Be Counted – Automated Protocol

INTERVIEW ID:
INTERVIEW DATE:/ START TIME: AM / PM
Hello, my name is I work for RTI/RSS a research company that has been hired by the Census Bureau to conduct research on the census forms. Thanks for agreeing to help us today. Let me start by telling you a little
about what we will be doing. Every ten years the United States conducts a census, or count, of everyone who is
living in the United States. The form we're working on today is the kind you might access online, using a computer
tablet, or smartphone if you thought you had not been counted in the census.

Permission to Record:

Because it would be hard to keep track of everything you say today, I would like to record this session. [HAND RESPONDENT THE CONSENT FORM IF YOU HAVE NOT ALREDY.] Please read over this consent form and let me know if you have any questions. When you are ready, please sign the form. I want you to know that your responses will be kept strictly confidential and will only be seen by members of the project team and Census employees. Your participation in this study is completely voluntary and you can decline to answer any particular question. At the end of the study, we will delete any record of your responses from our machines. Your name will never be used in any reports.

Think-out-loud Instructions:

What I'll ask you to do today is to fill the questionnaire out, just as you would if you accessed it online. But, so I can keep track of what you are doing, I'd like you to describe what you are doing and thinking as you go along. For example, I may ask you a question that seems relatively simple such as "How many cars do you have?" Instead of just providing a number, tell me what you were thinking when you answered it. For example, my response would be "Well I have an SUV that I drive every day and I also have an old truck. But the truck does not currently run. I assume that you mean working cars, so...one. I just have one car." This kind of response will help me understand how you understood and interpreted the question so that we can see what each question means to you. I may remind you to think aloud as we go along. After some of the questions, I will ask you some additional questions about your answers to the Census. Some of these questions may sound a little strange. For example, I might ask you what a certain word means to you or how you came up with your answer. Again, the reason for this is to see how people understand each question. Even though some of these questions may sound like I am giving you a test, there are no right or wrong answers. We are interested in how these questions work for you.

Do you have any questions before we begin?

IF CONSENT WAS GIVEN, START TAPE RECORDER AND DEVICE RECORDER.

LOGON TO APP (PASSWORD: CSM922).

[GIVE DEVICE TO R AND SAY: So that I can follow along more easily, please read the survey questions aloud and tell me your answers.]

[ADMINISTER SCRIPTED PROBES AFTER RESPONDENT HAS ANSWERED ALL QUESTIONS IN THE SECTION; NOTE USABILITY ISSUES AS THEY OCCUR. ADMINISTER DEBRIEFING PROBES AFTER SCRIPTED PROBES.]

Roste	r Qu	estions (1-4)
The Census Bureau needs to count everyone where they were living or staying on Census Day, which was October 1. It should take about 10 minutes.	Q1	USABILITY:
P1. What is your full name?	P1.	NOTE WHETHER RESPONDENT READS INTRODUCTION FIRST TIME THROUGH AND HOW NAME IS LISTED.
[First Middle Last] Were you already counted in the 2012		
Census? Yes No Don't Know	P2.	What are your thoughts on this screen? What is it telling you or asking you to do?
	P3.	What does the phrase "living or staying" mean to you as it is used in the introduction?
1a. What was the physical address where you were living or sleeping on October 1, 2012?	Q1a	USABILITY:
ADDRESS FIELDS	P4.	NOTE COMPLETENESS OF ADDRESS. IF PARTIAL, PROBE ABOUT THE "If you do not know" TEXT AT BOTTOM.
	P5.	What does "living or sleeping" mean to you as it is used in this question? How does that compare to "living or staying?"
	P6.	Please tell me about the address you provided for Q1a. What kind of place is it? How long were you there?

