

Attachment 1 – The complete, simplified ATUS lexicon

Sleeping or own personal care

- Sleeping
- Sleeplessness
- Washing, dressing, or grooming oneself
- Health-related self care
- Personal, private activities

Household (things you do in and around your home) activities

- Interior cleaning
- Laundry, ironing, or mending textiles
- Storing, moving, or unpacking items, including groceries
- Food or drink preparation or presentation
- Kitchen or food clean-up
- Home decoration, maintenance, or repair
- Lawn, garden, or houseplant care
- Pet care including general care for animals or pets (not veterinary care)
- Walking, exercising, or playing with animals
- Vehicle, appliance, tool, or toy maintenance or setup
- Household or personal organization, planning, or finances
- Other household activities

Caring for or helping others

Caring for or helping children

- Physical care for children
- Reading to or with children
- Playing or doing arts, crafts, or sports with children
- Talking with or listening to children
- Supervising children (as a primary activity)
- Attending children's events
- Picking up or dropping off children
- Activities related to children's education
- Activities related to children's health
- Other care for children

Follow-up Probe:

- Who live in your household
- Who do not live in your household

Caring for or helping adults

- Physical care for adults
- Providing or obtaining medical care for adults
- Picking up or dropping off adults
- Other caring or helping activities for adults
- Animal or pet care assistance for adults
- Vehicle or appliance maintenance or repair assistance for adults
- Household or financial management assistance for adults
- Picking up or dropping off adults

Follow-up Probe:

- Who live in your household
- Who do not live in your household

Other caring or helping activities for adults

Working or related activities

- Working at main job
- Working at other job
- Making money at main job by providing a service or through hobbies or performances
- Taking breaks at work
 - Eating and drinking
 - Relaxing
 - Socializing
 - Other
- Job searching or interviewing
- Other work activities

Educational activities/Classes

- Taking a class for a degree, certificate, or license
- Taking a class for personal interest
- Homework for a class for a degree, certificate, or license
- Homework for a class for personal interest
- Extracurricular school activities (except sports)
- Other educational activities

Shopping

- Grocery shopping
- Purchasing prepared food (not groceries)
- Other shopping

Medical services or professional services

- Banking, financial consultations
- Medical appointments or consultations
- Real estate, veterinary, or other professional services

Haircuts, massages, manicures, or other personal services

- Haircuts
- Massages
- Manicures/pedicures
- Other personal services

Cleaning or repair services for vehicles or the home

Using government services or voting

- Using government services
- Voting
- Other civic obligations

Eating or drinking

- Storing, moving, or unpacking items, including groceries
- Food or drink preparation or presentation
- Kitchen or food clean-up

Socializing, relaxing, or leisure

- Eating or drinking
- Socializing or communicating for leisure (in person)
- Attending or hosting parties, receptions, or ceremonies

Relaxing, thinking, taking breaks
Watching TV, movies, videos
Listening to radio, podcasts, music
Playing musical instruments, singing
Playing video games
Playing other games
Using social media (Facebook, Twitter, Instagram, etc.)
Using a computer—other uses; not for TV, games, reading, social media
Arts and crafts as a hobby
Reading for personal interest, listening to audiobooks
Attending movies, performing arts, zoos, museums
Other leisure

Exercise, sports, or recreation

Attending sports or recreation events
Bicycling
Golfing
Hiking, hunting, fishing, or other outdoor recreational activities
Playing basketball, soccer, or other team sports
Running
Swimming or other water sports
Walking for exercise
Walking with animals/pets or playing with animals
Weight lifting, strength training
Yoga
Other exercise
Other sports

Religious or spiritual activities

Attending religious services
Religious or spiritual practices or education
Other religious or spiritual activities

Volunteering through an organization

Volunteering in administrative or support activities
Volunteering in social service or care activities
Volunteering in building, maintenance, or clean-up activities
Volunteering at performances or events
Other volunteering

Communications, not in-person (phone, video calls, messaging, e-mails, mail)

