

Google Forms & Ideolve integration with Zapier

Preparation

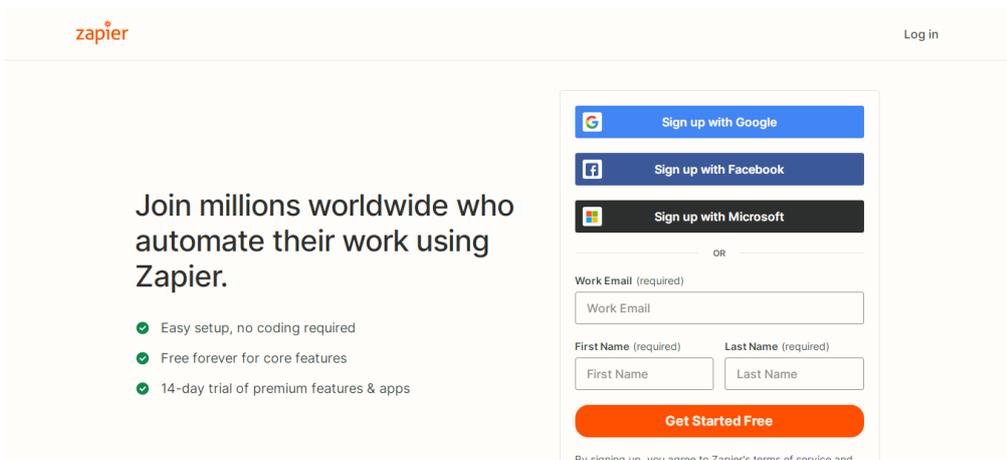
- First, you have to create a free Ideolve account by going through the following link: <https://ideolve.mithi.com/> (<https://ideolve.mithi.com/>).

A screenshot of the Ideolve website's sign-up page. The page has a dark blue background with a white sign-up form in the center. The form is titled "Sign Up" and contains four input fields: "Your Full Name *", "Email *", "Create a password *", and "Confirm your password *". Each field has a small circular icon to its right. Below the fields is a "REGISTER" button. At the bottom of the form, there is a link that says "know more about ideolve".

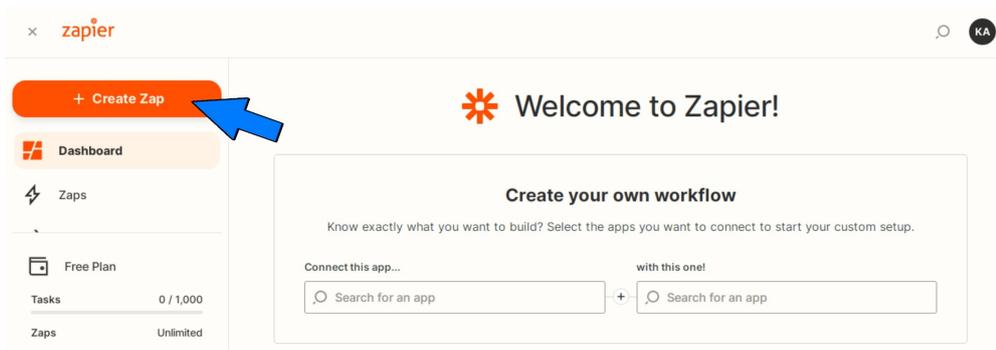
- Then, create a Google Form using your Google Account. Refer to this guide (<https://support.google.com/a/users/answer/9303071?hl=en>) to learn more about it.

