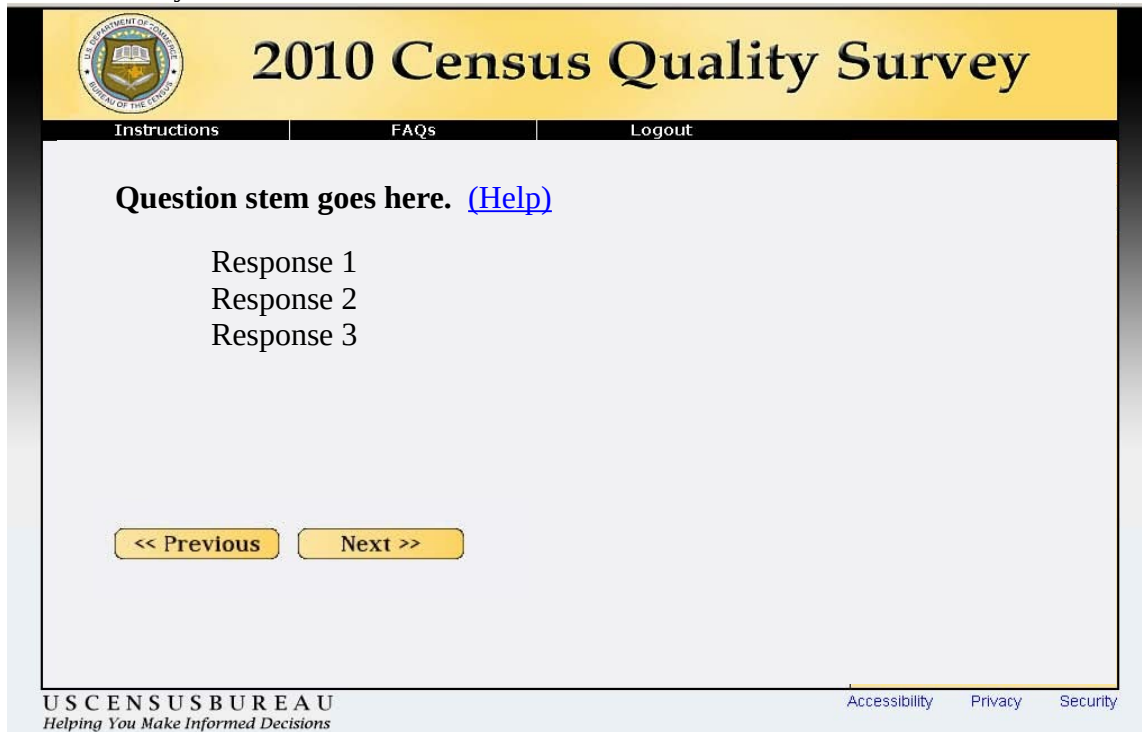**2012 National Census Test**
**Internet Instrument Design Document**
**February 23, 2012 – DRAFT**

**1. General Overview**

1.1 Screen Layout



The image above is an example of the 2010 Census Quality Survey (CQS) question screen layout (without the progress indicator). The 2012 NCT will have a similar layout regarding the menu bar, menu buttons, and placement of the questions and navigation buttons. The biggest changes to the layout include the removal of the progress indicator and changing the color and look of the instrument. ASD will provide DSSD with an example regarding the banner, the colors, and the general style of the instrument.

The menu bar will include three button options: Instructions, Frequently Asked Questions (FAQs), and Logout. The Instructions and FAQs buttons enable respondents to obtain survey-related information from every screen. More information about the specific contents of the Instruction and FAQ screens can be found in Sections 1.2.1 and 1.2.3 respectively. The logout button allows respondents to leave the survey and reminds them that they will need their Personal Identification Number (PIN) on subsequent logins. More information about logout procedures can be found in Section 1.2.3

Three links at the bottom of every screen will provide information on Accessibility, Privacy, and Security. The Accessibility and Privacy links should both open new windows that display information from the Census Bureau website:
- Accessibility displays http://www.census.gov/privacy/privacy_policy/document_accessibility.html
- Privacy displays http://www.census.gov/privacy/

The Security link will also open a new window (shown below) but does not provide information from the Census Bureau website. Instead, the Security information is provided in the same format as the rest of the 2012 NCT and is a standard security message that is provided on other web surveys created by ASD.
Security Information Screen

## 1.2 Menu Bar Buttons

### *1.2.1 Instructions*

The "Instructions" menu button will link to a set of instructions that appear on top of the current survey screen. This new window should not be a not pop-ups because many people have pop-up blockers on their computers. The window will have an "X" in the upper right hand corner, as well as a 'close' button at the bottom to close the window. If a window is not closed, it will slip to the background when the respondent presses the 'Next' button in the instrument. If they click the "Instruction" or "FAQs" link again, the new window will replace the old window that was never closed, and once again, come to the foreground.
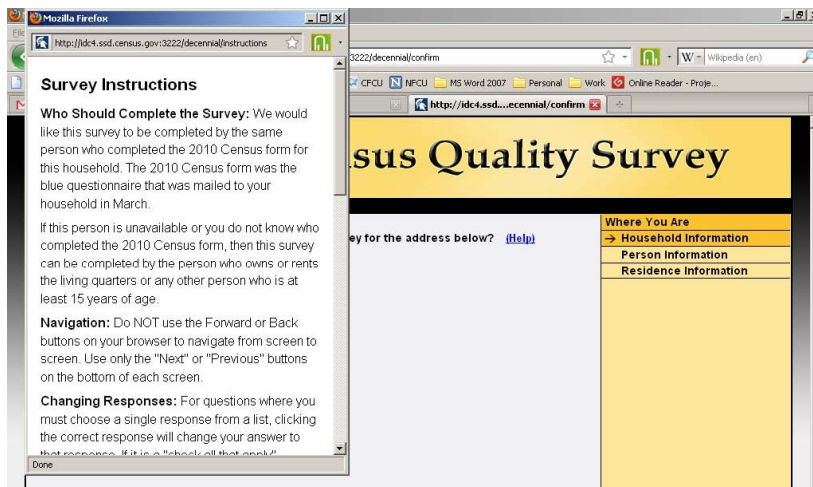


The above image is an example of the "Instructions" window. Respondents will able to see all survey instructions in one place. The complete contents of the "Instructions" window are displayed below:

**Who should complete the survey:** This survey can be completed by the person who owns or rents the living quarters or any other person who is at least 15 years of age.

**Navigation:** Do NOT use the Forward or Back buttons on your browser to navigate from screen to screen. Use only the "Next" or "Previous" buttons on the bottom of each screen.

**Changing Responses:**  For questions where you must choose a single response from a list, clicking the correct response will change your answer to that response.  If it is a "check all that apply" question, you may click on a selected check box to unselect the box and remove it as one of your answers.

**Survey Time out:**  For your security, this survey will automatically time out after 15 minutes of inactivity.  If you need to leave the survey for more than 15 minutes, please click "Logout" on the survey menu bar so you may return to the survey at a later time.  All of your information will be saved.  When you return to the survey, you will begin at the same point where you left.  If you exit before submitting the survey, you will need your PIN in order to get back into the survey.  Your PIN will be provided to you during the survey, once we have confirmed the address for which you are completing the survey.

**Exiting and Returning to the Survey:**  If you need to leave the survey before you have fully completed it, you may click "Logout" on the survey menu bar.  When you return to the survey, you will begin at the same point where you left.  If you log out before submitting the survey, you will need your PIN in order to get back into the survey.  Your PIN will be provided to you during the survey, once we have confirmed the address for which you are completing the survey.

**Help with Survey Questions:**  If you need assistance on a specific survey question, use the "(Help)" link that appears with that question.

**Submitting your Survey:**  You will be asked to submit your answers when you have completed the survey.  Once you have submitted your survey and are shown the confirmation page you may close the web browser.  You do NOT need to do anything further to complete the survey.

*1.2.2 FAQs*

Similar to "Instructions," the "FAQs" menu button will link to a set of frequently asked questions that appear on top of the current survey screen.  This new window should not be a not pop-ups because many people have pop-up blockers on their computers.  The window will have an "X" in the upper right hand corner, as well as a 'close' button at the bottom to close the window.  If a window is not closed, it will slip to the background when the respondent presses the 'Next' button in the instrument.  If they click the "Instruction" or "FAQs" link again, the new window will replace the old window that was never closed, and once again, come to the foreground.
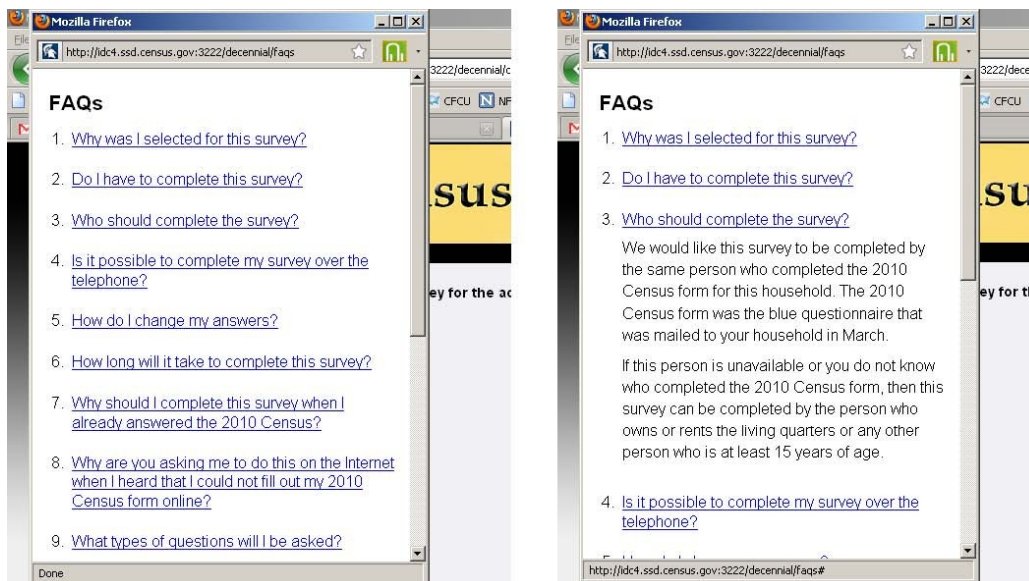
The above images are examples of the "FAQs" window.  Respondents initially see the image on the left, in which each FAQ is a separate link they can click on.  Once an FAQ link is selected, the selection expanded to display that specific text.  This is illustrated by the image on the right in which the respondent clicked on the "Who should complete the survey" FAQ.  Respondents will be able to see all of the FAQ topics and can then expand/contract the specific information, as they desire.  The complete contents of the FAQ window are displayed below:

Q.  Why was I selected for this survey? The U.S.  Census Bureau chose your address, not you personally, as part of a randomly selected sample.  Your address was selected to represent a cross section of other households in your community.