		0.11	110 t DVI 1001
1b.	On October 1, 2012, were you staying on the street, in a shelter, or in another location for persons experiencing homelessness?	Q1b	USABILITY:
	Yes No	P7.	What do you think they mean by "experiencing homelessness" in this question?
		P8.	IF YES: Why did you choose that answer? VERIFY WHETHER THIS IS THE ADDRESS IN Q1A.
1c.	Was there anyone else living or staying at 1234 Home Address on October 1, 2012?	Q1c	USABILITY:
	Yes (If not homeless, go to Q2; else go to 1d) No (If not homeless, go to Q3; else go to Q7)	P9.	Why did you say [YES/NO]?
	1d. IF YES: Are you completing this form for All of them – Go to Q2 Some of them – Go to Q2 Just yourself – Go to Q7	P10.	IF YES: Why did you decide to complete it for all/some/just yourself?
		P11.	IF SOME OR JUST SELF: How are the other people living or staying at this address related to you? Are they friends, relatives, or what?
		60	TIO A DIT 1993
2.	What are the full names of the other people who were living or sleeping at 1234 Home Address on October 1, 2012?	Q2	USABILITY:
	[First Middle Last]		

	tion 2 Continued. ne else?	P12.	NOTE WHETHER FULL NAME IS PROVIDED AND IF IT IS ENTERED CORRECTLY (E.G. ONE NAME PER LINE).
	Yes No		
[If ho	meless – go to Q7]	P13.	How did you determine who was living or sleeping here? [Was there anyone you were unsure about including? IF YES: Can you tell me more about that?]
3.	Were there any additional people staying here on October 1, 2012 who you did not include yet? For example:	Q3	USABILITY:
	Babies? Foster children? Any other relatives? Roommates or people not related to you?	P18.	In your own words, what is this question asking? [NOTE WHETHER THEY UNDERSTAND THAT THIS QUESTION IS ASKING ABOUT ADDITIONAL PEOPLE.]
	Yes – Go to 3F No – Go to 4		
3F.	What are the full names of the babies, foster children, other relatives or people not related to you staying with you?	Q3F	USABILITY:
	[First Middle Last]	P19.	Why did you not initially include [NAME] as living or staying at <address>?</address>
Anyo	ne else?	P20.	FOR ANY PEOPLE ADDED, PROBE TO UNDERSTAND
	Yes No	120.	THEIR RELATIONSHIP TO THE PARTICIPANT AND HOW FREQUENTLY THEY LIVE/STAY THERE.
		P21.	NOTE WHETHER FULL NAME IS PROVIDED AND IF IT IS ENTERED CORRECTLY (E.G. ONE NAME PER LINE).

		10:	TIO A DITI IMM
4.	Was there anyone else staying at 1244 Home Address on October 1, 2012 who had no permanent place to live?	Q4	USABILITY:
	Yes – Go to 4F No – Go to 4a	P22.	What does "no permanent place to live" mean as it is used in this question? What were you thinking of?
4F.	What are full the names of the people who had no permanent place to live?	Q4F	USABILITY:
	[First Middle Last]	P23.	FOR ANY PEOPLE ADDED, PROBE TO UNDERSTAND THEIR RELATIONSHIP TO THE PARTICIPANT AND HOW FREQUENTLY THEY LIVE/STAY THERE.
Anyo	ne else? Yes No		
		P24.	NOTE WHETHER FULL NAME IS PROVIDED AND IF IT IS ENTERED CORRECTLY (E.G. ONE NAME PER LINE).
4a.	Was there anyone else living or staying at 1234 Home Address on October 1st who is no longer living there?	Q4a	USABILITY:
	Yes No	P25.	In your own words, what is this question asking?

4F.	What are the full names of the people who are no longer staying at 1234 Home Address but were there on October 1, 2012? [First Middle Last]	Q4F P26.	USABILITY: FOR ANY PEOPLE ADDED, PROBE FOR DETAILS. NOTE WHETHER THEY LIST ADDITIONAL PEOPLE VS SOMEONE THEY ALREADY LISTED. NOTE WHETHER FULL NAME IS PROVIDED AND IF IT IS ENTERED CORRECTLY (E.G. ONE NAME PER LINE).	
	Roster Oue	etio	ns (1-4) Debriefing	
Lwon	•			
P28.	I would like to stop here for a moment to ask you a few follow-up questions about the items you just answered. P28. Is there anyone you listed or thought about listing for any question, but you were unsure whether he or she should be included on the census or not? [Tell me more about that?]			
P29.	P29. Was there anyone you included as living or staying here, who was actually away on October 1. For example away on a business trip, for vacation, or for another reason? [How did you know to include this person?]			
	Now I'd like you to do something a little different. I have some brief descriptions of different households. After I read each description, I'd like you to answer a few questions.			
P30.			mber 28 to October 5. When Jane answers the census [Why?] [SHOW SCREENSHOTS FOR Q2, Q2a, Q2F.]	
P31.	P31. Sam's friend moved to the area on September 15. The friend is crashing on Sam's couch until he can find hi own apartment. When Sam answers the census survey, should Sam include his friend or not? [Why?] [SHOW SCREENSHOTS FOR Q2, Q2a, Q2F.]			

