

填写问卷流程

系统可保存填写内容，支持多次访问链接完成问卷填写。填写完成后暂不提交可发送链接至总部审阅

今年

集团总部下发统一链接2021给各酒店



酒店注册并创建专属链接



在线填写



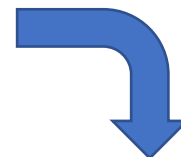
确认提交

填写酒店中文名及邮箱，系统发送专属链接至邮箱

可分享专属链接至各部门负责人，多人分时填写；也可打印空白问卷线下填写再统一由一人线上填报

确认提交后，在截止日期前仍可访问问卷但不可编辑修改

暂时保存



明年

集团总部下发统一链接2022给各酒店



酒店使用2021年相同中文名&邮箱地址获取专属链接



系统记录并自动显示部分基础信息&设施信息



Questionnaire Filling Process

Once completed the survey, hotel can share the unique survey link with their supervisor or corporate office for review.

This Year

Corporate office send out the uniform link 2021 to hotels



Hotel register for its unique survey link



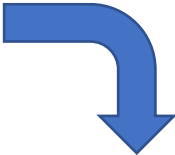
Filling out the survey online



Confirm and submit



Save and not submit



Hotel name in Chinese and work email address are required to create the unique survey link. Then the link will be sent to the registered email.

The unique survey link can be shared with involved staff. They can fill out their responsible part online separately in different time.

Once confirmed and submitted the survey, hotel can still view the survey through the unique link before the deadline but not allowed to revise.

Next Year

Corporate office send out the uniform link 2022 to hotels



Hotel use the same Chinese name and email as 2021 to register the unique survey link 2022



System automatically record and display part of hotel basic information