Q.  Do I have to complete this survey? This survey is voluntary, but will only take about 10 minutes.

Q.  Who should complete the survey?  This survey can be completed by the person who owns or rents the living quarters or any other person who is at least 15 years of age.

Q.  How do I change my answers? For questions where you must choose a single response from a list, clicking the correct response will change your answer to that response.

If it is a "check all that apply" question, you may click on a selected check box to unselect the box and remove it as one of your answers.

For more information on how to complete the survey, click "Instructions" on the survey menu bar.

Q.  How long will it take to complete this survey? The U.S.  Census Bureau estimates that, for the average household, this survey will take about 10 minutes to complete, including the time for reviewing the instructions and answers.

Send comments regarding this burden estimate or any other aspect of this burden to: Paperwork Reduction Project 0607-0960-C, U.S.  Census Bureau, AMSD-3K138, 4600 Silver Hill Road, Washington, DC 20233.  You may e-mail comments to paperwork@census.gov; use "Paperwork Project 0607-0960-C" as the subject.

Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget.  The OMB approval number for this survey is 0607-0960.

Q.  What types of questions will I be asked? This survey will ask if the housing unit is rented or owned, it will ask for the names of everyone living in the household and, for each person living in the household, we ask name, relationship to householder, sex, age/date of birth, Hispanic origin, race, and whether or not the person sometimes lives or stays somewhere else.

Q.  What is the Census Bureau's authority for conducting this survey? We are conducting this survey under the authority of Title 13 United States Code Section 182.  This survey has been approved by the Office of Management and Budget (OMB).  For this survey, the OMB approval number is 0607-0960.

Q.  Do you share my data with other agencies such as Immigration and Customs Enforcement, the Federal Bureau of Investigations, the Internal Revenue Service, courts, or the police? No, individual responses **are not shared with anyone**, including government agencies or private organizations.  Title 13 of the United States Code protects private information from ever being published.  It is against the law to disclose or publish any private information (names, telephone numbers, etc.) that identifies an individual or business.  We use your information to produce statistics.  Your personal information cannot be used against you by any government agency or court.

Q. How does the Census Bureau protect my survey data? Federal law protects your information, and we have developed policies and statistical safeguards to help us follow the law and further ensure the confidentiality of your information.

**Federal Law:** Title 13 of the United States Code protects the confidentiality of all your information. Violating this law is a crime with severe penalties.

**Privacy Principles:** Our Privacy Principles are guidelines that cover all of our activities. These principles encompass both our responsibilities to protect your information and your rights as a respondent. They apply to the information we collect and the statistics we publish.

**Statistical Safeguards:** Statistical methods ensure that the statistics we release do not identify individuals or businesses. These methods include extensive review and analysis of all our data products, as well as disclosure avoidance methodologies such as data suppression and modification.

Your information is confidential and we will never identify you individually. For more information, visit the Census Bureau's Data Protection and Privacy Policy webpage at: http://www.census.gov/privacy/.

Q. Is it safe to complete this survey online? In addition to the three guidelines above (Federal Law, Privacy Principles, and Statistical Safeguards), the following additional policies apply to personally-identifiable information provided in an online survey. More information on this topic can be found on the Data Protection and Privacy Policy webpage at: http://www.census.gov/privacy/.

For each online survey, we are required to provide an explanation to respondents about the confidentiality of the data and the laws that protect those data (e.g., Title 13, United States Code Section 9 (a)).

All web data submissions are encrypted in order to protect your privacy, even in the remote chance that your survey responses are intercepted.

Q. Will the results be published? The Census Bureau plans to make results of this study available to the general public.

Information quality is an integral part of the pre-dissemination review of the information disseminated by the Census Bureau (fully described in the Census Bureau's Information Quality Guidelines at http://www.census.gov/quality/quality_guidelines.htm). Information quality is also integral to the information collection conducted by the Census Bureau and is incorporated into the clearance process by the Paperwork Reduction Act.

*1.2.3 Logout*

If respondents click the "Logout" button, they are shown the following *Logout* screen.



- The "Continue" button takes respondents back to the screen they were on last.
- The "Logout" button ends a respondent's session and takes them back to the *Login* screen.

## 1.3 Item-Specific Help



The item-specific help windows will perform the same way as the "Instructions" and "FAQs" windows. A respondent will click on the "Help" link next to the question and a new window will open on top of the current survey window. As with the "Instructions" and "FAQs" windows, the "Help" windows will have an "X" in the upper right hand corner, a "Close" button at the bottom, and will slip to the background when the respondent presses the "Next" button in the instrument.

The exact content of the item-specific help windows can be found within the detailed information for each screen in Sections 3 through 6.

## 1.4 Edit Messages

Most data items will be subject to "soft edits." When an error is made (e.g., the respondent presses "Next" and an item is left blank or the response is invalid), a message with red text should appear at the top of the screen, above the main question, indicating that there is a problem with the information entered (see example below). The respondent will be given the opportunity to change the information and continue. However, if nothing is changed and the respondent again presses "Next," they are allowed to bypass the error and continue entering data for the next question. The generic soft edit message states, "Please provide an answer to the question." Specific edit messages, for all items, can be found within the detailed information for each screen in Sections 3 through 6.
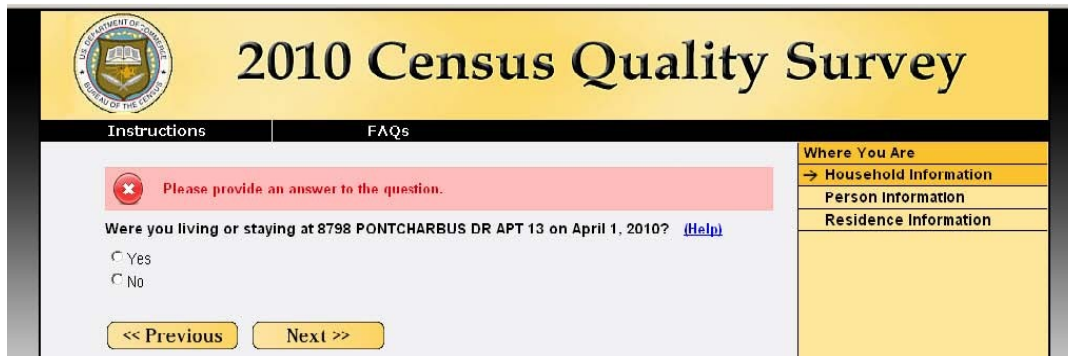
**2. Introductory Screens**

Respondents are first shown a *welcome* screen that introduces them to the survey and provides the "Warning" messages telling respondents that their usage of this instrument will be monitored and recorded. They are then asked to log in (*Login1*) using the access code found in their mailing materials. After logging in, respondents are asked to confirm that they are completing the survey for the sampled address (*confirm*). If respondents indicates that the sampled address is not correct, they are asked to provide their access code again (*verify*) to determine if the error is due to a mistyped access code. If they enter a different access code, they are asked to confirm the address for that new access code. If this address is correct, they can continue with the survey. If not, they go to the *verify* screen for the new access code. On verify, if they enter the same access code as before, it is likely not a typo. At this point, our assumption is that the address they are trying to complete the survey for is out of sample and the respondent is told they do not need to complete the survey. Once we have confirmed that the respondent is completing the survey for the sampled address, they are given a PIN to be used during subsequent logins. On the *PIN* screen, they are also asked to select and answer a verification question. This question and answer combination will be used if the respondent forgets their PIN.

If a respondent logs into the instrument (*Login1*) and their access code is flagged as being used before, they will be asked to provide their PIN (*Login2*). If they successfully enter the PIN, they are taken to the screen they left off at during their last login. After three unsuccessful PIN attempts, the respondent is taken to a screen that allows them to access the survey using their verification question response (*security*). The *login2* screen also had a link that says "Click here if you have forgotten your PIN" that will allow respondents who do not know their PIN to immediately go to the *security* screen. The *security* screen displays the verification question the respondent selected earlier and asks for the correct response. There is a link on this screen that say "Click here if you have forgotten your verification question response" which will display the message "For assistance, please call 1-800-XXX-XXXX." After three incorrect attempts at answering the verification question, the access code will be locked out for 15 minutes and the assistance message will be displayed.

2.1  Welcome



| Screen name | Welcome |
|---|---|
| Content | Same as the "*Welcome*" screen from CQS, with updated survey name and OMB info. |
| Branching | Display "*Login1*" |
| Special instructions | The form number, OMB number, and approval expires date (in the footer) will need to be updated. This information is not available at the present time. |

## 2.2 Login1



| Screen name | Login1 |
|---|---|
| Content | Same as the "*Login*" screen from CQS, with updated OMB information. (If we can change the screen name, from *Login* to *Login1,* that is preferable but not imperative.) |
| Data needed | List of valid access codes from input file. |
| Universe | All |
| Previous screen(s) | Welcome |
| Branching | Display "*Confirm*" |
| Special instructions | The project number (in the burden statement) and the form number, OMB number, and approval expires date (in the footer) will need to be updated. <mark>This information is not available at the present time.</mark> |

## 2.3 Confirm



| Screen name | Confirm |
|---|---|
| Content | Same as the *confirm* screen from the CQS, with the updated survey name. |
| Data needed | Full sample address |
| Universe | All |
| Previous screens(s) | Login2 or 3rd incorrect entry on Security |
| Question wording | See example image |
| Response options | Yes/No Radio Buttons |
| Branching | If Yes or blank, display *address*<br>If No, display *verify* |
| Help text | We need to make sure that you are completing this survey for the correct address. The address in this question should match the one to which we mailed your survey invitation letter. If this address is not the same, please answer "no" to this question. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | Remove the "Previous" button from this screen. |

## 2.4 Verify



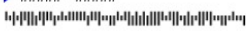| Screen name | Verify |
|---|---|
| Content | Same as *verify* screen from CQS. |
| Data needed | Access code |
| Universe | People who respond "No" to *confirm* |
| Previous screens(s) | Confirm |
| Question wording | See example image. |
| Response options | Two numeric text boxes (5 characters each) separated by a hyphen. |
| Branching | • If *verify* access code = *login* access code, display message: "For assistance, please call 1-800-XXX-XXXX."<br>• If *verify* access code ≠ *login* access code, display *Confirm* for new code<br>• If *verify* access code is blank, display *Login*<br>• If *verify* access code is invalid, display *Login* (with the invalid login error message) |
| Help text | None. |
| Edits/Errors | None. |
| Special instructions | Display this screen content on same screen as *confirm* but gray-out the text for |

| | *confirm* and do not allow respondents to alter their answer to *confirm*. |
|---|---|

## 2.5 PIN

To maintain the confidentiality of your data, you will need this PIN to return to the survey in case you leave the survey before submitting your data.

