Session 4B:
Interviewer Features

Workshop on Computer Assisted Personal Interviewing (CAPI)
31 July – 4 August 2017, Chiba, Japan

Overview

- Overview, purpose, and localization
- Set-up CAPI application and syncing
- Dashboard
- Collecting data
- Completing an interview and synchronization

Overview, purpose, and localization

Overview, purpose, and localization

- Interviewer is an Android application which is used by enumerators to complete the questionnaire.

- This application should already be installed and configured for the enumerators so all they have to do is open the app.

- This is the ONLY part of SS that enumerators will work with.

Overview, purpose, and localization

- The purpose of the app is to collect data in electronic format with data validation.

- The application exchanges data between the other components (e.g. HQ and Supervisor) via the server.

- During and after data collection, HQ will aggregate all of the data collected through various devices into one common database.

Overview, purpose, and localization

- Tablet device (as of August 2016):
  - OS Android 4.3.1 or better is required; Android 5.0+ is supported from version 5.0.0 of Survey Solutions.
  - RAM Minimum 1GB
  - Memory 8GB of flash memory storage.
  - WiFi module, which can be used for software setup, upgrades, and synchronization while in the office.
  - 3G/4G connectivity module is required for synchronization from the field.

Overview, purpose, and localization

- The Interviewer application can work in French, English, Spanish, Portuguese, Russian, Thai, and Indonesian. This can change dialog boxes, menus, and error messages.
- Note that the Interviewer application will react to the language settings of the operating system.
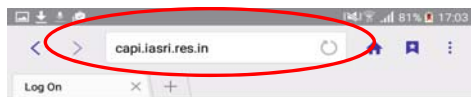
Overview, purpose, and localization

- Settings -> Controls
- Languages and input
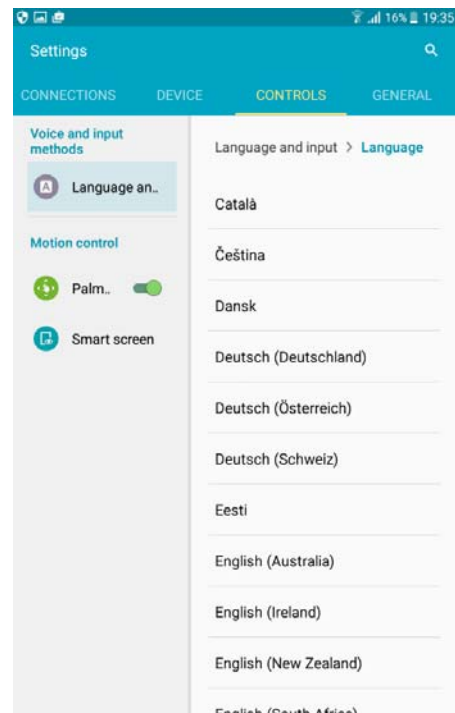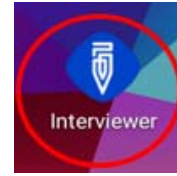
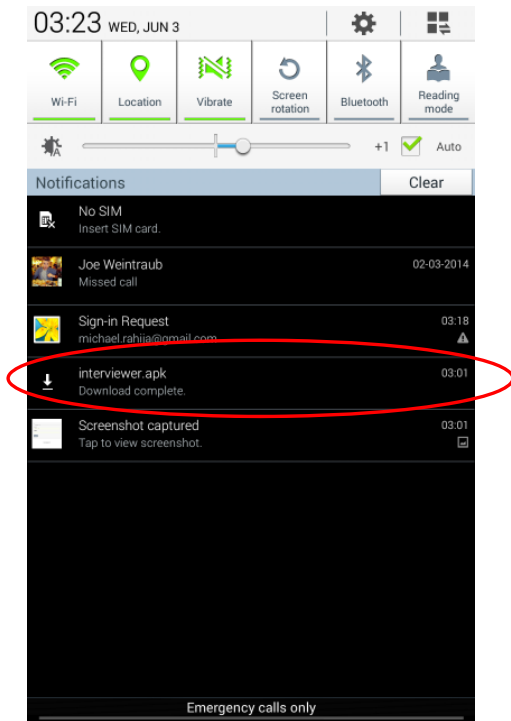# Set-up CAPI application and syncing
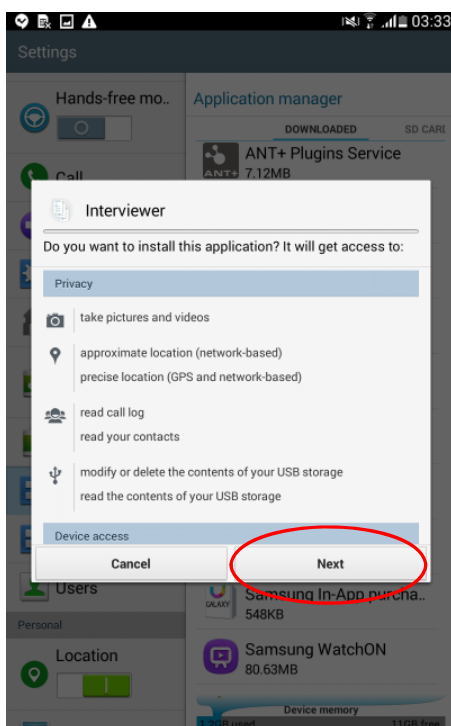
Set-up CAPI application

