

# Following Up to a Respondent

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On the post that you want to respond to, click **Follow Up**

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You're well on your way! Click **Next** for the next step.

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Type your followup in the box or click to select one of the Smart Replies. To choose if a participant must respond or not, check the **Require Reply** box at the bottom left. For example, if the question asks for more detail - you would probably like to require the participant to answer. Whereas, if you were just saying "Thanks!" you do not need a reply from the participant.

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Click Submit response at the bottom right corner and you're done!

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