Get Started with the Integration

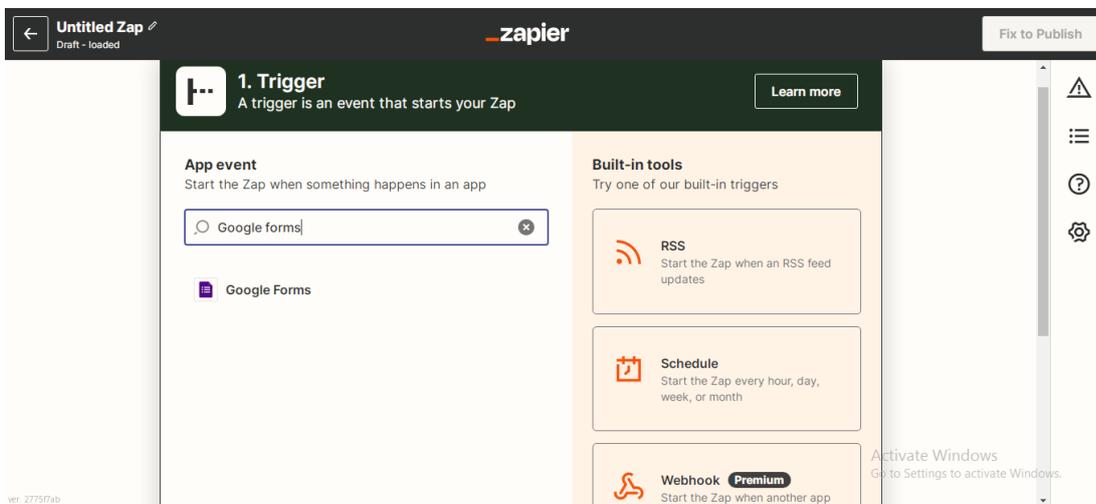
- Sign up on Zapier by following this link: <https://zapier.com/sign-up> (<https://zapier.com/sign-up>).

A screenshot of the Zapier website's sign-up page. The page has a light yellow background. On the left, there is a heading "Join millions worldwide who automate their work using Zapier." followed by three bullet points: "Easy setup, no coding required", "Free forever for core features", and "14-day trial of premium features & apps". On the right, there is a sign-up form with three social media buttons: "Sign up with Google", "Sign up with Facebook", and "Sign up with Microsoft". Below these buttons is an "OR" separator, followed by a "Work Email (required)" field, and "First Name (required)" and "Last Name (required)" fields. At the bottom of the form is a "Get Started Free" button. Below the form, there is a small text that says "By signing up, you agree to Zapier's terms of service and".

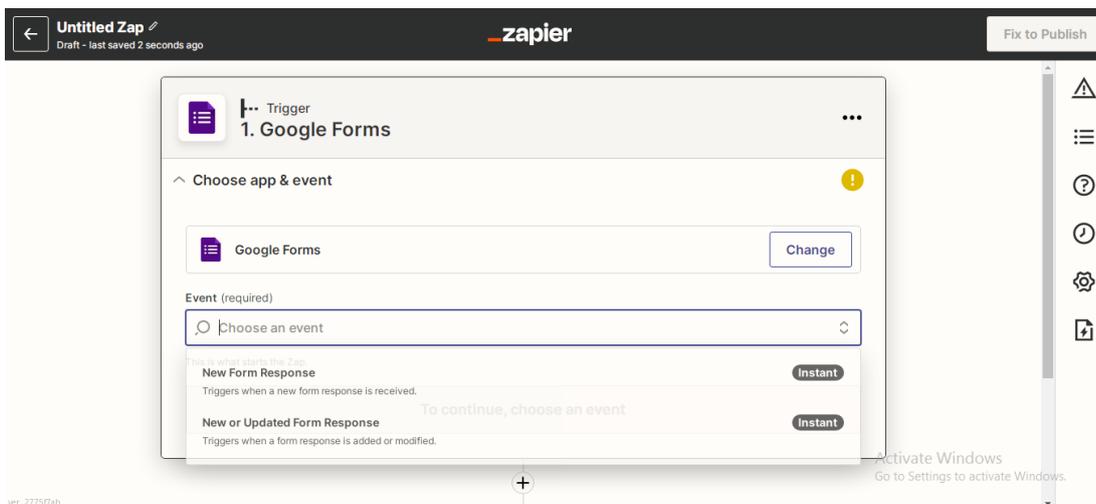
- Click the "+Create Zap" button on the left side of the Zapier site after logging in.