Demographic Questions (5-9):

- Administer demographic questions. Note any usability or cognitive issues below.
- administer spontaneous probes as necessary if R has difficulty with any question.

Question 10-10c Series

Q10 USABILITY:

The next few questions are about the people who live in your household. This is who we have listed at 1234 Home Address:

Person 1

Person 2

Person 3

Person 4

Person 5 Person 6 P32.

WAS IT CLEAR TO R WHAT R WAS SUPPOSED TO DO ON THIS SCREEN?

P33. IF SOMETHING WAS INCORRECT, WHAT DID R DO? WAS R ABLE TO FIX IT SUCCESSFULLY? DESCRIBE.

10M		ou or any of these people move 234 Home Address after	Q10.0	USABILITY:
	September 1, 2012?			
		Go to 10L Go to 10		
	10L.	Who moved in after September 1, 2012?	P34.	IF YES, PROBE FOR DETAILS. WHEN, WHERE FROM, ETC. IS THE ADDRESS PROVIDED THEIR PREVIOUS ADDRESS OR NEW ADDRESS? NOTE COMPLETENESS OF ADDRESS.
		Person 1 Person 2 Person 3 Person 4 Person 5 Person 6		
10.	somet	u or any of these people times live or stay somewhere vith a parent, grandparent, l, or other person?	Q10	USABILITY:
		es – Go to 10L o – Go to 10a	P35.	What does the phrase "sometimes live or stay somewhere else" mean in this question?
	10L.	Who stayed with a parent, grandparent, or other person?	P36.	What time period were you thinking about when you answered this question?
		Person 1 Person 2 Person 3		

10a.	some	u or any of these people times live or stay at another , like a seasonal or second ence?	Q10a	USABILITY:
		es – Go to 10L o – Go to 10b	P38.	What does "at another home, like a seasonal or second home" mean to you in this question? What were you thinking of?
	10L.	Who stayed at a seasonal or second residence?		
		Person 1 Person 2 Person 3 Person 4 Person 5 Person 6	P39.	FOR EACH YES: Can you tell me more about that? [What type of places is it? Who owns it? When was NAME there last? How frequently does NAME stay there?]
10b	somet addre	u or any of these people times live or stay at another ess for college, for the military, a job?	Q10b	USABILITY:
		es – Go to 10L o – Go to 10c	P40.	What does it mean to live or stay at another address for college, military or a job? [What sort of situations were you thinking of?]
	10L.	Who stayed at another address for college, for the military or for a job?		
		Person 1 Person 2 Person 3	P41.	FOR EACH YES: Can you tell me more about that?

Q10c USABILITY: 10c On October 1, 2012, did you/any of these people stay at a jail or prison, nursing home, group home, shelter, or other facility? Yes – Go to 10L No – Go to 10d	lid
	lid
	lid
P42. IF YES: Can you tell me more about that? [How long diname stay there?] October 1, 2012?	
Person 1 Person 2 Person 3 Person 4 Person 5 Person 6	
Questions 10-10c Debriefing	
P43. IF OTHERS: When you answered these questions about living or staying someplace else, were you think about everyone in the household [SUCH AS PEOPLE ADDED AFTER THE INITIAL ROSTER] or just some people [SUCH AS PEOPLE INCLUDED IN INTIAL ROSTER]?	
P44. IF OTHERS IN HHD: How confident are you in the answers you provided for the other people in the household?	
P45. Are there any other places that you (or the other people you mentioned) stay that we did not ask about that you were not sure counted?	or
P46. IF ANY RESPONSES TO THE CENSUS QUESTIONS ARE INCONSISTENT WITH COMMENTS PROVIDED, PROBE FOR MORE INFORMATION. FOR EXAMPLE IF THE R SAYS THAT HE/SHE SOMETIMES STAYED SOMEWHERE, BUT THEN DID NOT MARK ANY YES TO ANY OF THE Q10 SERIES QUESTIONS.	

