

# Recruitment Screener - Certificates Cognitive Interviews

Certificate/Certification (10 ) \_\_\_\_\_  
Other (10 )

## COGNITIVE INTERVIEWS: RECRUITMENT SCREENER

RESPONDENT NAME: \_\_\_\_\_

DATE RECRUITED: \_\_\_\_\_ RECRUITED BY: \_\_\_\_\_

DATE CONFIRMED: \_\_\_\_\_ CONFIRMED BY: \_\_\_\_\_

Hello, this is \_\_\_\_\_ from Shugoll Research, an independent research firm. We are conducting a brief, but important survey on education and job training on behalf of the National Center for Education Statistics and other federal statistical agencies. This is strictly research. Your participation is voluntary and confidential, and you will receive no sales pitch or follow-up calls based on your participation. I'd like to ask you a few questions.

1. First, which of the following categories includes your age? (READ LIST)

		<u>CIRCLE ONE</u>	
	Under 21	<input type="checkbox"/> 1	→(THANK AND TERMINATE)
	21 to 25	<input type="checkbox"/> 2	
	26 to 29	<input type="checkbox"/> 3	
	30 to 35	<input type="checkbox"/> 4	→(CONTINUE. RECRUIT A MIX OF AGES.)
	36 to 40	<input type="checkbox"/> 5	
	OR 41 or older	<input type="checkbox"/> 6	
(DO <u>NOT</u> READ)	Refused	<input type="checkbox"/> 7	→(THANK AND TERMINATE)

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2. What is the highest degree or level of school you have completed? [NOTE VERBATIM RESPONSE AND MARK ONE CATEGORY BELOW]

- a. No schooling
- b. Nursery school
- c. Kindergarten
- d. Grade 1-11
- e. 12<sup>th</sup> grade NO DIPLOMA
- f. Regular high school diploma
- g. GED or alternative credential
- h. Some college credit, but less than 1 year of college credit
- i. 1 or more years of college credit, no degree
- j. Associate’s degree (for example: AA, AS)
- k. Bachelor’s degree (for example: BA, BS)
- l. Master’s degree (for example: MA, MS, MEng, Med, MSW, MBA)
- m. Professional degree beyond a bachelor’s degree (for example: MD, DVS, DDM, LLB, JD)
- n. Doctorate degree (for example: PhD, EdD)

3. And, have you: (READ LIST. CIRCLE ONE PER ROW)

	<u>Yes</u>		<u>No</u>
Taken education or training to earn a certificate or professional certification?	1	→(RECRUIT FOR CERTIFICATE INTERVIEWS. GO TO Q.4)	2
		(RECRUIT "No" FOR OTHER)	
(DO <u>NOT</u> READ) Don't know	3	→(RECRUIT FOR OTHER)	

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4. In what field is that? (DO NOT READ)

CIRCLE

- |                                                                                                                             |   |
|-----------------------------------------------------------------------------------------------------------------------------|---|
| <u>Technology</u> (i.e., system administrator, network professional/architect, IT professional, enterprise developer, etc.) | 1 |
| <u>Health care</u> (i.e., nursing, case management, occupational/physical therapy, social work, counselor, etc.)            | 2 |
| <u>Business</u> (i.e., financial planning, accounting, human resources, marketing, consulting, etc.)                        | 3 |
| <u>Construction</u> (i.e., construction project management, construction safety, contracting, etc.)                         | 4 |
| Other (specify) _____                                                                                                       | 5 |

**SKIP TO Q. 5**

5. Please describe the benefits to you of having [a certificate/certification].  
 (PROBE) What motivated you (or would motivate you) to [obtain a certificate/certification?]  
 ]? (RECORD ANSWER VERBATIM. PROBE AND CLARIFY FULLY.)

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ANY SCREENER WITHOUT A VERBATIM ANSWER DOES NOT QUALIFY.  
 IF RESPONDENT IS UNABLE OR UNWILLING TO GIVE AN ANSWER IN ENGLISH, THANK & TERMINATE.  
 IF RESPONDENT HAS HEAVY ACCENT OR CANNOT MAKE HIM OR HERSELF CLEARLY UNDERSTOOD IN ENGLISH, THANK & TERMINATE.  
 IF RESPONDENT ONLY GIVES ONE OR TWO WORD ANSWERS AND IS UNWILLING OR UNABLE TO ELABORATE ON MEANING, THANK & TERMINATE.

6. And, are you: (READ LIST)

CIRCLE ONE

- |                              |   |                      |
|------------------------------|---|----------------------|
| Employed full-time           | 1 | →(CONTINUE WITH Q.7) |
| Employed part-time           | 2 |                      |
| Not employed                 | 3 | →(SKIP TO Q.9)       |
| A full-time student          | 4 |                      |
| OR Retired                   | 5 |                      |
| (DO <u>NOT</u> READ) Refused | 6 |                      |

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7. Who is your current employer? (RECRUIT A MIX OF PUBLIC AND PRIVATE SECTOR)

\_\_\_\_\_ (RECORD)

8. What is your occupation, that is, what type of work do you do? (RECRUIT A MIX OF JOB TYPES)

\_\_\_\_\_ (RECORD)

9. Are you of either Hispanic or Latino origin?

- Yes
- No

What is your race? (You may select one or more.) →(RECRUIT A MIX)

- [American Indian or Alaska Native](#)
- [Asian](#)
- [Black or African American](#)
- [Native Hawaiian or Other Pacific Islander](#)
- [White](#)

RECORD GENDER. DO NOT ASK.

	<u>CIRCLE ONE</u>	
Female	1	→(RECRUIT A MIX)
Male	2	

**INVITATION**

Based on your answers, we would like to invite you to participate in an additional interview to discuss education and job training. You will receive an honorarium for participating in the interview. This is not for sales purposes; it is part of a research study. The interview is up to one hour in length and can be conducted over the telephone. The honorarium is \$40.

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### Phone

We are conducting telephone interviews from \_\_\_\_\_ to \_\_\_\_\_. Are you available to participate in this research study?

CIRCLE

- Yes            1            → (CONTINUE)  
No             2            → (ASK ABOUT IN-PERSON, IF QUOTAS NOT FILLED)

\_\_\_\_\_

### RECRUITER RECORD

DAY/DATE OF INTERVIEW: \_\_\_\_\_

TIME OF INTERVIEW: \_\_\_\_\_ AM/PM

RECORD PHONE NUMBER FOR PHONE INTERVIEW  
AND FOR CONFIRMING INTERVIEWS: \_\_\_\_\_

We would like to send you some very brief materials for the interview. We can mail or email them.  
RECORD mailing or email address: \_\_\_\_\_