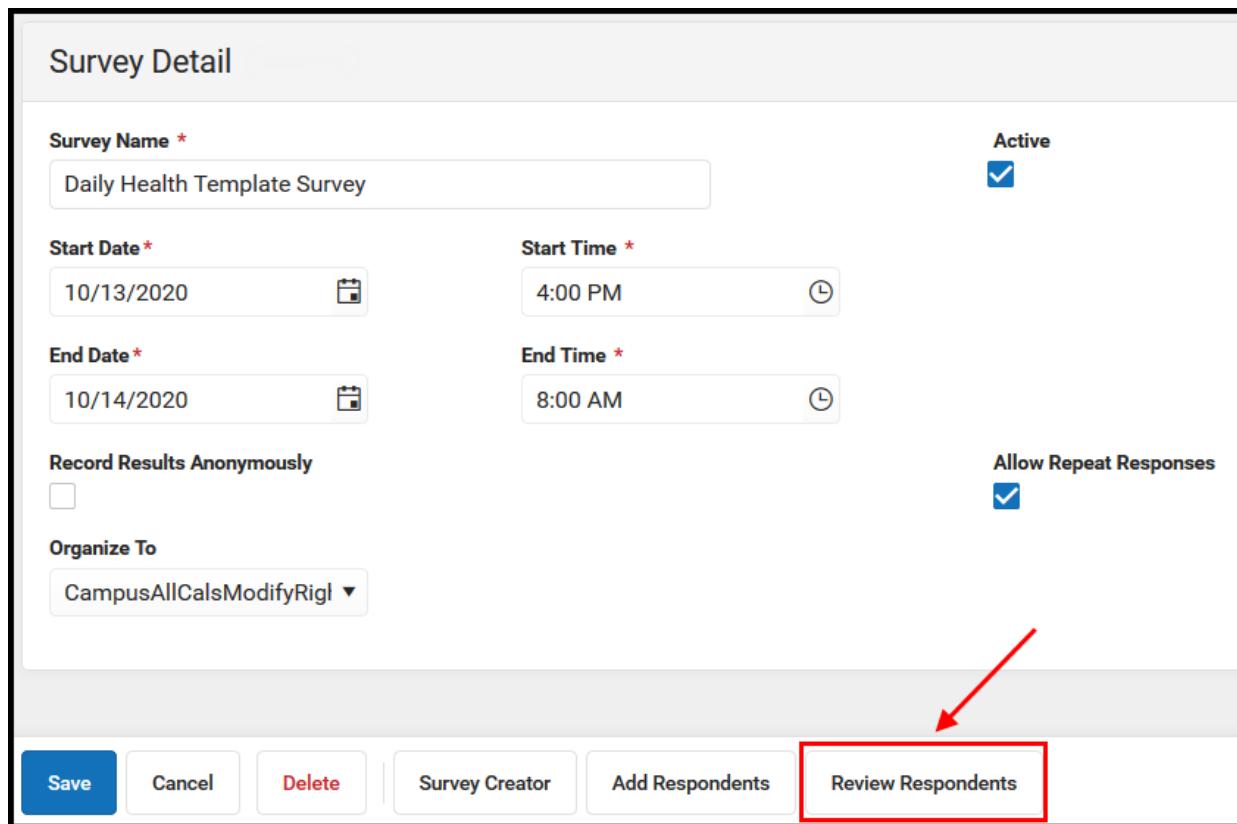
Respondents will receive a message about the survey in the Message Center under the Survey tab. Only one survey will be sent per student. From here, they can click on the survey and begin filling it out.



The screenshot shows the Infinite Campus interface with a red box highlighting the "Message Center" link in the sidebar. The main area is the "Message Center" with a red box around the "Surveys (1 new)" link. A red arrow points from the "Surveys (1 new)" link to a survey notification for "Daily Health Survey" with a "NEW" badge. The sidebar also lists "Announcements" and "Inbox" links.

Review Respondents

Once a survey has been sent out, you can review who received the survey and how many have completed the survey by selecting the survey in the Survey List and clicking the **Review Respondents** button.



The screenshot shows the 'Survey Detail' page. It includes fields for Survey Name (Daily Health Template Survey), Start Date (10/13/2020), Start Time (4:00 PM), End Date (10/14/2020), End Time (8:00 AM), Record Results Anonymously (unchecked), Allow Repeat Responses (checked), and an Organize To dropdown (CampusAllCalsModifyRigl). At the bottom, there are buttons for Save, Cancel, Delete, Survey Creator, Add Respondents, and Review Respondents. The 'Review Respondents' button is highlighted with a red box and a red arrow points to it from the bottom right.

An editor will appear, detailing information about survey recipients and whether or not they have completed the survey. Once a survey has been completed, the data from the survey will be imported to the student's Daily Health Log record (Student Information > Health > General > Daily Health Log). Students and guardians can view imported records on the read-only Daily Health Log tab in the Campus Portal.

Daily Health Survey

Respondents Selected: 3

Respondents With User Account: 3

Respondents Without User Account: 0

Respondents Completed Survey: 1

Respondents Not Completed Survey: 2

Count	Respondent Name 	Selected 	Survey Completed	With UserAccount 
1	Radcliffe, 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Kahm, 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	Butler, 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

1 50 items per page

1 - 3 of 3 items

 Finish