- Go to <u>same URL as HQ and Supervisor</u> on the browser in the tablet.
- Touch "<u>Get Interviewer App</u>"

Set-up CAPI application

- Go to "downloads"and touch "interviewer.apk" to install.
- You may receive a warning message about downloading an app from the internet, just touch "OK".

Set-up CAPI application

Allow app to have access to everything.

Set-up CAPI application
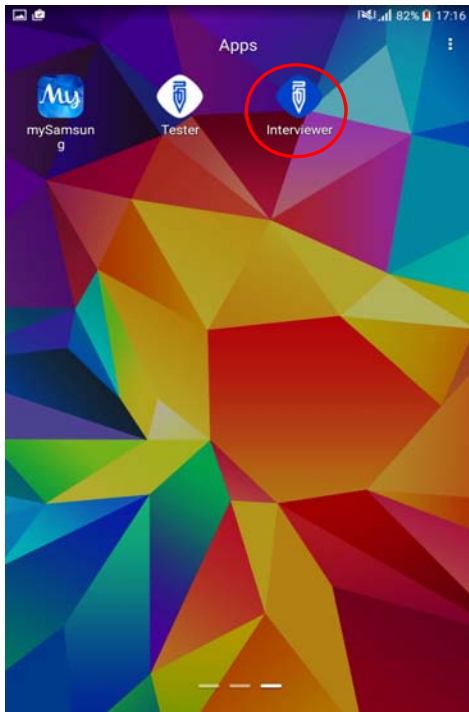
Go to application and touch the Interviewer application icon.

Set-up CAPI application
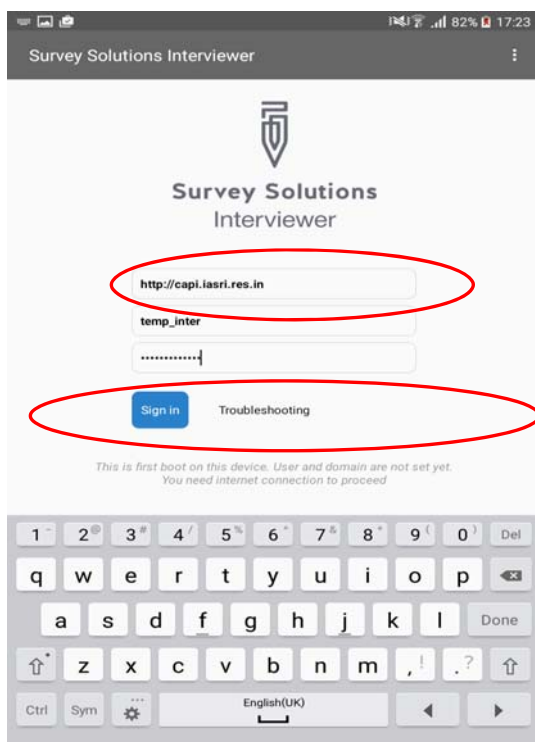
- Enter the URL of the server and login credentials.
- Also, beware of spaces inserted after the login. If there's a space, the login will not work.
- After all fields are complete, touch "Start synchronization".

