KRIQY / FREE HR RESOURCE

Pulse Survey Question Guide

50 questions · 10 themes · 3 ready-to-use pulses

A practical reference for selecting a focused employee pulse survey and planning what happens after the responses arrive.

01	Choose one decision or workplace issue to understand.
02	Select 3–6 relevant closed questions, with an optional open-text prompt.
03	Confirm audience, reporting safeguards and who owns follow-through.
04	Share priorities, actions and progress back with employees.

Important

These are suggested questions, not a validated psychometric instrument. Adapt wording and audiences to your context. Do not administer all 50 questions in one pulse.

Response scale: 1 Strongly disagree · 2 Disagree · 3 Neither agree nor disagree · 4 Agree · 5 Strongly agree · Prefer not to answer.

THEME 01 / 10

Clarity & priorities

Select only questions that inform an action your organization can realistically take.

PS-01 I understand what is expected of me in my role.

Audience: All employees

Possible follow-through: Clarify role expectations and review them with teams.

PS-02 I know which priorities matter most this month.

Audience: All employees

Possible follow-through: Publish and discuss current team priorities.

PS-03 I understand how my work contributes to team goals.

Audience: All employees

Possible follow-through: Connect individual work to team outcomes.

PS-04 When priorities change, the reasons are explained clearly.

Audience: All employees

Possible follow-through: Introduce a clear priority-change update.

PS-05 I can identify what I should stop doing when new work is added.

Audience: All employees

Possible follow-through: Review workload trade-offs with managers.

THEME 02 / 10

Manager support

Select only questions that inform an action your organization can realistically take.

PS-06 My manager makes time to discuss obstacles affecting my work.

Audience: Employees with a direct manager; exclude roles without one
Possible follow-through: Create recurring blocker check-ins.

PS-07 I receive useful feedback that helps me improve.

Audience: Employees with a direct manager; exclude roles without one
Possible follow-through: Coach managers on specific developmental feedback.

PS-08 My manager follows up on commitments made to our team.

Audience: Employees with a direct manager; exclude roles without one
Possible follow-through: Track team commitments with owners and dates.

PS-09 I feel comfortable raising a concern with my manager.

Audience: Employees with a direct manager; exclude roles without one
Possible follow-through: Offer confidential alternatives and manager coaching.

PS-10 My manager helps me prioritize when demands conflict.

Audience: Employees with a direct manager; exclude roles without one
Possible follow-through: Introduce a prioritization escalation process.

THEME 03 / 10

Workload & wellbeing

Select only questions that inform an action your organization can realistically take.

PS-11 My workload is manageable within my normal working hours.

Audience: All employees; interpret by role and workload context
Possible follow-through: Review staffing, demand and workload allocation.

PS-12 I can take breaks when I need them.

Audience: All employees; interpret by role and workload context
Possible follow-through: Review break coverage and norms.

PS-13 I have enough time to complete important work to a good standard.

Audience: All employees; interpret by role and workload context
Possible follow-through: Reduce competing tasks or adjust timelines.

PS-14 I can raise workload concerns without negative consequences.

Audience: All employees; interpret by role and workload context
Possible follow-through: Strengthen escalation and non-retaliation messaging.

PS-15 Our team regularly reviews work that can be simplified or removed.

Audience: All employees; interpret by role and workload context
Possible follow-through: Run a monthly friction-removal review.

THEME 04 / 10

Growth & development

Select only questions that inform an action your organization can realistically take.

PS-16 I understand what skills I need to grow in my role.

Audience: Employees with an established role; adapt for new hires
Possible follow-through: Document role-specific development expectations.

PS-17 I have meaningful opportunities to learn at work.

Audience: Employees with an established role; adapt for new hires
Possible follow-through: Offer targeted learning assignments.

PS-18 I have discussed my development goals with my manager recently.

Audience: Employees with an established role; adapt for new hires
Possible follow-through: Schedule development conversations.

PS-19 I understand possible career paths available to me.

Audience: Employees with an established role; adapt for new hires
Possible follow-through: Publish transparent career-path guidance.

PS-20 I receive support to apply new skills in my work.

Audience: Employees with an established role; adapt for new hires
Possible follow-through: Allocate time for practice and feedback.

THEME 05 / 10

Communication & change

Select only questions that inform an action your organization can realistically take.

PS-21 Important decisions are communicated in time for me to act.

Audience: Employees affected by the change; otherwise all employees
Possible follow-through: Set decision-communication standards.

PS-22 I understand why recent changes were made.

Audience: Employees affected by the change; otherwise all employees
Possible follow-through: Explain change rationale and expected impact.

PS-23 I know where to find reliable updates about my team.

Audience: Employees affected by the change; otherwise all employees
Possible follow-through: Consolidate team update channels.

PS-24 I have a chance to ask questions about changes that affect me.

Audience: Employees affected by the change; otherwise all employees
Possible follow-through: Hold accessible change Q&A sessions.

PS-25 Leaders acknowledge when an issue has not yet been resolved.

Audience: Employees affected by the change; otherwise all employees
Possible follow-through: Publish open-item updates with next review dates.

THEME 06 / 10

Trust & voice

Select only questions that inform an action your organization can realistically take.

PS-26 I believe employee feedback is taken seriously here.

Audience: All employees

Possible follow-through: Show feedback-to-action examples and unresolved items.

PS-27 I know what happens after I share feedback.

Audience: All employees

Possible follow-through: Publish the feedback handling process.

PS-28 I feel safe sharing an honest opinion about my work experience.

Audience: All employees

Possible follow-through: Review confidentiality and anti-retaliation practices.

