

Content Managers' Meeting

June 11, 2026

Web Content Team
Division of Information Technology

June 11, 2026 - Agenda

- Submit a ServiceDesk Plus Ticket
- Qualtrics DX Updates
- How To and Demonstrations
 - New Editoria11y Dashboard
 - Expandable Tables
 - Revision Notes
- Housekeeping and Reminders
- Training Opportunities in June
- Accessibility
- Questions and Comments

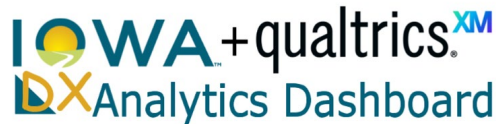


Qualtrics DX Updates

DX Dashboards

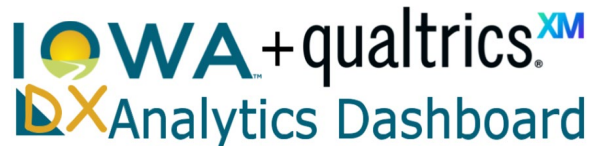
What is happening:

The pilot program is ending, and we will be removing access to the Iowa Digital Experience Analytics Dashboard and the Iowa Online environment. Feedback Dashboard.



Feedback Tab

DX Analytics Dashboard



Iowa Online Feedback Dashboard



Iowa Digital Experience Analytics Dashboard

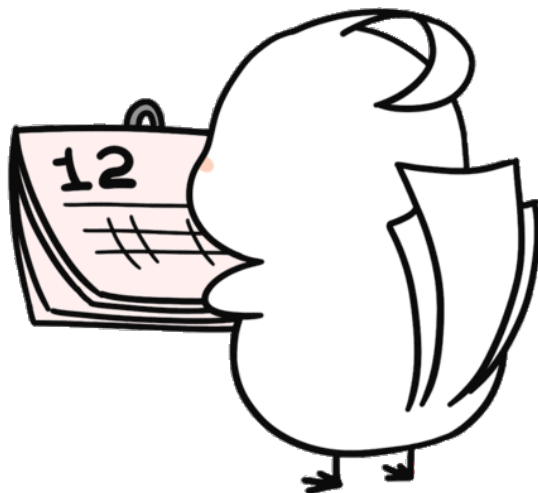
DX Dashboards

When is it happening:

Agency Managers will **lose access** to the old dashboards on July

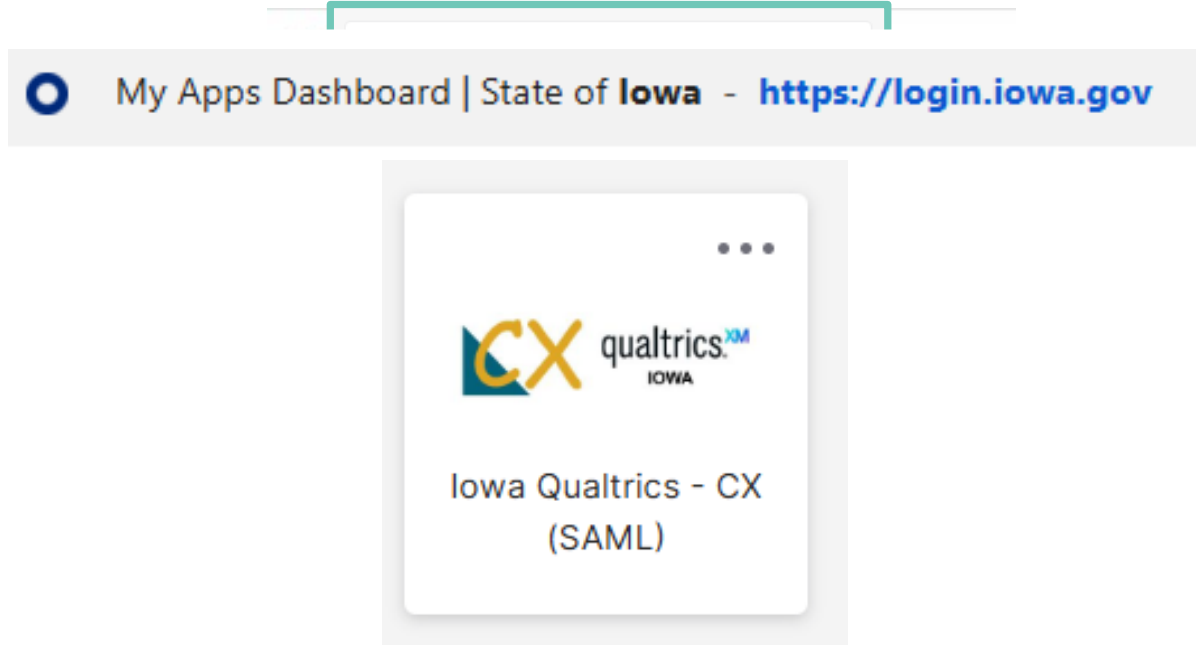
¹

But Dashboard 2.0 is **now** available and ready to use.