Enumeration Questions (Person ____)

10F	You reported that PERSON X stayed
	someplace else [Fill]. What is the
	address of the other place PERSON X
	staved?

Enter a new address ADDRESS FIELDS

Any other address?

Yes No Q10F USABILITY:

P47. NOTE HOW MANY NEW ADDRESSES WERE PROVIDED AND COMPLETENESS OF THE ADDRESSES BY PLACE.

P48. [IF SEASONAL:] Is [ADDRESS] anyone's usual residence? [If YES: Whose usual residence?]

P49. [IF SEASONAL:] IF NEEDED: What does "usual residence" mean to you in this question?

P50. [IF SEASONAL:] How did you determine who usually lives at that residence?

11.	Where does PERSON X live or stay most of the time?	Q11	USABILITY (FOR ALL PERSONS):
	Here, at this house or residence Address 2 Address 3 Address 4 In above places equally Some other place	P51.	What time period were you thinking of on Q11?
		P52.	What does the phrase "most of the time" mean to you as it's used in this question?
		P53.	IF ADD'L ADDRESSES PROVIDED: How did you determine where you live or stay most of the time?
		P54.	If I had only asked "where did you live most of the time" or "where did you stay most of the time", would that have changed your answer? How so?
		P55.	If I had asked, "Around October 1, 2012, where did you live and sleep most of the time?" would that have changed your answer? How so?
11a.	On October 1, 2012, where was PERSON X staying?	Q11a	USABILITY (FOR ALL PERSONS):
	Here, at this house or residence Address 2 Address 3 Address 4 Some other place	P56.	What does "staying" mean as it is used in this question?
		P57.	IF ANSWER IS DIFFERENT THAN WHAT YOU WOULD EXPECT: How did you come up with your answer to this question?
	Be Counte	ed Auton	nated Protocol 12

	Enumeration	Ques	stions (Person)
10F	You reported that PERSON X stayed someplace else [Fill]. What is the address of the other place PERSON X stayed?	Q10F	USABILITY:
	Address 1 Enter a new address ADDRESS FIELDS	P47.	NOTE HOW MANY ADDRESSES WERE PROVIDED AND COMPLETENESS OF THE ADDRESSES.
		Q11	USABILITY (FOR ALL PERSONS):
11.	Where does Person X live or stay most of the time? Here, at this house or residence Address 2 Address 3	P53.	IF ADD'L ADDRESSES PROVIDED: How did you determine where Person 2 lives and sleeps most of the time?
	Address 4 In above places equally Some other place	P55.	If I had asked, "Around October 1, 2012, where did you live and sleep most of the time?" would that have changed your answer? How so?
		Q11a	USABILITY (FOR ALL PERSONS):
11a.	On October 1, 2012, where was Person X staying? Here, at this house or residence Address 2	P57.	IF ANSWER IS DIFFERENT THAN WHAT YOU WOULD EXPECT: How did you come up with your answer to this
	Address 2 Address 3 Address 4 Some other place		question?

	Enumeration	Ques	stions (Person)
10F	You reported that PERSON X stayed someplace else [Fill]. What is the address of the other place PERSON X stayed?	Q10d	USABILITY:
	Address 1 Enter a new address ADDRESS FIELDS	P47.	NOTE HOW MANY ADDRESSES WERE PROVIDED AND COMPLETENESS OF THE ADDRESSES.
		Q11	USABILITY (FOR ALL PERSONS):
11.	Where does Person X live or stay most of the time? Here, at this house or residence Address 2 Address 3	P53.	IF ADD'L ADDRESSES PROVIDED: How did you determine where Person 3 lives and sleeps most of the time?
	Address 4 In above places equally Some other place	P55.	If I had asked, "Around October 1, 2012, where did you live and sleep most of the time?" would that have changed your answer? How so?
		Q11a	USABILITY (FOR ALL PERSONS):
11a.	On October 1, 2012, where was Person X staying? Here, at this house or residence Address 2 Address 3	P57.	IF ANSWER IS DIFFERENT THAN WHAT YOU WOULD EXPECT: How did you come up with your answer to this question?
	Address 3 Address 4 Some other place		