This survey will take approximately 10 minutes. You will be automatically logged off if your computer is idle for 15 minutes.

Please make note of the 4-digit PIN below.

### PIN: 5246

Please select a verification question for your PIN. If you forget your PIN, you will be asked to provide this response to enter the survey.

Verification Question: *Please select a verification question.* ↓

Response: [                    ]

| Next >> |

| | |
|---|---|
| Screen name | PIN |
| Content | Same as *PIN* screen from CQS with the addition of the verification question text and responses. |
| Data needed | Randomly generated PIN. Full list of verification questions. |
| Universe | Everyone who is eligible to complete the survey. |
| Previous screens(s) | *Confirm* |
| Question wording | (See image above) |
| Response options | One drop down box with pre-filled verification question options. One 50-character text box that is not case sensitive. |
| Branching | Display *address.* |
| Help text | None. |
| Edits/Errors | N/A |
| Special instructions | Remove the "Previous" button from this screen. |

2.6  Login2



| Screen name | Login2 |
| --- | --- |
| Content | Same as the screen from CQS that asked for the PIN (I think it was called *Login_Again)*, but with an additional link that says: Click here if you have forgotten your PIN.  (If we can change the screen name, from *Login_Again* to *Login2*, that is preferable but not imperative.) |
| Data needed | List of valid access codes from input file.<br>PINs and verification question responses for corresponding access codes. |
| Universe | Everybody who logins in and has been assigned a PIN. |
| Previous screen(s) | Welcome |
| Branching | • If correct PIN is entered, display last screen respondent was on<br>• On first or second incorrect entry, display error message: "Failed login.  Please try again."<br>• On third incorrect PIN entry, display *Security* for the last access code entered.<br>• If the "Click here…" link is clicked, display *Security*. |
| Special instructions | The project number (in the burden statement) and the form number, OMB number, and approval expires date (in the footer) will need to be updated.   This information is not available at the present time. |

Please provide the answer to the following verification question to begin your survey.

What is your mother's maiden name?

**Response:** [                    ]

Click here if you have forgotten your verification question response

Next >>

U S C E N S U S B U R E A U
*Helping You Make Informed Decisions*

Accessibility    Privacy    Security

| Screen name | Security |
|---|---|
| Content | New content |
| Data Needed | None |
| Universe | Respondents who are unable to provide their PIN, determined by: |
| | 1. Entering the wrong PIN three times on *Login2*  OR |
| | 2. Clicking the "Click here if you have forgotten your PIN" link from *Login2*. |
| Previous screens(s) | *Login2* or *Verify* |
| Question wording | See example image |
| Response options | One 50 character alpha-numeric text box that is <u>not</u> case sensitive. |
| Branching | • If correct response is entered, display last screen respondent was on |
| | • On first or second incorrect entry, display error message: "Incorrect response. Please try again." |
| | • On third incorrect response entry, display message: "For assistance, please call 1-800-XXX-XXXX." |
| | • If the "Click here…" link is clicked, display message: "For assistance, please call 1-800-XXX-XXXX." |
| Help text | None |
| Edits/Errors | None |
| Special instructions | None |

**3. Roster Screens**

Everybody is asked if they lived at the sampled address (*address*) and, if so, are asked to provide their name (*respondent*).  If the respondent did not live at the sampled address, they are asked if anyone lived at the sampled address (*anyone*) and if they know who those people were (*who*).  If the respondent did not live at the sampled address and they indicate that nobody else lived at the sampled address or they do not know who lived at the sample address, the respondent is asked to provide their own address (*new*).  This address is then used as the reference address throughout the instrument and a new ID is created for this household.

At this point, the roster screens divides into two separate paths.  Roster path A1 (flag_roster = 1) asks for a count of everybody who lived at the sampled address (*popcount*), whether it was the respondent or other people, before collecting the roster (*people*).  If the respondent lived at the sampled address, roster path A2 (flag_roster = 2) asks the respondent if anybody else lived at the sampled address with them (*others*).  If so, they are asked to build a roster (*people*).  If the respondent indicates that nobody else lived at the sampled address with them, we know that that the household contains one person and a roster is not collected because we already have their name from the *respondent* screen.  If the respondent did not live at the sampled address but indicated that other people did (*anyone*) and they knew who these people were (*who*), roster path A2 asks the respondent to build a roster of those people on the *people* screen.

3.1  Address



| Screen name | Address |
|---|---|
| Content | Same as *address* screen from the CQS with updated reference date. |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | All |
| Previous screens(s) | Confirm |
| Question wording | See example image |
| Response options | Yes/No Radio Buttons |
| Branching | If Yes, display *respondent*<br>If No or blank, display *anyone* |
| Help text | Answer "yes" if you were living and sleeping at the address in this question on September 12, 2012.<br><br>Otherwise, answer "no." |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |

## 3.2 Respondent



| Screen name | Respondent |
|---|---|
| Content | Similar to *right_resp* from the CQS with the addition of phone number and some changes to the edits and help. Same programming and logic as "resp_name" from ACS. |
| Data needed | None |
| Universe | People who said "Yes" to *address*. |
| Previous screens(s) | Address1 or Address2 |
| Question wording | See example image |
| Response options | First Name: 13-character text box<br>MI: 1-character text box<br>Last Name: 20-character text box<br>Area code: 3-digit text box<br>Number: 3-digit text box and 4-digit text box, separated by a hyphen. |
| Branching | If *flag_roster* = 1 go to *popcount*<br>If *flag_roster* = 2 go to *others* |
| Help text | None, unless ACS has help text that they use. |
| Edits/Errors | If name is blank, display: "Please provide your name. If you are uncomfortable providing your name, please provide a nickname or description so that you will know who each question refers to."<br><br>If phone number is blank or < 10 characters or contains characters other than numbers display the message: "Please enter a 10-digit phone number." |
| Special instructions | There is a possibility that the instruction (We may contact you if there is a question) will need to be changed. |

3.3  Anyone

**Did anyone live at <address> on September 12, 2012?** (Help)
- o   Yes
- o   No

| Screen name | Anyone |
|---|---|
| Content | New content. |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Respondents who say "No" to *address* |
| Previous screens(s) | Address |
| Question wording | See example image |
| Response options | Yes/No Radio Buttons |
| Branching | If YES, go to *who*<br>If No, go to *new* |
| Help text | Answer "yes" if anyone other than yourself is now staying at the address in this question and was also living and sleeping at that address on April 1, 2010.<br><br>Otherwise, answer "no." |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | None |

3.4  Who

**Do you know who lived at <address> on September 12, 2012?**
- o   Yes
- o   No

| Screen name | Who |
|---|---|
| Content | New content |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Respondents who say "Yes" to *anyone* |
| Previous screens(s) | Anyone |
| Question wording | See example image |
| Response options | Yes/No Radio Buttons |
| Branching | If "Yes" AND flag_roster = 1, go to *popcount*<br>If "Yes" AND flag_roster = 2, go to *people*<br>If "No", go to *new* |
| Help text | None, unless Dave/Ashley feel this question needs help text. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | None |

3.5  New

---

**Where did you live on September 12, 2012?**  (Help)

Address (Number and street name)

_____

City

_____

State

_____

Zip Code

_____

**If there is no street address or if this is a facility, please type a description in the box below.**

<250-character text box>

---

| Screen name | New |
|---|---|
| Content | Same as *fullstay* from the CQS with a different question stem. |
| Data needed | None |
| Universe | Respondents who say "No" to *anyone*. |
| Previous screens(s) | Address1 |
| Question wording | See example image |
| Response options | Write in boxes for the address collection:<br>• Address: 45-character text box<br>• City: 30-character text box<br>• State: drop down menu with state names in alphabetical order<br>• Zip: 5-character text box<br><br>250-character text box for description |
| Branching | • If flag_undercount =1, go to *Miss.*<br>• If flag_undercount =2, go to *Add1.* |
| Help text | Please type in the full address of the place where you sometimes lived on September 12, 2012. Type in the house number, street name, apartment number (if needed), rural route address (if needed), city, state, and zip code.<br><br>If there is no address, please type a description of the location for this place in the box provided at the bottom of the screen. For example: "the apartment on the top floor above 'Baskin Robbins' near intersection of Allen St. and College Ave., in State College, PA." |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | We now need to use this address as the reference address.  If they do not provide a apt/bldg number and street name, what do we use as the fill?  We also need to determine how to indicate this to ASD. |

3.6  Others

| | |
|---|---|
| **Was there anyone else living or staying at \<address\> on September 12, 2012?** (Help) | |
|     o   Yes | |
|     o   No | |

| | |
|---|---|
| Screen name | Others |
| Content | New content |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Respondents who say "Yes" to *address* and have flag_roster = 2. |
| Previous screens(s) | Address |
| Question wording | See example image. |
| Response options | Yes/No Radio Buttons |
| Branching | If YES, go to *Roster* <br> If "No" AND undercout_flag = 1, go to *Miss* <br> If "No" AND flag_undercount = 2, go to *Add1* |
| Help text | Answer "yes" if anyone other than yourself is now staying at the address in this question and was also living and sleeping at that address on April 1, 2010. <br><br> Otherwise, answer "no." |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If respondents say "No" to this question, they are never taken to the roster screen (*people*) and we use the name provided on *respondent* as the fill for the remaining questions.  If they did not provide a name on *respondent,* we probably need the name fill to revert to "You/Your" but will need to discuss this with ASD. |

3.7  Popcount

The census must count every person living in the United States on <CENSUS DAY>.
Count the people who live at <address> using our guidelines.
- We need to count people where they usually live and sleep
- For people with more than one place to live, we need to count them at the place where they sleep most of the time

Do NOT INCLUDE these people
(they will be counted at the other place):
- College students who live away from this address most of the year
- Armed forces personnel who live away
- People who, on <ref date>, were in a nursing home, mental hostpial, jail, prison, detention center, etc.

