2012 National Census Test (NCT)
Internet Instrument Screen Shots
DRAFT

Screen 1. Welcome

Respondents are first shown a *welcome* screen that introduces them to the survey and provides the mandatory "Warning" message, which tells respondents that their usage will be monitored and recorded.

Screen 2. Login1

Next, respondents are asked to log in using the access code found in the mailing materials. This screen also provides the burden statement, as mandated by OMB.

Screen 3. Login2

If respondents log into the instrument and their access code is flagged as being used before, they will be asked to provide their PIN. If they successfully enter their PIN, they are taken to the screen where they left off during their last login. Respondents who enter the wrong access code and PIN combination three times in a row are given the opportunity to provide the answer to a security question they selected during an earlier visit to the survey (*security* on Screen 4).

Screen 4. Security

If respondents are able to enter the correct response, they are taken to the screen where they left off during their last login. If a respondent is unable to provide this response, and therefore cannot log in, they are given a Telephone Questionnaire Assistance number and asked to call that number for help.

Rev. 5/2/2012

Screen 5. Confirm

This screen is used to make sure that the respondent entered the correct access code, by confirming the address. In the actual survey, the sample address would be displayed between the question stem and response options. A "Yes" or blank response goes to *PIN* (Screen 7) and lets them continue the survey. A "No" response goes to *verify* (Screen 6).

Screen 6. Verify

If the access code entered on this screen is the same as the *login* screen access code, we display a message that asks the respondent to call a Telephone Questionnaire Assistance number because it appears that the access code does not match the sample address it was assigned to. If the access code entered on this screen is different from the login access code, we display *confirm* (Screen 5) for the new access code, and have them confirm that address. If the access code is blank or invalid, the respondent is returned to the *login1* screen with the "Invalid access code" error message.

Rev. 5/2/2012

Screen 7. PIN

This screen gives the respondent the PIN they will use to access the survey on subsequent logins. The Next button takes the respondent to *address* (Screen 8).

Screen 8. Address

This screen determines if the respondent lived at the sample address. In the actual survey, the sample address would be filled into this question stem. The question would be: "Were you living or staying at <address> on September 5, 2012?" A "Yes" response goes to *respondent* (Screen 9), where we collect the respondent's name. A "No" or blank response goes to *anyone* (Screen 10), where we determine if anybody else lived at the sample address.

4

Screen 9. Respondent

This screen collects the name and phone number of the respondent who, on *address* (Screen 8), identified themselves as being part of the sampled household. From here, half the respondents go to *popcount* (Screen 14). The other half go to *others* (Screen 13).

Screen 10. Anyone

If the respondent does not live at the sample address (a "No" response to *address*), this screen asks if anyone lived at the sample address. In the actual survey, the address would be filled into the question stem. A "Yes" response goes to *who* (Screen 11), where we ask if the respondent knows who the household members are. A "No" response, a "Don't Know" response, or a blank response goes to *new* (Screen 12) where we collect the respondent's address and continue the survey with their household.

5

Screen 11. Who

If the respondent does not live at the sample address but knows that somebody did live there, this screen asks if the respondent knows who those people were. In the actual survey, the address would be filled into the question stem. A "Yes" response takes half of the respondents to popcount (Screen 14) and the other half to *people* (Screen 15). A "No" or blank response takes respondents to *new* (Screen 12).

Screen 12. New

Respondents arriving at this screen have indicated that they do not know who lived at the sample address. In this situation, we ask the respondent for their own address and continue the survey for their household. A "valid" address must include either (1) a street address; OR (2) a city and state. A "valid" response goes to r*espondent* (Screen 9), where they provide their name and continue the survey. If a "valid" address is not provided, the respondent is shown *nocomplete* (Screen 45) and their session ends.

Screen 13. Others

In the actual survey, the address would be filled into the question stem. A "Yes" response goes to *people* (Screen 15), where the respondent provides a roster. A "No" response takes half the respondents to *miss* (Screen 16) and the other half to *add1* (Screen 18).