PS-29 Our organization explains what it can and cannot change after feedback.

Audience: All employees

Possible follow-through: Communicate decisions and constraints transparently.

PS-30 I have seen an improvement that resulted from employee feedback.

Audience: All employees

Possible follow-through: Share evidence-backed changes with teams.

THEME 07 / 10

Recognition & fairness

Select only questions that inform an action your organization can realistically take.

PS-31 Good work is recognized in a timely way.

Audience: All employees

Possible follow-through: Set team recognition habits.

PS-32 Recognition is based on clear and fair criteria.

Audience: All employees

Possible follow-through: Clarify recognition criteria and audit consistency.

PS-33 I understand how decisions affecting my work are made.

Audience: All employees

Possible follow-through: Explain relevant decision criteria.

PS-34 People in my team are treated respectfully.

Audience: All employees

Possible follow-through: Address reported conduct issues through appropriate channels.

PS-35 I have a fair opportunity to contribute ideas.

Audience: All employees

Possible follow-through: Rotate meeting participation and suggestion channels.

THEME 08 / 10

Collaboration & tools

Select only questions that inform an action your organization can realistically take.

PS-36 I can get the information I need to do my work.

Audience: Teams using the relevant tools or cross-team processes
Possible follow-through: Fix information access bottlenecks.

PS-37 Our team works effectively with other teams.

Audience: Teams using the relevant tools or cross-team processes
Possible follow-through: Define handoffs and shared ownership.

PS-38 The tools I use support rather than slow down my work.

Audience: Teams using the relevant tools or cross-team processes
Possible follow-through: Prioritize recurring tool friction.

PS-39 When a process causes delays, I know how to suggest a fix.

Audience: Teams using the relevant tools or cross-team processes
Possible follow-through: Create a simple process-improvement intake.

PS-40 Decisions between teams have clear owners.

Audience: Teams using the relevant tools or cross-team processes
Possible follow-through: Publish cross-team decision ownership.

THEME 09 / 10

Onboarding & belonging

Select only questions that inform an action your organization can realistically take.

PS-41 I know where to go when I need help.

Audience: New hires (first 30–90 days) for onboarding-specific questions; all employees for belonging questions
Possible follow-through: Create a clear support directory.

PS-42 I feel included in relevant team conversations.

Audience: New hires in their first 30–90 days
Possible follow-through: Review meeting and communication inclusion.

PS-43 New team members receive the information they need to get started.

Audience: New hires in their first 30–90 days
Possible follow-through: Improve the onboarding checklist.

PS-44 I understand how my team prefers to work together.

Audience: All employees; especially useful in onboarding follow-up
Possible follow-through: Document team working agreements.

PS-45 I feel that my perspective is valued by my team.

Audience: New hires (first 30–90 days) for onboarding-specific questions; all employees for belonging questions
Possible follow-through: Improve participation and feedback norms.

THEME 10 / 10

Follow-through & outcomes

Select only questions that inform an action your organization can realistically take.

PS-46 When an issue is raised, someone is accountable for the next step.

Audience: Employees who have received a prior feedback update or participated in a previous listening cycle
Possible follow-through: Assign a visible action owner.

PS-47 We receive updates on progress against employee feedback.

Audience: Employees who have received a prior feedback update or participated in a previous listening cycle
Possible follow-through: Set a regular feedback progress update.

PS-48 Actions taken in response to feedback address the underlying issue.

Audience: Employees who have received a prior feedback update or participated in a previous listening cycle
Possible follow-through: Validate solutions with affected employees.

PS-49 Unresolved issues are acknowledged rather than forgotten.

Audience: Employees who have received a prior feedback update or participated in a previous listening cycle
Possible follow-through: Maintain an open-issues register.

PS-50 We check whether changes actually improved employees’ experience.

Audience: Employees who have received a prior feedback update or participated in a previous listening cycle
Possible follow-through: Run targeted follow-up pulses after changes.

READY-TO-USE PULSES

Three starting points

Each pulse below uses five question IDs from the question bank. Adjust the selection to your audience and decision.

Manager support

PS-06 My manager makes time to discuss obstacles affecting my work.

PS-07 I receive useful feedback that helps me improve.

PS-08 My manager follows up on commitments made to our team.

PS-09 I feel comfortable raising a concern with my manager.

PS-10 My manager helps me prioritize when demands conflict.

Workload

PS-11 My workload is manageable within my normal working hours.

PS-12 I can take breaks when I need them.

PS-13 I have enough time to complete important work to a good standard.

PS-14 I can raise workload concerns without negative consequences.

PS-15 Our team regularly reviews work that can be simplified or removed.

Feedback follow-through

PS-26 I believe employee feedback is taken seriously here.

PS-27 I know what happens after I share feedback.

PS-46 When an issue is raised, someone is accountable for the next step.

PS-47 We receive updates on progress against employee feedback.

PS-50 We check whether changes actually improved employees’ experience.

SAFE REPORTING

Privacy and follow-through checklist

01. State whether responses are anonymous or confidential; do not use terms interchangeably.

02. Apply the product or organization reporting threshold before sharing results or subgroup cuts.

03. Review free-text comments for identifying details; avoid quoting verbatim where identity could be inferred.

04. Do not collect sensitive personal information unless a clear lawful basis and appropriate safeguards exist.

05. Do not promise anonymity if administrators can access identifiable records.

06. Share only aggregated findings with authorized audiences; document retention and access rules.

Before launch

Define the decision, audience, action owner, reporting threshold, communication plan and follow-up date. Interpret results alongside response rate and context; do not equate silence with satisfaction.

Continue with the editable Excel question bank to select questions and plan your next pulse.

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