

Session 2A: Overview of Designer

Workshop on Computer Assisted Personal Interviewing (CAPI)

31 July – 4 August 2017, Chiba, Japan



Outline

1. Create a new questionnaire or copy an old one
2. Questionnaire Structure
3. Question Fields
4. Create text, numeric, date, single and multi answer categorical questions, and list
5. Enablement conditions
6. Static Text
7. Translations

Section Panel

Item Detail Panel

AGRIS Labour 4 waves - Holding
(73Q, 6S, 2R) COMPLETE

HISTORY SETTINGS HI, MICHAEL_RAHJA

Holding Questionnaire

- Is %rosteritle% the holder, the joint holder or the manager of this agricultural holding? H4_Q12
- Does %rosteritle% participate in taking decisions concerning crops and livestock? H4_Q13
- Did %rosteritle% help/work on the holding/farm during the last 3 months? H4_Q14
- Did %rosteritle% answer for himself/herself? H4_Q15
- Who answered the questions regarding %rosteritle%? H4_Q16

LABOR OVERVIEW

- Overall, how many Household members have been working in the household's holding? H5_Q18
- Overall, how many permanent workers have been working in the household's holding? H5_Q19
- Overall, how many temporary workers (seasonal/short-term/casual workers) have been working in the household's holding? H5_Q1C
- Overall, how many Household members have been working in the household's holding? H5_Q1d
- Overall, how many unpaid family members have been working in the household's holding? H5_Q1e
- Overall, how many other unpaid helpers (eg. unpaid trainees, volunteers) have been working in the household's holding? H5_Q1F
- Have you hired contractors in the past 3 months? H5_Q2
- How would you rate MONTH X regarding the amount of agricultural work? H5_Q3
- How would you rate MONTH X-1 regarding the amount of agricultural work? H5_Q4
- How would you rate MONTH X-2 regarding the amount of agricultural work? H5_Q5
- Would you have needed more workers during the peak season? H5_Q6
- Which type of workers did you need? H5_Q7
- What was the main reason for not having enough workforce? H5_Q8
- How did the labour shortage affect your farming activity? H5_Q9
- If other, please specify H5_Q9_A9A
- Note down relevant open comments on labour use in the holding H5_Q10

HOLDING QUESTIONNAIRE

Question type: Text Variable name: (?)

Variable label: (?)

Question text:

Pattern: (?)

ADD INTERVIEWER INSTRUCTION

Enabling condition: (?) Hide if disabled: (?)

ADD NEW VALIDATION RULE

Question scope: Interviewer

SAVE CANCEL DELETE MOVE TO

Designer : Questionnaire structure

SECTION PANEL *All the content of a section*

- **Subsection** : questions that have something in common
- **Roster** - A group of questions that all relate to elements in some list (e.g. characteristics of household member listed in roster)
- **Static text** : blocks of text can be added this could be useful for example when enumerators are reading intro to respondent. See next slide:
- **Variable** - *Advanced feature*

AGRIS Labour 4 waves - Holding
(72Q, 6S, 2R) [COMPILE](#)

Holding Questionnaire

Confidentiality notice

HOLDING IDENTIFICATION

AB	In what region is the holding located?	M1_Q1
AB	In which district is the holding located?	M1_Q2
AB	In what town/village is the holding located?	M1_Q3
AB	What is the enumeration area?	M1_Q4
AB	What is the Holding Serial Number?	M1_Q5
AB	Who is the holder?	M1_Q6
AB	What is the location address of the holding?	M1_Q8
📍	Take GPS coordinate	M1_Q9_1
📍	Take GPS coordinate again	M1_Q9_2

HOLDING OVERVIEW

AB	Who is the holder?	M3_Q1
📄	M3_Q2	
📄	What is your legal status as holder?	M3_Q3
📄	The holding is	M3_Q4
📄	Is the holder	M3_Q5
12	How old are you?	M3_Q6
📄	What is your highest level of completed education?	M3_Q7
📄	Do you have a contact number?	M3_Q8
AB	What are your contact details?	M3_Q9
📄	Is there a joint holding in this holding?	M3_Q10
12	How many joint holders are in this holding?	M3_Q11

- Static Text: not a question type
- Subsection
- Questions

Designer : Questionnaire structure

ITEM DETAIL PANEL detail about selected item

- **Question** – Question type, relevant fields
- **Subsection** – Fields for Title and Condition
- **Static Text** – Field for text, condition, attachments
- **Variable** – Expression and name
(text and entry field to capture the answer of a respondent)

HOLDING QUESTIONNAIRE /

Question type Variable name(?)

