



Creating a Pulse Survey

A step-by-step walkthrough of building a Pulse Survey, a quick way to check in with your team and gather feedback tied to a Fundamental.

A quick pulse on your team

A Pulse Survey is a short, focused check-in tied to a Fundamental, an easy way to gather honest feedback and see how your team is feeling. Each survey lives inside the Fundamental it relates to, so the questions stay relevant to that week's theme.

Not sure where to start? You can work with your CSM to build custom survey questions together, or if you're comfortable, jump right in and create your own. Either way works.

The screenshot shows the CultureWise dashboard for user Brittany Friedman. The main section is titled "Weekly planned content" for the week of July 20 - 26, 2026. It features a calendar grid with the following content:

Monday 20.07	Tuesday 21.07	Wednesday 22.07	Thursday 23.07	Friday 24.07	Saturday 25.07	Sunday 26.07
Fundamental I 11						
Weekly Insight	Coaching Guide	Lesson	Pulse Survey	Kudos!		
QuickTip	QuickTip	QuickTip	QuickTip	QuickTip		

Pulse Surveys are part of your weekly content, right alongside Fundamentals, Weekly Insights, and QuickTips.

Open the Pulse Survey tab

Pulse Surveys live inside each Fundamental. Here's how to get there.

1

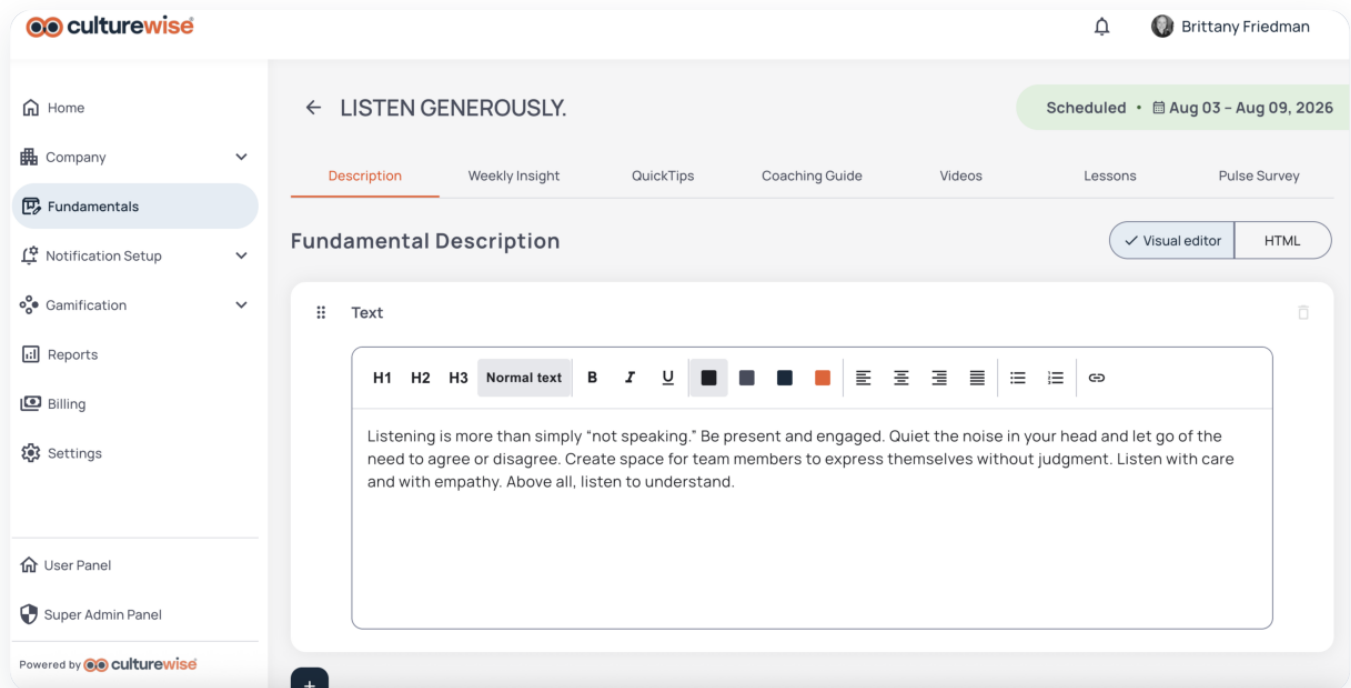
Go to Fundamentals

In the left-hand nav, click **Fundamentals**.

