Limesurvey Information about the old and new servers

How do I get an account on the new Limesurvey server?

Go to: https://survey1.fss.uu.nl/admin and log in with your SolisID and password combination. If it is your first time logging in, a new account will be instantly created for you and you can start right away.

When will the old server get shut down?

From **the 15th of July** nobody will be able to create a new survey on the old server. New surveys can only be made on the new server. You can still access your existing surveys at that time.

On **the 16th of September** we shall shut down the old server entirely, from that time all data can no longer be accessed.
We chose a grace period of two months, as we think this will give active surveys enough time to wrap up and give the survey-owners a chance to back-up all their old data. If this creates a problem for your surveys, please let us know as soon as possible.

Please back-up all your surveys before that time if you have not already done so.

What has changed in Limesurvey?

The layout of the admin panel (where you make your surveys) has had an overhaul to be more user-friendly. As far as we are aware all functions of the old version can be found in the new.
If you have trouble finding certain options, please consult the manual:
https://manual.limesurvey.org/LimeSurvey_Manual

What has changed in the H&S AppTeam policy for using Limesurvey?

We request that user manage their data responsibly.
We suggest that after your survey is finished, that you export the collected data (and if needed the structure) and store it in a safe location. Then please delete the survey and the data on our Limesurvey server.
(for more information on safely storing data, see point 2 of: https://intranet.uu.nl/en/secure-your-data-and-devices)

This server is meant for data-collection, not for long-term storage of data. Old, unused surveys, will eventually make this server slow and we wish to prevent that from happening.
Therefore we plan to periodically discard old data. We have not yet finalized how we shall do this, but once we have, all users of the new Limesurvey will be informed.
We will never delete your surveys or data without consent.

Can I move my surveys from one server to the other?

Yes you can.
However, we strongly advise that you only move the surveys that will still be used in the future. As stated before: this Limesurvey server is not intended for data-storage.

We would not suggest doing moving a survey that is currently collecting data, as the survey will get a new link on the new server, so any links that have been mailed out will become invalid. This is why we implemented the grace period, so everyone has a chance to wrap up existing surveys.
If you have not yet activated a survey, you can move it to the new server and run it there.

Information on importing and exporting can be found in the Limesurvey manual.

Survey
Exporting: https://manual.limesurvey.org/Display/Export_survey
Importing: https://manual.limesurvey.org/Surveys_-_introduction#Import_a_survey

Answers
Exporting: https://manual.limesurvey.org/Export_responses
Importing: https://manual.limesurvey.org/Import_responses

I need help with my surveys / I have a question

You can always mail us at hsappteam@uu.nl.
Please add the link to your survey to your question (or give us the survey ID and if the survey is on the old or the new server), and describe your problem as fully as possible. If you get an error, please either tell us what the error says, or include a screen-shot.

What security measures have been taken on the new Limesurvey server?

-   Login: SolisID for accounts verification

-   HTTPS protocol for all traffic to and from the server

-   The physical server is owned by the UU and located inthe Netherlands

-   The server is maintained by our colleagues of ICT&Media, and falls under their back-up policy

-   Only members of the H&S Appteam can access this Limesurvey as superadmins

Limesurvey is 3rd party software, but the developers have no access to either the code on our servers, nor to the database.