Variable label(?)

Question text

Pattern (?)

[ADD INTERVIEWER INSTRUCTION](#)

Enabling condition (?) Hide if disabled (?)

[ADD NEW VALIDATION RULE](#)

Question scope

Will go over each field during the interactive presentation

Designer: Fields for every question

- **Question Type** : Specifies how the response is collected by application
- **Variable Name** : appears as columns in dataset
- **Variable Label** : more user friendly name to appear as label in dataset
- **Question text**: What is read to respondent

Designer: Fields for every question

- **Enablement expression:** Condition which activates the question when met. If no condition is specified, the question WILL appear. ***CAPI version of Skip pattern!**
- **Validation expression:** expression which must be **TRUE** for validation message not to appear. If not specified, any value is valid.
- **Message:** message that appears to interviewer when validation message is violated.

Designer: Question Scope

ADD INTERVIEWER INSTRUCTION

ADD NEW VALIDATION RULE

The screenshot shows a dropdown menu for 'Question scope'. The menu is open, displaying four options: 'Interviewer', 'Supervisor', 'Hidden', and 'Identifying'. Below the menu, the text 'Question scope' is followed by a small box containing the word 'Identifying' and a downward-pointing chevron icon, indicating the current selection.

- Question scope determines **WHO** provides the answer
- By **default**, the question's scope is **Interviewer**.

Designer: Question Scope

- **Interviewer:** answers entered into questionnaire by enumerator. Most questions!
- **Supervisor:** answers can only be entered by supervisor.
- **Hidden:** Prefilled and not revealed to interviewer. Example: Information collected previously (education)
- **Identifying:** Uniquely defines the interview. Some examples are: province, household id, household address. Answer entered by either Interviewer or prefilled by Headquarters.

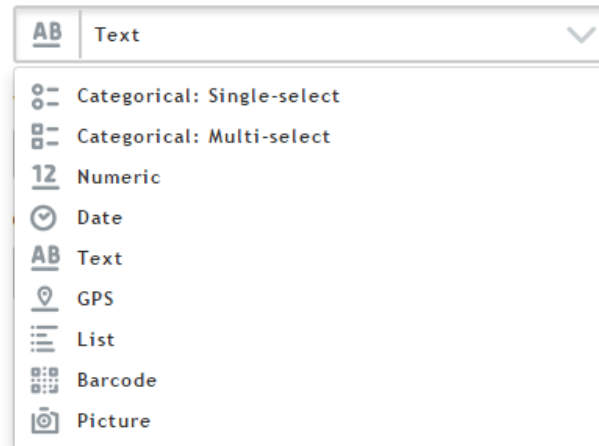
Question Type

- Different question types capture different types of information.
- Choosing the correct type is crucial to minimize mistakes
- This presentation will **cover text, numeric, date, single and multi answer categorical, and list.**
- More complex types will be covered in a later session.

Question Types

HOLDING QUESTIONNAIRE /

Question type



A screenshot of a dropdown menu for selecting question types. The menu is open, showing a list of options. The current selection is 'Text'. The options are:

- Categorical: Single-select
- Categorical: Multi-select
- Numeric
- Date
- Text
- GPS
- List
- Barcode
- Picture

[ADD INTERVIEWER INSTRUCTION](#)

Enablement conditions

- PAPI = Skip Patterns
- CAPI = **Enablement** conditions
- Instead of questions being skipped, questions are simply either **enabled** or **disabled** based on the answer to previous question

Data validation: Building expressions

- Two questions are involved:
 - **Unleash** question: Used to enable a question.
 - **Recipient** question: question that must adhere to the conditions.