Set-up CAPI application
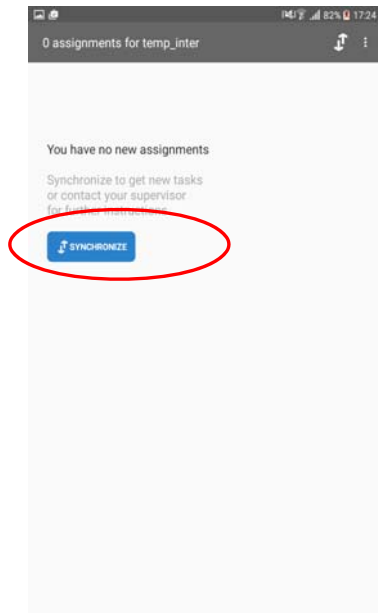
- No cases appear on the dashboard because the application hasn't been synced with the server. So synchronize.

Set-up CAPI application
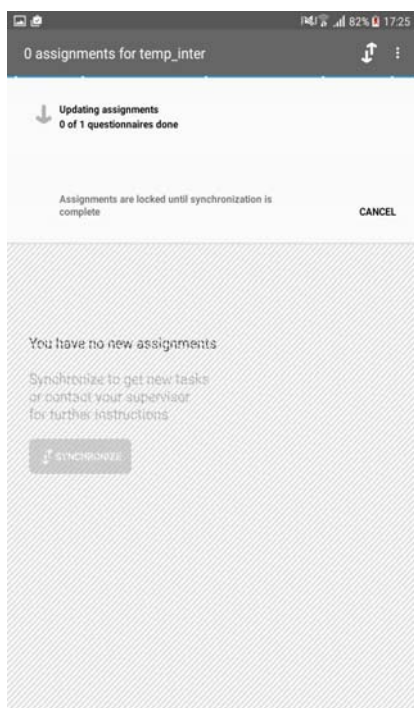
- Wait for it connect, and sync…
- When the device synchronizes, **it's exchanging information with the server**. So, the device is receiving cases assigned to it, and sending completed cases.

Set-up CAPI application
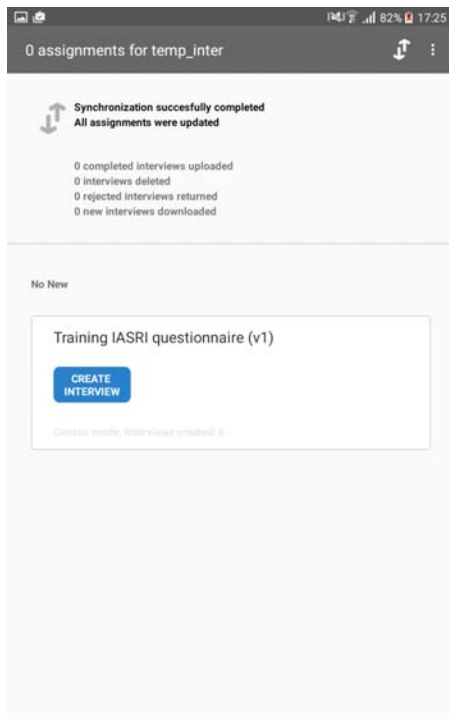
- See the confirmation for a successful syn. If "Synchronization successfully completed" does not appear, check your internet connection and login info, then try again.
- If successful, you can be sure that all information has been sent and received successfully.

Survey Solutions
Interviewer

Dashboard

Dashboard

The **DASHBOARD** contains the questionnaires that have been assigned to the enumerators.