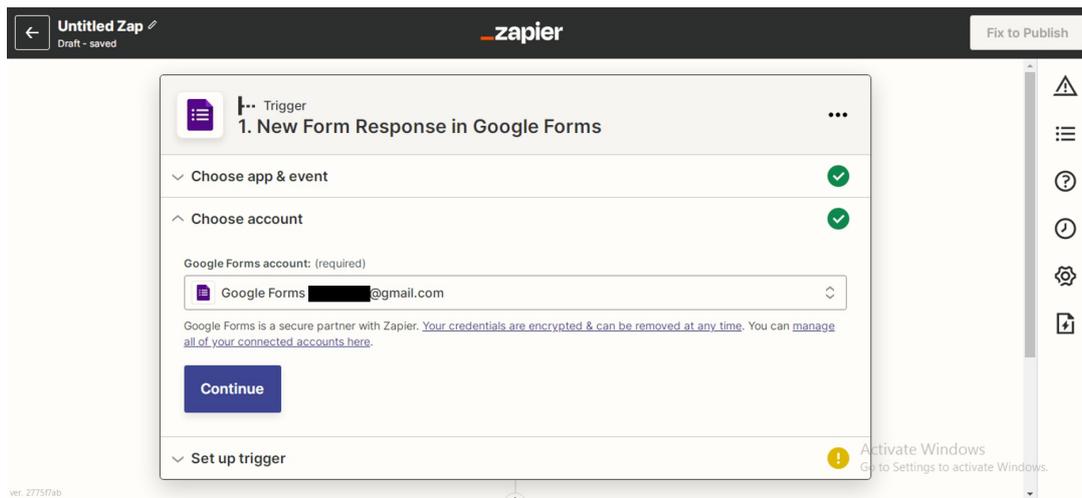
- For the App under "Trigger," select Google Forms



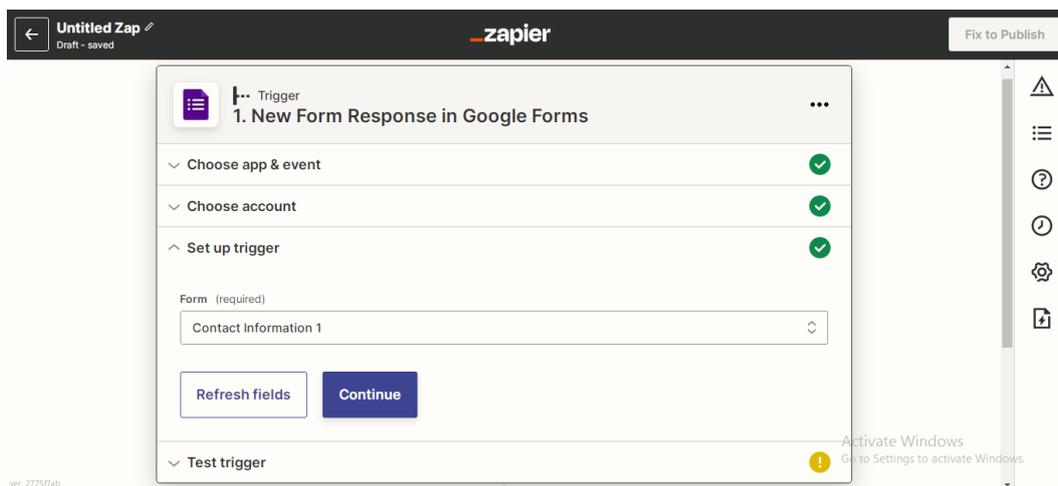
- Under the Event, choose "New form response" and click on Next.