Enablement conditions

- For example, suppose you have the gender of a person collected in a variable named 'gender' and a question asking if the HH member has ever been pregnant collected in variable 'pregnancy'.
- Gender is coded 1 "male" and 2 "female"
- Clearly you want to only **enable** the pregnancy question for **females**.
- To do this, use the conditional expression.

Enablement conditions

	Make a list of all the individuals who normally live and eat in this household, starting with the household head	Sex	Age in completed years	What is the relationship of [NAME] to the head of the household?	What is [NAME'S] marital status?	Is [NAME] able to read and write in [OFFICIAL and/or LOCAL LANGUAGE]	Has [NAME] ever attended school?
	M4_Q1	M4_Q2	M4_Q3	M4_Q4	M4_Q5	M4_Q6	M4_Q7
<i>filter</i>	ALL	ALL	ALL	ALL	ALL	If M4_Q3>5	If M4_Q3>5
<i>Coding categories</i>	NAME	1 - Male 2 - Female		1 - Head 2 - Wife/husband 3 - Child / adopted child 4 - Grandchild 5 - Nice / nephew 6 - Father / mother 7 - Sister / brother 8 - Son/daughter in law 9 - Brother/sister in law 10 - Grandfather/grandmother 11 - Father/mother in law 12 - Other relative 13 - Servant / servant's relative 14 - Lodger / lodger's relative 15 - Other non-relative	1 - Married 2 - Consensual Union 3 - Separated 4 - Divorced 5 - Widowed 6 - Never Married	1 - no 2 - read only 3 - write only 4 - ready and write	1 - Yes 2 - No
1							
2							

Recipients

Unleash

Enablement conditions

Skip Patterns

- Do you speak any foreign languages? Language
- Which foreign languages do you speak? foreign_languages

ADD QUESTION PASTE

SKIP PATTERNS /

Question type: Categorical: Single-select

Variable name(?): language

Variable label(?): Speak Foreign Language

Question text: Do you speak any foreign languages?

1	Yes	✕
2	No	✕

ADD OPTION SHOW STRINGS

Cascading combo box Combo box

Is linked

ADD INTERVIEWER INSTRUCTION

Enabling condition (?) Hide if disabled (?)

ADD NEW VALIDATION RULE

Enablement conditions

New Features (2Q, 1S, 0R) **Unleash** HISTORY SETTINGS HI, MICHAEL_BAHUJA

Skip Patterns

Do you speak any foreign languages? **language**

Which foreign languages do you speak? **foreign_languages**

Variable name(?): **foreign_languages**

Question type: **Categorical: Multi-select**

Variable label(?): **Spoken foreign languages**

Question text: **Which foreign languages do you speak?**

1	English	✗
2	Hindi	✗
3	Spanish	✗
4	German	✗

ADD OPTION SHOW STRINGS

Record answer, order: Max number of answers:

Yes/No mode

Is linked

ADD INTERVIEWER INSTRUCTION

Enabling condition (?): **language == 1**

SAVE CANCEL DELETE MOVE TO

Recipient

Enablement conditions

Question type: **Categorical: Single-select** Variable name(?): **s1_mrtlst**

Variable label(?): **Marital status**

Question text: **What is the present marital status of %rosteritle%?
 Isimo somshando sika%rosteritle% sithini?**

1	Married	✗
6	Living together like husband and wife	✗
2	Divorced	✗
3	Separated	✗
4	Widowed	✗
5	Never Married	✗

ADD OPTION SHOW STRINGS

Combo box Is linked Cascading combo box

ADD INTERVIEWER INSTRUCTION

Enabling condition (?): **s1_age > 12**

MAIN RESPONDENT (ROSTER) / HOUSEHOLD MEMBER / BACKGROUND /

Question type: **Categorical: Single-select** Variable name(?): **s1_spouseinh**

Variable label(?): **Does NAME's spouse live in hh**

Question text: **Does %rosteritle%'s spouse live in the household?
 Umyeni/inkosikazi ka%rosteritle% uhala kuleikhaya?**

1	Yes	✗
2	No	✗

ADD OPTION SHOW STRINGS

Combo box Is linked Cascading combo box

ADD INTERVIEWER INSTRUCTION

Enabling condition (?): **s1_mrtlst == 1**

SAVE CANCEL DELETE CLONE MOVE TO

UNLEASH QUESTION

RECIPIENT QUESTION

Enablement conditions

- Enablement conditions are written in C#. They are quite flexible and can take into account the response in many questions.
- Don't be scared, they're about as difficult as basic excel formulas.
- We will have a specialized presentation on the syntax of validation, and conditional expressions.