Sample Mode   **CENSUS Mode**
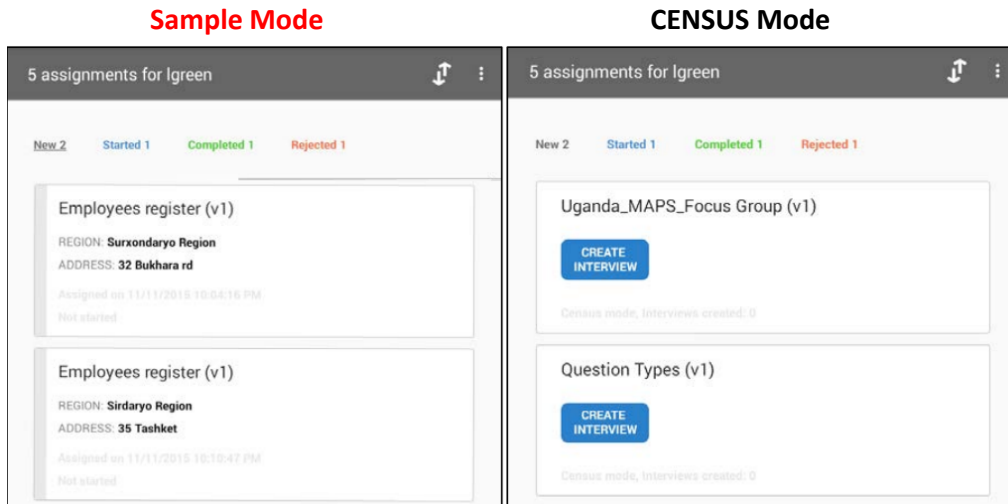
What is the dashboard?
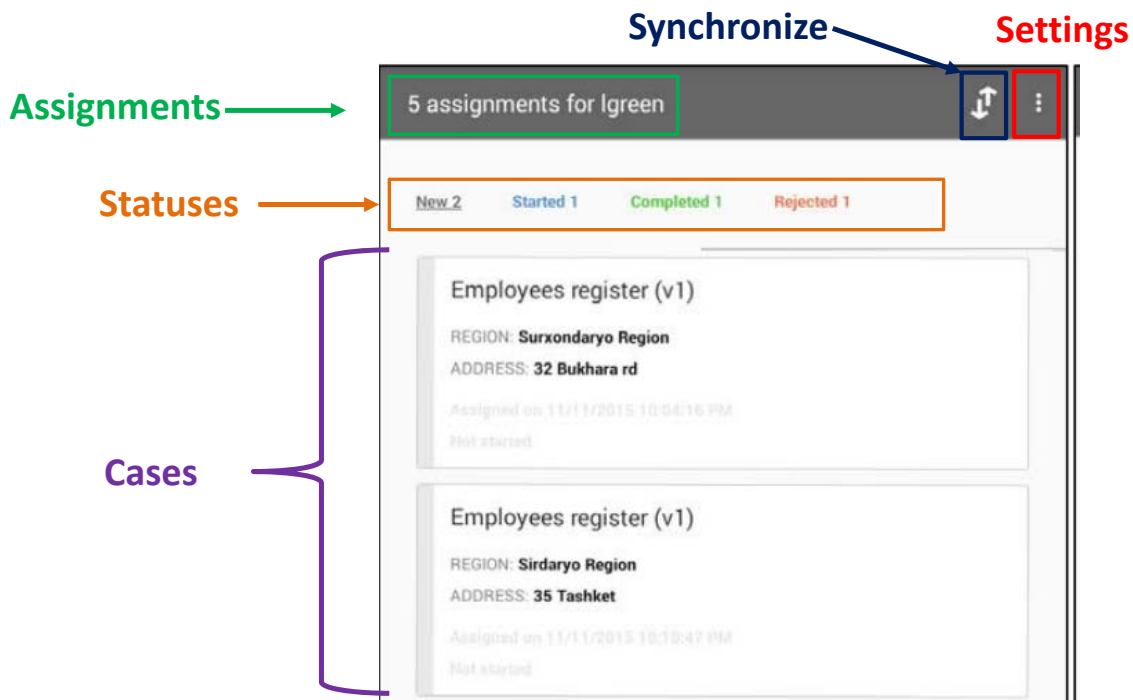
Dashboard

To **OPEN** a case in Sample Mode or create a case in census mode, just tap the case, or "Create an Interview"