2

Select a Fundamental

Choose the Fundamental you'd like to create a Pulse Survey for.



Inside a Fundamental: the Pulse Survey tab sits at the far right of the tab row.

Add a Pulse Survey

The Pulse Survey tab shows any existing surveys for this Fundamental. To make a new one, add a survey.

3

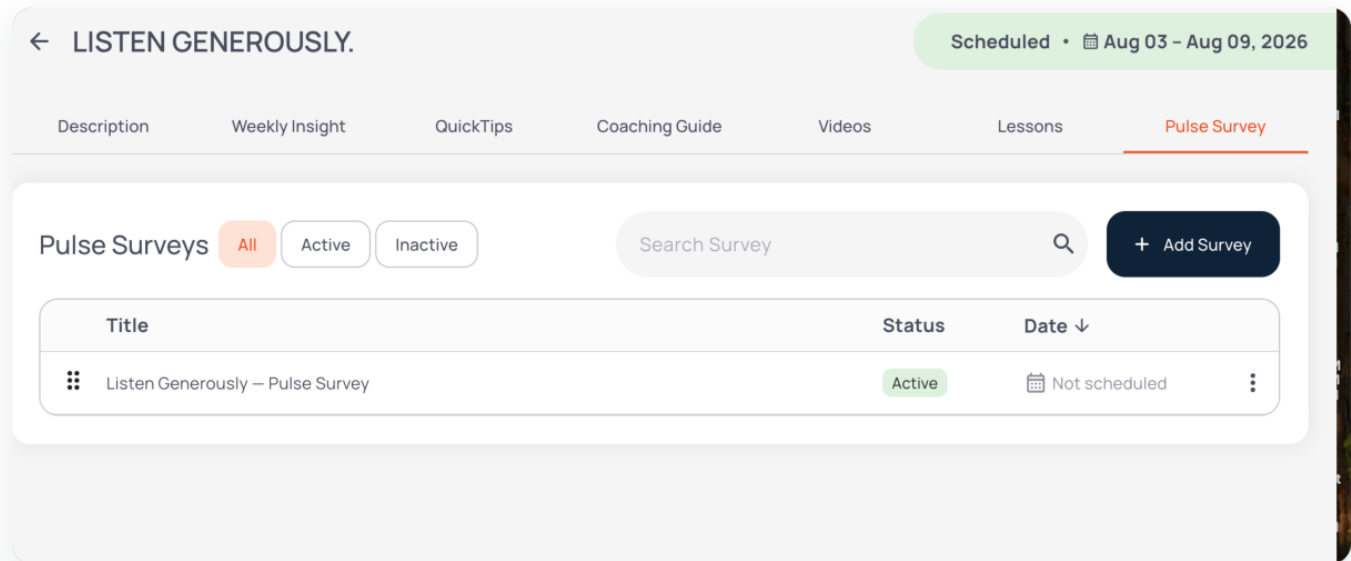
Open the Pulse Survey tab

Click the **Pulse Survey** tab. You'll see any existing surveys, which you can filter by Active or Inactive.

4

Click Add Survey

Select **+ Add Survey** to open a blank survey editor.



The Pulse Surveys list: click + Add Survey to begin.

Give it a title, then add questions

You'll start with a blank survey. Name it, then begin building your questions.

5

Add a survey title

Type a clear **Survey title** at the top so it's easy to recognize later.

6

Fill in your first question

In the question field, type your question and choose a **Question type** on the right.

