

List of Changes to the CE Diary

A full version of the instrument as PDF files will be sent along with this protocol. This Appendix describes the changes that were made to the diary form.

Increase paper size to legal and fit all four diary sections on two pages

This is the main overall design change. If you look at the initial paper diaries in the '70s, the form was taller – essentially legal size (8.5 x 14). This allowed for an entire diary day to be covered by two open pages.

One of the criticisms that Don Dillman made about the current diary is that it requires a lot of page flipping:

The request to record expenditures by day and into broad categories requires respondents to flip pages back and forth as they move between instruction and recording pages. The diary lacks a clear navigational path, and the visual layout makes completing the diary difficult.

Having all of the diary sections covered on two pages will return the diary form to its original intent of allowing respondents to easily document their expenses on an open two pages. When a respondent turns a page, they are doing so because they're moving to the next diary day.

Modify the number of rows to fit four sections into two pages

Fitting all four sections (parts) of the diary onto two pages instead of four requires adjusting the number of rows for each section. Currently each section has about the same number of rows per page (Meals has a few less than the other sections): Meals, 22; Food, 25; Clothing, 25; and Other, 25.

It appears that 35 rows easily fit on the Food page. The Meals, Clothing, and Other sections will need professional layout to determine the exact number of rows, but it appears that 6, 8, and 12 rows, respectively, fit well on the right page.

Reduce/Reorganize Instructions and Examples

One of the points Don Dillman made in an FCSM presentation on the Diary is that there are too many instructions/examples.

- Eliminate the examples on the front/left flap.
- Eliminate the examples at the top of each section.
- Move the 'General Instructions' and 'How to Fill Out Your Diary' to the Front Flap

Replace the two Age Range and Sex columns with one set of Age-Sex columns

Currently, we have a Sex column for Male/Female, and we have an Age Range column for Under 2, 2-15, and 16 & Over. This requires checking two boxes per item.

In the past we have asked for just noting one age-sex category, and returning to that would be one less step per item reported for the respondent to mark.

The total number of columns would remain the same at five: **Was it for:** Child under 2 years; Male 2-15; Female 2-15; Male 16 & Over; Female 16 & Over.