	Enumeration	Ques	stions (Person)
10F	You reported that PERSON X stayed someplace else [Fill]. What is the address of the other place PERSON X stayed?	Q10d	USABILITY:
	Address 1 Enter a new address ADDRESS FIELDS	P47.	NOTE HOW MANY ADDRESSES WERE PROVIDED AND COMPLETENESS OF THE ADDRESSES.
		Q11	USABILITY (FOR ALL PERSONS):
11.	Where does Person X live or stay most of the time? Here, at this house or residence Address 2 Address 3	P53.	IF ADD'L ADDRESSES PROVIDED: How did you determine where Person 4 lives and sleeps most of the time?
	Address 4 In above places equally Some other place	P55.	If I had asked, "Around October 1, 2012, where did you live and sleep most of the time?" would that have changed your answer? How so?
		Q11a	USABILITY (FOR ALL PERSONS):
11a.	On October 1, 2012, where was Person X staying? Here, at this house or residence Address 2	P57.	IF ANSWER IS DIFFERENT THAN WHAT YOU WOULD EXPECT: How did you come up with your answer to this question?
	Address 3 Address 4 Some other place		question.

	Enumeration	Ques	stions (Person)
10F	You reported that PERSON X stayed someplace else [Fill]. What is the address of the other place PERSON X stayed?	Q10d	USABILITY:
	Address 1 Enter a new address ADDRESS FIELDS	P47.	NOTE HOW MANY ADDRESSES WERE PROVIDED AND COMPLETENESS OF THE ADDRESSES.
		Q11	USABILITY (FOR ALL PERSONS):
11.	Where does Person X live or stay most of the time? Here, at this house or residence Address 2 Address 3	P53.	IF ADD'L ADDRESSES PROVIDED: How did you determine where Person 5 lives and sleeps most of the time?
	Address 4 In above places equally Some other place	P55.	If I had asked, "Around October 1, 2012, where did you live and sleep most of the time?" would that have changed your answer? How so?
		Q11a	USABILITY (FOR ALL PERSONS):
11a.	On October 1, 2012, where was Person X staying? Here, at this house or residence	P57.	IF ANSWER IS DIFFERENT THAN WHAT YOU WOULD
	Address 2 Address 3 Address 4 Some other place		EXPECT: How did you come up with your answer to this question?

	Enumeration	Ques	stions (Person)
10F	You reported that PERSON X stayed someplace else [Fill]. What is the address of the other place PERSON X stayed?	Q10d	USABILITY:
	Address 1 Enter a new address ADDRESS FIELDS	P47.	NOTE HOW MANY ADDRESSES WERE PROVIDED AND COMPLETENESS OF THE ADDRESSES.
		Q11	USABILITY (FOR ALL PERSONS):
11.	Where does Person X live or stay most of the time? Here, at this house or residence Address 2 Address 3	P53.	IF ADD'L ADDRESSES PROVIDED: How did you determine where Person 6 lives and sleeps most of the time?
	Address 4 In above places equally Some other place	P55.	If I had asked, "Around October 1, 2012, where did you live and sleep most of the time?" would that have changed your answer? How so?
		Q11a	USABILITY (FOR ALL PERSONS):
11a.	On October 1, 2012, where was Person X staying? Here, at this house or residence Address 2 Address 3 Address 4 Some other place	P57.	IF ANSWER IS DIFFERENT THAN WHAT YOU WOULD EXPECT: How did you come up with your answer to this question?

Enumeration Questions Debriefing

P59. How sure or unsure are you that you provided the correct address(es)? IF UNSURE: If this were the recensus, what would you do? [Would you look them up, call someone, make your best guess?]	Zaconono Debriening
	ype the addresses on the device?
P60. IF OTHERS IN HHD: How sure or unsure are you about where the other people in your household wer staying on and around October 1?	you about where the other people in your household were
P61. IF ANY RESPONSES TO THE CENSUS QUESTIONS ARE INCONSISTENT OR UNEXPECTED, PROBE FOR MORE INFORMATION. FOR EXAMPLE IF THE R SAYS THAT HE WAS AT THEIR USUAL RESIDENCE AROUND OCTOBER 1, BUT HAD TOLD YOU PREVIOUSLY THAT HE WAS TRAVELING THEN.	E R SAYS THAT HE WAS AT THEIR USUAL RESIDENCE

