



Technical information regarding your online survey

The following will be sent to each employee at your organization:

- an e-mail containing survey instructions
- a unique URL link to the survey

Please make any necessary changes to your firewall or anti-spam filters to allow these invitations to reach their intended recipients and to allow them to access the website using both GET & POST methods.

I – Internet Access

All computers to be used by employees to answer the survey must have internet access or access to IP: 193.187.69.112

II – Browser and Internet Standards

The system is configured to work with the Internet Explorer, Microsoft Edge, Mozilla Firefox, Google Chrome, and Safari. It is compatible with Windows 10, OS X, iOS, Android, and BlackBerry 10. In the event that employees will be receiving and opening e-mails on an application other than Microsoft Outlook or IBM Notes, please ensure that configurations will not prevent employees from receiving survey e-mails

III - Web Addresses

<http://www.gptwsurveys.com>

<http://www.onemanyany.com>

<https://www.onemanyany.com>

And has the following IP address: 193.187.69.108

IV – Survey Links

The recipient's invitation to complete the survey (e-mail) is individual, containing a unique survey link for each participant. Each person will be allowed to answer the survey only once. The survey invitations will be sent through a mail server that uses the IP: 193.187.69.112

V – Spam Control

It is very important to check if there are any automatic anti-spam filters on the server. If this anti-spam configurations are present, please, ensure that the web address CA_survey@greatplacetowork.ca is identified as a safe sender. Many servers are setas default to block the receiving if the sender sends more than 100 emails in a short period of time. Please check if this rule exists on your server.

VI – Test Email

A test e-mail with a link to a test survey will be sent to you. Please confirm that you have access to this survey.

VII – Questions

If you have any questions, please e-mail CA_bestworkplaces@greatplacetowork.ca