

Viewing Questionnaire Results Summary

You will need to understand the questionnaire results summary on the following occasions:

1. After successfully submitting the questionnaire.
2. The questionnaire is rejected or yet to be submitted.

On both occasions, the answers to the questionnaire can be traced. But, the scores can be viewed only in the results summary and when you are no longer an active stakeholder of that assessment.

To view the results summary of the questionnaires you submitted, go to Home > Submitted Questionnaires page, and click the questionnaire's title. The following graphic shows the results summary of a questionnaire for which you are no longer an active stakeholder.

Computer: ApplicationVault
Questionnaire: Backup-Recovery

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Details Risk Report Filter by - Show all - Refresh

	Has Rejected Answers	Comments	Has Evidence	Has Exceptions	Has Mitigations	Score	Question	Answer	Answered By
						2.0	Agilience Content 1... \ Backup-Recovery Do policies and procedures exist for the following?	Timely system backups	brugh.aria
						10.0	Agilience Content 1... \ Backup-Recovery Does policies and procedures exist for storage and handling of backup media?	Yes	Simon Goldstein
						2.30769	Agilience Content 1... \ Backup-Recovery Are policies and procedures defined for the following items?	Restricted personnel access to backup media	brugh.aria

Unlike the questionnaire-answered view, the questionnaire results summary allows you to glance over the details, such as answers, the stakeholder who answered the question or rejected the answer, risk report, and more. When a questionnaire you submitted is rejected by the stakeholder in the next stage, the question that was rejected and the stakeholder who rejected the answer can be known in the questionnaire results summary. And if you are not sure about any rejected answers, you can straightforwardly delegate a question to another stakeholder without requiring to use the questionnaire workspace.

To view the results summary of the questionnaire which is rejected or yet to be submitted, go to **Home > Questionnaires**, and select **Results Summary** in the Actions drop-down list. The following graphic shows the results summary of a questionnaire.

Has Rejected Answers	Comments	Has Evidence	Has Exceptions	Has Mitigations	Question	Answer	Answered By
					Agilance Content 1... \ Backup-Recovery Do policies and procedures exist for the following?	Timely system backups	shuan.ara
					Agilance Content 1... \ Backup-Recovery Does policies and procedures exist for storage and handling of backup media?	Yes	Simon Goldstein
					Agilance Content 1... \ Backup-Recovery Are policies and procedures defined for the following items?	N/A	Yves Brasseur
					Agilance Content 1... \ Backup-Recovery Do policies exist for regular testing of backup and restore procedure? Are these policies documented?	Yes and they are not documented	Simon Goldstein
					Agilance Content 1... \ Backup-Recovery Does your organization store backup media (along with the procedure to restore the	No	shuan.ara

Note: When the questionnaire you submitted is rejected, that particular questionnaire appears on the Questionnaires page as well as the Submitted Questionnaires page.

Evaluating an Entity Against Controls

Control questionnaires, such as Control Assessments, that measure an entity's level of compliance with standards and policies, present a series of questions with choices or text field that the questionnaire responder has been assigned to complete. Questionnaires can contain one or more questions, and the options available vary depending on the subcontrol as well as the questionnaire preferences.

The results of the questionnaire are used to determine whether or not the entity is compliant and calculate risk scores.

The following lists the possible questionnaire options:

- [Types of choices](#)
- [Supporting Information](#)
- [Requesting Exceptions](#)
- [Delegating Questions to Another User](#)
- [Attaching Evidence](#)
- [Creating and Revising Findings](#)
- [Creating a Response and Revising Responses](#)

To navigate the questionnaire window

- When you have finished responding to a question, click Next or Previous to save your answer and display the next question.

As you proceed through the questionnaire, the progress bar shows the number of completed questions and the total number of questions in the questionnaire.

To exit the questionnaire window

- When you have finished working on the questionnaire, click **Done**.

This closes the questionnaire without sending the assessment to the next stage.