How to navigate the I-SEM Market Readiness Assessment Survey

Survey questions

The MRA Survey begins with questions about your organisation, a question on the market trial, and what markets your organisation intend to participate in. These questions are followed by some choices designed to make your answering of the survey more efficient. This is followed by the Market Readiness Assessment with its metrics (i.e. subjects) and criteria for each market.

Navigation

The survey contains several pages with one or more questions per page. You move forward in the survey by pressing the "Next Page" button and can go back to previous pages by pressing the "Previous Page" button at the bottom of the page.

Previous Page	Next Page

Each time you navigate to another page, your answers will be saved. You will always be able to see the latest answers that you have provided.

Overflowing pages

Pages with more text than there is room for on your screen will have a vertical scroll bar to the right and downward pointing arrows at the bottom of the page next to the "Next Page" and "Previous Page" buttons.

Make your answering of the survey more streamlined

The beginning of the survey contains options to help you answer the survey in a more streamlined way and make it easy to continuously update your Market Readiness Assessment Status if you wish.

The options are:

1. What market(s) would you like to review at this time?
2. Would you like to answer the full survey for the [Market(s) you have chosen] or a specific metric at this time?
3. What metrics would you like to answer in the [Market(s) you have chosen]?

If you choose to answer all questions in a market, and realise that you have made all changes needed before reaching the end of the market, you can take a "short cut" and go to the next market you have chosen to answer by clicking the "Next market" button.

Next Market

Setting/Changing Work progress and Risk & Issue Status

By repeatedly clicking the circle in the "Work Finished" column you change your organisation's programme status, e.g. answer the main question "How much work has your organisation finished on…?", This will gradually fill the Harvey Ball. One click will give you and empty circle (i.e. "Not yet started"); two clicks will give you 25% fill, and so forth. The 6th click will give you a tick to indicate that your organisation has finished work on this criterion. If you click 7 times, you will see no circle (i.e. "Criterion not applicable for my organisation") and you can start over.

Similarly, change the Risk & Issues status colour by clicking the circle in the "Risk & Issue Status" column. One click gives a green circle, two clicks gives amber, and three clicks gives a red coloured circle. A fourth click will get you back to green colour and you can start over.

You may choose which questions to answer. However you must complete both the Progress and Risk & Issue assessment for criterion you answer.

Guidelines

To show the Guidelines, move the cursor to the G located above the comment field on the metric name line.

Save and Log out

Once you have finished answering the MRA, or if you wish to continue the survey at a later time, click the "Save and Log out" button and your answers will be saved. To facilitate the saving of data and repopulation of your survey with your previous replies we ask that you allow 10 minutes between logins.

Please note that your answers will only be saved for a later time if you press the "Save and Log out" button.

If you accidently close the tab or the browser window without first having moved forwards, backwards or pressed "Save and Log out" your answers will be temporarily stored. Please log in again as soon as possible, review your latest answers and update them, and then press "Save and Log out". This so that your answers to be saved properly and your available next time you login.

More information on the Market Readiness Assessment Process

You find more information on the Market Readiness Assessment Process in the Market Readiness Reporting Plan and the Market Readiness Reporting Strategy.

If you have any questions, please do not hesitate to contact us at I-SEMProject@sem-o.com.