The screenshot displays the Pulse Survey creation interface. At the top, there is a toggle switch labeled 'Inactive' and a 'Survey title' input field. Below this is a section for adding a question, featuring a 'Type your question' input field, a 'Question type' dropdown menu set to 'Single choice', and an 'Options' section with an 'Add your option' input field and an 'Add option' button. At the bottom, there is a '+ Add question' button.

A fresh survey: add a title, your question, and your first answer option.

Take advantage of the answer options

Each question can use a different format. Open the **Question type** dropdown to choose the one that fits. It makes your survey easier to answer and the results easier to read.

The screenshot shows a survey creation interface. At the top, there's a toggle switch labeled 'Active'. Below it, a 'Survey title' field contains the text 'Listen Generously – Pulse Survey'. The main section is for adding a question. It has a 'Type your question' field with the text 'How often do people make an effort to fully understand others before responding'. To the right of this field is a 'Question type' dropdown menu. The dropdown is open, showing four options: 'Single choice' (selected), 'Multiple choice', 'Short answer', and 'Paragraph'. Below the question field, there are two 'Options' fields. 'Option 1' contains 'Almost Always' and 'Option 2' contains 'Usually'. Each option field has a small icon to its left.

The Question type dropdown: four formats to choose from.

Single choice

Pick one answer from a set of options (e.g. Almost Always → Never).

Multiple choice

Pick several answers when more than one can apply.

Short answer

A brief text response for quick, open replies.

Paragraph

A longer open-ended box for more detailed feedback.

Add your answers and more questions

For choice-based questions, build out your answer options, then keep adding questions.

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Build your answer choices

After writing your question, use **+ Add option** to add more answer choices. Drag to reorder, or remove any with the **x**.

The screenshot shows a survey builder interface. At the top, there's a header with three dots. Below it, a text input field contains the question "How often do people make an effort to fully understand others before responding". To the right of the question field is a dropdown menu labeled "Question type" with "Single choice" selected. Below the question field, there's a section titled "Options". It contains five answer options, each in a box with a three-dot menu on the left and an 'x' icon on the right. The options are: "Almost Always", "Usually", "Sometimes", "Rarely", and "Never". Below the options is a button labeled "+ Add option". At the bottom right of the interface, there are two icons: a document icon and a trash can icon.

A single-choice question with several answer options; use + Add option for more.

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Add another question

Click **+ Add question** to keep building. You can mix formats, and duplicate or delete any question with the icons at its bottom-right.

Save & make it live

Once your questions are ready, save the survey and turn it on when you want it to go out.

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Save your survey

Click **Save** in the top-right when you're happy with your questions.

10

Toggle it Active

Use the **Active / Inactive** toggle at the top to make the survey live. Flip it back to Inactive anytime to pause it.

The screenshot displays the survey editor interface. At the top left, there is a toggle switch labeled 'Inactive'. Below this is a text input field for the 'Survey title'. The main area contains a question editor with a 'Type your question' label and a text input field containing 'Fill in your question here'. To the right of the question input is a 'Question type' dropdown menu currently set to 'Single choice'. Below the question input is an 'Options' section with a list of options, each preceded by a three-dot menu icon. The first option is 'Add your option'. Below the options list is a '+ Add option' button. At the bottom left of the editor is a '+ Add question' button. At the bottom right of the editor are icons for a document and a trash can.

The survey editor: Save in the top-right, and the Active toggle at the top.

Edit, view, or pause a survey

Back on the Pulse Surveys list, each survey has a menu for quick actions.

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Open the survey's menu

Click the  menu on the far right of any survey row.

Title	Status	Date ↓	
Practice Blameless Problem-Solving_CW	Active	 Not scheduled	
Practice Blameless Problem-Solving — Pulse Survey	Active	 Not scheduled	

 Edit
 View results
 Deactivate
 Delete

Each survey's menu: *Edit, View results, Deactivate, or Delete.*

Edit

Update the survey's questions or options.

View results

See how your team responded (next page).

Deactivate

Pause the survey so it stops collecting responses.

Delete

Remove the survey entirely.