Also, do INCLUDE these people:
- Babies and children living here, including foster children
- Roommates
- Boarders
- People staying here on <ref date> who have no permanent place to live

**How many people were living or staying at <address> on <ref date>, <including yourself>?**  ____  (Help)

| Screen name | Popcount |
|---|---|
| Content | New content |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Respondents who say "yes" to *address* AND have flag_roster = 1. |
| Previous screens(s) | Address1 |
| Question wording | See example image |
| Response options | One 3-digit text box. |
| Branching | If popcount = 1 AND flag_undercount = 1, go to *Miss*<br>If popcount = 1 AND flag_undercount = 2, go to *Add1*<br>If popcount > 1, go to *people* |
| Help text | Enter the number of people that live or stay at this address most of the time as of <CENSUS DAY>.<br><br>If your situation is not covered by the guidelines, look here:<br>http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html<br>or here http://2010.census.gov/partners/pdf/langfiles/qrb_English.pdf for additional help. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If the respondent lives at the sampled address (determined by a "Yes" response on *address*), add "include yourself" to the end of the question.  If not, remove this from the question.<br><br>We need to alter the first line since it refers to counting everybody in the census. Courtney is looking up what was used on the paper form as an alternative. |

## 3.8  People



| Screen name | People |
|---|---|
| Content | Same as *people* screen from the CQS with updated reference date and new edit messages. |
| Data needed | 1.  Partial address: Street address and apt/building number only.  No city, state, or zip.<br>2.  Name provided on *respondent*, if one was provided. |
| Universe | Everybody except one person households where flag_roster = 2. |
| Previous screens(s) | Popcount |
| Question wording | See example image |
| Response options | First Name: 13-character text box<br>MI: 1-character text box<br>Last Name: 20-character text box |
| Branching | • If any fields have a least one character AND flag_undercount =1, go to *Miss.*<br>• If any fields have a least one character AND flag_undercount =2, go to *Add1.*<br>• If blank, after second edit message, end survey and display *nocomplete*. |
| Help text | In the spaces provided, type in the name (first, middle initial, and last) of every person who was living and sleeping at the address in this question on September 12, 2010.<br><br>Enter the person's legal name, which is the name used to sign checks and other important papers. If a person uses a first initial and a middle name, enter the initial and name in the First Name field and leave the Middle Initial field blank. If the person uses junior or senior, enter the last name and the suffix in the Last Name field.<br><br>If you have more people to report than the number of spaces provided, click on the link directly below the last space to add more names. |
| Edits/Errors | If skipped once: "Please provide an answer to the question.  Listing names helps to make sure that everyone in your household is included and no one is listed twice.   If you are uncomfortable providing names, please provide nicknames or descriptions so that you will know who each question refers to."<br><br>If skipped a second time:  "A list of household members is required to continue the survey. If you are uncomfortable providing names, please provide nicknames or descriptions so that you will know who each question refers to."<br><br>If skipped a third time: End the survey and display the *NoComplete* message. |
| Special instructions | 1.   Pre-fill the first response option with the name on *right_resp*, if applicable.<br>2.   The "Click here to add more people" line is a hyperlink that reveals additional boxes, in |

| | sets of six at a time, up to 48 total lines. |
|---|---|

## 4. Undercount Screens

The undercount screens are used to alert respondents to people who are generally left off rosters, such as babies and unrelated household members. The undercount screens are divided into two paths. Undercount path B1 (flag_undercount = 1) uses one screen to ask about additional household members (*miss*) and a second screen to collect the names of the missing household members (*stay*). This method is similar to the 2010 Census Quality Sruvey. Undercount path B2 (flag_undercount = 2) uses a series of four screens (*add1, add2, add3,* and *add4*) to ask more detailed probes, collecting names along the way.

### 4.1 Miss

---

Names Listed:

   Alpha A Smith
   Beta B Smith


**We do not want to miss any people who might have stayed at &lt;address&gt; around September 12, 2012. Were there any additional people that you did not already list?** (Help)

**For Example:**
- **Babies?**
- **Foster children?**
- **Any other relatives?**
- **Roommates or people not related to you?**
- **Anyone else staying at &lt;address&gt; who had no permanent place to live on September 12, 2012?**
- **Anyone else who usually lives or stays at &lt;address&gt; but was away on September 12, 2012?**
- **Anyone else living or staying at &lt;address&gt; on September 12, 2012 who is no longer there?**

o Yes
o No

---

| Screen name | Miss |
|---|---|
| Content | Similar to *miss* from the CQS with different question and bulleted wording. Also, the addition of the last bullet in the help text. |
| Data needed | 1. Partial address: Street address and apt/building number only. No city, state, or zip. <br> 2. Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | Everyone with flag_undercount = 1. |
| Previous screens(s) | Popcount, people, or new |
| Question wording | See example image |
| Response options | Yes/No Radio Buttons |
| Branching | If "Yes" go to *stay* <br> If "No" go to *home* |
| Help text | Answer "yes" to this question if you need to add more names to the list of people who lived or stayed at the address in this question on September 12, 2012. <br><br> The list of examples in this question contains the types of people that are sometimes forgotten or not included because: <br> • They are not related to you. <br> • They are distant relatives. <br> • They did not normally live there, but they were there on September 12, 2012 and had no permanent place to live. <br> • They normally lived here on September 12, 2012, but have moved out since then. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | None |

### 4.2 Stay

**Names listed:**

**Alpha A Smith**
**Beta B Smith**

**List those additional people below.** *Enter names until you have listed all the additional people who were living or staying there, then click Next.* **(Help)**

First Name      MI      Last Name

[  ] [ ] [  ]
[  ] [ ] [  ]
[  ] [ ] [  ]

Click here to add more people

<< Previous      Next >>

| Screen name | Stay |
|---|---|
| Content | The *stay* screen from the CQS. |
| Data needed | Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | People who said "yes" to *miss*. |
| Previous screens(s) | Miss |
| Question wording | See example image |
| Response options | First Name: 13-character text box<br>MI: 1-character text box<br>Last Name: 20-character text box |
| Branching | Go to *Home* |
| Help text | In the spaces provided, type in the name (first, middle initial, last) of those additional people.<br><br>If you have more people to report than the number of spaces provided, click on the link directly below the last space to add more names. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | The "Click here to add more people" line was a hyperlink that reveals additional boxes, in sets of three at a time, up to nine total lines. |

4.3  Add1

Names Listed:

   Alpha A Smith
   Beta B Smith


**We do not want to miss any people who might have stayed at <address> around September 12, 2012.  Were there any additional people that you did not already list?** (Help)

| **For example:** | | Yes | No |
|---|---|---|---|
| **Babies?** | | ☐ | ☐ |
| **Foster children?** | | ☐ | ☐ |
| **Any other relatives?** | | ☐ | ☐ |
| **Roommates or people not related to you?** | | ☐ | ☐ |


When "Yes" is selected, the list drops down and a place to provide the name(s) is provided.




| Screen name | Add1 |
|---|---|
| Content | New content. |
| Data needed | 1. Partial address: Street address and apt/building number only.  No city, state, or zip. |
| | 2. Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | Everyone with flag_undercount = 2. |
| Previous screens(s) | Popcount, people, or new |
| Question wording | See example image |
| Response options | Yes/No Check Boxes |
| | First Name: 13-character text box |
| | MI: 1-character text box |
| | Last Name: 20-character text box |
| Branching | Go to *Add2* |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | 1. Only one response is allowed for each entry.  For example, if the "Yes" is marked and the respondent then marks "No" – the "Yes" response should be blanked out. |
| | 2. The name boxes should only appear when "Yes" is marked.  If the respondent unchecks "Yes" or marks "No" (therefore removing the "Yes" entry) the name boxes should disappear and the screen should revert to the image in the first example. |
| | ACS has a grid question similar to this and, if they found a better way to display it, we may change the look of this question. |
| | Dave/Ashley – are you ok with the term "Name" instead of "What is that person's name?" |

4.4  Add2

| **Was there anyone else staying at <address> who had no permanent place to live on September 12, 2012?** |
| • Yes |
| • No |

When "Yes" is selected, the list drops down and a place to provide the name(s) is provided.

| **Was there anyone else staying at <address> who had no permanent place to live on September 12, 2012?** |
| • Yes |
| o No |
| |
| First Name    MI    Last Name |
| Name: [          ] [  ] [            ] |
| (Click here to add more names) |

| | |
|---|---|
| Screen name | Add2 |
| Content | New content |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Everyone with flag_undercount = 2. |
| Previous screens(s) | Add1 |
| Question wording | See example image |
| Response options | Yes/No Check Boxes<br>First Name: 13-character text box<br>MI: 1-character text box<br>Last Name: 20-character text box |
| Branching | Go to Add3 |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | 1. Add the "Names listed" and roster names to the top of the question.  This is similar to *Add1*, shown previous, as well as how *miss* is designed in both the CQS and this test.<br>2. The name boxes should only appear when "Yes" is selected.  If the respondent clicks "No" (therefore removing the "Yes" entry) the name boxes should disappear and the screen should revert to the image in the first example.<br><br>Dave/Ashley – are you ok with the term "Name" instead of "What is that person's name?"<br><br>What happens if they do not provide a name?  Will the roster have a blank line?  Can we use some kind of fill in this case?  Should we have a specific edit for when they select "Yes" but do not provide a name?  Do we add a person to the roster if the "Yes" is clicked but not name is provided?  Do we only add to the roster if a name is provided? |

4.5 Add3

| **Was there anyone else who usually lives or stays at  \<address\> but was away on September 12, 2012?** |
|---|
| • Yes<br>• No |

When "Yes" is selected, the list drops down and a place to provide the name(s) is provided.

| **Was there anyone else who usually lives or stays at  \<address\> but was away on September 12, 2012?** |
|---|
| • Yes<br>o No<br><br> First Name   MI   Last Name<br>Name: [    ] [ ] [    ]<br>(Click here to add more names) |

| | |
|---|---|
| Screen name | Add3 |
| Content | New content |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Everyone with flag_undercount = 2. |
| Previous screens(s) | Add2 |
| Question wording | See example image |
| Response options | Yes/No Check Boxes<br>First Name: 13-character text box<br>MI: 1-character text box<br>Last Name: 20-character text box |
| Branching | Go to Add4 |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | 1. Add the "Names listed" and roster names to the top of the question.  This is similar to *Add1*, shown previous, as well as how *miss* is designed in both the CQS and this test.<br>2. The name boxes should only appear when "Yes" is selected.  If the respondent clicks "No" (therefore removing the "Yes" entry) the name boxes should disappear and the screen should revert to the image in the first example.<br><br>Dave/Ashley – are you ok with the term "Name" instead of "What is that person's name?"<br><br>What happens if they do not provide a name?  Will the roster have a blank line?  Can we use some kind of fill in this case?  Should we have a specific edit for when they select "Yes" but do not provide a name?  Do we add a person to the roster if the "Yes" is clicked but not name is provided?  Do we only add to the roster if a name is provided? |

4.6  Add4

**Was anyone else living or staying at \<address> on September 12, 2012 who is no longer there?**
- Yes
- No

When "Yes" is selected, the list drops down and a place to provide the name(s) is provided.

