



Your Say results dashboard

Guidance on how to get your results & FAQ

Guidance on how to get your results

Here are some tips on how to access your Your Say survey results.

Home page

- On the homepage you have choices about which level of results you want to look at:
 - WCC
 - Directorate
 - Business unit
 - Service
 - Team
 - Other documents and information - e.g. results infographics, key driver analysis,

- Click on the button to go into the page you want e.g.



- To return to this home page at any point, click on this icon



To access the WCC results

- Here you will find the results for each of the survey questions.
- Click on [View Comment Summary](#) to see the comments we received for the open text questions at the end of the survey.
- To print the questions responses and/or the comment summary, click on

[PDF Print](#)

To access your Directorate results

- At the top left of this page you have a choice of drop down options for which results you'd like to see
Change Directorate:
- Select the Directorate and you will find the results for each of the survey questions here.
- Click on [View Comment Summary](#) to see the comments we received for the open text questions at the end of the survey.
- Click on [View Key Drivers](#) to access the Key Driver Analysis for your Directorate - this looks at the factors driving or having the greatest impact on overall employee engagement.
- To print the questions responses and/or the comment summary, click on

[PDF Print](#)

To access your Business Unit results

- At the top left of this page you have a choice of drop down options for which results you'd like to see. Select the Directorate you are in first and then the Business Unit.

Change Directorate: Resources

Change Business Unit: Performance

- You will find the results for each of the survey questions here and then click on [View Comment Summary](#) to see the comments we received for the open text questions at the end of the survey.
- Click on [View Key Drivers](#) to access the Key Driver Analysis for your Business Unit - this looks at the factors driving or having the greatest impact on overall employee engagement.
- To print the questions responses and/or the comment summary, click on

PDF Print

To access your Service results

- At the top left of this page you have a choice of drop down options for which results you'd like to see. Select the Directorate you are in first, then the Business Unit and then the service.

Change Directorate: Communities

Change Business Unit: Education and Learning

Change Service: SEND and Inclusion

- You will find the results for each of the survey questions here and then click on [View Comment Summary](#) to see the comments we received for the open text questions at the end of the survey.
- To print the questions responses and/or the comment summary, click on

PDF Print

To access your Team results

- At the top left of this page you have a choice of drop down options for which results you'd like to see. Select the Directorate you are in first, then Business Unit and service and finally team.

Change Directorate: People

Change Business Unit: Social Care and Support Service:

Change Service: Disabilities

Change Team: Independent Living Team

- If the drop down box says **"Unavailable due to identifiability of results"**, this means that less than 6 people filled in the survey. Team results are only provided for 6 or more so nothing can be identified to individuals. Please use the next level up instead e.g. your Service results.
- You will find the results for each of the survey questions here and then click on [View Comment Summary](#) to see the comments we received for the open text questions at the end of the survey.
- To print the questions responses and/or the comment summary, click on

PDF Print

Frequently Asked Questions

I can't find my results?

- If you're not sure where your team sits under the Directorate, Business Unit or Service, please check with your line manager.
- The structure is the same as was used for the original Your Say survey in June/July.

I'm having trouble with my results - there seems to be a bug or it's not working properly?

- Contact the insight team on insight@warwickshire.gov.uk. Let them know what the issue is and they will look to resolve it.

I can't access the dashboard at all?

- The dashboard should be accessible to all staff with a corporate access who are on the network or using VPN log in.
- If you have an apple mac laptop, you may not be able to access the dashboard. Please contact insight service who will be able to help.

What if my team don't have access to a computer at work?

- As in previous years of the your Say survey, please print out copies of the results for your team and share these with them.
- Further advice on how to share the results with your team are available in the [toolkit](#).

How do I print the results?

- To print the questions responses and/or the comment summary, click on 
- When printing the comment summary, please check any blank pages - you only need to print the first page only. The dashboard can add on extra blank pages after the comment summary due to differing screen sizes.

Why are there more people that have responded than are in my team?

- First check with the Insight team on insight@warwickshire.gov.uk that there isn't a bug.
- If not, it may be that other people outside of your team have selected the wrong option of where they sit when they first completed the survey.
- It could be that some of your team completed the survey more than once accidentally.