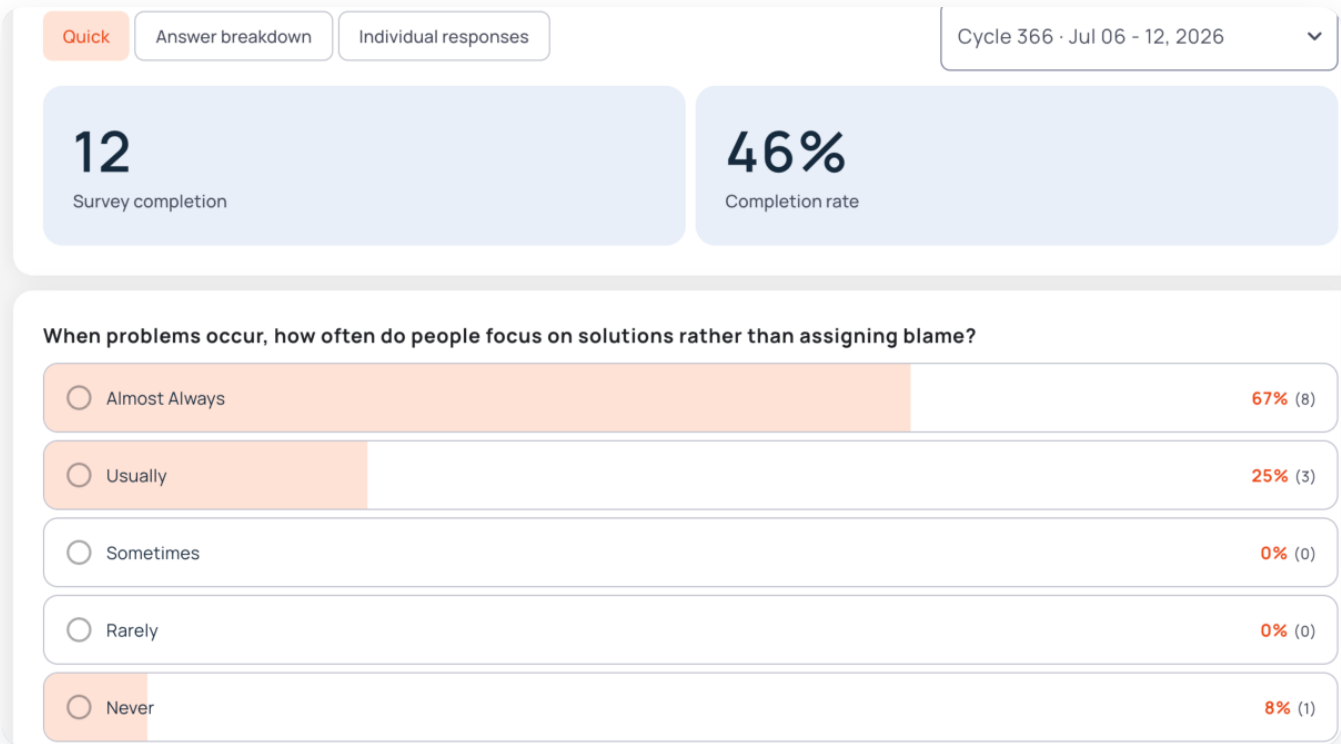
See how your team responded

Choose **View results** from a survey's menu to open its responses. At the top you'll see **Survey completion** (how many people finished) and your **completion rate**, with three ways to look at the data.

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Quick view

The **Quick** view shows each answer as a bar with the percentage and number of responses, an at-a-glance summary.



The Quick view: completion stats up top, with answer percentages below.