Sample Mode   **CENSUS Mode**
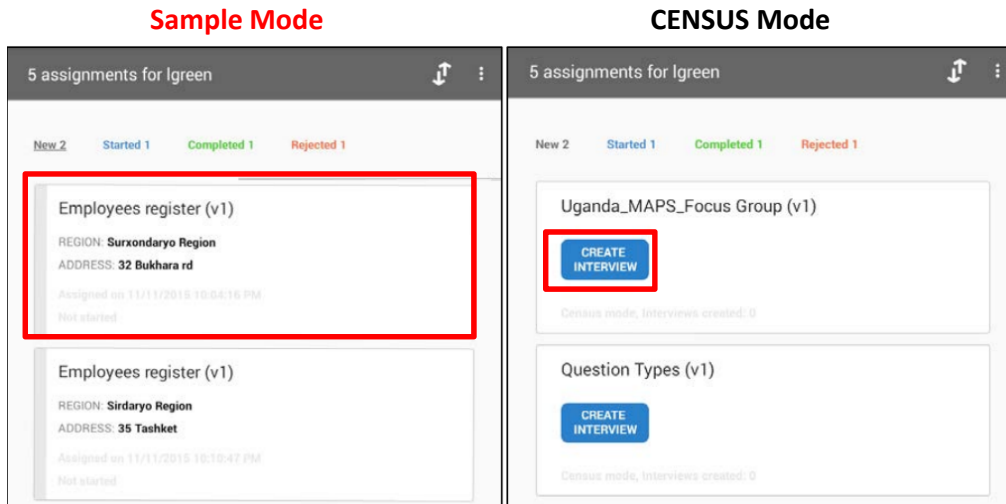
Dashboard

To **CLOSE** a case touch the back button below on the tablet.

You may then see a message, in which case you will need to touch the back button again.

Dashboard

To resume a case, go back to the dashboard and filter for started interviews, and open the case
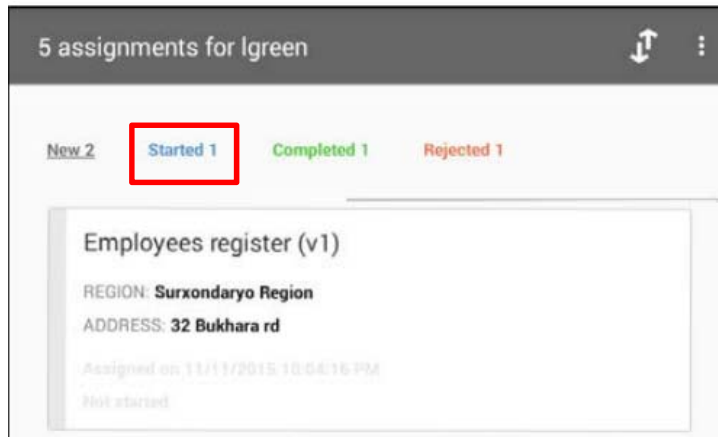
Dashboard

- Last Update
- Status
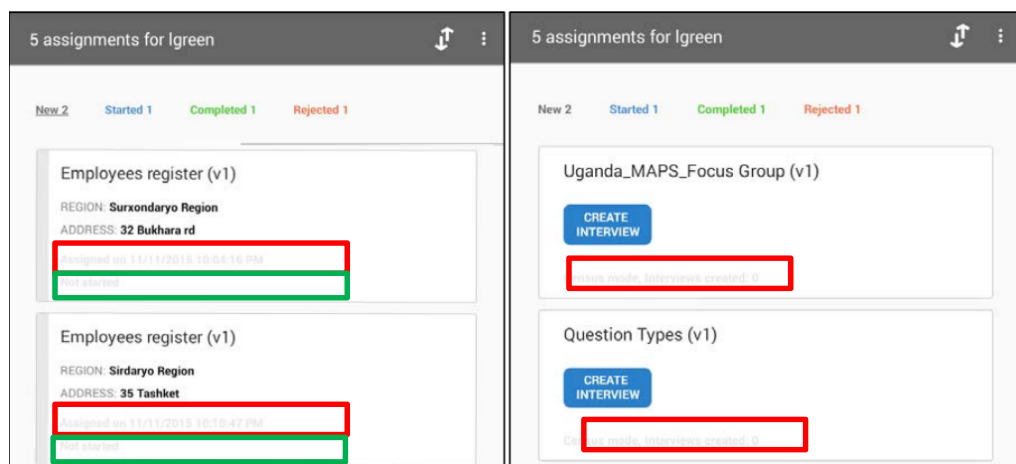
Dashboard

- For rejected cases, the supervisor comment will also appear.

Dashboard

Tapping the three vertical dots opens a drop down menu with settings, diagnostics, and sign out.

Collecting Data

Collecting data - Navigation

Identifying Information

Start Interview/Open Questionnaire

Collecting data - Navigation

Open navigation pane

Question with options

Enabled questions

Disabled question

Collecting data - Navigation

Swipe up and down
to navigate
between questions.