How to Find the Tile in login.iowa.gov

- Go to login.iowa.gov
- Log into Qualtrics using the Okta tile
- Select Qualtrics
- Open the hamburger menu to select Projects
- Select Dashboard Shared



Finding the New Dashboard

How to access the Iowa DX Dashboard 2.0:

The screenshot shows the XM Projects interface. At the top left, the XM logo is followed by a hamburger menu icon and the word "Projects". A red arrow points from the title "Finding the New Dashboard" to the hamburger menu icon. Below the header, there are three main sections: "Starred" (1 item), "Shared with me" (4 items), and "Your folders". The "Your folders" section is highlighted with a blue background. A red arrow points from the "Shared with me" section to the "Your folders" section. In the "Your folders" section, the "Projects and Programs" folder is highlighted with a blue background. A red arrow points from the "Projects and Programs" folder to the "Dashboard (sha...)" dropdown menu in the "Projects and Programs" section. The "Dashboard (sha...)" dropdown menu is highlighted with a blue border. Below the dropdown menu, there are two more dropdown menus: "All solutions" and "All statuses". Below these dropdown menus, there is a "Project name" dropdown menu. At the bottom of the "Projects and Programs" section, there is a list of projects. The first project is "Iowa DX Dashboard 2.0", which is highlighted with a blue background. A red arrow points from the "Iowa DX Dashboard 2.0" project to the "Dashboard (sha...)" dropdown menu.

XM Projects

Starred 1

Shared with me 4

Your folders

Projects and Programs 8

Dashboard (sha...)

All solutions

All statuses

Project name

Iowa DX Dashboard 2.0

Don't have access?

Are you an Agency Manager?

- Only **Agency Managers** can access Qualtrics.
- Need Help: Submit a SD+ Request.



Resources

Understanding Qualtrics DX

Understanding Qualtrics DX

Topics: [Qualtrics](#) [Qualtrics DX](#)

On this page...

- [What is Digital Experience \(DX\)?](#)
- [Digital Assist](#)
- [Access to Qualtrics DX](#)
- [DX Dashboards](#)

Qualtrics

[Highlight Stories](#)

[Understanding Qualtrics CX](#)

[Understanding Qualtrics DX](#)

[Understanding Qualtrics DX](#)

[Embed a Qualtrics Survey](#)

[Understanding Funnels](#)

[Work with Funnels](#)

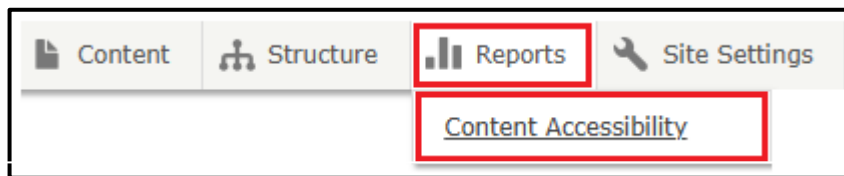
[Understanding Heatmaps](#)

[Work with Heatmaps](#)

How To...

How To ... New Editoria11y Dashboard

The new Editoria11y Dashboard is now available in Drupal. When signed in to your website for editing, you'll see the new link in the main navigation bar. Place your cursor over **Reports**, and you'll see a drop down titled **Content Accessibility**.



When you select **Content Accessibility**, you'll see a dashboard that lists all of the flagged issues within your website in one place. These are the alerts that show up with the yellow, red, and blue badges on each page, but now you can view all in one spot. There's no scheduled job or time the report runs. The scan happens when an authenticated Agency Manager visits or edits a page, and the results sync to the dashboard at that time. So the report updates dynamically as pages are viewed and edited rather than on a fixed schedule. Pages won't refresh their results until someone opens them again, so older pages may show stale data until revisited.

