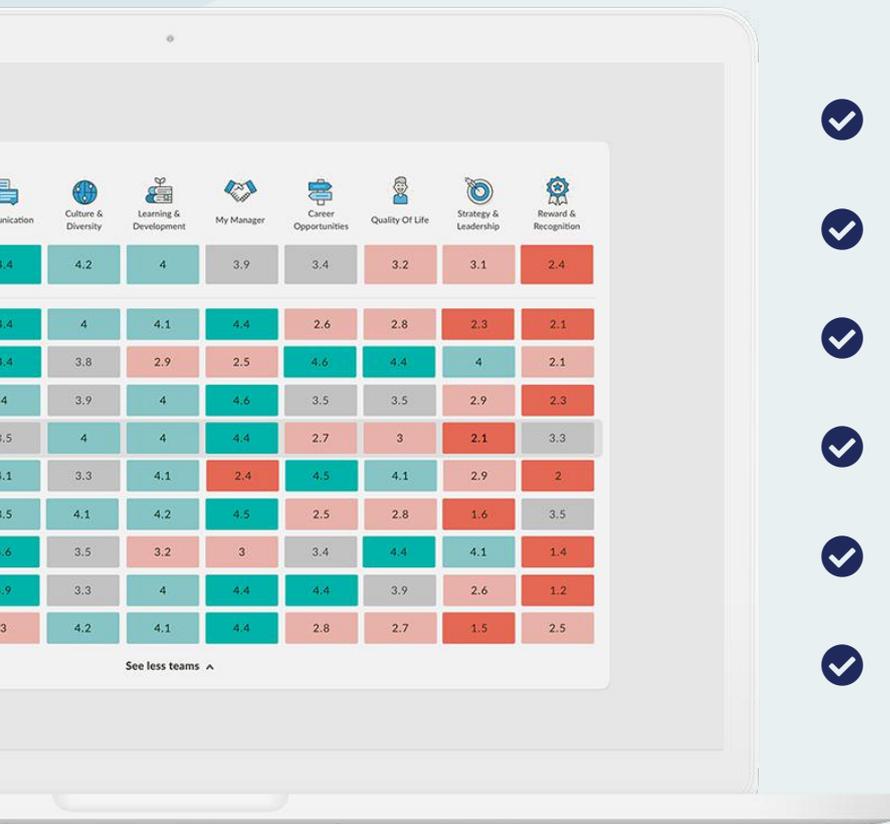


## Do more with Insights!



### YOUR ULTIMATE ENGAGEMENT GUIDE

Feedback works best when everyone's bought-in and you have a plan for the data you're getting back. Here are a few tips for getting the most from Insights.

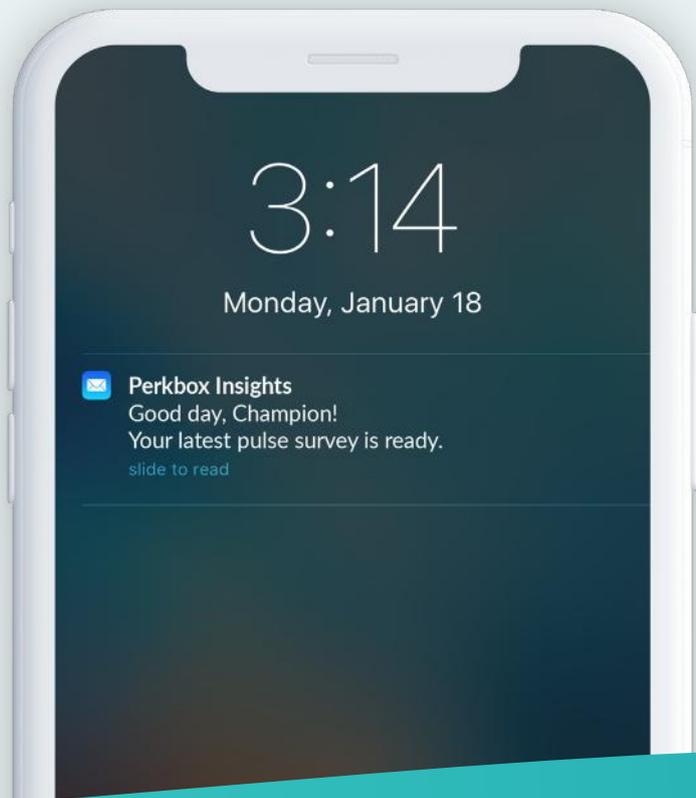


- ✓ Personalise your surveys
- ✓ Spread the word!
- ✓ Involve senior leadership
- ✓ Send some custom surveys
- ✓ Share and action results
- ✓ Always read the comments

## START HERE

### Personalise your surveys

You can customise the email that notifies your employees about new surveys. We recommend putting your own spin on things for that personal touch. You can even tweak your email every week to keep it fresh.