Interviewer Instruction

Instruction (?) Hide instruction (?)

List members that resided at the home more than 180 days in the last year.

List the household members.

SHOW INSTRUCTION

Tap to enter new item

List the household members.

INSTRUCTION

List members that resided at the home more than 180 days in the last year.

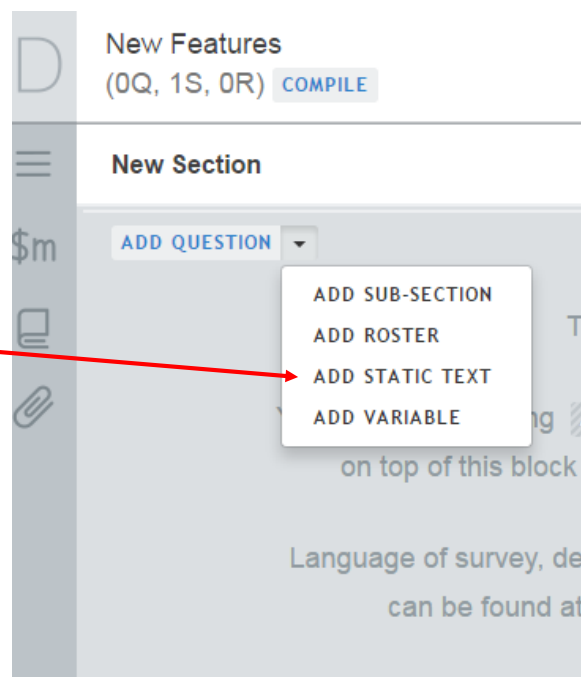
Tap to enter new item

Interviewer Instruction

- Additional information or instruction for the interviewer
- On the tablet, the instructions are displayed below the question text in blue.
- There is an option to hide the instruction until the interviewer clicks.

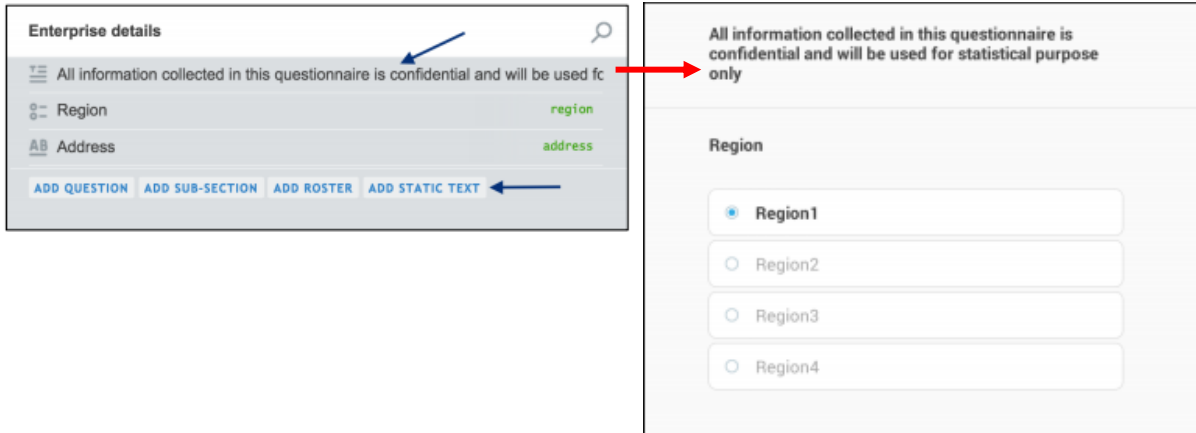
Static Text

- Static Text is used to convey information to the enumerator or the interviewee.
- Create static text by selecting “Add Static Text” from the drop-down menu.



Static Text

Static text appears on the tablet in the same position as in the designer.



Static Text

- Static Text can also be used to display attachment photos.