How To ... New Editoria11y Dashboard

DashboardRecentAlertsPagesDismissals

Top alerts

Content alerts	Alert
115	Does this alt text make sense as part of this link?
48	Embedded iframes need manual checks
19	This alt text may be a placeholder
11	Link text should not be a URL
9	This heading is tagged at the wrong level

Pages with the most alerts

Content alerts	Page
18	About the Iowa Content Gardening Project
16	Accessibility and Inclusivity
11	Guide to Creating Great Surveys and Forms for Iowans
9	What to Expect from the Survey Publication Workflow
8	Digital Services

All issues

All pages

Recent alerts

Detected	Page	Alert	Last editor
2026-06-06	Critical Guidance for Editing a Published Survey	Does this alt text make sense as part of this link?	suzanne.delrow@dom.iowa.gov
2026-06-04	2026.06.12 Enhancements	Does this alt text make sense as part of this link?	sharean.morishita@dom.iowa.gov
2026-06-04	Work with Google Analytics Reports	This alt text may be a placeholder	sharean.morishita@dom.iowa.gov
2026-06-03	Work with Microcontent Visual Link Collections	Embedded iframes need manual checks	suzanne.delrow@dom.iowa.gov
2026-06-03	2026.04.24 Enhancements	Does this alt text make sense as part of this link?	sharean.morishita@dom.iowa.gov

How To ... Expandable Tables

The new icon for expanding a table presents a pop up window with the full table (if it fits on the screen).

User Type	Creating And Editing Surveys And Workflows	Distributing Surveys	Create Basic Reports
Participant	-	-	-
Standard User	X	X	X
Advanced User	X	X	X

A small square icon with a red border, containing a black arrow pointing diagonally upwards and to the right, indicating a pop-up or expandable view.

How To ... Expandable Table

If the table is still wider than the pop up window, you'll see a scroll bar at the bottom of the pop up window. You can use the close button (the x in the top right of the pop up) to close the window.

User Type Matrix

Guide to Creating Great Surveys

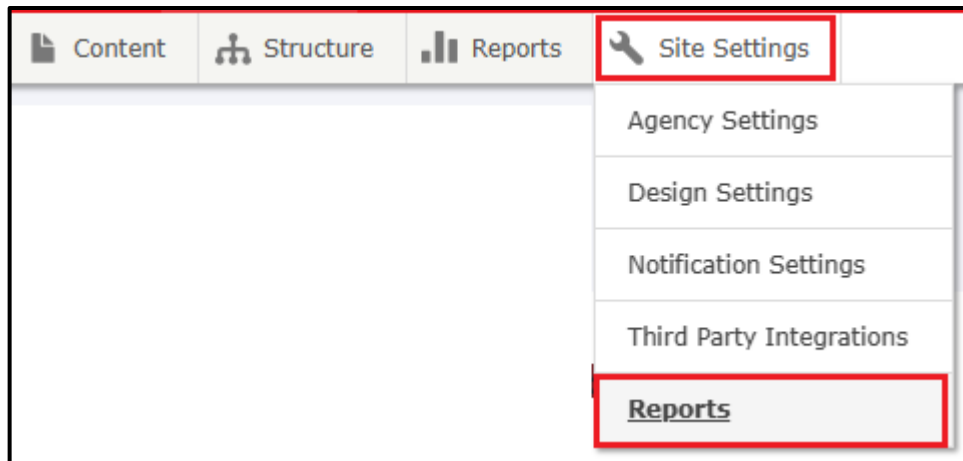
Expanded table view

User Type	Creating And Editing Surveys And Workflows	Distributing Surveys	Create Basic Reports	View And Analyze Response Data	View Ticket Related Survey Data	Process Tickets	View CX Dashboards	Design Dashboards
Participant	-	-	-	-	X	X	X	
Standard User	X	X	X	X	X	X	X	
Advanced User	X	X	X	X	X	X	X	

Coming Soon

Archived Documents Report

A new report will be added soon to the Agency Content Reports in Drupal that will list all Archived Documents within your website.



Revision Notes

You can add Revision notes to the layout section of the landing page. The Revision log message section appears on the top right side of your **Edit** page. On the **Revisions page** you'll see a log of the revisions that have been made like author, date, and any notes that were added.

[View](#) [Edit](#) [Delete](#) [Layout](#) [Revisions](#) [Clone](#) [Usage](#)

[Save layout](#) [Discard changes](#)

☒ Show content preview

[Revert to defaults](#) [Unlock](#)

Current state: Published

Change to: Published ▾

Schedule a status change

 You are editing the layout for this Landing Page content item.