Screen 14. Popcount

This screen asks for a household count using the standard residence rules. In the actual survey, the address would be filled into the question stem. If the household contains one person, and that person is the respondent, the next screen is either *miss* (Screen 16) or *add1* (Screen 18). Half of the respondents go to *miss* and half go to *add1* to determine if anybody was left off the roster. If there is more than one person in the household, respondents go to *people* (Screen 15) to build the roster.

Rev. 5/2/2012

Screen 15. People

This is where respondents build a roster. In the actual survey, the address would be filled into the question stem. A response is valid if at least one character is entered into any of the name fields. If a valid response is provided, half the respondents to go *miss* (Screen 16) and the other half go to *add1* (Screen 18) to determine if anybody was left off the roster. If the response is blank, the respondents are taken to *nocomplete* (Screen 45) because they cannot continue the survey with a blank roster. Respondents are given two warning messages stating that names or nicknames are required.

Screen 16. Miss

Half of the respondents receive this version of the undercount question, which is a single item asking if anybody was left off the roster. In the actual survey, a list of the names already provided would be displayed. A "Yes" response goes to *stay* (Screen 17), where the names of those missing people are provided. A "No" response goes to *home* (Screen 22).

8

Screen 17. Stay

If respondents indicate that they did leave somebody off the roster ("Yes" to *miss* on Screen 16), this is the screen where they would provide the name(s). In the actual survey, a list of the names already provided would be displayed. The Next button takes respondents to *home* (Screen 22).

Screen 18. Add1

The other half of respondents receive this version of the undercount question, which is a series of probes, one screen at a time, to determine if anybody was left off the roster. In the actual survey, a list of the names already provided would be displayed. These probes (Screen 18-21) ask about specific types of people that are usually left off household roster. Anytime a respondent answers "Yes," they are immediately asked to provide the name of the person who was left off. This is accomplished by revealing a set of response boxes (similar to *stay* on Screen 17) where names can be entered. The "Next button takes respondents to *add2* on Screen 19.

9

Screen 19. Add2

This is the second question in the "*add*" series. In the actual survey, a list of the names already provided would be displayed. A "Yes" response reveals a list of boxes so that the respondent can provide the names of those people they missed. The Next button takes respondents to *add3* on Screen 20).

Screen 20. Add3

This is the third question in the "*add*" series. In the actual survey, a list of the names already provided would be displayed. A "Yes" response reveals a list of boxes so that the respondent can provide the names of those people they missed. The Next button takes respondents to *add4* on Screen 21).

Rev. 5/2/2012

Screen 21. Add4

This is the last question in the "*add*" series. In the actual survey, a list of the names already provided would be displayed. A "Yes" response reveals a list of boxes so that the respondent can provide the names of those people they missed. The Next button takes respondents to *home* on Screen 22.

Screen 22. Home

This is the standard tenure question. Option 1 or 2 (either "owned" option), go to *owner* (Screen 23) so that respondents can indicate who owns the property. Option 3 (rented), goes to *renter* (Screen 24) so that respondents can indicate who rents the property. Option 4 (no payment) or blank, goes to the first person-level demographic question (*relation* on Screen 25).

11

Note: The following screens (*owner* and *renter)* are used to select the reference person. These screens ask the respondent to select the person(s) who own or rent the property from the list of rostered persons. If one person is selected, that person is the reference person. If multiple people are selected, their first person listed – of those selected – becomes the reference person. If "None of the above" is selected or no answer is provided, the reference person is the first person on the list. If a respondent indicated that they occupy the property without payment of rent (option 4 on *home*), they skip both the *owner* and *renter* screens and the reference person is the first person listed on the roster. The next button, from either screen, take the respondent to *relation* (Screen 25).

