







Tools for Virtual Voting

Disclaimer of Endorsement

Any reference to a specific product or service does not constitute or imply an endorsement of that product or service by the Knights of Columbus.

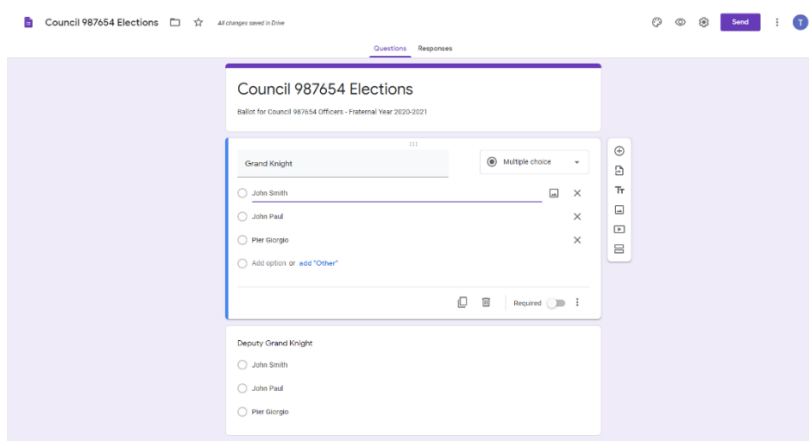
Comparison

Platform	 <small>Google Forms</small> Google Forms	 Survey Monkey	 Typeform	 Doodle
Price	Free for individuals, \$6/month for businesses with G Suite	Free Basic plan, premium accounts start at \$25/month	Free starter account, paid begins at \$35/month	Free individual accounts, group accounts start at \$5/month
Question Limits	Unlimited	10 (Basic)	10 (Free)	1000
Answer Limits	Unlimited	40 (Basic)	100 (Free)	1000
Ease of Use	Very simple	More complex, but templates are available	Fairly easy	Very simple
Data Exportation	Already formatted into a spreadsheet	Already formatted into a spreadsheet	More complex steps	Not available
Aesthetics	Very simple, not much customization	Lots of options to customize fonts and color scheme	Visually very crisp	Very simple visuals, no customization options.
Best For	Quickly assembling a poll.	Customization and presentation.	Large groups who want a visually crisp poll.	Scheduling

Google Forms

1. Have or create a google/gmail account
2. Visit www.google.com/forms
3. Under “Start a New Form” click “Blank”
4. Add a title and title description
5. For each question, name the question the officer role up for vote
6. For the multiple-choice options, list each candidate the council is to vote on
7. Repeat for all other open officer positions
8. IMPORTANT: Click the settings gear on the top right part of the screen next to “SEND”
9. Click Presentation, the middle option
10. Uncheck “Show link to submit another response”
11. Click Save
12. You are now ready to send your survey to your council membership
13. In the top right corner of the screen, click send – you can copy and past a link to the doc, or list emails to send the document to.
14. Visit this link for more information:
<https://support.google.com/docs/answer/6281888?co=GENIE.Platform%3DDesktop&hl=en>
15. Watch this 3 minute YouTube video for a short tutorial if you are stuck:
<https://www.youtube.com/watch?v=fXQDFhKFuTU>