Was anyone else living or staying at \<address> on September 12, 2012 who is no longer there?
- Yes
- No

Name: | First Name | MI | Last Name |

(Click here to add more names)

| Screen name | Add4 |
|---|---|
| Content | New content |
| Data needed | Partial address: Street address and apt/building number only.  No city, state, or zip. |
| Universe | Everyone with flag_undercount = 2. |
| Previous screens(s) | Add3 |
| Question wording | See example image |
| Response options | Yes/No Check Boxes<br>First Name: 13-character text box<br>MI: 1-character text box<br>Last Name: 20-character text box |
| Branching | Go to *Home* |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | 1.  Add the "Names listed" and roster names to the top of the question.  This is similar to *Add1*, shown previous, as well as how *miss* is designed in both the CQS and this test.<br>2.  The name boxes should only appear when "Yes" is selected.  If the respondent clicks "No" (therefore removing the "Yes" entry) the name boxes should disappear and the screen should revert to the image in the first example.<br><br>Dave/Ashley – are you ok with the term "Name" instead of "What is that person's name?"<br><br>What happens if they do not provide a name?  Will the roster have a blank line?  Can we use some kind of fill in this case?  Should we have a specific edit for when they select "Yes" but do not provide a name?  Do we add a person to the roster if the "Yes" is clicked but not name is provided?  Do we only add to the roster if a name is provided? |

## 5. Demographic Screens

The demographic screens include two household-level questions, determining if the home is owned or rented and, if so, who owns or rents the home. Following the household-level screens are person-level screens asking for relationship, sex, age, and race/origin of each person on the roster. There are two versions of the race/origin screen, *race1* and *race2*. Each version will be provided to half of the respondents.

### 5.1 Home

**On April 1, 2010, was this house, apartment, or mobile home —**
[(Help)](#)

- ● Owned by you or someone in this household with a mortgage or loan? *Include home equity loans.*
- ○ Owned by you or someone in this household free and clear (without a mortgage or loan)?
- ○ Rented?
- ○ Occupied without payment of rent?

[<< Previous]   [Next >>]

| Screen name | Home |
|---|---|
| Content | Same as *home* screen on the CQS with updated reference date. |
| Data needed | None. |
| Universe | Everyone who is eligible to complete the survey. |
| Previous screens(s) | Miss, Stay, or Add4 |
| Question wording | See example image |
| Response options | Four Radio buttons (see example image) |
| Branching | If option 1 or 2 (either "owned" option), display *owner* <br> If option 3 (rented), display *renter* <br> If option 4 or blank, display *relation* |
| Help text | **Owned by you or someone in this household with a mortgage or loan** <br> Select this response option to describe any house, apartment, or mobile home that has any type of loan secured by real estate. These liens may be called mortgages, deeds of trust, trust deeds, or contracts to purchase. Owner-occupied units with reverse mortgages and home equity loans are considered to be "owned with a mortgage or loan" as are owner-occupied mobile homes with installment loans. <br><br> **Owned by you or someone in this household free and clear (without a mortgage or loan)** <br> Select this response option to describe owner-occupied properties without any loans secured by real estate. <br><br> **Rented** <br> Select this response option to describe units where money rent is paid or contracted. <br><br> **Occupied without payment or rent** <br> Select this response option if the house or apartment is not owned or being bought by a member of the household and if money rent is not paid or contracted. For example - a house or apartment that is provided free to a janitor, caretaker, or superintendent in exchange for services. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | None. |

5.2  Owner



| Screen name | Owner |
|---|---|
| Content | Same as *Owner-Owned* screen from CQS, with updated date.  If possible, we'd like to change the name. |
| Data needed | 1.  Partial address: Street address and apt/building number only.  No city, state, or zip.<br>2.  Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | Respondents who answered Response Option 1 or 2 (either of the "owned" options) on the previous screen (*home*). |
| Previous screens(s) | Home |
| Question wording | See example image |
| Response options | Check boxes where each name from the roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) is assigned to a check box. |
| Branching | Display *relationship* |
| Help text | Please select the person who owns the residence at the address in this question.<br><br>• If more than one person owns this residence you may select multiple people.<br><br>• If none of the people in the list own this residence, please select the "None of the above" response option. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | This question is used to select the reference person for the remainder of the survey:<br>• If one person is selected, that person is the reference person.<br>• If multiple people are selected, the first person listed - of those selected people - becomes the reference person.<br>• If "None of the above" is selected, the reference person is the first person on the list.<br>• If the respondent selects "None of the above" and any number of names, the reference person is the first (or only) person listed, that was selected.<br>• If the respondent does not provide a selection (nonresponse), the reference person is the first person on the list. |

5.3  Renter



| Screen name | Renter |
|---|---|
| Content | Same as *Owner-Rented* screen from CQS, with updated date.  If possible, we'd like to change the name. |
| Data needed | 1. Partial address: Street address and apt/building number only.  No city, state, or zip.<br>2. Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | Respondents who answered Response Option 3 (rented) on the previous screen (*home*). |
| Previous screens(s) | Home |
| Question wording | See example image |
| Response options | Check boxes where each name from the roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) is assigned to a check box. |
| Branching | Display *relationship* |
| Help text | Please indicate the person who pays the rent for the residence at the address in this question.<br><br>• If more than one person pays the rent for this place, you may select multiple people.<br><br>• If none of the people in the list pay rent for this residence, please select the "None of the above" response option. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | This question is used to select the reference person for the remainder of the survey:<br>• If one person is selected, that person is the reference person.<br>• If multiple people are selected, the first person listed - of those selected people - becomes the reference person.<br>• If "None of the above" is selected, the reference person is the first person on the list.<br>• If the respondent selects "None of the above" and any number of names, the reference person is the first (or only) person listed, that was selected.<br>• If the respondent does not provide a selection (nonresponse), the reference person is the first person on the list. |

## 5.4 Relationship



**Next, we need to record each person's relationship to Beta B Smith.**

**Alpha A Smith is Beta B Smith's _____.**

- ◉ Husband or wife
- ○ Biological son or daughter
- ○ Adopted son or daughter
- ○ Stepson or stepdaughter
- ○ Brother or sister
- ○ Father or mother
- ○ Grandchild
- ○ Parent-in-law
- ○ Son-in-law or daughter-in-law
- ○ Other relative
- ○ Roomer or boarder
- ○ Housemate or roommate
- ○ Unmarried partner
- ○ Other nonrelative

[<< Previous]  [Next >>]

| Screen name | Relationship |
|---|---|
| Content | Same as *Relationship* from CQS, with updated Help text. |
| Data needed | 1. Reference person<br>2. Roster names (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All household members (except the reference person) from a 2+ person eligible household. |
| Previous screens(s) | *Home, Owner, Renter* |
| Question wording | See example image |
| Response options | 14 Radio Buttons. (See example image; or use the information from the CQS) |
| Branching | Display *relationship* for each remaining person in the household. Then, once all persons have been displayed, display *sex*. |
| Help text | **Other relative**<br>Related by birth, marriage, or adoption, but **NOT** one of the options listed. For example, niece or nephew. If a foster child is related to the householder, include in the appropriate relative category, such as grandchild, or include in the "Other relative" category.<br><br>**Roomer or boarder**<br>Occupies room(s) AND makes cash or non-cash payment(s)<br><br>**Housemate or roommate**<br>15 years old or over AND shares living quarters primarily to share expenses BUT does not share a close personal relationship<br><br>**Unmarried partner**<br>Shares close personal relationship, such as domestic partner<br><br>**Other nonrelative**<br>Not related AND not one of the options listed. If a foster child is not related to the householder, include in the "Other nonrelative" category. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the relationship question." |
| Special instructions | 1. This screen is not displayed for single-person households.<br>2. This screen is not displayed for the reference person.<br>3. After the first time this screen is displayed, do <u>not</u> display the introductory sentence of "Next, we need to…", just display the question and response options. |

### 5.5 Sex



| Screen name | Sex |
|---|---|
| Content | Same as *Sex* screen from CQS. |
| Data needed | The name of each person on the roster. |
| Universe | All household members from an eligible household. |
| Previous screens(s) | Relationship or, in single person households, Home, Owner, or Renter |
| Question wording | See example image |
| Response options | Male/Femle Radio Buttons |
| Branching | Display *sex* for each person in the roster and then display *age*. |
| Help text | Select the box that indicates the person's biological sex. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the sex question." |
| Special instructions | None. |

### 5.6 Age



| Screen name | Age |
|---|---|
| Content | Same as *Age* from CQS, with updated reference date and drop down boxes for date of birth. |
| Data needed | The name of each person on the roster. |
| Universe | All household members from an eligible household. |
| Previous screens(s) | Sex |
| Question wording | See example image |
| Response options | Month of birth drop down box containing: "January (1)" through "December (12)"<br><br>Day drop down box containing:<br>• 1-30 if month = April, June, September, or November<br>• 1-31 if month = January, March, May, July, August, October, December, or blank<br>• 1-29 if month = February<br><br>Year drop down box: Includes the years 1886-2012 in ascending order.<br><br>Age: One 3-character text box that accepts numeric entries only. |

| | |
|---|---|
| Branching | Display *age* for each person in the roster and then:<br>• If race_flag = 1 display *race1*<br>• If race_flag = 2 display *race2* |
| Help text | This question consists of two parts: the first part asks for the date of birth, and the second part asks for the age of the person.<br>• If you know the date of birth, enter it. The person's age will be automatically calculated.<br>• If you do not know the exact date of birth, enter as much as you know.<br>• If you do not know the date of birth at all, leave it blank and fill in the person's age. If you don't know the age, please estimate.<br><br>**Date of Birth**<br>Enter the month, day, and year of birth in the spaces provided.  If you do not know part of the date of birth (month, day, or year) please leave it blank and enter or confirm the age in the age box.<br><br>**Age**<br>Enter the person's age on September 12, 2012. Do not round the age up if the person was close to having a birthday. If you do not know the exact age, an estimate will do.  For babies who were not yet one year old on September 1, 2012, enter "0." |
| Edits/Errors | The following errors are only served after the first input.  If errors are made again, no edits are given.<br><br>**DATE OF BIRTH EDITS**<br><br><u>If DOB pieces are missing (month, day, or year)</u><br>Highlight the missing field(s) and display "*If you don't know part of the date of birth (month, day, or year) please leave it blank and enter or confirm the age in the age box.*"<br><br><u>DOB is in the future</u><br>If the DOB is greater than the current survey date.  Display the message "*Please check the date of birth. This date is in the future.*"<br><br><u>DOB does not exist</u><br>If…<br>• Month is between 01-12 **and**<br>• Day is between 01-31 **and**<br>• Year is between 1884 and 2010<br><br>Check if the date is a "valid".  If it is not a "valid" date, display the message "*Please check the date of birth. There is no such date.*"<br><br>**Note:** A date is "valid" if the day is between 01 and 31 for the months of January, March, May, July, August, October, and December; or between 01 and 30 for the months of April, June, September, and November; or between 01 and 29 for February when the year is divisible by 4 (i.e., 2008, 2004, 2000, 1996, 1992, 1988, 1984, 1980, etc.); or between 01 and 28 for February when the year is not divisible by 4.<br><br><br><br>**AGE EDITS** |

