

Annual Integrated Economic Survey (AIES) Usability Evaluation
Addendum Submitted Under Generic Clearance for Questionnaire Pretesting Research

This document is an update to our plans for the usability evaluation of the AIES, scheduled to occur Summer 2024, and using Generic Clearance for Questionnaire Pretesting Research (OMB Control Number 0607-0725 expiration: 12/31/2025). Please reference the original submission to compare to updates outlined below.

Additional Respondent Materials

Additional design features will be included in the Usability evaluation based off feedback we have received from respondents in the field. These include a downloadable reporting spreadsheet and accompanying instruction guide. See Attachment C_2 for illustrations of these additional materials.

Findings from prior usability tests reveal that additional design features were needed to assist respondents with navigation to help facilitate reporting in the downloadable spreadsheet template for AIES (See Attachment E). These include, highlighting data entry fields, visually grouping location listings by industry, and providing resources/links for additional guidance on how to report within the spreadsheet template.

Usability tasks and the corresponding probes/protocol (Attachment A_2) have been designed to assess these new design features and iterative testing will occur within a single round of testing. In other words, midway through testing, updates may be made to the protocol and or/design features, for further assessment.

Recruitment/Burden hours

There is no expected change in the original burden hours or recruitment sample requested for this usability evaluation. For these added materials/user tasks- only multi-unit (MU) companies will be selected as they are the intended users of the spreadsheet reporting option.

Updated Method

In light of the additional design features to be included in the evaluation, we are proposing an updated roll-out for this evaluation to encompass three rounds of testing. The first round of testing will be focused primarily on this new addendum to evaluate the updated spreadsheet design. There will be an additional two rounds of testing to assess the design features proposed in the original request.

Enclosures:

Included in this update are the following enclosures:

- Attachment A: Original Protocol
- **Attachment A_2:** Addendum to the Original Protocol
- Attachment B: Answer Key for respondent data entry tasks

- Attachment C: Screenshots of the production instrument and reporting spreadsheet.
- **Attachment C_2:** Addendum_draft of additional respondent materials for usability evaluation
Note: The final draft of the spreadsheet template is subject to minor changes
- Attachment D: Consent Form to obtain participant consent for participation and recording of the cognitive interview session
- Attachment E: Report of prior usability findings warranting changes in design featured for the downloadable spreadsheet template reporting

The contact person for questions regarding data collection and statistical aspects of the design of this research is listed below:

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