

# SURVEY PROCESS AND ESTIMATED TIMELINE



- ✓ Client reviews hard copy or online survey forms and provides final approval

- ✓ Execution of action plan\*
- ✓ Consistent follow-up\*
- ✓ Monitor through resurveying

- ✓ NSC prints and provides forms & privacy envelopes/link to survey webpage

Plan Resurvey Process

**Survey Project Planning**  
(1 week, client prerogative)

**Survey Form Delivery**  
(2 weeks)

**Execution & Monitoring**  
(on-going)

**Data Collection**  
(4 weeks, client prerogative)

**Results Interpretation & Action Planning**  
(on-going)

**Data Analysis & Results Report**  
(4-6 weeks)

- ✓ Conduct group administration\*
- ✓ Completed forms are returned or downloaded to NSC

- ✓ Statistical analysis and benchmarking
- ✓ Results report is produced

- ✓ On-site presentation (optional)
- ✓ Understand and communicate results\*
- ✓ Develop action plan\*

\*client-initiated