| | |
|---|---|
| | <u>Age is blank</u><br>If age is blank, display the message "*Please enter an age as of September 12, 2012.  If you do not know the exact age, provide an estimate.*"<br><br><u>Age is out of range</u><br>If age is not between 0 and 125, display the message "*Please enter an age between 0 and 125. If you do not know the exact age, provide an estimate.*"<br><br>**EDIT DISPLAYS**<br>There should be a blank line between the DOB edit messages and any age edit messages.  For example:<br><br><u>Example 1</u><br>If you don't know part of the date of birth (month, day, or year) please live it blank and enter or confirm age in the age box.<br><br>Please enter an age as of September 12, 2012.  If you do not know the exact age, provide an estimate.<br><br><u>Example 2</u><br>Please check the date of birth. This date is in the future."<br><br>Please enter an age between 0 and 125. If you do not know the exact age, provide an estimate." |
| Special instructions | After a date of birth has been entered, determine whether age can be calculated. If so, calculate the age and pre-fill it in the age answer space.  Allow the respondent to change the number.<br><br>Calculate the Age if:<br>    1.   there is a Month and Year of birth, <u>and</u> the Year is between 1886 and 2012, <u>and</u> the Month is not April; or<br>    2.   there is a Month and Year of birth, <u>and</u> the Year is between 1886 and 2012, <u>and</u> the Month is April, <u>and</u> there is a valid entry for Day. |

## 5.7 Race1

What is Alpha A. Smith's race or origin? *Select one or more boxes AND enter the specific race(s) or origin(s).*

☐ **White** – *Enter origin(s), for example, German, Irish, Lebanese, Egyptian, and so on.*
_____

☐ **Black, African Am., or Negro** – *Enter origin(s), for example African American, Haitian, Nigerian, and so on.*
_____

☐ **Hispanic, Latino, or Spanish origin** – *Enter origin(s), for example, Mexican, Mexican Am., Puerto Rican, Cuban, Argentinian, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.*
_____

☐ **American Indian or Alaska Native** – *Enter name of enrolled or principal tribe(s), for example Navajo, Mayan, Tlingit, and so on.*
_____

☐ **Asian** – *Enter origin(s), for example, Asian Indian, Chinese, Filipino, Japanese, Korean, Vietnamese, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.*
_____

☐ **Native Hawaiian or Other Pacific Islander** – *Enter origin(s), for example, Native Hawaiian, Guamanian or Chamorro, Samoan, Fijian, Tongan, and so on.*
_____

☐ **Some other race or origin** – *Enter race(s) or origin(s).*
_____

| Screen name | Race1 |
|---|---|
| Content | New content |
| Data needed | The name of each person on the roster. |
| Universe | All household members from an eligible household where race_flag = 1. |
| Previous screens(s) | Age |
| Question wording | See example image |
| Response options | Check boxes for each category<br>100-character text boxes for each write-in field |
| Branching | Display *race1* for each person in the roster and then:<br>• If flag_overcount = 1 display *Elsewhere*<br>• If flag_overcount = 2 display *Delete1* |
| Help text | **Race**<br>The Census Bureau collects race data in accordance with guidelines provided by the U.S. Office of Management and Budget and these data are based on self-identification. The racial categories included in the census questionnaire generally reflect a social definition of race recognized in this country, and not an attempt to define race biologically, anthropologically or genetically.<br><br>**Origin**<br>Origin can be considered as the heritage, nationality group, lineage, or country of birth of the person or the person's parents or ancestors before their arrival in the United States.<br><br>**Category** / **Definition**<br>White — The category 'White' refers to a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who identify as 'White' or report entries such as Irish, German, Italian, Lebanese, Near Easterner, Arab, or Polish. |

| | | |
|---|---|---|
| | Black or African Am. | The category 'Black or African American' refers to a person having origins in any of the black racial groups of Africa. Terms such as 'Haitian' or 'Negro' can be used in addition to 'Black or African American.' |
| | Hispanic, Latino, or Spanish origin | People of Hispanic, Latino, or Spanish origin are those who trace their origin or descent to Mexico, Puerto Rico, Cuba, the Spanish-speaking countries of Central or South America, and other Spanish cultures. |
| | American Indian or Alaska Native | The category 'American Indian or Alaska Native' refers to a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.<br><br>A person is enrolled in a tribe if he or she has met the membership requirements of a tribe and is included on the tribal roll. If not enrolled in a tribe, a person's principal tribe is the major or most significant tribal affiliation with which he or she most closely identifies. A person can report one or more enrolled or principal tribes. |
| | Asian | The category 'Asian' refers to a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. |
| | Native Hawaiian or Other Pacific Islander | The category 'Native Hawaiian or Other Pacific Islander' refers to a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, such as Tahiti or the Mariana Islands. |
| | Some other race or origin | The category 'Some other race or origin' includes all other responses not included in the race and origin categories above. |
| | | |
| Edits/Errors | • Soft edit for race/origin nonresponse: "Please provide an answer to the question on race and origin."<br><br>• Soft edit for any race/origin checkbox response with an associated write-in box that was left blank: "Please enter the specific origin(s) in the space(s) below the checked box(es)." | |
| Special instructions | 1. Check boxes and text boxes are <u>not</u> tied to each other; the check box should not be automatically checked if something is entered into the corresponding text box.<br><br>2. Each text box will contain predictive text.  The same predictive text will be available for each text box.  The search should be begin when the third letter is entered.  Respondents are not restricted to the list and should be able to enter anything they want  This list is still being developed and will be provided when it is available. | |

5.8  Race2

**Please answer BOTH questions about race and origin.**

**What is Alpha A. Smith's race or origin?** *Select one or more boxes.*
- ❏ White
- ❏ Black, African Am., or Negro
- ❏ Hispanic, Latino, or Spanish origin
- ❏ American Indian or Alaska Native
- ❏ Asian
- ❏ Native Hawaiian or Other Pacific Islander
- ❏ Some other race or origin

**Enter Alpha A. Smith's specific race, origin, or enrolled or principal tribe. –** *For example, African Am., Argentinean, Chinese, Egyptian, German, Marshallese, Mexican, Mexican Am., Mongolian, Native Hawaiian, Navajo, Nigerian, Tlingit, and so on.*

*Enter the specific race(s), origin(s), or tribe(s).*

| | | | | |
|---|---|---|---|---|
| Screen name | Race2 | | | |
| Content | New content | | | |
| Data needed | The name of each person on the roster. | | | |
| Universe | All household members from an eligible household ==where race_flag = 2==. | | | |
| Previous screens(s) | Age | | | |
| Question wording | See example image | | | |
| Response options | Check boxes for each category<br>Three 100-character text boxes for write-ins. | | | |
| Branching | Display *race1* for each person in the roster and then:<br>• If flag_overcount = 1 display *Elsewhere*<br>• If flag_overcount = 2 display *Delete1* | | | |
| Help text | **Race**<br>The Census Bureau collects race data in accordance with guidelines provided by the U.S. Office of Management and Budget and these data are based on self-identification. The racial categories included in the census questionnaire generally reflect a social definition of race recognized in this country, and not an attempt to define race biologically, anthropologically or genetically.<br><br>**Origin**<br>Origin can be considered as the heritage, nationality group, lineage, or country of birth of the person or the person's parents or ancestors before their arrival in the United States. | | | |

| Category | Definition |
|---|---|
| White | The category 'White' refers to a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who identify as 'White' or report entries such as Irish, German, Italian, Lebanese, Near Easterner, Arab, or Polish. |
| Black or African Am. | The category 'Black or African American' refers to a |

|  |  |  |
| --- | --- | --- |
|  |  | person having origins in any of the black racial groups of Africa. Terms such as 'Haitian' or 'Negro' can be used in addition to 'Black or African American.' |
|  | Hispanic, Latino, or Spanish origin | People of Hispanic, Latino, or Spanish origin are those who trace their origin or descent to Mexico, Puerto Rico, Cuba, the Spanish-speaking countries of Central or South America, and other Spanish cultures. |
|  | American Indian or Alaska Native | The category 'American Indian or Alaska Native' refers to a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.<br><br>A person is enrolled in a tribe if he or she has met the membership requirements of a tribe and is included on the tribal roll. If not enrolled in a tribe, a person's principal tribe is the major or most significant tribal affiliation with which he or she most closely identifies. A person can report one or more enrolled or principal tribes. |
|  | Asian | The category 'Asian' refers to a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. |
|  | Native Hawaiian or Other Pacific Islander | The category 'Native Hawaiian or Other Pacific Islander' refers to a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, such as Tahiti or the Mariana Islands. |
|  | Some other race or origin | The category 'Some other race or origin' includes all other responses not included in the race and origin categories above. |
| Edits/Errors | • Soft edit for nonresponse to first part of race/origin question (check boxes): "Please provide an answer to BOTH questions on race and origin."<br><br>• Soft edit for nonresponse to second part of race/origin question (text boxes): "Please enter the specific race(s), origin(s), or tribe(s) in the spaces below." | |
| Special instructions | Each text box will contain predictive text. The same predictive text will be available for each text box. The search should be begin when the third letter is entered. Respondents are not restricted to the list and should be able to enter anything they want. This list is still being developed and will be provided when it is available. | |

## 6. Overcount Screens

The overcount screens are used to determine if there are additional addresses at which people could be counted. For example, group quarters (jails, colleges, military bases, etc.) use their own records to provide a count of the people who live there. If these people are also counted at their homes, they could be counted twice. This section contains two paths.

