

如何設定 Google 表單關閉查看先前其他填答者的填寫內容

Google 表單：若需使用 Google 表單時，應注意權限設定，以防止個人資料或機敏資料外洩，敬請參考以下設定步驟：

STEP1

開啟 Google Chrome 預設頁面，點擊右上角九宮格，進入至 Google 表單。



STEP2

點擊想要修改權限的表單或建立新表單。



STEP3

於 Google 表單關閉查看先前其他填答者的填寫內容權限。

1. 點擊表單上方的設定功能。
2. 將簡報功能展開(預設是收摺)。
3. 將查看結果摘要關閉(預設是關閉)。



The screenshot shows the Google Forms settings page. At the top, there are three tabs: '問題' (Questions), '回覆' (Responses), and '設定' (Settings). A red box labeled '1' highlights the '設定' tab, with a red arrow pointing to it. Below the tabs, the '設定' section is expanded. Under the '回覆' (Responses) section, there is a red box labeled '2' around the '簡報' (Summary) section, which is currently collapsed. A red arrow points to the downward arrow of this section. Below the '簡報' section, there are several settings: '表單呈現方式' (Form display style), '顯示進度列' (Show progress bar) with a toggle switch, '隨機決定問題順序' (Randomize question order) with a toggle switch, and '提交表單後' (After form submission) with a '確認訊息' (Confirmation message) that can be edited. At the bottom, there is a red box labeled '3' around the '查看結果摘要' (Share results summary) setting, which has a toggle switch that is currently turned off. A red arrow points to this toggle switch. The page number '3/3' is visible at the bottom left.