Collecting data - Navigation

Use the navigation pane to navigate between rosters, and modules.
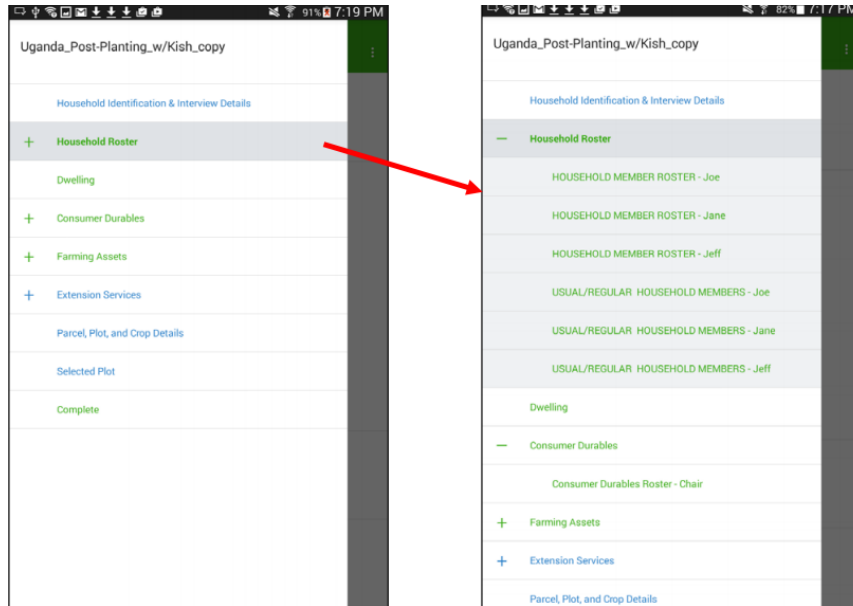
Collecting data - Navigation
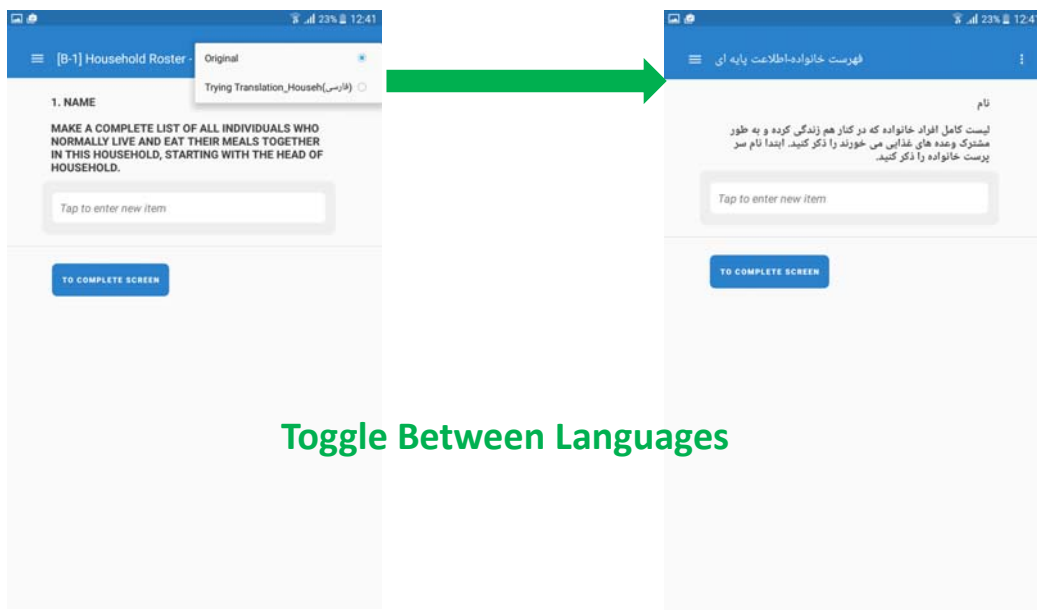
Toggle Between Languages

Collecting data - Navigation

- To enter a group of questions, just tap.

Group of questions

Collecting data - Navigation

Individual groups of questions are created for the each answer to the trigger question. Open the set of questions by tapping the roster.

Collecting data - Navigation

Bread crumbs ───

- Decision-making module

inside

- Household Roster – Joe

inside

- Individual Questionnaire

Collecting data – Color Codes

The outline of the response turns **red**, and the message appears when a validation condition is violated.

Collecting data – Color Codes

Red – Invalid Response

Collecting data – Color Codes

Blue – Not Complete

Collecting data – Color Codes

Green – Complete
without invalid answers

Collecting data – question types

Numeric

Collecting data – question types

Text

A09. NAME OF HOUSEHOLD HEAD:

John

Collecting data – question types

Single Select

B04. What is the residential status of joe?