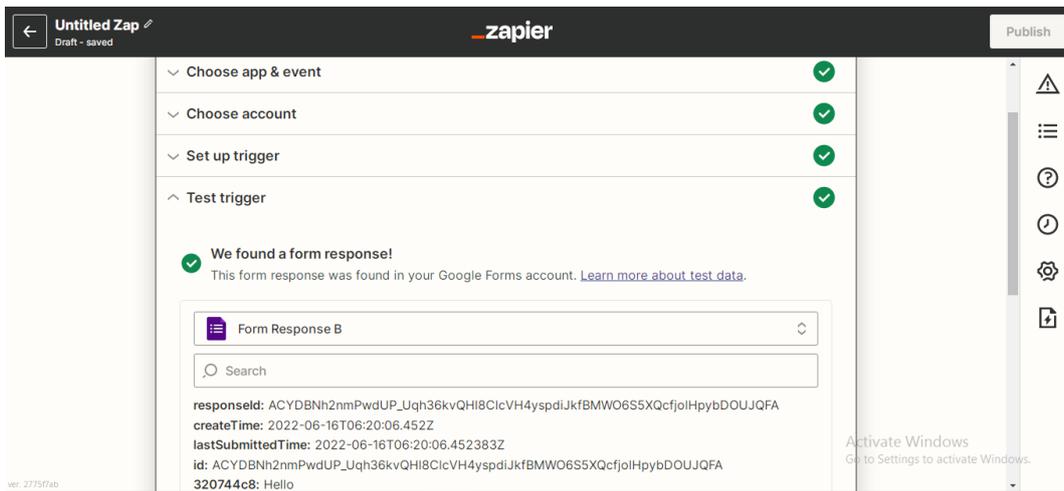
- Next, link the Google Account in which you've created the Google Form and click on Continue



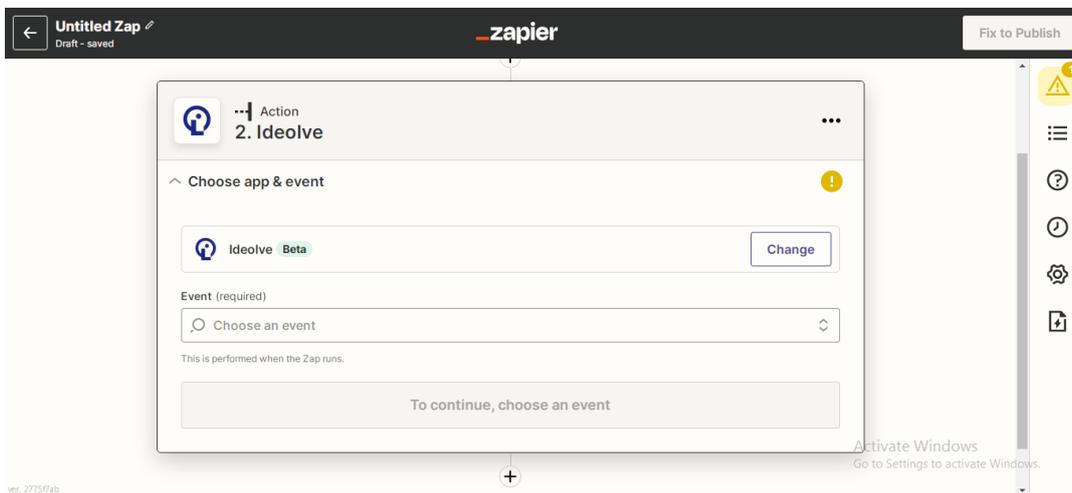
- Under the "Set up Trigger Section", you need to now choose the Google form that you have created.



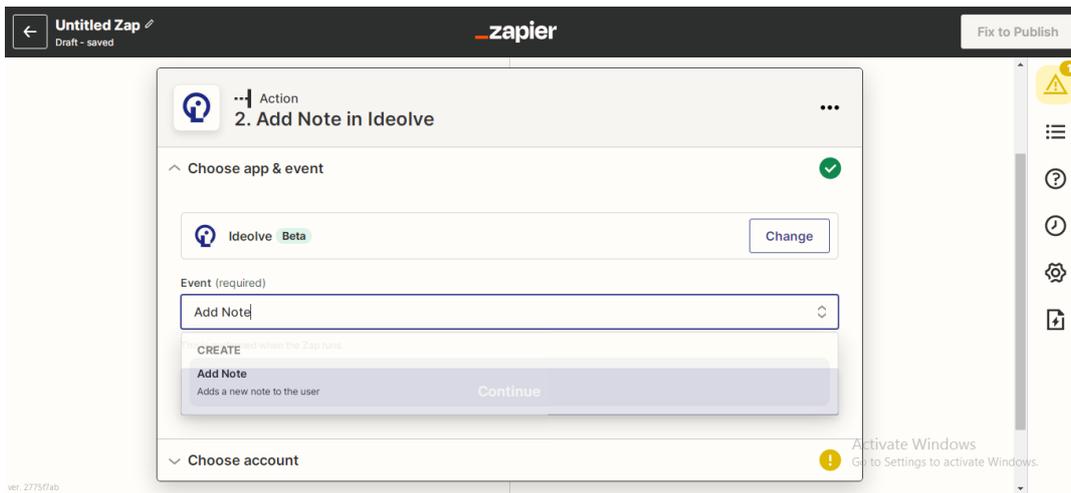
- Remember to have at least one response in your Google form since now we have to test the trigger to see if it captures all the information.



