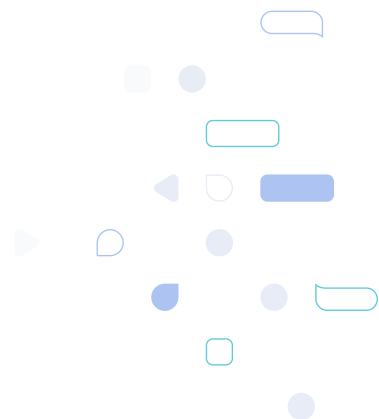


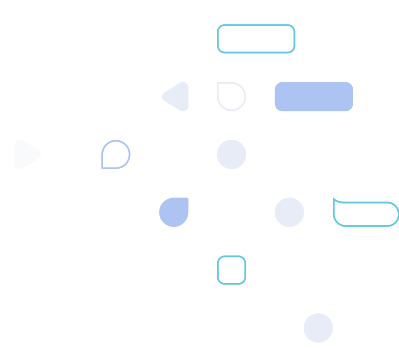


# Get Into Field Fast: QuickStart

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QuickStarts provide extra support to program and launch your project. Trust our in-house Recollective experts to get your project into field faster.





# What is a QuickStart?

*Running on a tight schedule? Need a little help to setup your research project on Recollective? Our QuickStart service package is the ideal solution. QuickStarts include extra support to program and rapidly launch your project without a hitch.*

Recollective assigns a project manager to each QuickStart project. They're responsible for delivering the QuickStart to the agreed schedule, managing your day-to-day interaction with Recollective and ensuring you have everything you need from us to launch the project on time.

When purchasing a QuickStart service package from us, you'll receive the following:

- Research discussion guide assessment
- Programming of your research guide directly into Recollective
- Adding and inviting your participants to the study
- Additional support for any technical and research design related questions

QuickStart projects are structured for delivery over **three business days**. While a shorter lead time may be possible, it can not be guaranteed and does incur additional costs above the standard QuickStart rate of \$1,250 USD.

Contact our sales team for further information.



# The QuickStart Process

## What do we need from you?

If you decide to move forward with a QuickStart service package, we will need the following from you:

- Your project timeline and delivery dates
- Your research discussion guide
- Stimulus and media content (if applicable)
- A list of your research participants, or details about your recruiter if we're doing a panel integration. This should include the segments if any are being used for activity or task logic programming. Note that we do not include the import of non-essential segmentation data in a standard QuickStart.

## Day 1

The first day of a QuickStart focuses on project orientation and gaining a shared understanding of the objective.

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### Project Kickoff Call

Discuss project, schedule and, if time permits, review site and study level settings.

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### Finalized Guide Reviewed

Review each individual question for platform programming and compatibility - if there are any inconsistencies or incompatibilities with the guide itself, we'll note them for later review.

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### Follow-up Call

We'll schedule a call to go over any notes / comments along with a quick walkthrough of the proposed programming and overall study structure. If there are recommended adjustments to help improve your research design or optimize your data output, we'll discuss that as well.

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## Day 2

The second day focuses on programming.

### Programming and internal review

We'll complete the setup and programming of your entire research discussion guide into Reflective. Afterwards, we do a secondary quality assurance review with an additional Implementation Consultant before wrapping up the setup process.

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## Day 3

The final day focuses on review and launch preparation.

### Your Review

The site and study are then handed over to you for full review. You'll be able to check the programming and preview the project from a participant and moderator perspective.

If you need any adjustments or have any feedback, we'll be able to make any proposed changes as needed.

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### Participant Upload and Invitations

A list of participants for upload into the site is the final step of the QuickStart process. The participant upload file needs to be formatted in a properly formatted Excel sheet with the following information:

- Email Address
- Full names
- Critical segmentation assignments that control content access or branching logic.
- Non-critical segmentation assignments that are for analysis purposes only.

If you need us to send the invitations to your participants, we'll simply need the exact text you'll require for the invitations.

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# Contact Us

*North America: +1 (888) 932 2299 x237*

*International: +1 613 230 3808 x237*

*Email: [sales@recollective.com](mailto:sales@recollective.com)*

## **Or swing by for a coffee at:**

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## **About Us**

Recollective is an award-winning software developer focused on marketing research and online communities. For over 20 years, we've worked with some of the world's largest and most ambitious organizations, continuously innovating our software and services as their requirements evolve. The result is a proven software platform that businesses depend on to meet their most critical needs—quickly, easily, securely and affordably.