With friends or family
With others

Driving or other travel

Attachment 2 - 35 time-use activities that will be coded by participants

Took a nap (01)
Got dressed for work (01)
Vacuumed and dusted my apartment (02)
Cleaned up the kitchen after supper (02)
Gave my dog a bath (02)
Worked on my taxes (02)
Watched my kids on the playground (03)
Did arts and crafts with my kids (03)
Read books to my children (03)
Provided pills to my elderly mother who lives with us (03)
Cooking dinner for my elderly father who lives nearby (04)
Watched my friend's child (04)
Walked my friend's child to school (04)
Mowed my neighbor's lawn (04)
Repaired my cousin's toilet (04)
Teleworked for my primary job (05)
Out of personal interest, watched a video on how to program on YouTube (06)
Had my a guitar lesson (06)
Bought groceries (07)
Had an online doctor's appointment (08)
My dog had an appointment with the Vet (08)
Got my car inspected (annual inspection) (09)
Voted at my local school (10)
Ate dinner at a restaurant (11)
Watched a streaming movie (12)
Played online video games (12)
Read a book (12)
Took a walk (13)
Went for a jog (13)
Played basketball (13)
Did yoga (13)
Attended church (14)
Acted as a chaperone for my daughter's school trip (15)
Called my sister on the phone (16)
Texted a friend (16)

Attachment 3 – Instructions for Amazon’s Mechanical Turk (MTurk) Participants

1. Navigation Task

a. Recruitment criteria: This task is open to adults aged 18-65.

b. Description of Navigation Task on the MTurk Site: We are conducting this research to understand how people think about their use of time. You will read an activity and pick a category that best describes the activity from a list of categories. For example, an activity might be “dozed off for a few minutes” so a good category to select would be “Sleeping.” There are 35 items to assign to a list of categories.

This task is estimated to take about 20 minutes, and you will be paid \$3 for completing it.

c. Keywords: Organizing or classifying information, navigation task, research

d. Instructions for the Navigation Task:

Welcome to this study, and thank you for agreeing to participate!

In this study, you will first read descriptions of how people spend their time. Then you will assign each activity to the best selection from a list (menu) of categories.

You will be presented with 35 activities. Classifying them shouldn't take longer than **20 minutes**.

Our goal is to determine how well the list of categories covers typical activities that people do. Your participation will also help us find out how people think about how they spend their time.

Find out how on the next page ...

e. How the Tasks Will Appear On the Optimal Workshop Website (TreeJack Tool)

There are multiple screens in the TreeJack testing tool. Some key screens are shown below. Since this is a free demo instrument, only three tasks could be included.

Welcome Screen

This is a study preview. No data will be saved.

Welcome

Welcome to this study, and thank you for agreeing to participate!

In this study, you will first read descriptions of how people spend their time. Then you will assign each activity to the best selection from a list (menu) of categories.

You will be presented with 35 activities. Classifying them shouldn't take longer than **20 minutes**.

Our goal is to determine how well the list of categories covers typical activities that people do.

Your participation will also help us understand how people think about how they spend their time.

Find out how on the next page ...

Continue

Instructions Screen

This is a study preview. No data will be saved.