Privacy Information: <https://policies.google.com/privacy>

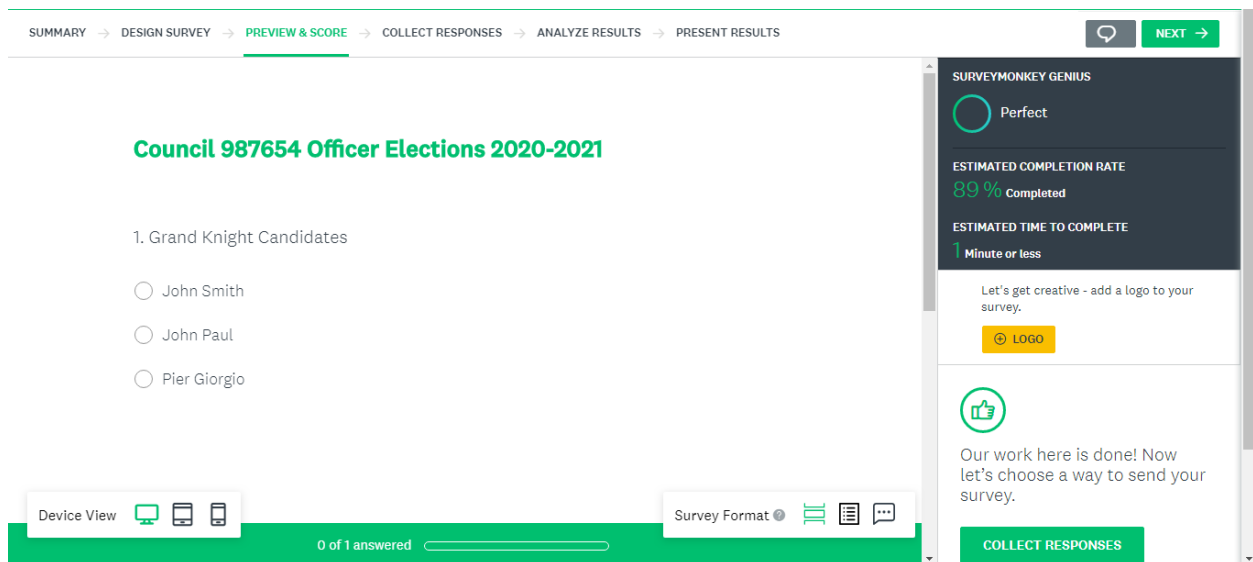
A screenshot of a Google Form titled "Council 987654 Elections" with the subtitle "Ballot for Council 987654 Officers - Fraternal Year 2020/2021". The form is in "Questions" mode. The first question is "Grand Knight" with a "Multiple choice" dropdown menu. There are four radio button options: "John Smith", "John Paul", "Pier George", and "Add option or add 'Other'". Below this question is a second question for "Deputy Grand Knight" with three radio button options: "John Smith", "John Paul", and "Pier George". The form interface includes a "Send" button in the top right corner and a settings gear icon next to it.

Survey Monkey

1. Visit <https://www.surveymonkey.com/>
2. Click “Get Started”
3. Scroll to bottom of the business plans and click: “Just need the basic? Get started for free”
4. Create your account
5. Once logged in with your account, click “CREATE SURVEY”

6. Click “Build it myself”
7. Click “Start from Scratch” on the left side
8. Add a survey name i.e. Council 987654 Officer Elections 2020-2021
9. You do not need to pick a survey category
10. Click “Create Survey”
11. For Question 1, enter: Grand Knight candidates
12. Make sure the answer is multiple choice and enter the candidates
13. Click “NEXT QUESTION” and repeat for all other officer positions.
14. Click “SAVE”
15. Click “NEXT” to preview your survey
16. Click “NEXT” and then click “Send surveys your way”
17. You can then send your survey via email or get the web link to share your survey to your membership.
18. You will then be able to analyze you results in the “Analyze Results” section in the top middle of the screen.
19. Watch this 4.5 minute YouTube video for a quick tutorial:
<https://www.youtube.com/watch?v=7xdCDJxxoRk>

Privacy Information: <https://www.surveymonkey.com/mp/legal/privacy-policy/>

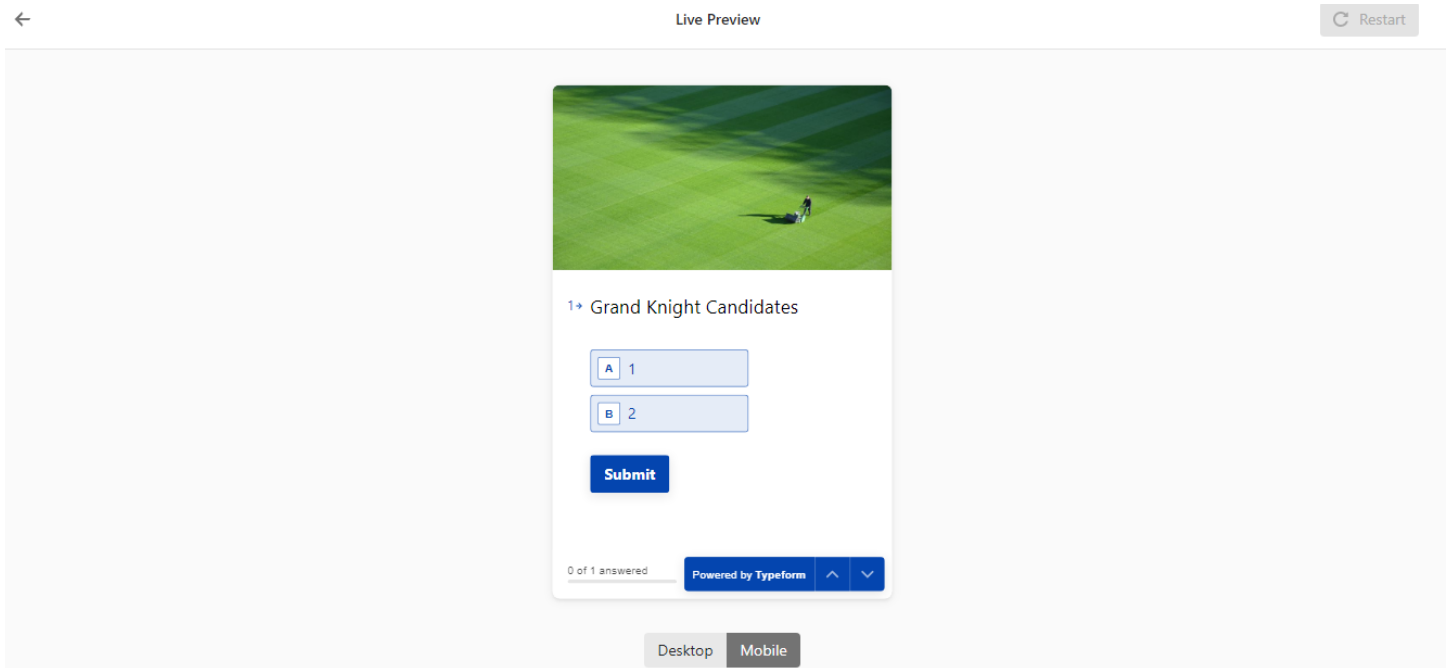


Typeform

1. Visit <https://www.typeform.com/>
2. Click “Get Started – it’s free”
3. Create your account
4. Once logged in with your account, click “Start from Scratch” or select a template from the gallery.
5. Add a survey name i.e. Council 987654 Officer Elections 2020-2021
6. You do not need to pick a survey category

7. Click “Create Survey”
8. For Question 1, enter: Grand Knight candidates
9. Make sure the answer is multiple choice and enter the candidates
10. Click “NEXT QUESTION” and repeat for all other officer positions.
11. Click “SAVE”
12. Click “NEXT” to preview your survey
13. Click “Publish” to release the survey. You can then share the link with your council.

A step-by-step can be found at the link here: <https://www.youtube.com/watch?v=tfCjFZKVSPc>



Doodle (free)

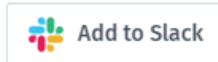
1. Visit <https://doodle.com/en/>
2. In the upper right-hand corner, click “+Create a Doodle”
3. Enter a name for your poll
 - a. You can add a note and location if you want, but not necessary
4. Click “Continue”
5. Under “What are the options?” click “Text”
 - a. This step is critical
6. Now you can add Options for people to vote on
 - a. You can add Yay and Nay for a council motion
 - b. You can add candidates for grand knight
 - c. You can add whatever members are going to be voting on
7. Click “continue”
8. Check “Limit participants to a single vote”

- a. You do not want select members of a council fixing the polls
- 9. Check "Hidden poll"
 - a. This will keep your poll anonymous to everyone but you.
- 10. Click "Continue"
- 11. Finish the process by entering your name and email and clicking "Finish"
- 12. Click "Link" underneath "Invite Participants"
- 13. Copy the link provided and provide this link to your members in your normal distribution channels
- 14. Your poll has been emailed you. You can create an account if you wish

Privacy Information: <https://doodle.com/privacy-policy>

Council GK Elections

by [REDACTED] • 8 minutes ago



Only you can see all votes and comments.

	John Smith	John Paul	Pier Giorgio
0 participants	✓ 0	✓ 0	✓ 0
council member 1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>