Screen 23. Owner

Screen 24. Renter

Screen 25. Relation

The relationship question uses a prefill for the reference person's name and for the name of the household member for which the respondent is answering. For example, if John Doe is the reference person, the question for Jane Doe would be: "Jane Doe is John Doe's _____." The relationship question is displayed for each person on the roster, except the reference person. Then, once all persons have been displayed, the respondent is taken to *sex* (Screen 26). One person households are not shown the relationship question and go directly to *sex* (Screen 26)

Screen 26. Sex

You can see in this item that the household member's name (John A. Doe) has been filled into the question stem. The sex question is displayed for each person on the roster. Then, once all persons have been displayed, the respondent is taken to *age* (Screen 27).

13

Screen 27. Age

In the actual survey, the name of the household member would be filled in. The age and date of birth item is displayed for each person on the roster. Then, once all persons have been displayed, half the respondent are taken to *race1* (Screen 28) and the other half are taken to *race2* (Screen 29).

Screen 28. Race1

Half of the respondents are given this version of a combined race and Hispanic origin question. In the actual survey, the name of the household member would be filled in. This questions is displayed for each person on the roster. Then, once all persons have been displayed, half of the respondents go to *elsewhere* (Screen 30) and the other half go to *delete1* (Screen 31).

14

Screen 29. Race2

Half of the respondents are given this version of a combined race and Hispanic origin question. In the actual survey, the name of the household member would be filled in. This questions is displayed for each person on the roster. Then, once all persons have been displayed, half of the respondents go to *elsewhere* (Screen 30) and the other half go to *delete1* (Screen 31).

Screen 30. Elsewhere

Half of the respondents receive this version of the overcount question. In the actual survey, the name of the household member would be filled in. In *elsewhere*, the overcount options are provided on a single screen, one person at a time. Each time a "Yes" response is provided for a person, the respondent is taken to *fullstay* (Screen 38) to provide the additional address(es) for that person. Once the *elsewhere* screen has been provided for all household members, and the addresses have been provided as necessary, respondents are taken to *most* (Screen 39).

15

Screen 31. Delete1

Half of the respondents receive this version of the overcount question, in which the overcount probes are provided, by topic, one screen at a time. If the respondent provides a "Yes" answer, they are shown the roster list and asked to select which person(s) lived at another place for this particular reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to the next delete probe (*delete2* on Screen 32).

Screen 32. Delete2

This is the second "delete" screen. This probe is only asked if there are household members aged 0-18. A "Yes" response reveals the list of roster names so that the respondent can select who lives at another address for this reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to the next delete probe (*delete3* on Screen 33).

16

Screen 33. Delete3

This is the third "delete" screen. This probe is only asked if there are household members aged 18-25. A "Yes" response reveals the list of roster names so that the respondent can select who lives at another address for this reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to the next delete probe (*delete4* on Screen 34).

Screen 34. Delete4

This is the fourth "delete" screen. This probe is only asked if there are household members aged 18-60. A "Yes" response reveals the list of roster names so that the respondent can select who lives at another address for this reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to the next delete probe (*delete5* on Screen 35).

17

Screen 35. Delete5

This is the fifth "delete" screen. A "Yes" response reveals the list of roster names so that the respondent can select who lives at another address for this reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to the next delete probe (*delete6* on Screen 36).

Screen 36. Delete6

This is the sixth "delete" screen. A "Yes" response reveals the list of roster names so that the respondent can select who lives at another address for this reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to the next delete probe (*delete7* on Screen 37).

18

Screen 37. Delete7

This is the final "delete" screen. A "Yes" response reveals the list of roster names so that the respondent can select who lives at another address for this reason. Once the names are selected or, if nobody in the household lived at another address for this probe, respondents are then taken to *fullstay* (Screen 38) to provide the additional addresses for those household members identified in *delete1* through *delete7*.

Screen 38. Fullstay

In the actual survey, the name of the household member would be filled in. This screen collects the additional addresses for any household member that was identified as sometimes living or sleeping at another place. This includes any of the reasons on *elsewhere* (Screen 30) or any of the *delete* questions (Screens 31 to 37). The *elsewhere* and *delete* screens create a flag based on the type of address the person indicated and that information is filled into the question stem on *fullstay*. Once all addresses have been provided, respondents are taken to *most* (Screen 39).