Revision information
New revision

☒ Create new revision
Revisions are required.

Revision log message

Briefly describe the changes you have made.

Revision Notes cont.

This feature is also in other content type page. To view the notes, select **Revisions** near the top of the page. You'll see a log of the revisions made - author, date, and any notes that were added.

Note: The **Revision information** link next to the Revision log message currently isn't working.

Published
Last saved: 02/18/2026 - 15:09
Author: suzanne.delrow@dom.iowa.gov
☒ Create new revision
Revisions are required.
Revision log message

Briefly describe the changes you have made.

View	Edit	Delete	Revisions	Clone	Usage
Revision					
06/10/2026 - 08:41 by suzanne.delrow... This is a test message.					

[06/10/2026 - 08:40](#) by [suzanne.delrow...](#)

Housekeeping and Reminders

ServiceDesk Plus Tickets

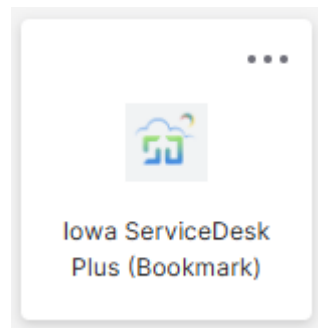
Need help or think you've found a bug? Submit a ticket through [ServiceDesk Plus](#) for DOM DoIT Websites and Digital Services. **Please submit a ticket rather than emailing or otherwise contacting the DX team.** By using ServiceDesk Plus we can better track tickets as a team and have the solutions available as future resources for all DX team members. **Please be sure to respond to your technician when contacted for follow up.**

- **Submit tickets for -**

- Bug reports
- Enhancement requests
- New user requests
- Training needs
- Generic requests and questions

- **The why -**

- Ensure better service
- Provide better oversight
- Offer opportunities for knowledge sharing



DX YouTube Channel

These training videos are available on YouTube and linked from the DX Training website within the content pages.

Subscribe: [Digital Experience Channel](#)

Playlists:

- [MSF&W Accessibility Training](#)
- [Digital Features](#)
- [Digital Experience Course](#)
- [Content Manager Meetings](#)
- [Qualtrics](#)
[Qualtrics DX](#) | [Qualtrics CX](#)



Training Opportunities in June

Weekly Open Office Hours

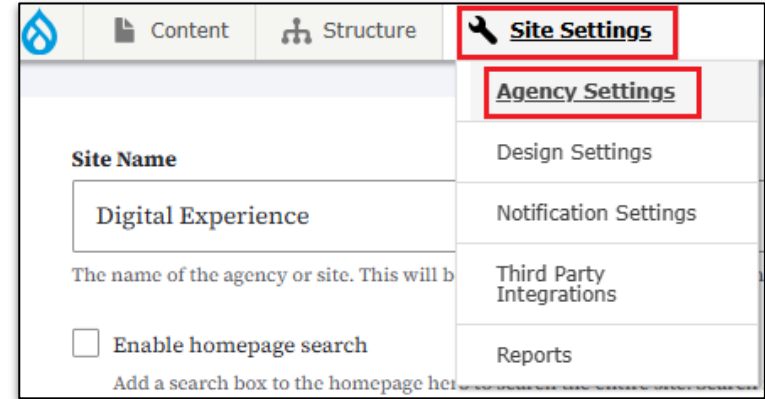
- **Content Manager Open Office Hours**
[Thursdays from 1-2 p.m.](#)
- **Qualtrics Open Office Hours**
[Tuesdays 10-10:30 a.m.](#)
[Thursdays 1-1:30 p.m.](#)
- **MSF&W Accessibility Open Office Hours**
[Wednesdays from 9-10 a.m.](#)
- **Allyant CommonLook Training Open Office Hours**
[Tuesday and Friday from 12-1 p.m. CST](#) (1-2 p.m. EST)

Accessibility

ADA Accessibility

Archived Documents

Below the bulleted list, you're able to add some text specific to your website, adding who to contact if a user should need help with accessibility with the listed documents or within your site.