### Spread the word!

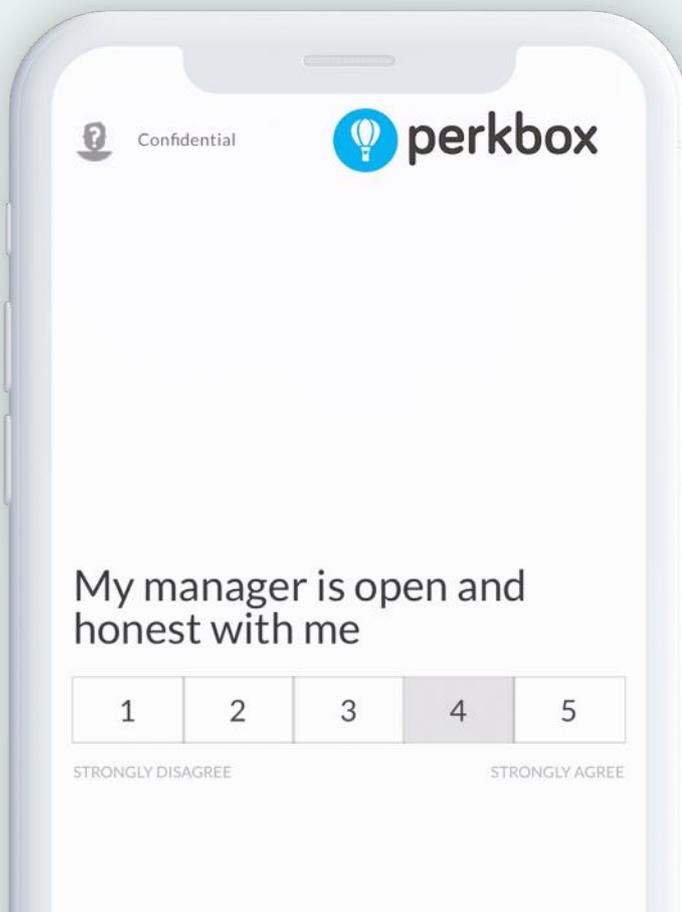
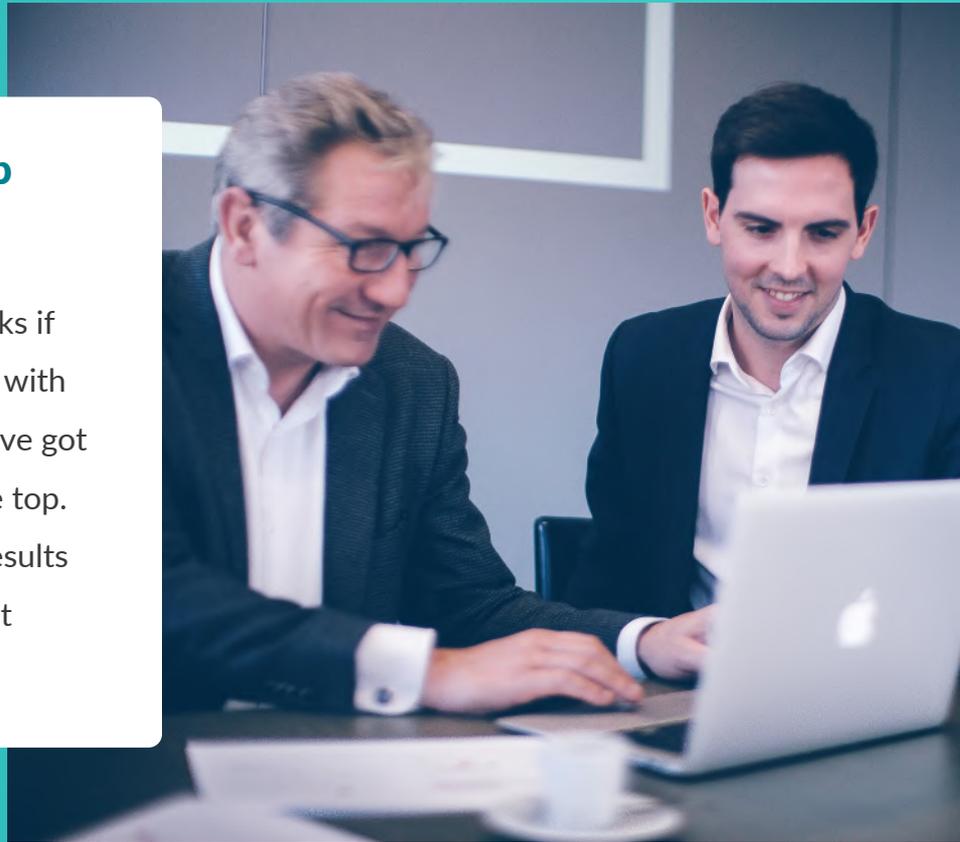
Check your inbox for our latest promotional content. We regularly create new posters and guides for you to share with your team. It's a great way to keep engagement high.