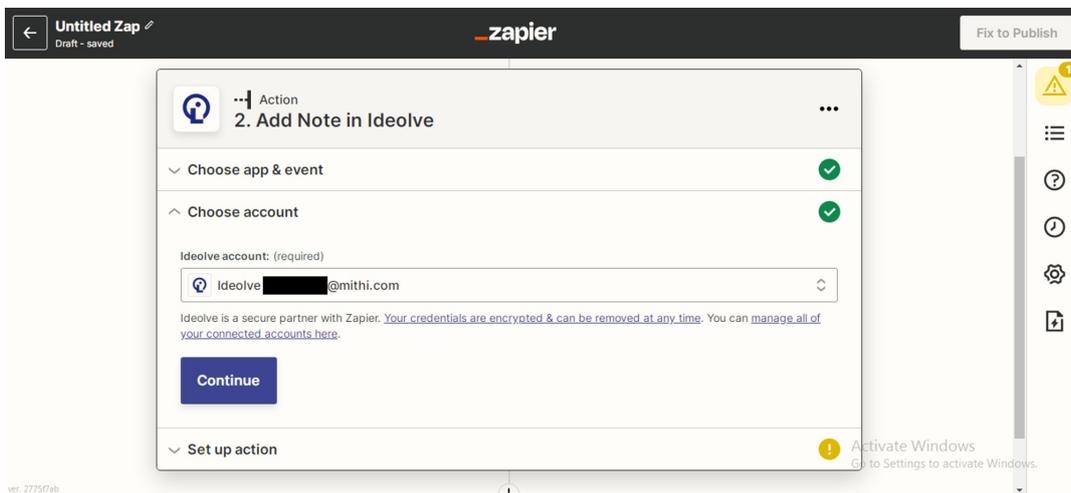
- After testing the trigger, now we have to set up the Action. Under the Action tab, Choose the Ideolve app.



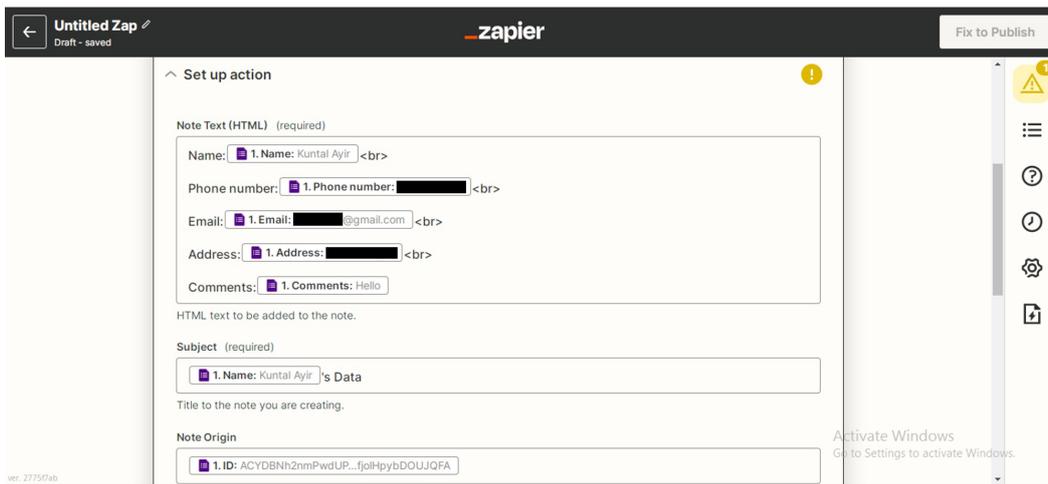
- The new event to add every time an entry is made is to add a new note. Choose "Add Note" under Event and continue.



