

Interviewer Application

Overview

- Overview, purpose, and localization
- Set-up CAPI application and syncing
- Dashboard
- Collecting data (~~by question type~~)
- 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

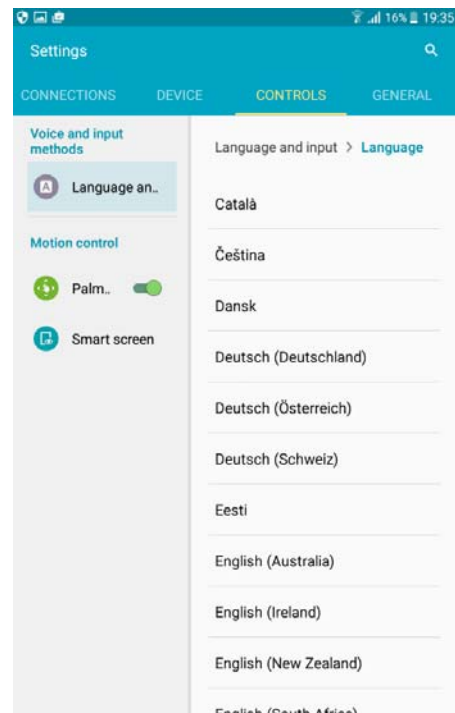
- Tablet device (as of August 2016):
 - OS Android 4.3.1 or better is required; Android 5.0+ is supported from version 5.0.0 of Survey Solutions.
 - RAM Minimum 1GB
 - Memory 8GB of flash memory storage.
 - WiFi module, which can be used for software setup, upgrades, and synchronization while in the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

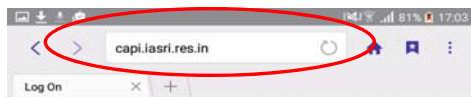
Overview, purpose, and localization

- Settings -> Controls
- Languages and input



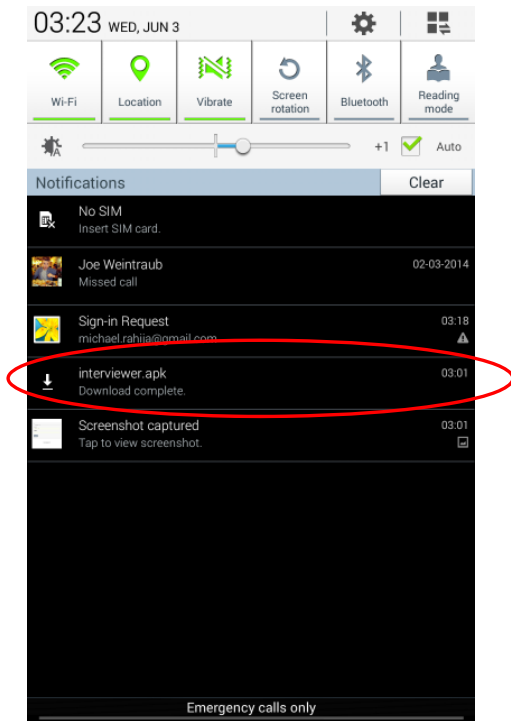
Set-up CAPI application and syncing

Set-up CAPI application

A screenshot of a login form. The form is titled 'Please log in'. It has two input fields: 'User name' and 'Password'. Below the fields is a blue 'Log in' button.

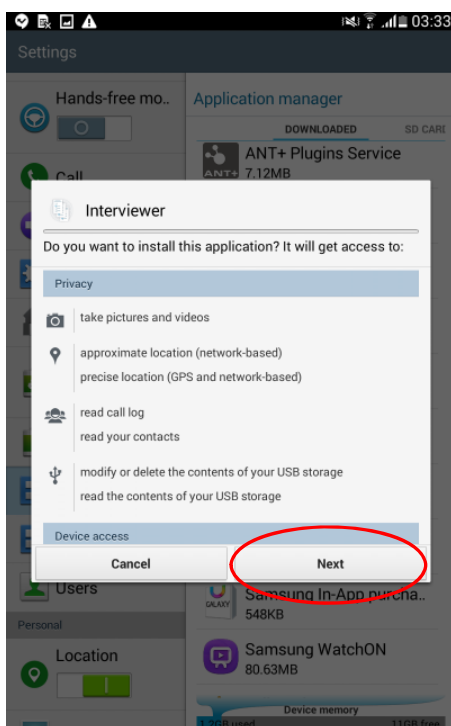
- Go to same URL as HQ and Supervisor on the browser in the tablet.
- Touch "Get Interviewer App"

