# Template 7 - Final Reminder Message

## When

**One day before the survey closes.**

## Why

Once again, **this message either comes from Pulsely's system or yours depending on the project approach**. *(If the message comes from Pulsely, it will be delivered only to non-respondents. On the other hand, if the message comes from your internal systems, it will have to be sent to all employees regardless of response/no-response).*

This email goes out the day before the survey closes to create a sense of urgency among employees who are waiting until the end.

## What - Template 7A (message from Pulsely)

There has been a strong response rate among your colleagues, but we are still missing your point of view!

This is a final reminder that the survey will close at [the END OF TOMORROW].

If you have not had a chance to respond, or got distracted mid-way through, PLEASE make time to complete the survey now. Your input is critical to helping to craft the path forward for your organization.

*(If you are receiving this reminder, we have not received your final submission. If you started the survey, you can also click the link below to pick up where you left off. At the end, don't forget to hit the final "Submit" button).*

If you have any questions, please do not hesitate to contact [YOUR SURVEY PROJECT MANAGER] at​ [EMAIL].

Please contact askpulsely@pulsely.io for technical questions about the survey or reply to this email if you have any other questions.

Thank you in advance for your participation.

Click ​HERE​ to access the Survey

## What - Template 7B (message from Employer)

Thank you everyone for your responses to the [COMPANY] Diversity and Inclusion survey.

This is a final reminder that the survey will close at the END OF TODAY.

Your input is critical to helping to craft the path forward for your organization. PLEASE make time to complete the survey before you finish work TODAY.

Thank you in advance for your participation.

Click​ HERE​ to access the survey