	Que	stio	ns 12 - 14
12.	You listed the following people at 1234 Home Address:	Q12	USABILITY:
	Person 1 Person 2 Person 3 Person 4 Person 5 Person 6	P62.	IF SOMETHING WAS INCORRECT, WHAT DID R DO? WAS R ABLE TO FIX IT SUCCESSFULLY? DESCRIBE.
Was there anyone else living or staying at 1234 Home Address on October 1 st who you did not complete the form for?		P63.	In your own words, what is this question (below the list of names) asking?
	Yes – Go to Q13 No – End interview		
13.	Were they already counted in the 2012 Census?	Q13	USABILITY:
	Yes – End interview No – Go to Q14 Don't Know – Go to Q14	P64.	IF YES: How do you know they were counted?
[IF NO	OT HOMELESS]	Q14	USABILITY:
14.	In case we need to contact them, can you provide a name and phone number where we can reach them?	P65.	What are your thoughts about this question?
Anvo	[NAME AND PHONE FIELDS] ne else?		
Allyo	Yes No		

FINAL DEBRIEFING

Thanks, we're almost finished. I have a few more questions for you.

[SCROLL BACK TO THE "This is who we have listed at [address]" QUESTION SO THAT YOU CAN SEE THE NAMES PROVIDED OR ELSE REFER TO YOUR NOTES.]

NAME	S PROVIDED OR ELSE REFER TO YOUR NOTES.]
P67.	I see that you [HHD: typed/NRFU: provided] as your name. Would you ever use a different version of your name on a form like this?
	a. IF YES: How else might you list your name? NOTE DIFFERENCES WITHOUT USING PII.
	b. IF YES: How do you decide which way to write it on different forms?
P68.	[IF NEEDED:] Is your full name or another form of your name such as a nickname? NOTE DIFFERENCES WITHOUT USING PII.
P69.	IF MIDDLE NAME BLANK OR JUST INITIAL: Did you see that you were supposed to provide your [full] middle name? Do you have a middle name? How did you decide to [leave it blank/just provide an initial]?
P71.	Do any of the other people you listed sometimes use a different version of their name on forms like this? NOTE DIFFERENCES WITHOUT USING PII. How did you decide how to list their name?
P72.	Do you have any other opinions about the format of the name question on this form? SHOW SCREENSHOTS IF NEEDED.

P73.	Was there anything in these questions that you found sensitive or uncomfortable to answer?
P74.	Was there any information for yourself or others that you would be hesitant to provide on the census form?
P75.	Aside from the things we've talked about, were there any questions or instructions that you find confusing or difficult to answer?
P76.	Did you find parts of the interview repetitive? If so, what parts?
P77.	If you were going to answer your census questionnaire on your own, without an interviewer, how would you prefer to do it: CHECK ALL THAT APPLY On a smartphone? (What kind:) On a tablet? (What kind:) On a laptop or desktop? On a paper form? FOR EACH ANSWER CHOSEN, ASK: Why?
P78.	If you don't answer the census on your own, an interviewer might be sent to your home to get your census information. How would you feel about the interviewer using CHECK ALL THAT APPLY. a smartphone to do the interview? a tablet, like an iPad? a laptop computer? a paper form? Which do you prefer and why?

P79.	Do you own or have access to
	A smartphone? (What kind:) A tablet? (What kind:) A laptop or desktop?
	A laptop of desktop:
Burea provid and sa locatio	R THE PRINTOUT WITH THIS QUESTION: In order to count people in the right place in the census, the Census u must collect detailed geographic information. This information can be time-consuming for respondents to le and it can be expensive for the census to process. To assist in our efforts to increase the accuracy of the census ave a lot of taxpayer's money, we could use cell phone or tablet technology, such as GPS, to determine your on more easily and accurately. If during the completion of your 2020 Census questionnaire we asked to use this plogy to obtain geographic information directly from your mobile device, would you allow it?
P80.	Tell me why/why not? [IF NECESSARY: What additional information would you want to know?]
P81.	What does geographic information mean to you in this question?
End T	'ime: