

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0925-0648)

TITLE OF INFORMATION COLLECTION: OBSSR Card Sort

PURPOSE:

The Office of Behavioral and Social Sciences Research is reorganizing the content on the [OBSSR website](#), the federal government’s website for providing key information on behavioral and social science research and activities at the NIH to scientists, advocacy groups, the media and the general public. To achieve this purpose, we would like to get input from potential users about the organization of the site content by asking them to complete an online card sort.

We have developed five main areas for the site. We will provide participants with proposed topic areas and a list of sub-categories, and we will ask them to organize the sub-categories under the main areas that make sense to them. We will use their responses to help determine how best to organize the site.

We plan to use [OptimalSort.com](#) to host the test

DESCRIPTION OF RESPONDENTS:

The audiences for the [OBSSR website](#) include scientists, advocacy groups, the media and the general public. For this test, respondents will be scientists, members of related advocacy group and members of BSSR and System science mailing lists. We will contact them by email to ask them to participate.

TYPE OF COLLECTION: (Check one)

- | | |
|---|---|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input type="checkbox"/> Customer Satisfaction Survey |
| <input checked="" type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> Other: _____ |

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Nana Afari

To assist review, please provide answers to the following question:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? Yes No
3. If applicable, has a System or Records Notice been published? Yes No N/A

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
Usability Testing	50	10 minutes	8 hours
Totals			

FEDERAL COST: The estimated annual cost to the Federal government is \$218

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?
 Yes No

If the answer is yes, please provide a description of both below (or attach the sampling plan). If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them.

We plan to ask our colleagues at OBSSR to provide emails addresses of outside colleagues who might be willing to participate in the card sorting exercise. We will ask them to provide a little basic information about themselves, including their occupation, area of interest in relation to behavioral and social sciences and familiarity with the site content. We will use this information to build a diverse list of possible participants. Once we have developed the list, we will send select participants an email with a generic link to the online card sort. There will be no record of who clicked on the link to take the survey and the card sort does not ask for any personally identifiable information, so the answers will be anonymous.

We also plan on asking members of related advocacy groups, members of the Behavioral and Social Sciences Research Coordinating Committee, BSSR-CC mailing list, System science mailing list to take part in the activity.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)

Web-based or other forms of Social Media

Telephone

In-person

Mail

Other, Explain

2. Will interviewers or facilitators be used? Yes No