- ⦿ USUAL MEMBER PRESENT
- ○ USUAL MEMBER ABSENT
- ○ REGULAR MEMBER PRESENT
- ○ REGULAR MEMBER ABSENT
- ○ GUEST
- ○ USUAL MEMBER WHO LEFT HOUSEHOLD MORE THAN 6 MONTHS AGO
- ○ LEFT PERMANENTLY/DIED

Collecting data – question types

Multi-select

UNORDERED

ORDERED

Collecting data – question types

Categorical Multi Select, Yes/No

Collecting data – question types

Cascading

Collecting data – question types

List

Collecting data – question types

Date

Collecting data – question types

GPS

Completing an interview and synchronization

Completing interview and sync

When all sections are green, it is completed and there are no errors.

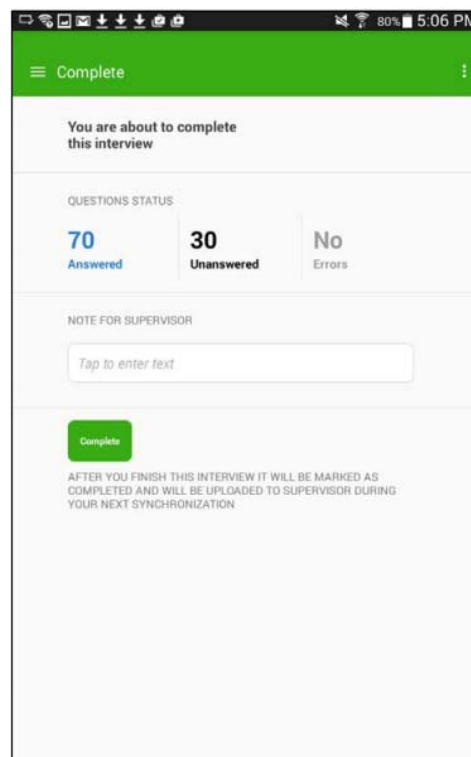# Completing interview and sync

Sections containing errors are red*, and unfinished sections are* blue*.*
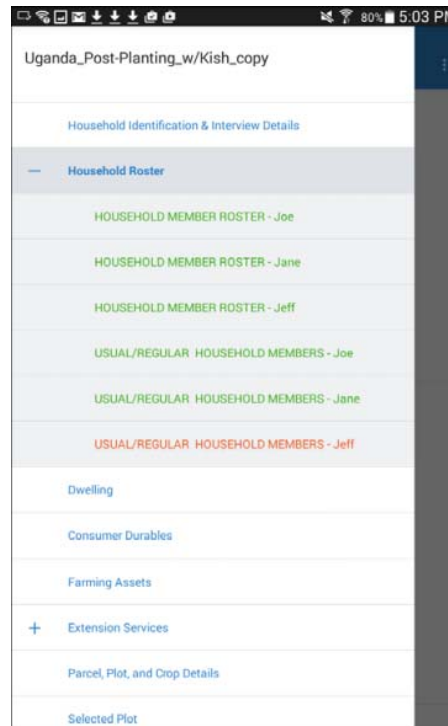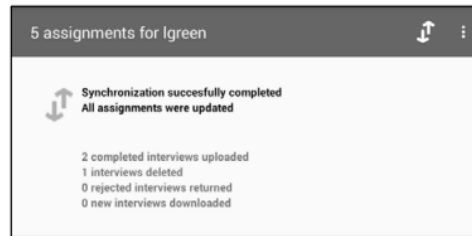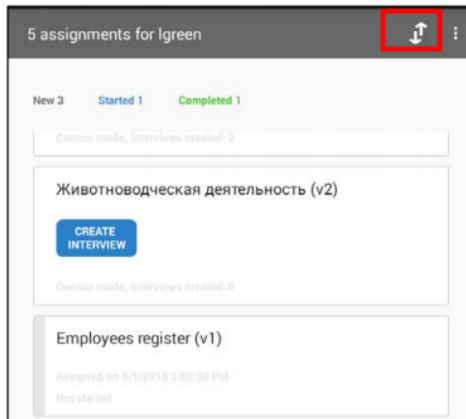

Completing interview and sync

- *Before the interview is completed, the interviewer is showing a screen summarizing the number of answer, unanswered and errors.*
- *There is also comment box.*

Completing interview and sync

After the interview is completed, the dashboard will appear. Touch the arrows to synchronize.

QUESTIONS??