19

Rev. 5/2/2012

Note: The following screens (*most* and *where*) display all the addresses that were ever provided for a household member. This includes the sample address, the address provided on the *new* screen, and any addresses provided on *fullstay*. To be "valid" an address must contain either (1) a street address; OR (2) a city and state. If a "valid" address was not provided, only the location flag is displayed. For example, the response options could be any of the following: (a) The college housing address at 123 Main Street; (b) The military address at Anytown, US; or (c) The prison or jail.

Screen 39. Most

In the actual survey, the name of the household member would be filled in. This item is asked one person at a time for each person with an additional address provided on *fullstay*. Once this item has been asked for each household member, the respondent is taken to *where*.

Screen 40. Where

In the actual survey, the name of the household member would be filled in. This item is asked one person at a time for each person with an additional address provided on *fullstay*. Once this item has been asked for each household member, the respondent is taken to *email*.

20

Rev. 5/2/2012

Screen 41. Email

This item asks respondents to provide a contact email and is the last content item in the survey. The Next button takes respondents to *review1*.

Screen 42. Review1

This screen allows the respondent to submit their survey without a review or review their responses before submitting. If respondents choose to review, they are taken to *review2* (Screen 43). If respondents chose to submit from this screen, they are shown a screen confirming the date and time their submission (*submit* on Screen 44).

21

Screen 43. Review2

Screen shot not available.
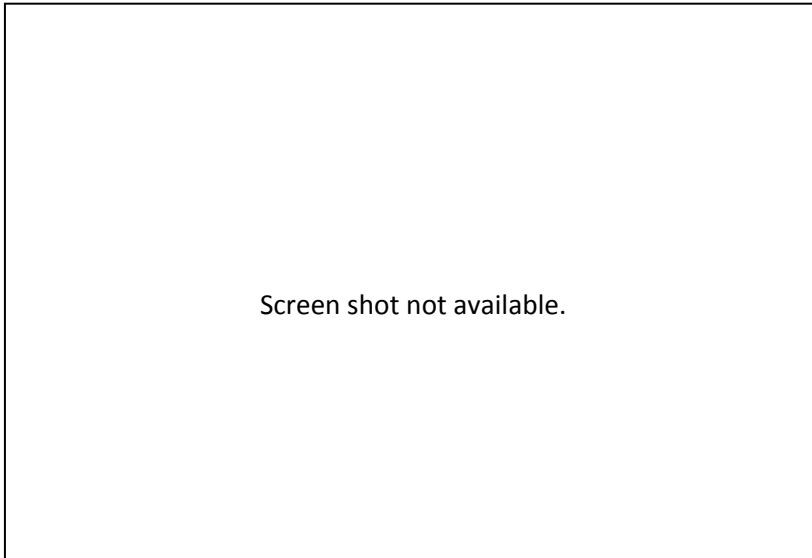
This is the review screen. Respondents are shown each answer they provided, for demographic items only, by person. The responses are hyperlinks which will take respondents back to that item. If a response was not provided, then [NO ANSWER] will be shown instead. When a respondent clicks a response, or the "No Answer" link, they are taken to that screen and can change their answer. From there, the respondent must return to the review screen before changing another response. Once the respondent clicks the "Submit" button, they are taken to *submit* (Screen 44), which confirms the date and time of their submission.
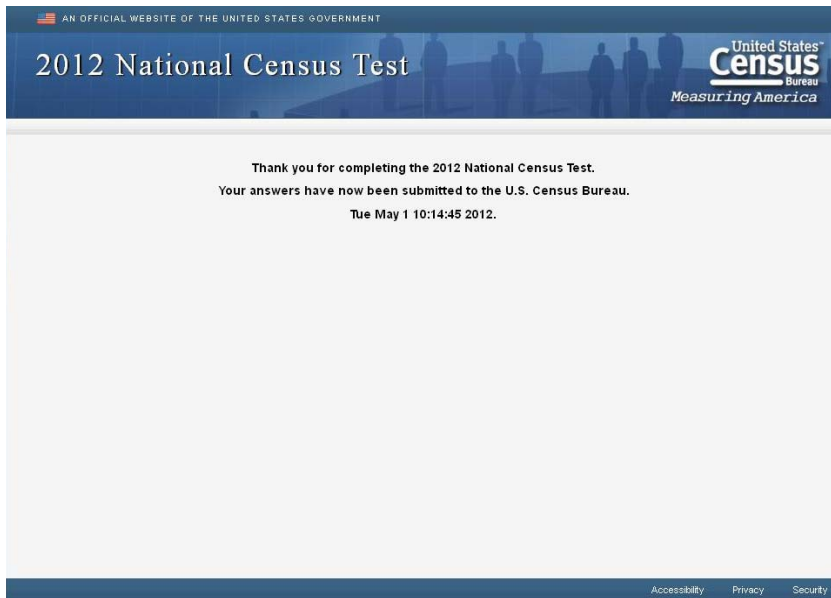
Screen 44. Submit