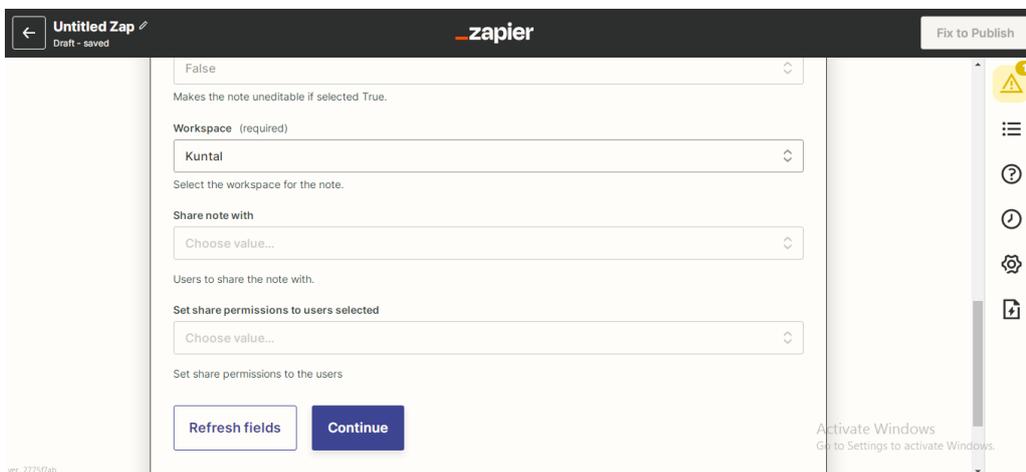
- Choose your Ideolve account to save the note and Continue.



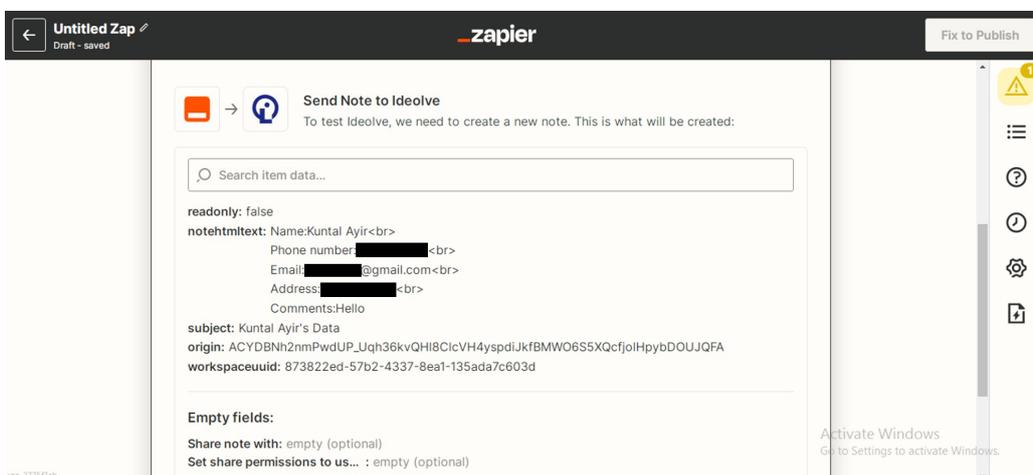
- Setup the action i.e. How you want your note to look. You can include the data you have captured from the Google form and put it in the Note text. Remember that the Note text is in HTML format so you need to use some HTML tags to format the text.



- Once you're done formatting the note, decide what workspace you want to put the note in. Set its permission and the people you want to share the note with and press Continue.



- Now, test the note and see how it appears in Ideolve. It usually takes 3 seconds for the note to appear on Ideolve.



- Open Ideolve and you will receive a new note with the information entered in the Google Form. Publish the Zap and every time the form is filled, a new note with the information will be created.

