How to Require SOU Authentication and Capture Respondent Information to a Qualtrics Survey

Brad Christ - 2025-04-14 - Comments (0) - Qualtrics

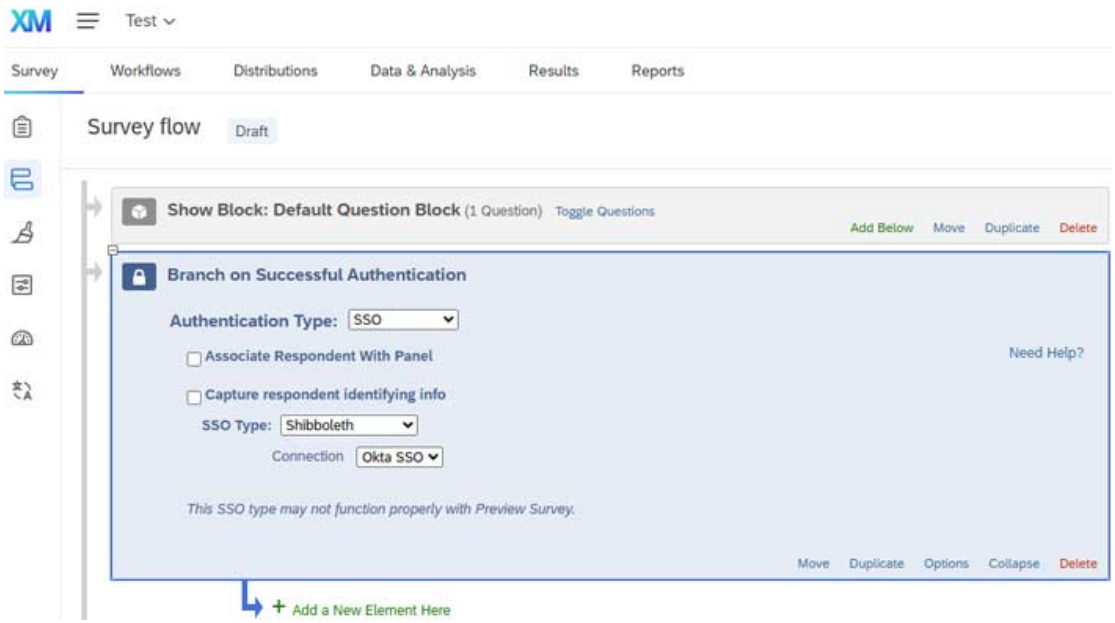
In some cases, you may want to verify that the respondents are SOU faculty, staff, or students and track who has responded to a survey. To enable this for a Qualtrics survey, follow the steps below:

- On the **Edit Survey** tab, click the **Survey Flow** link at the top of the page
- ON the Survey Flow page, click the **+Add a New Element Here** link
- From the list of options available, click the **Authenticator** button
- In the Authentication Type field, select **SSO**

Note

Remove the checkmark next to "Associate Respondent With Panel" to retain anonymity of survey results

- From the SSO Type, select **Shibboleth**
- Click **Move** (under the blue authentication box) and drag the blue box up to the top of the survey flow (this should be the first item in your survey flow)
- Click the **Save Flow** button at the bottom of the screen
- The finished Survey Flow should look like the example below:



- Note
    - If you want to create a reusable panel of respondents, leave the checkmark in the box labeled "Associate Respondent With Panel" and select a library to store the panel. If you do not need a panel created, uncheck this box.



    - Check the box labeled "Capture Respondent Identifying Info" and then click the "Add Embedded Data..." when the link appears



    - Add the attribute(s) you want to capture in the "Embedded Data To Set" field, and the object identifier in the "Field from SSO" field. The attributes available are:

Embedded Data to Set:	**Field From SSO:**
Username	urn:oid:1.3.6.1.4.1.5923.1.1.1.6
First Name	urn:oid:2.5.4.42
Last Name	urn:oid:2.5.4.4
Email	urn:oid:0.9.2342.19200300.100.1.3
Affiliation (e.g. faculty, staff, student)	urn:oid:1.3.6.1.4.1.5923.1.1.1.5

As an example, if you want to capture the email address of a respondent, you would put "Email" in the EmbeddedData to Set field and the corresponding object identifier.

    - It should look something like the following image:


Branch on Successful Authentication
Authentication Type: SSO
Associate Respondent With Panel
Select Library...
Identified By Field(s):
Panel Field...
Capture respondent identifying info
Embedded Data to Set...
=
Field From SSO
SSO Type: Shibboleth
Connection Okta SSO
This SSO type may not function properly with Preview Survey.