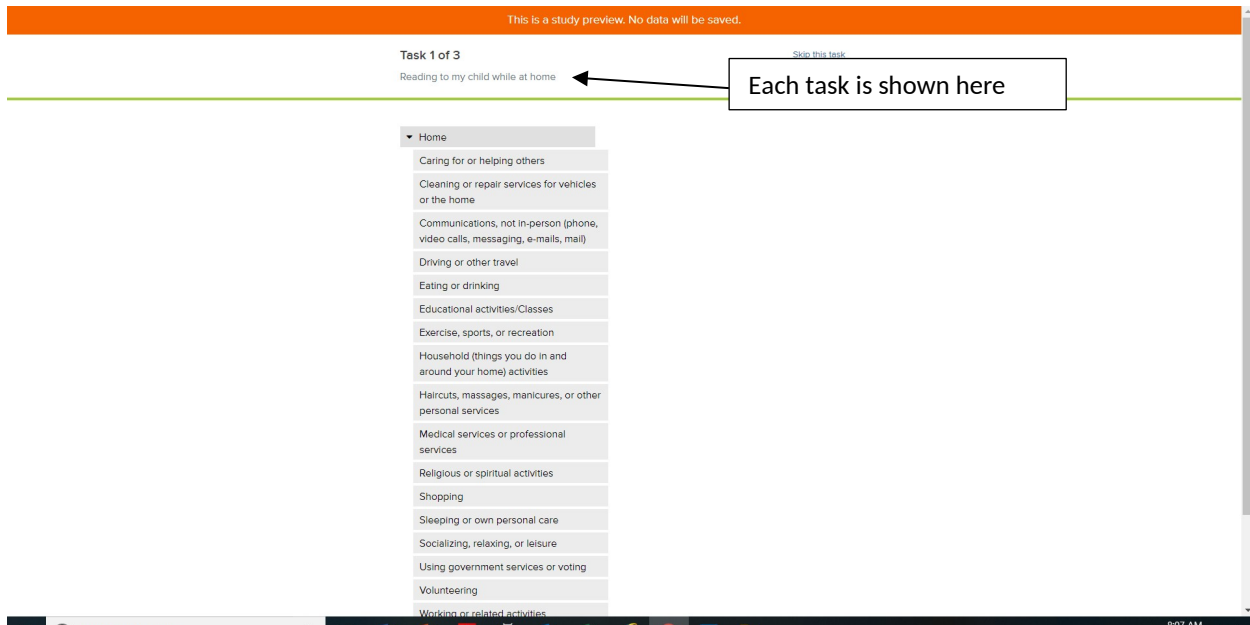
Instructions

Here's how it works:

1. You will be presented with an activity and asked to find the best description of it in a list. Some items in the list have additional items listed under them. You will find out which ones by clicking on them.
2. Click through the lists until you arrive at a description that you think best describes the activity and the message "I'd find it here!" appears. Click on "I'd find it here!" to move to the next activity.
3. If you go down the wrong path, you can go back by clicking one of the preceding links.



Task Screen



f. Actual menu that will be tested in Navigation Test #1

Home

- Caring for or helping others
- Cleaning or repair services for vehicles or the home
- Communications, not in-person (phone, video calls, messaging, e-mails, mail)
- Driving or other travel
- Eating or drinking
- Educational activities/Classes
- Exercise, sports, or recreation
- Household (things you do in and around your home) activities
- Haircuts, massages, manicures, or other personal services
- Medical services or professional services
- Religious or spiritual activities
- Shopping
- Sleeping or own personal care
- Socializing, relaxing, or leisure
- Using government services or voting
- Volunteering
- Working or related activities
- Other

2. Card Sorting Task - Instructions for the Card Sorting Task

a. Recruitment criteria: This task is open to adults aged 18-65.

b. Description of task on the MTurk Site: For some context, we are conducting this research as part of an effort to develop an online diary that captures how people use their time. In this task you will be asked to sort 35 activities that a person might have done during the day into some predefined categories. If you believe none of the existing categories are appropriate, you can create and name new categories.

This task is estimated to take about 20 minutes, and you will be paid \$3 for completing it.

c. Keywords: Card sorting, sorting information, organization of information

d. Instructions for the Card-Sorting Task in the Optimal Workshop Card-Sorting Tool

Welcome Screen

This is a study preview. No data will be saved.

Welcome

Welcome to this study, and thank you for agreeing to participate!

In this study, you will be asked to sort different activities into pre-existing categories.

This activity shouldn't take longer than **15 to 20 minutes** to complete.

Your responses will help us better organize the content of categories that we use to describe how people spend their time.

Find out how on the next page ...

Continue

Instructions Screen

This is a study preview. No data will be saved.

