

DOCUMENT 19_E2A: 1ST AND 2ND FOLLOW-UP EMAIL SURVEY REMINDER 1 EXPECTT

Form Approved
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Follow up 1 and 2 Email Survey Reminder 1 for the Evaluation of the Public Education Campaign on Teen Tobacco (ExPECTT)

Dear [PARENT FNAME] [PARENT LNAME]:

This is a reminder to have your child, **[child's first name]**, complete the next follow-up survey for the **Evaluation of the Public Education Campaign on Teen Tobacco (ExPECTT)** on-line on or before [ADD DATE] to receive the **[ADD INCENTIVE AMOUNT]** incentive.

Your child's participation will help us gain a better understanding of how public education campaigns affect youth's attitudes, beliefs, and behaviors toward tobacco use.

If your child is not yet 18 years old, a parent or legal guardian must follow the steps to provide permission for her or him to complete the survey.

To complete the on-line questionnaire on a personal computer, laptop, or tablet (the questionnaire cannot be accessed on a phone):

- 1. Open your web browser and type in the study website address: [\[ADD URL\]](#)**
- 2. Once you have reached the study website, type in the username and password exactly as shown below:**
Username: [Case ID]
Password: [Password]
- 3. Once you've typed in your username and password, you will see instructions for completing this round of the study. Before your child can begin answering the survey questions, a parent or legal guardian must follow the steps to provide permission for her or him to complete the survey.**

If your child is 18 years old, forward this email to them or pass along this information. You do not need to provide your permission for them to participate.

Those who complete the survey on-line after [ADD DATE] or with one of our field interviewers will be offered [ADD INCENTIVE AMOUNT] for participating.

Your help with this round of the study is voluntary. All information provided by your child will be kept private to the fullest extent allowable by law and used only for statistical purposes. You or your household will never be identified in any analysis, reports, or publications, and no one will try to sell you anything.

If your child is over 18 and not living at home, please pass this information along to her or him as soon as possible, so they can complete the study online.

If you have any more questions about this study, you can call the ExPECTT project assistance line toll-free at [ADD TOLL FREE PHONE NUMBER]. If you have a question about your rights as a study participant, you can call RTI's Office of Research Protection toll-free at (866) 214-2043.

Thank you in advance for your help.

Sincerely,

Matthew Farrelly, PhD
RTI International