FOOD CONSUMPTION PART 2 / CEREALS, GRAINS, AND CEREAL PRODUCTS /

Static Text

Maize Photo Aid

Attachment name

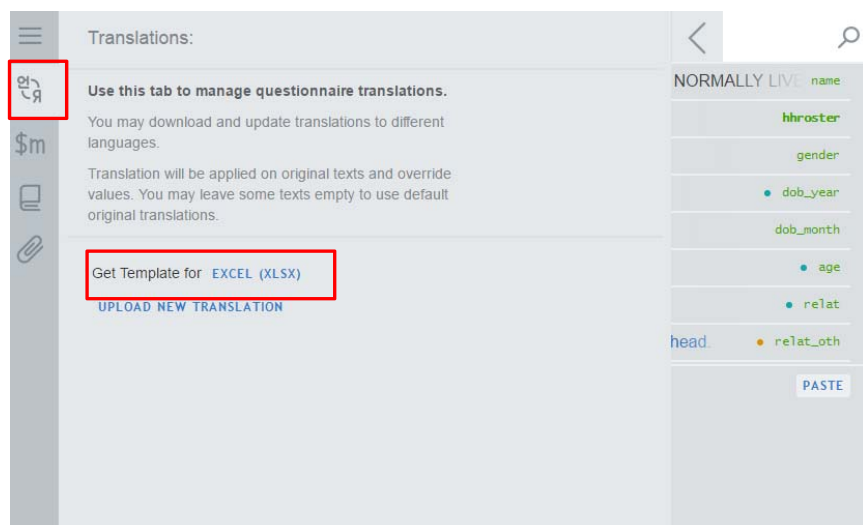
maize

Translation

- The questionnaire designer offers the possibility to translate every piece of text in the questionnaire.
- This allows the Interviewer to choose the language of the interview on the tablet.
- Later, Headquarters and supervisors can toggle between languages to review.

Translation

- To use this feature, click on the Translation option.
- Get the xlsx template.



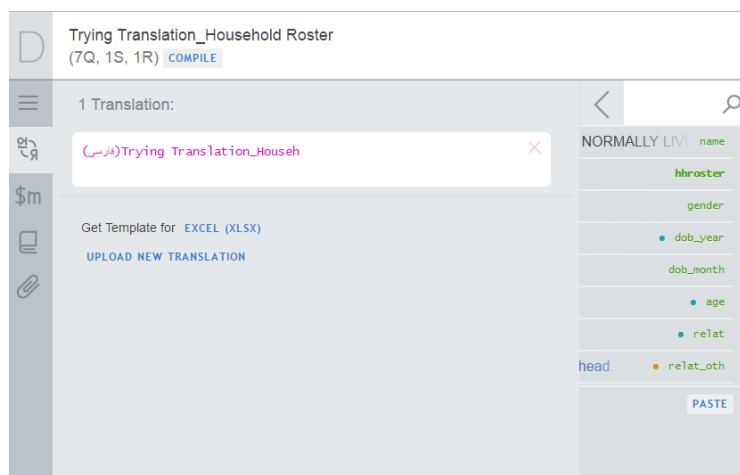
Translation

- The xlsx template will have a column where the translated text can be entered.
- Be careful not to change the format!

Entity Id	Type	Index	Original text	Translation
20a1b67d			[B-1] Household Roster	فهرست خانوادگی
72390695			Basic Information	اطلاعات پایه ای
b07f9184				
8bd6e90c	Title			
			1. NAME MAKE A COMPL E LIST O ALL INDIVIDU ALS WHO NORMA LY LIVE AND EA THEIR MEALS TOGETHE R IN TH HOUSE OLD. STARTIN G WITH THE HEAD O HOUSE OLD.	 نام فهرست کامل افراد خانواده که در کنار هم زندگی کرده و به طور مشترک، و بعد های غذایی می خورند را ذکر کنید. ابتدا نام سرپرست خانواده را ذکر کنید.
2b5b9d1				
b2c57652				
239f747b				
d3217f4b				
9	Title			
2cfe1307				
b386ebf8				
6542842b				
cee3a498	Title		Household Roster	فهرست خانوادگی

Translation

- The xlsx file can then be uploaded into the designer.
- Upload one file for each language.



Q&A