Set-up CAPI application



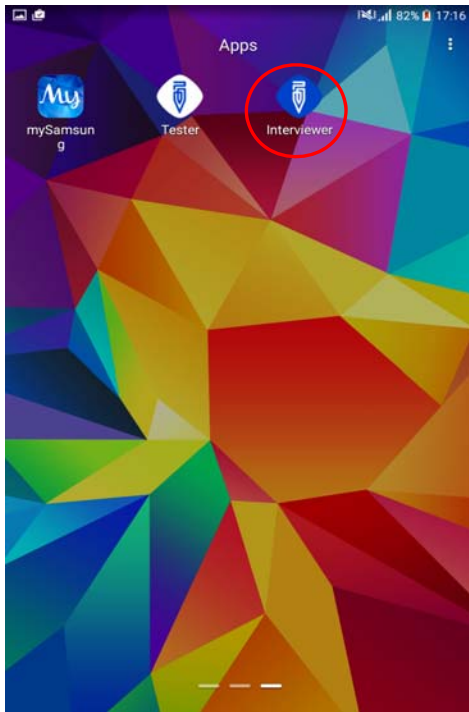
- Go to “downloads” and touch “interviewer.apk” to install.
- You may receive a warning message about downloading an app from the internet, just touch “OK”.

Set-up CAPI application



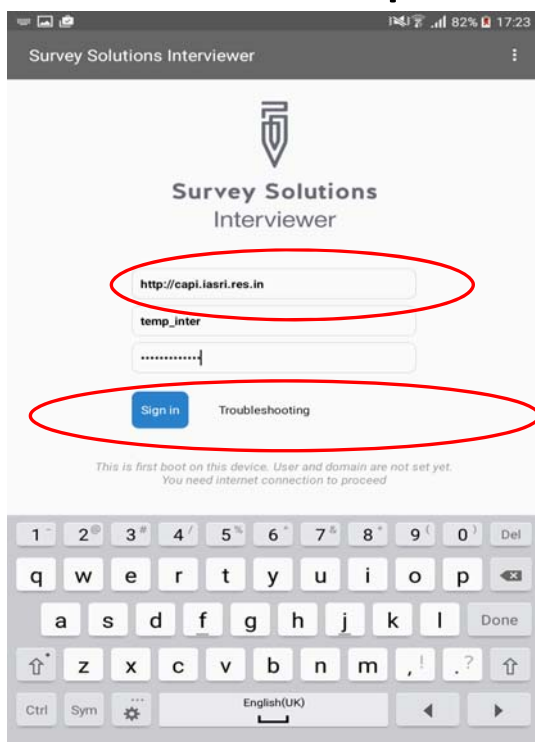
Allow app to have access to everything.

Set-up CAPI application



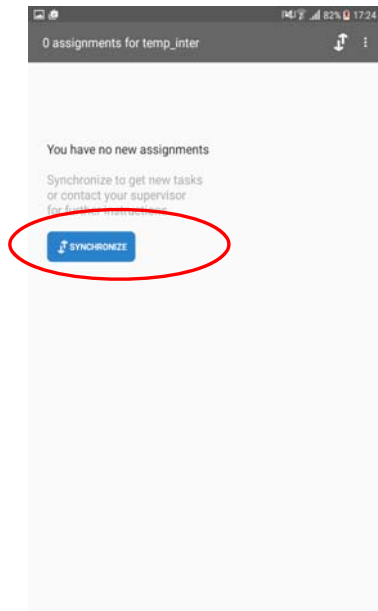
Go to application and touch the Interviewer application icon.

Set-up CAPI application



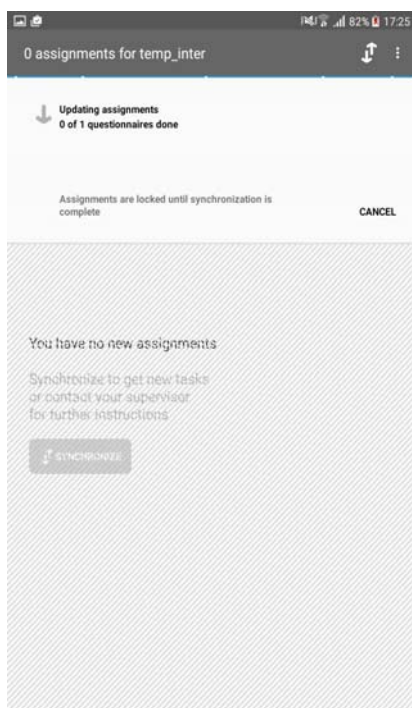
- Enter the URL of the server and login credentials.
- Also, beware of spaces inserted after the login. If there's a space, the login will not work.
- After all fields are complete, touch "Start synchronization".