OptimalSort

Bandaging a wound
Injury
Cleaning bathrooms
meditating (not religious)
Shaving
Cooking
Packing lunches
Doing housework
Changing sheets
Washing floors
Cutting a haircut

28 of 28 remaining

Instructions

Begin by looking at the list of items on the left.

Using your mouse, you can drag an item from the list on the left to a group on the right.

We'd like you to sort the items on the left into the groups on the right.

If you think an item does not fit well into any of the categories, you can create a new category by dragging the item to a blank spot on the right hand side of the screen. A new category will be created for you automatically. You can name the category right away or wait until you have a few items in it.

There is no right or wrong answer. Just do what comes naturally.

Click "Finished" at the top right corner of the screen when you're done.

OK

View instructions | Leave a comment | Finished

Type here to search | 11:52 AM 7/1/2020

Initial Setup

This is a study preview. No data will be saved.

OptimalSort

View instructions | Leave a comment | Finished

meditating (not religious)
Mixing drinks
Cooking
Changing sheets
Making a salad
Bandaging a wound
Peeling potatoes
Doing housework
Accident
Waiting for ambulance
Filing/cutting nails

28 of 28 remaining

Grooming
0 items

Food & Drink Preparation
0 items

Interior House Cleaning
0 items

Health-related self-care
0 items

Personal emergencies
0 items

Attachment 4 – Activities to be coded in Focused Navigation Testing – The correct category is shown in parentheses (approximately 19 activities are shown. A similar 16 activities will be added depending on results from preceding navigation tests)

Attended an alcoholics anonymous meeting (01)

Attended a business meeting (05)

Got my car its annual inspection (09)

Met with the representative of a landscaping company to get an estimate for some work (09)

Voted at my local school (10)

Waited at motor vehicles to get plates for a used car purchase (10)

Read my daily newspaper (12)

Read an online blog (12)

Checked Facebook (12) - example of “using social media”

Read my Twitter feed (12) - example of “using social media”

Played a game of softball (13)

Went boating (13)

Went bowling (13)

Did step aerobics (13)

Wrote a letter to my grandmother (16)

Talked to my brother on the phone (16)

Sent emails to members of my book club (16)

Texted with my daughter (16)

Skyped (online video call) with my son who is overseas (16)

Attachment 5 – Instructions for the MTurk Screening Survey

a. Description of the Screening Survey on the MTurk Site:

You will be asked to complete a 2-minute survey to determine if you qualify for a follow-up study. You will be paid 20 cents for this 4-question survey.

b. Instructions and Questions in SurveyMonkey

The following screens show how the survey will appear in SurveyMonkey.

The image displays two screenshots of the MTurk screening survey interface. The top screenshot shows the introduction screen with a blue header labeled "Introduction". The main text reads: "The purpose of this 2-minute survey is to collect some information to see if you qualify for a follow-up study." Below this, it says "Click Next to continue." and provides a detailed disclaimer: "This voluntary study is being collected by the Bureau of Labor Statistics under OMB No. 1220-0141 (Expiration Date: March 31, 2021). Without this currently approved number, we could not conduct this survey. We estimate that it will take on average 2 minutes to complete this survey. Your participation is voluntary, and you have the right to stop at any time. This survey is being administered by SurveyMonkey and resides on a server outside of the BLS Domain. The BLS cannot guarantee the protection of survey responses and advises against the inclusion of sensitive personal information in any response. By proceeding with this study, you give your consent to participate in this study." A blue "Next" button is centered at the bottom.

The bottom screenshot shows the first four questions of the survey. Question 1 is "1. What is your age?" with a text input field and the prompt "Please enter a number". Question 2 is "2. Are you currently working in either a part-time or full-time job?" with radio button options for "Yes", "No", and "Decline to answer". Question 3 is "3. How many children under age 16 live in your household?" with a text input field and the prompt "Please enter a number:". Question 4 is "4. Please describe the last task (HIT) you completed on MTurk." with a text area. At the bottom, there are "Previous" and "Next" buttons.