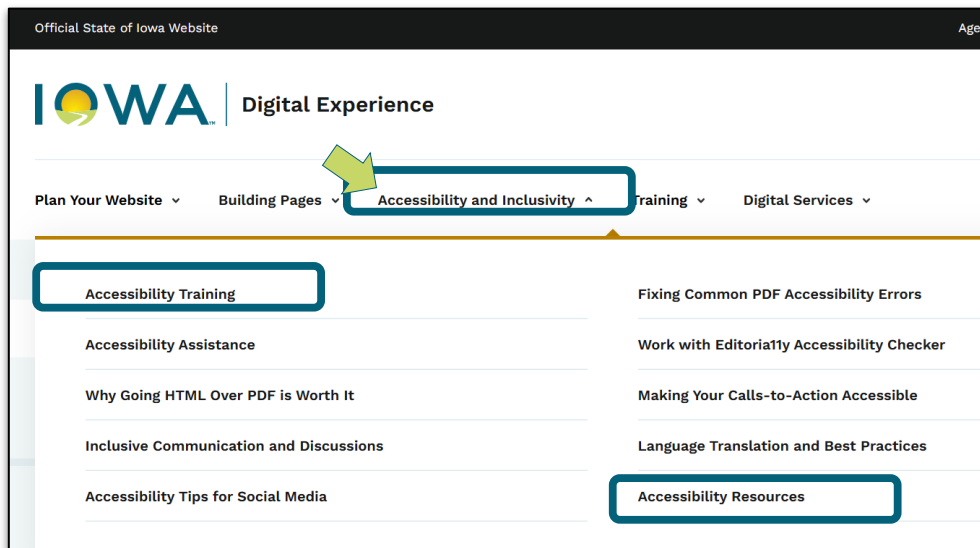
The screenshot shows a web application interface with three tabs at the top: 'Content', 'Structure', and 'Site Settings'. The 'Site Settings' tab is selected and highlighted with a red box. Below the tabs, there is a sidebar on the right with a red box around the 'Agency Settings' link. The main content area shows the 'Site Name' field with the value 'Digital Experience'. Below this, there is a text description: 'The name of the agency or site. This will be used in the URL.' and a checkbox labeled 'Enable homepage search' with the text 'Add a search box to the homepage here' below it.

- The content is kept only for reference, research, or recordkeeping, AND
- The content is kept in a special area for archived content, AND
- The content has not been changed since it was archived.

If you require an accessible copy of any of these documents or if you encounter accessibility barriers on our website, please **contact us** with your request, or visit **ServiceDesk Plus** to make a request.

Accessibility Training Resources

There are [Accessibility Resources](#) available on the DX Training Site. The resources include [live training](#) and [office hours](#) support from the MSFW Accessibility Team and links to the CommonLook trainings and office hours.

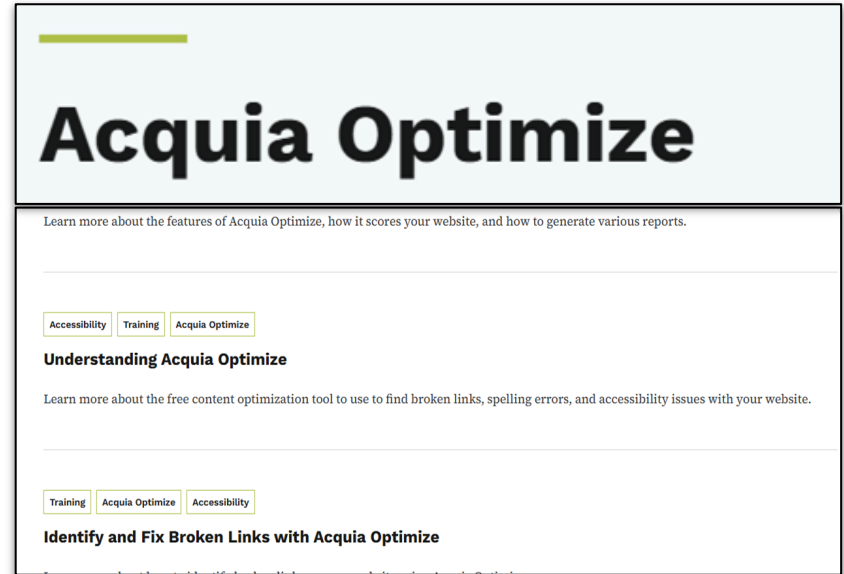


Acquia Optimize Resource

Our team has documentation available within the [DX Training Acquia Optimize Topic](#).

This documentation will help you better understand how Acquia can be used to improve the Accessibility and Quality Assurance Scores of your website.

 [Acquia Optimize Documentation](#)



Questions, Comments or Concerns?