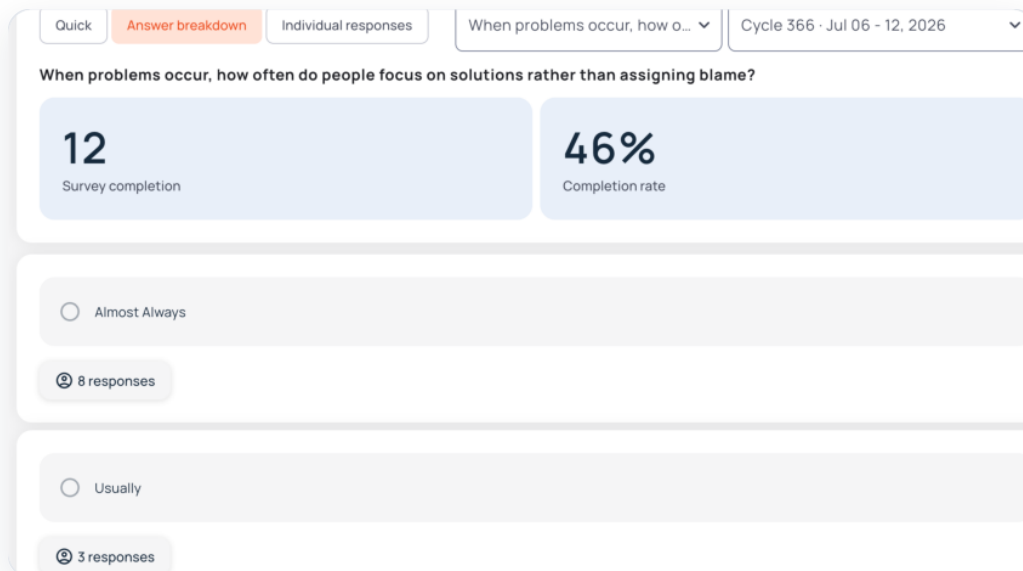
Go deeper by answer or by person

Two more views let you dig in, and you can **export to CSV** anytime.

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Answer breakdown

See each answer with its exact **response count**, and switch between questions.



Answer breakdown: response counts per option.

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Individual responses

Review a single person's answers using the selector at the top.

← Responses Export to CSV Edit Pulse Survey

Quick Answer breakdown Individual responses Team Member Cycle 366 - Jul 06 - 12, 2026

When problems occur, how often do people focus on solutions rather than assigning blame?

☒ Almost Always

☐ Usually

☐ Sometimes

☐ Rarely

☐ Never

Individual responses: one person's answers at a time.

Reading open-ended responses

For Short answer and Paragraph questions, you'll see each person's written response in their own words, a rich source of qualitative feedback.

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Review written feedback

Open-ended answers appear as a list of individual responses in each person's own words. Because these are personal, share and discuss them thoughtfully.

What would help us solve problems more effectively while reducing frustration or finger-pointing?

Conduct regular "opportunity" checks where concerns can be raised productively (post sale, post implementation, etc)

Team Member 1

We have a lot of work to get our baseline processes in place so we have clarity on whether or not we deviated from the process or the process was just loose. We're making great progress. But have more to go.

Team Member 2

I would change the pronoun "us" to "people" in this question because I don't know of an area for improvement to address for us. But for anyone to solve problems more effectively while reducing frustration, perhaps a codified strategy to follow after a mistake is made. This would speed up getting to a resolution, take the focus away from any one person or "culprit" and keep everyone on the same page.

Team Member 3

Standard after-action meetings (10-15 minutes). We should always ask the question - should we regroup on this? And have an easy format to execute on.

Team Member 4

I think we do a good job of informally debriefing after fixing an issue but I wonder if there's a more formal process we could use. Some sort of "after-action" review. I haven't put thought toward how it would work, but it follows the same vein as how we've systemitized other things to ensure consistency and quality.

Team Member 5

Nothing actionable i can think of

Team Member 6



Open-ended responses appear as written comments. (Names replaced here for privacy.)

Want help making sense of your results? **Your CSM is happy to walk through them with you** and talk through what the trends might mean for your team.

That's a Pulse Survey, start to finish

You've created a survey, made it live, and seen where the results live.



From here, your Pulse Survey will gather honest feedback from your team, and your CSM is always here to help you fine-tune questions and interpret the results.

Questions?

Your CultureWise team is always here to help. Reach out anytime.