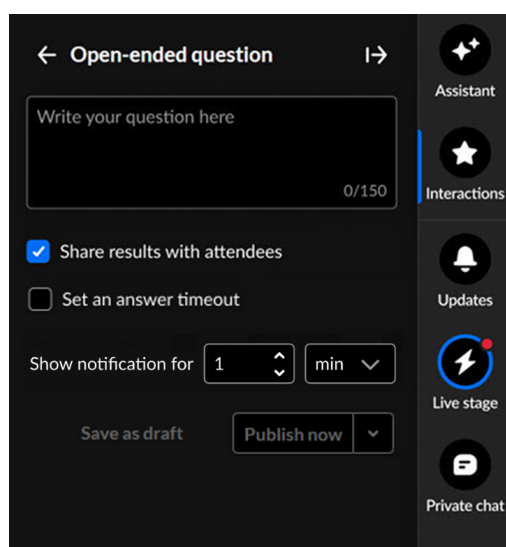# Interactions tab - Open ended question

Last Modified on 02/01/2026 3:32 pm IST
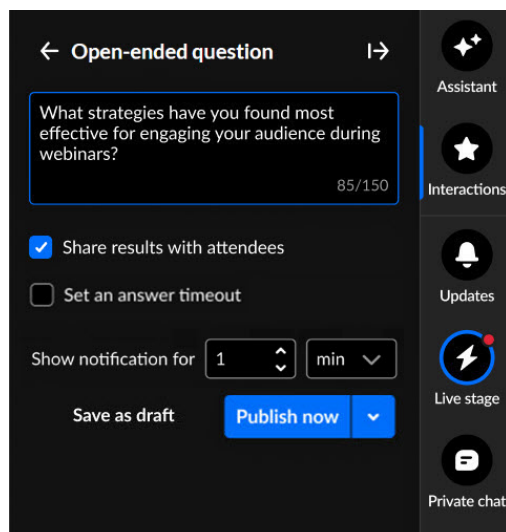
> 👤🔒 **This article is designated for moderators**

Create and publish an open-ended question from the Interactions tab of the Chat and Collaboration widget
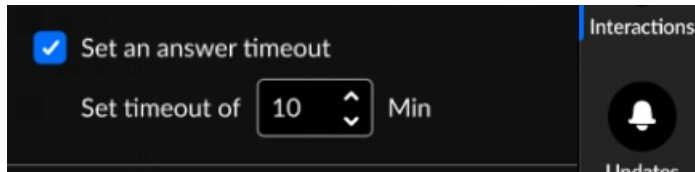
1. Click **Open-ended question** to begin creating an open-ended question.

2. Type your question in the "Write your question here" field.

3. Decide whether to share results with attendees.
4. You may set an answer timeout (a response window for users) that controls how long the question stays active. If enabled, an additional configuration displays, "Set time out of". Use the up and down arrows to set the number of minutes the question will be available for users to answer.

1

- Default response window is 5 minutes
- Minimum is 1 minute and maximum is 120 minutes

During this time, participants see a countdown indicator. When the timer runs out, the question automatically concludes.
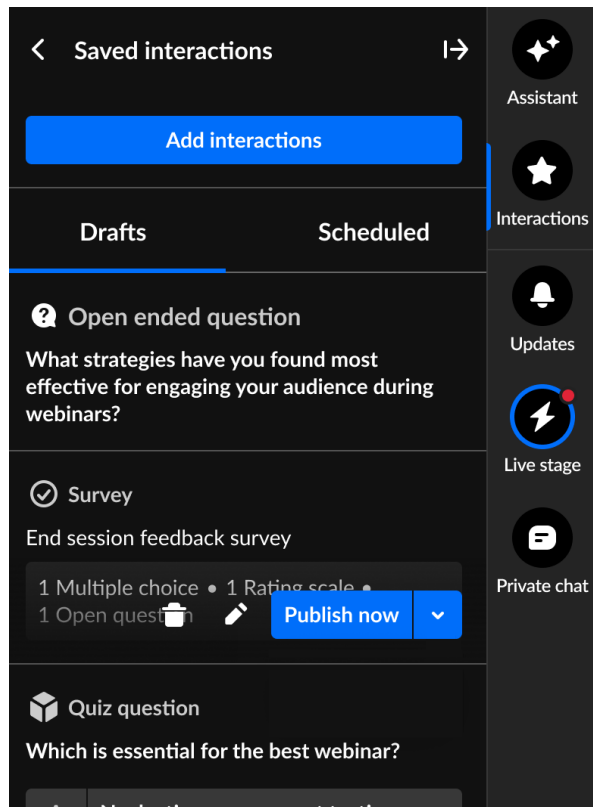
5. You may specify how long the open-ended question notification will be visible to users. Use the up and down arrows to set the number of minutes or seconds the open-ended question notification will be shown.
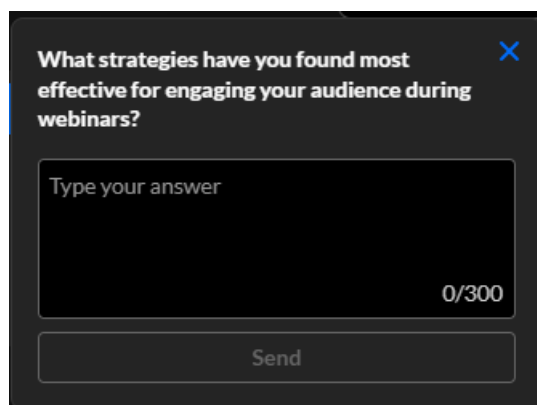

- When set to *seconds*, minimum is 5 seconds and maximum is 60 seconds
- When set to *minutes*, minimum is 1 minute and maximum is 10 minutes

6. Decide whether to save as a draft, schedule, or publish now.

- **Save as a draft** - Click **Save as draft**. After you've saved an interaction as a draft, you may access it through the Drafts tab of **Saved interactions**. Hover over the draft and choose the appropriate option. Please note, interactions cannot be modified within 2 minutes of scheduled time.

- **Schedule** - See Schedule interactions.
- **Publish now** - Click **Publish now**. The interaction is published to your attendees immediately, initially displaying as a small toast popup in the lower left corner of the screen (example shown below), then displaying in the Feed sub-tab of the Live stage tab.

> ℹ️ Interested in exploring other interaction tools? Click here!