

**Request for Approval under the
“Generic Clearance for the Collection of Routine Customer Feedback”
(OMB Control Number: 1880-0542 v.18; EDICS# 4937)**

TITLE OF INFORMATION COLLECTION:

NAEP Technical Documentation on the Web Survey 2012

PURPOSE:

NCES proposes to conduct a brief online survey of the NAEP data user community to gather feedback on the current Technical Documentation on the Web (TDW) portion of the NAEP website and evaluate the recommendations for future improvements. The TDW is a section of the main NAEP website that is written for researchers in the fields of educational measurement and testing who are interested in the technical procedures and methods of NAEP. The published web pages contain a wealth of technical information and data tables that relate to NAEP operational assessments. The site is structured so that users are taken to a main page where they can then drill down on each topic to obtain detailed information specific to a particular assessment. This survey will gather and analyze audience feedback on the TDW to determine how people use the current TDW content and whether the current format is helpful for people locating and using that content.

DESCRIPTION OF RESPONDENTS:

Because the TDW is a public site and does not include registered users, the targeted sample for the survey will comprise the members from the major technical groups that are associated with NAEP: (1) NAEP Design and Analysis Committee (DAC) members; (2) NAEP Validity Study (NVS) Panel members; (3) American Educational Research Association (AERA) NAEP special interest group members; (4) NAEP State Coordinators; (5) Researchers with secondary research licenses; and (6) NAEP Technical Documentation working group.

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.

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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

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
Individuals: Members from major technical groups associated with NAEP – recruitment	200	4 min	14 hrs.
Individuals: Members from major technical groups associated with NAEP – survey completion	80	10 min	14 hrs.
Totals	200		28 hrs.

FEDERAL COST: The estimated annual cost to the Federal government is \$27,862

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?

The combined number of members/individuals from the above listed audiences is approximately 200. In order to maximize population coverage, the survey will be distributed to all members of these targeted user groups with the expected response rate of 40%, or 80 individuals.

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 E-mail

2. Will interviewers or facilitators be used? [] Yes [X] No