Set-up CAPI application



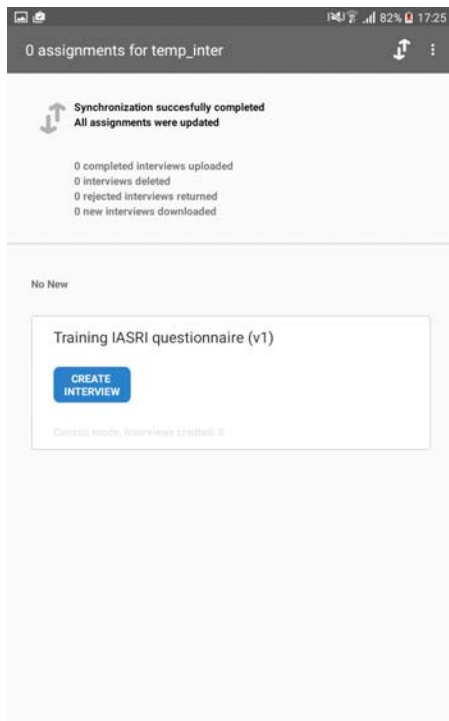
- No cases appear on the dashboard because the application hasn't been synced with the server. So synchronize.

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

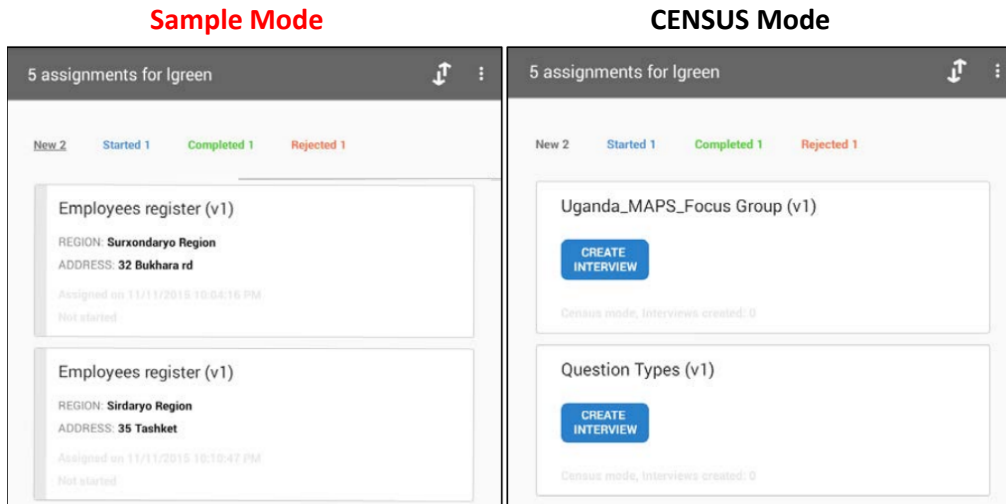


- See the confirmation for a successful syn. If “Synchronization successfully completed” does not appear, check your internet connection and login info, then try again.
- If successful, you can be sure that all information has been sent and received successfully.