Overcount path D2 (flag_overcount = 1) provides a single screen (*elsewhere*) for each person on the roster to determine if this person sometimes lived or stayed at any of the types of locations (i.e., college housing, jail or prison, nursing home). If any "Yes" answers are provided, the respondent is asked to provide the address(es) (*fullstay*) of the location(s) mentioned in *elsewhere*. Once the address(es) are provided, the respondent is asked, where that person lived most of the time (*most*), where that person lived on the reference date (*where*), and which address that person considers there permanent or official address (*permanent*). Once this information is provided for that specific person, the respondent is taken to the *elsewhere* screen for the next roster person and the cycle continues. Once the information has been asked of each roster person, the survey is over and the respondent is able to review and/or submit their responses. This is the path used in the 2010 CQS.

Overcount path D3 (flag_overcount = 2) breaks the seven *elsewhere* location types into a series of seven screens to determine more detailed information regarding which specific locations each person had also lived (*delete1* through *delete7*). In this path, if a respondent says "Yes" to a particular question, they are shown the roster and asked to select the individual people this situation pertains to. Once the names are selected, or if the respondent answered "No" to the original question, they are then asked about the next location type. This path also tailors the questions based on the composition of the household. The college housing question is only asked if the roster includes people between the ages of 18 and 25. Additionally, the question about living somewhere to be closer to a job (e.g., military) is only asked if the roster includes people between the ages of 18 and 60. After the seven location questions are asked and the respondent provides the names associated with each location, they are asked the same address questions as the respondents in the simplified path. The difference is that respondent in this path are asked the *fullstay, most, where,* and *permanent* cycle of question one after the other for each person who was identified as having another location they sometimes lived and stayed.

In both paths, these questions are tailored to remind the respondent the name of the person and the type of location being asked about (e.g., "Please provide the full address of the prison or jail that Alpha A. Smith sometimes lived or stayed around September 12, 2012."). In order to do this, a series of flags are assigned to each location referenced in the *elsewhere* and *delete* screens. These flags are then used to provide the filler text for the question stems in *fullstay* (flag_location1 and flag_location2) as well as the response options in *most*, *where*, and *permanent* (flag_location3). These location flags can be seen in the table below.

**Table 1. Location Flags**

| *Elsewhere* Response Option | flag_location1 | flag_location2 | flag_location3 |
|---|---|---|---|
| 1. College housing | of the college house | N/A | college housing address |
| 2. Military | N/A | for the military | military address |
| 3. Seasonal or second residence | of the seasonal or second residence | N/A | seasonal or second residence |
| 4. Child custody arrangement | N/A | for the child custody arrangement | place for child custody |
| 5. Prison or jail | of the prison or jail | N/A | prison or jail |
| 6. Nursing home | of the nursing home | N/A | nursing home |
| 7. Another reason | N/A | for another reason | other place |

**Note:** Due to the wording of the question stem in *fullstay*, different flags are needed for some of the location types (i.e., flag_location1 and flag_location2). We are still working on the best way to assign and use these flags.
**Problem:** The "military" flag is also problematic because D2 uses the phrase military but D3 simply refers to staying away to be closer to a job.

## 6.1 Elsewhere

**Did \<name\> sometimes live or stay at an address other than \<address\> around September 12, 2012?** *Check all that apply.* (Help)

☐ NO

☐ Yes, in college housing

☐ Yes, in the military

☐ Yes, at a seasonal or second residence

☐ Yes, due to a child custody arrangement

☐ Yes, in a prison or jail

☐ Yes, in a nursing home

☐ Yes, for another reason

| Screen name | Elsewhere |
|---|---|
| Content | New content |
| Data needed | 1. The Partial address: Street address and apt/building number only. No city, state, or zip.<br>2. Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 1 |
| Previous screens(s) | Race1 or Race2 |
| Question wording | See example image |
| Response options | Seven Check Boxes (see example image or use the *elsewhere* screen from CQS) |
| Branching | Display *Elsewhere* for each roster person. If last person, go to *Fullstay*. |
| Help text | Answer "no" if this person lived only at the address we have been asking about, and they did not live at another address around April 1, 2010.<br><br>Answer "yes" if this person sometimes lived at another address around April 1, 2010. Choose the option from the list provided that best describes the person's alternate residence. Or, choose "Yes, for another reason" (at the end of the list) if none of the options apply. For example, choose "Yes, in college housing" if this person was living away in college housing around April 1, 2010. You may choose all the options that apply. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | The response options will create three location flags named flag_location1, flag_location2, and flag_location3. The values for these flags are in Table 1 within Section 6. We are still working on how best to assign these flags and convey this information to ASD. |

6.2  Delete1

> **Some people live or stay in more than one place and we would like to make sure everyone is only counted once.**
>
> **<Do you/Does anyone> sometimes live or stay somewhere else with a parent, grandparent, or other person?** (Help)
>
>  o Yes
>  o No
>
> [Note: If "Yes" and more than one person in the HH, display the following]
>
> **Who sometimes lives or stays somewhere else?** *Check all that apply.*
>
>  ☐ Roster Name 1
>  ☐ Roster Name 2

| Screen name | Delete1 |
|---|---|
| Content | New content |
| Data needed | The number of people in the household (for the do you/does anyone fill). <br> Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2 |
| Previous screens(s) | Race1 or Race2 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons <br> Check boxes – where the roster names are the response options |
| Branching | • If "Yes" and more than one person in the HH, display the second half of the item. <br> • If "Yes" and only one person in the HH, go to *Delete2* <br> • If "No" go to *Delete2*. |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Do you".  If the HH has more than one person, start the sentence with "Does anyone". <br><br> The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3.  The values for these flags are in Table 1 within Section 6.  We are still working on how best to assign these flags and convey this information to ASD. |

## 6.3 Delete2

<div style="border:1px solid">

**&lt;Do you/Does anyone&gt; sometimes live or stay at another home, like a seasonal or second residence?** <span style="color:blue">(Help)</span>

    o  Yes
    o  No

[Note: If "Yes" and more than one person in the HH, display the following]

**Who sometimes lives or stays somewhere else?** *Check all that apply.*

   ☐  Roster Name 1
   ☐  Roster Name 2

</div>

| Screen name | Delete2 |
|---|---|
| Content | New content |
| Data needed | The number of people in the household (for the do you/does anyone fill). <br> Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2 |
| Previous screens(s) | Delete1 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons <br> Check boxes – where the roster names are the response options |
| Branching | • If "Yes" and more than one person in the HH, display the second half of the item. <br> • If "Yes" and only one person in the HH go to *Delete3*. <br> • If "No" go to *Delete3*. |
| Help text | <mark>Needs to be developed by Dave/Ashley</mark> |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Do you".  If the HH has more than one person, start the sentence with "Does anyone". <br><br> The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3.  The values for these flags are in Table 1 within Section 6.  <mark>We are still working on how best to assign these flags and convey this information to ASD.</mark> |

6.4 Delete3 (Only displayed for roster persons aged 18-25)

<Were you/Was anyone> staying away from <address> while living in college housing – on or off campus? (Help)

 o Yes
 o No

[Note: If "Yes" and more than one person in the HH is ages 18-25, display the following]

Who was living in college housing? *Check all that apply.*

 ☐ Roster Name 1
 ☐ Roster Name 2

| Screen name | Delete3 |
|---|---|
| Content | New content |
| Data needed | The number of people in the household (for the were you/was anyone fill). Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2 and the roster contains people aged 18-25. |
| Previous screens(s) | Delete2 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons Check boxes – where the roster names are the response options |
| Branching | • If "Yes" and more than one person in the HH, display the second half of the item. • If "Yes" and only one person in the HH, go to *Delete4* • If "No" go to *Delete4*. |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Were you".  If the HH has more than one person, start the sentence with "Was anyone".

The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3.  The values for these flags are in Table 1 within Section 6.  We are still working on how best to assign these flags and convey this information to ASD. |

6.5  Delete4 (Only displayed for roster persons aged 18-60)

---

**<Were you/Was anyone> staying away from <address> to be closer to a job (including military assignments)?** (Help)

- o   Yes
- o   No

[Note: If "Yes" and more than one person in the HH is aged 18-60, display the following]

**Who was living or staying away?** *Check all that apply.*

- ☐   Roster Name 1
- ☐   Roster Name 2

---

| Screen name | Delete4 |
|---|---|
| Content | New content |
| Data needed | The number of people in the household (for the were you/was anyone fill). |
| | Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2 and the roster contains people aged 18-60. |
| Previous screens(s) | Delete3 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons |
| | Check boxes – where the roster names are the response options |
| Branching | • If "Yes" and more than one person in the HH, display the second half of the item. |
| | • If "Yes" and only one person in the HH, go to *Delete5* |
| | • If "No" go to *Delete5*. |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Were you".  If the HH has more than one person, start the sentence with "Was anyone". |
| | |
| | The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3.  The values for these flags are in Table 1 within Section 6.  We are still working on how best to assign these flags and convey this information to ASD. |

6.6  Delete5

<table>
<tr><td colspan="2">

**<Do you/Does anyone> sometimes stay in a place like a nursing home or a group home?** (Help)

    o  Yes
    o  No

[Note: If "Yes" and more than one person in the HH, display the following]

**Who was away?** *Check all that apply.*

    ☐  Roster Name 1
    ☐  Roster Name 2

</td></tr>
</table>

| | |
|---|---|
| Screen name | Delete5 |
| Content | New content |
| Data needed | The number of people in the household (for the do you/does anyone fill). <br> Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2. |
| Previous screens(s) | Delete4 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons <br> Check boxes – where the roster names are the response options |
| Branching | •   If "Yes" and more than one person in the HH, display the second half of the item. <br> •   If "Yes" and only one person in the HH, go to *Delete6* <br> •   If "No" go to *Delete6* |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Do you".  If the HH has more than one person, start the sentence with "Does anyone". <br><br> The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3.  The values for these flags are in Table 1 within Section 6.  We are still working on how best to assign these flags and convey this information to ASD. |

6.7 Delete6

---

**<Were you/Was anyone> recently in jail or prison?** (Help)

    o  Yes
    o  No

[Note: If "Yes" and more than one person in the HH, display the following]

**Who?** *Check all that apply.*

    ☐  Roster Name 1

    ☐  Roster Name 2

---

| Screen name | Delete6 |
|---|---|
| Content | New content |
| Data needed | The number of people in the household (for the were you/was anyone fill). |
| | Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2. |
| Previous screens(s) | Delete5 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons |
| | Check boxes – where the roster names are the response options |
| Branching | • If "Yes" and more than one person in the HH, display the second half of the item. |
| | • If "Yes" and only one person in the HH, go to *Delete7* |
| | • If "No" go to *Delete7* |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Were you". If the HH has more than one person, start the sentence with "Was anyone". |
| | The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3. The values for these flags are in Table 1 within Section 6. We are still working on how best to assign these flags and convey this information to ASD. |

