HOW TO ADD IMAGES TO QUESTIONS IN YOUR SENS SURVEY

I. Content of this guide

This is a short step-by-step tutorial on how to add pictures to any of the questions in your SENS survey questionnaires.

☼ This can be particularly useful for questions 7A-7H in the Child questionnaire, especially if you do not have any samples related to the question to show to the respondent during the interview.

II. How to add a picture to a question in a SENS questionnaire

In order to add an image to a question in your SENS survey, you need to follow the following steps:

1. **Prepare the image(s):**

   ➔ You will first need to prepare the images to be added to your survey and save them altogether in a folder. The images need to be saved in **.jpg format**.

Figure 1: Folder containing all images to be added to the survey

   ➔ You can **add one media at a time** per question in your XLS form: thus, if you need to add several images to a single question, group them in a Word doc for instance, take a screenshot of the group of images needed for that particular question and save it as a .jpg image in the folder containing all other media.

Figure 2: Examples of images or group of images

2. Adapt the XLS form:

➔ Next you will need to add those images to your XLS Form: insert the full name of your media (i.e. **name.jpg**) in the **"media::image" column** of the questions in the **"survey" tab**.

type	name	label::Français	media::image
select_one yesnodk	FBFSUPER	7C. CSB++, super céréale plus	SuperCerealePlus.jpg
select_one yesnodk	RUTF	7D. Plumpy'Nut®	PlumpyNut.jpg
select_one yesnodk	INFORMFE	7G. Guigoz, Blédilait, Nursie, NAN, France lait, Nido, Celia	GuigozEtCie.jpg
select_one yesnodk	FOODFE	7H. Cerelac, phosphatine, bledine, Tanty	Cerelac.jpg
select_one yesnodk	MNP	Hier, durant la journée ou la nuit, est-ce que ${CHNAME} a consommé une nourriture à laquelle vous avez ajouté (Vitamin, Super bébé) comme celui-ci?	Vitamin.jpg

Figure 3: How to adapt the XLS Form

3. Upload and deploy the adapted XLS Form on the server:

➔ **Upload (and deploy)** the adapted XLS form on ODK Aggregate/Kobo Toolbox server according to the regular procedure.

4. Upload the images to the deployed XLS form on the server:

➔ Once your adapted XLS form is uploaded and deployed on the server, add the images in .jpg format to the survey, **one by one**.
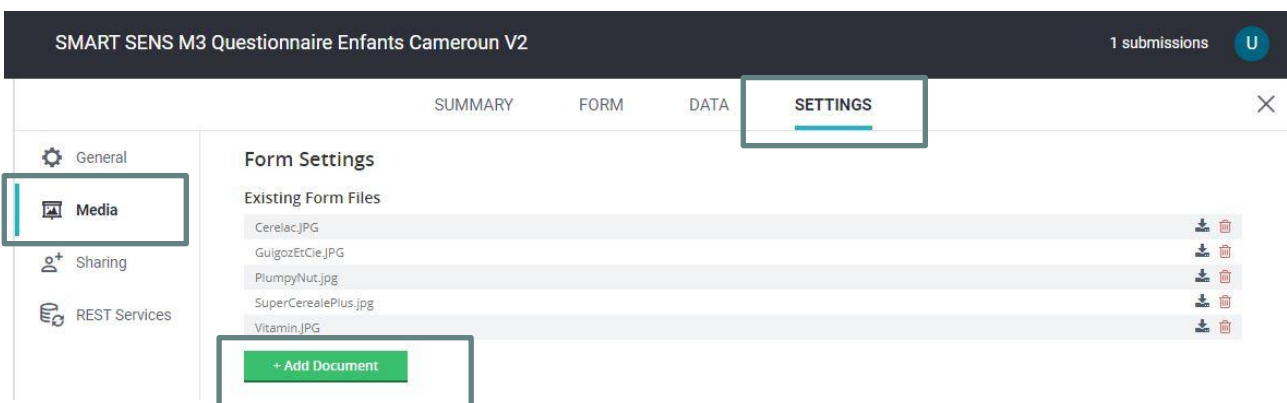

Figure 4: How to add the images to a SENS survey on Kobo Toolbox

5. Access the questions with images on ODK Collect:

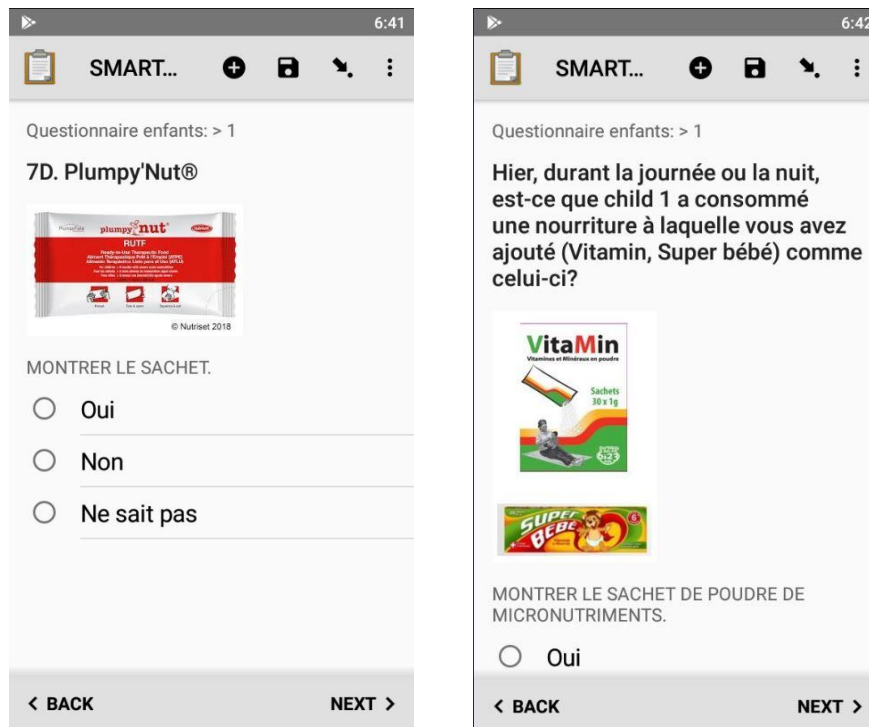➔ On ODK Collect the question will appear as follows: label, hint, media and then choices.

Figure 5: Examples of questions with images on ODK Collect