

Quick Business Survey Operations Test Screen Overview

Screen 1: Transition from ARS to QBS

Thank respondents for completing the Annual Refiling Survey (ARS) and transition them to the QBS. This will mirror transition screens from the BLS Multiple Worksite Report web systems into the ARS web systems that currently exist in the BLS Internet Data Collection Facility (IDCF).

Screen 2: QBS Welcome Screen

Explain QBS (includes OMB Clearance, time of completion, etc.). This would be the first screen for units not included in the normal ARS (small units, multis, etc.)

Screen 3: Operations Test Questions

The Bureau of Labor Statistics is exploring a new, low-cost survey option that will allow us to provide additional information about the labor market. For research purposes, we are asking what company you work for and what type of information you could provide if you were asked. If the company being surveyed has multiple locations, this survey refers only to the location listed on the survey.

[Every question will have an info button next to it so that if the respondent hovers over that button, they will see additional information about the question that we are asking to help them provide the most appropriate responses.]

1. What company do you work for?

Please let us know if you are an employee or owner of the company being surveyed, or if you work for another firm that is reporting on behalf of the company being surveyed, please let us know what type of firm you work for.

Are you an employee or owner of:

- a. The company being surveyed
- b. An outside accounting firm
- c. An outside Human Resource Outsourcing (HRO)
- d. An outside Law Firm
- e. An outside Payroll Provider
- f. An outside Professional Employer Organization (PEO)
- g. Another outside company, specify
[Text Box]

2. Within your company, in what department do you work?

Whether you are an employee or owner of the company being surveyed or of another firm, please let us know what department you work in.

Please select an option from the list below:

- a. Company does not have departments
- b. Customer service

- c. Finance, accounting, or payroll
- d. General management
- e. Human resources
- f. Information technology
- g. Marketing or sales
- h. Other, specify
[Text Box]

What information could you provide about the company being surveyed?

In this section, we would like to know what kinds of survey questions you could answer about the company being surveyed.

Please remember, we are asking about this specific establishment, so if your company has multiple locations, we are only interested in information about this one location.

Can you answer questions about:

- 3. How job openings are advertised.
 - a. Yes, I know that answer or could get the information
 - b. No, I do not know that answer or could not get the information
- 4. How many job openings this establishment is currently trying to fill.
 - a. Yes, I know that answer or could get the information
 - b. No, I do not know that answer or could not get the information
- 5. Total revenue from sales, shipments, or receipts in a given year.
 - a. Yes, I know that answer or could get the information
 - b. No, I do not know that answer or could not get the information
- 6. The top three revenue producing products or services in a given year.
 - a. Yes, I know that answer or could get the information
 - b. No, I do not know that answer or could not get the information
- 7. The number of 1099-MISCs that were filed in a given year.
 - a. Yes, I know that answer or could get the information
 - b. No, I do not know that answer or could not get the information
- 8. Whether there were any permanent layoffs in the last three months and reasons for the layoffs.
 - a. Yes, I know that answer or could get the information
 - b. No, I do not know that answer or could not get the information

Screen 4: Thank you Screen

Thanks respondent for completing the QBS and lets them know what to do if they have any follow up questions.