### Follow our success checklist:

- ✔ Sort your people into teams
- ✔ Whitelist emails from Perkbox Insights
- ✔ Spread the news - tell your employees what to expect
- ✔ Set up and schedule your first survey
- ✔ Check your results regularly
- ✔ Make an action plan based on your results

## Get senior leadership involved

Collecting feedback only works if you plan on doing something with it. And that only works if you've got buy-in from the people at the top. Make sure you review your results with senior leadership and get sign-off on clear action plans.



### TRY THIS!

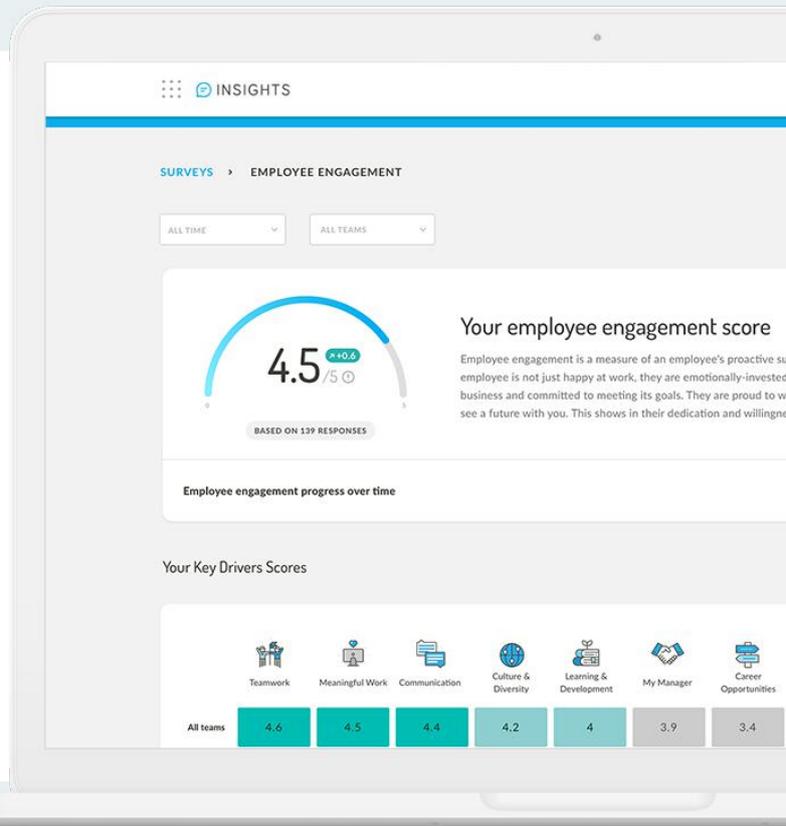
## Send some custom surveys

Custom surveys are a great way to gather one-off information from your employees. We recommend getting specific here. Try asking your remote workers how they're getting on at home, or check in with your employees on the factory floor.

## TRY THIS!

### Share your results and take action

Sharing the results of your surveys with your employees will show you're listening. We recommend making them the focus of your monthly townhalls. But don't forget to share your action plans too – that'll help your employees see the value in providing feedback.



### Always read the comments

Heatmaps and scores are great for getting a quick idea of what you're doing right and where you're going wrong. But don't forget to read those open-ended answers too. That's where your employees can go into more detail with their feedback. You might discover something really useful!