6.8  Delete7

<Do you/Does anyone> sometimes live away from <address> for any reason
other than those just mentioned? (Help)
- o  Yes
- o  No

[Note: If "Yes" and more than one person in the HH, display the following]

Who? *Check all that apply.*

- ☐  Roster Name 1
- ☐  Roster Name 2

Why?
_____
_____
_____

| Screen name | Delete7 |
| --- | --- |
| Content | New content |
| Data needed | The number of people in the household (for the do you/does anyone fill).<br>Roster (all names from *People* or, if a 1-person HH, the name from *Respondent*) |
| Universe | All respondents where flag_overcount = 2. |
| Previous screens(s) | Delete6 |
| Question wording | See example image |
| Response options | Yes/No Radio buttons<br>Check boxes – where the roster names are the response options<br>One 250-character text box for an open write in. |
| Branching | • If "Yes" and more than one person in the HH, display the second half of the item.<br>• If "Yes" and only one person in the HH, go to *Fullstay*<br>• If "No" go to *Fullstay* |
| Help text | Needs to be developed by Dave/Ashley |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | If HH has one person, start the sentence with "Do you".  If the HH has more than one person, start the sentence with "Does anyone".<br><br>The "Yes" response option will create three location flags named flag_location1, flag_location2, and flag_location3.  The values for these flags are in Table 1 within Section 6.  We are still working on how best to assign these flags and convey this information to ASD. |

6.9  Fullstay

Please provide the full address  <flag_location1>  where <person> sometimes lived or stayed around September 12, 2012 <flag_location2>.  *Fill in as much information as you know.*  (Help)

Address (Number and street name)
_____

City
_____

State
_____

Zip Code
_____

If there is no street address or if this is a facility, please type a description in the box below.

**_____**
_____

| Screen name | Fullstay |
|---|---|
| Data needed | The name of each person on the roster. The location flags (flag_location1 and flag_location2) |
| Content | Similar to *fullstay* from the CQS with updated reference date and additional pre-fills |
| Universe | Respondents who select at least one "Yes'" response to *elsewhere* AND respondents who select "Yes" to any of the questions from Delete1-Delete7. |
| Previous screens(s) | Elsewhere or Delete7 |
| Question wording | See example image |
| Response options | Address: 45-character text box City: 30-character text box State: drop down menu with state names in alphabetical order Zip: 5-character text box Description: 250-character text box for description |
| Branching | Repeat this screen for place_type flag from *Elsewhere* or each place_type flag from Delete1-Delte7, for each roster person with a flag.  On final person, display *Most*. |
| Help text | Please type in the full address of the other place where this person sometimes stayed around September 12, 2012. Type in the house number, street name, apartment number (if needed), rural route address (if needed), city, state, and zip code.  If there is no address, please type a description of the location for this place in the box provided at the bottom of the screen. For example: "the apartment on the top floor above 'Baskin Robbins' near intersection of Allen St. and College Ave., in State College, PA." |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special Instructions | There is only ever text in either flag_location1 or flag_location2; one will always be blank. |

6.10  Most

---

**Where does/do <Person/You> live and sleep most of the time?**  <span style="color:blue">(Help)</span>

- <Address>
- The <flag_location3> at <other address1>
- The <flag_location3> at <other address2>
- Continue for all location flags for all addresses provided in fullstay for that person.
- Both/all of these places equally
- Equal time at both/all places.
- Some other place
- Do not know
     Explain:_____
          _____

---

| Screen name | Most |
|---|---|
| Content | Similar to *Most* from the CQS but with different prefills and response options. |
| Data needed | The name of each person on the roster.<br>Partial Address: Street address and apt/building number only.  No city, state, or zip.<br>Flag_location3 |
| Universe | Respondents who select at least one "Yes'" response to *elsewhere* AND respondents who select "Yes" to any of the questions from Delete1-Delete7. |
| Previous screens(s) | Fullstay |
| Question wording | See example image |
| Response options | Radio buttons<br>250-character text box |
| Branching | Display *where*. |
| Help text | Choose the option that best describes where this person was staying MOST OF THE TIME as of April 1, 2010.<br><br>Here are some examples of what we mean by MOST OF THE TIME:<br>• If, around the time of April 1, 2010, a person lived at one residence for part of each week and at another residence for the other part of each week, then that person was on a "weekly cycle," and you should select the residence where that person stayed most of the time during each week (e.g., commuter workers).<br><br>• The same concept would apply to someone who was on a "monthly cycle" (e.g., children in shared custody) or a "yearly cycle" (e.g., people with a seasonal residence).  You should select the residence where that person stayed most of the time during each cycle (e.g., most of each month, or most of each year).<br><br>• If the person stayed equal amounts of time at each place during each cycle, then you should select "Both places equally." |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | For one person household, use "Where do you live" instead "Where does Alpha A. Smith live" in the question stem.<br><br><mark>What about people who select "Yes" in *elsewhere* or *delete1* through *delete7* but do not provide an address?  What gets filled into the response options?  What if they only provide a description?  What if, in *delete1* through *delete7*, they do not select a name?  What will be filled in for the name?</mark> |

6.11  Where

<div style="border:1px solid #000;padding:10px;">

**Where was/were &lt;Person/You&gt; staying on September 12, 2012?**  (Help)

- &lt;Address&gt;
- The &lt;flag_location3&gt; at &lt;other address1&gt;
- The &lt;flag_location3&gt; at &lt;other address2&gt;
- Continue for all location flags for all addresses provided in fullstay for that person.
- Both/all of these places equally
- Equal time at both/all places.
- Some other place
- Do not know
  Explain:_____

  _____

</div>

| | |
|---|---|
| Screen name | Where |
| Content | Similar to *Where* from the CQS but with different prefills and response options. |
| Data needed | The name of each person on the roster. Partial Address: Street address and apt/building number only.  No city, state, or zip. All place_type flags. |
| Universe | Respondents who select at least one "Yes'" response to *elsewhere* AND respondents who select "Yes" to any of the questions from Delete1-Delete7. |
| Previous screens(s) | Most |
| Question wording | See example image |
| Response options | Radio buttons 250-character text box |
| Branching | Display *Permanent*. |
| Help text | Choose the option that best describes where this person was staying on September 12, 2012. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | For one person household, use "Where were you staying" instead "Where was Alpha A. Smith staying" in the question stem.<br><br>What about people who select "Yes" in *elsewhere* or *delete1* through *delete7* but do not provide an address?  What gets filled into the response options?  What if they only provide a description?  What if, in *delete1* through *delete7*, they do not select a name?  What will be filled in for the name? |

6.12  Permanent

**What address would <Person/You> consider your/his/her permanent or official address?**  (Help)

- <Address>
- The <flag_location3> at <other address1>
- The <flag_location3> at <other address2>
- Continue for all location flags for all addresses provided in fullstay for that person.
- Both/all of these places equally
- Equal time at both/all places.
- Some other place
- Do not know
  Explain:_____
            _____

| Screen name | Permanent |
|---|---|
| Content | New content. |
| Data needed | The name of each person on the roster.<br>Partial Address: Street address and apt/building number only.  No city, state, or zip.<br>All place_type flags. |
| Universe | Respondents who select at least one "Yes"' response to *elsewhere* AND respondents who select "Yes" to any of the questions from Delete1-Delete7. |
| Previous screens(s) | Where |
| Question wording | See example image |
| Response options | Radio buttons<br>250-character text box |
| Branching | Display *Review1*. |
| Help text | Choose the option that best describes what you consider this person's permanent or official address to be as of September 12, 2012. |
| Edits/Errors | Soft edit for nonresponse: "Please provide an answer to the question." |
| Special instructions | For one person household, use "What address would you consider your permanent or official address.<br><br>For multiple person households use "What address would <name> consider his/her permanent or official address.<br><br>What about people who select "Yes" in *elsewhere* or *delete1* through *delete7* but do not provide an address?  What gets filled into the response options?  What if they only provide a description?  What if, in *delete1* through *delete7*, they do not select a name?  What will be filled in for the name? |

**7. Review & Submit Screens**

The review and submit sections of the 2012 NCT will perform exactly as they did in the 2010 CQS.

7.1 Review1



This is identical to the *review2* screen from CQS. If we can change the name, it would be helpful. Aside from updating the survey name, all text, logic, and buttons are the same.

7.2 Review2



This is identical to the *review3* screen from CQS. If we can change the name, it would be helpful. All text, logic, and buttons are the same. Responses are hyperlinks which, when clicked, will take respondents back to that item. If a response was not provided, then [NO ANSWER] will be shown instead. This will need to be updated to remove the "origin" tag since the race and origin items are now combined. For the reference person (Beta B. Smith, in the example above) the relationship response will be displayed as "Not Applicable".
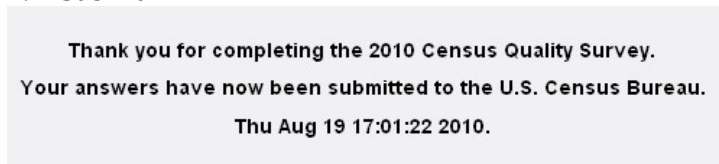
## 7.3  Return to Review



This is identical to the "Return to Review" screen and logic from CQS.  If the respondent goes to an imtem to change a response, they can only go back to the review screen.  This stops respondents from moving around in the instrument.
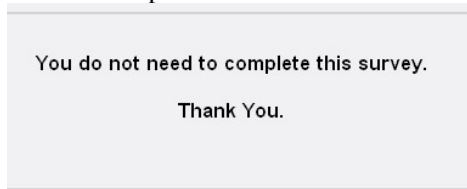

## 7.4  Submit



This is identical to the Submit screen from CQS.  Aside from updating the survey name, all text, logic, and buttons are the same.


## 7.5 NoComplete



If respondents do not need to complete the survey, they will be shown this screen.  Respondents can reach this screen in one of two ways.  The first is if the respondent is trying to log in with an access code for a survey that has already been submitted.  Once the survey is submitted, that access code is locked out and the information cannot be changed.  The second way is if the respondent was unable to satisfy the confirm/verify checks (see Sections 2.3 and 2.4).  In this case the respondent has indicated that they are not trying to complete the survey for the sampled address and we do not want them to continue.  In this case, the access code is not locked out.  If the correct respondent come back they can log in and continue the survey; we simple stop the original person from completing the survey inappropriately.