This screen provides confirmation of the date and time the respondent's survey was submitted to the Census Bureau. From here, respondents can close their browser window to end the survey session. At this point, a respondent's access code is "locked" and they cannot enter the survey instrument again. If a respondent attempts to log again with this access code, they will be shown the *nocomplete* screen.

Rev. 5/2/2012

Screen 45. NoComplete

<div style="border:1px solid #000; padding:40px; text-align:center;">

Screen shot not available.

</div>
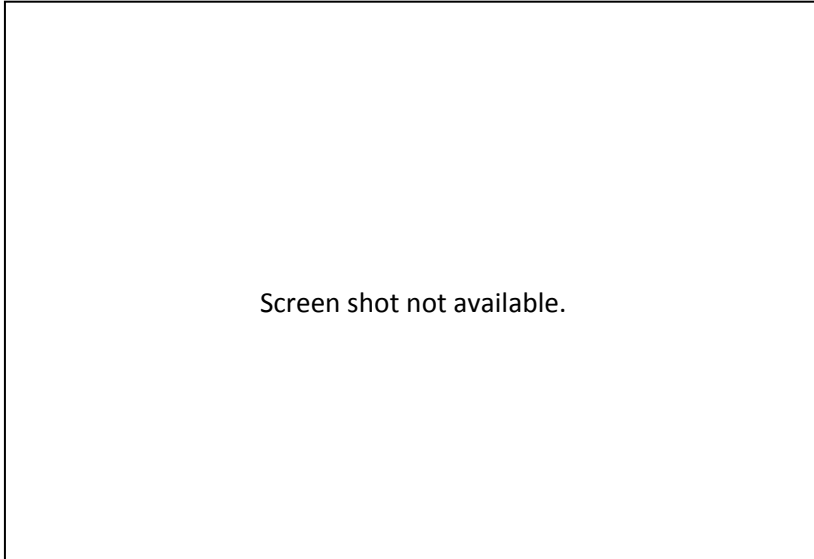
If respondents do not need to complete the survey, they will be shown this screen. The *nocomplete* screen simply says: "You do not need to complete this survey. Thank you."   Respondents can reach this screen in one of three ways: (1) The respondent is trying to log in with an access code for a survey that has already been submitted. (2) The respondent is unable to satisfy the *confirm*/*verify* checks on Screens 5 and 6. In this case, we must assume that the address for which the respondent is trying to complete the survey is out of sample because it does not match a valid access code. (3) The respondent refused to provide any names or nicknames for the roster (*people* on Screen 15). Respondents are given two different edit messages explaining why names are necessary and warning them that they cannot continue the survey if they do not provide roster names. If the respondent still refuses, they are shown this screen.