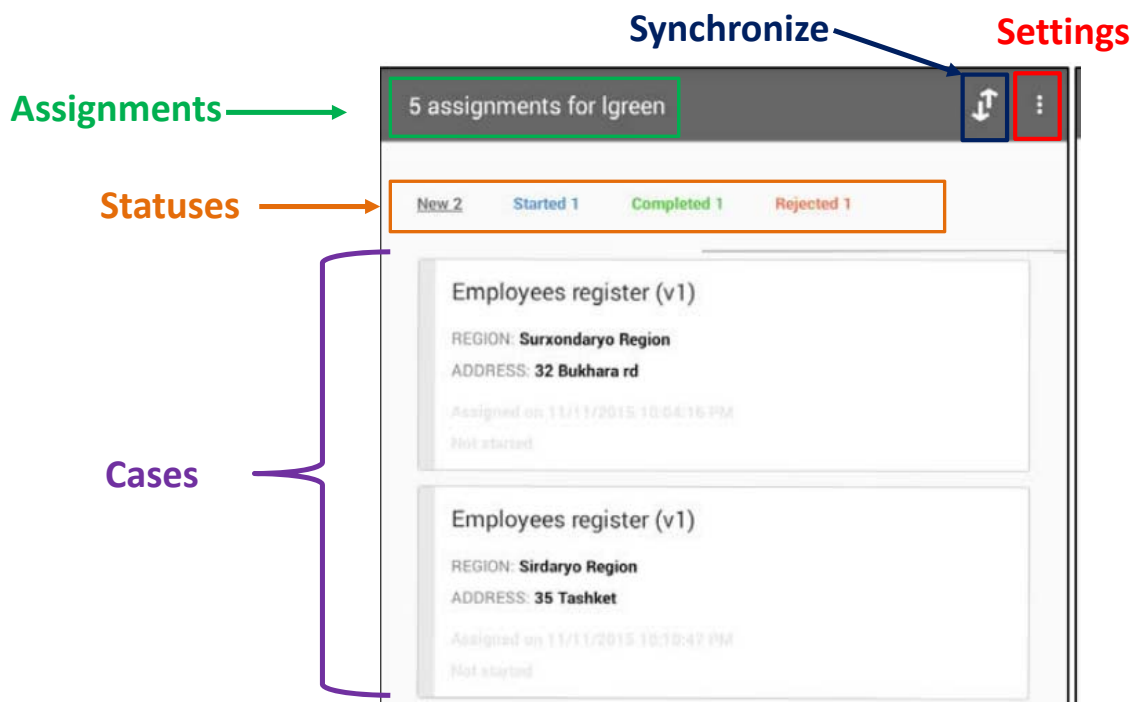
Dashboard

Dashboard

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

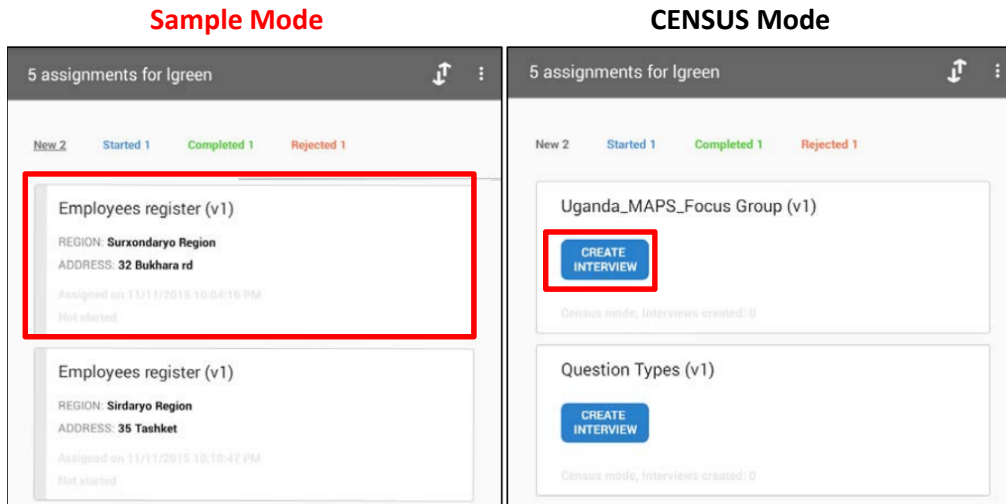


What is the dashboard?



Dashboard

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



Dashboard

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

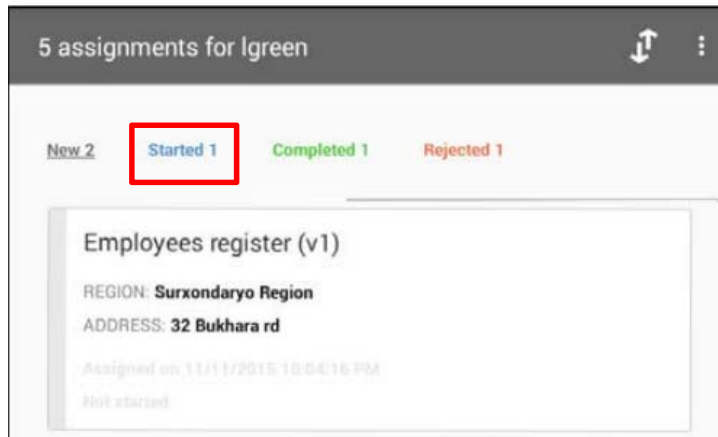


You may then see a message, in which case you will need to touch the back button again.

Press again to exit

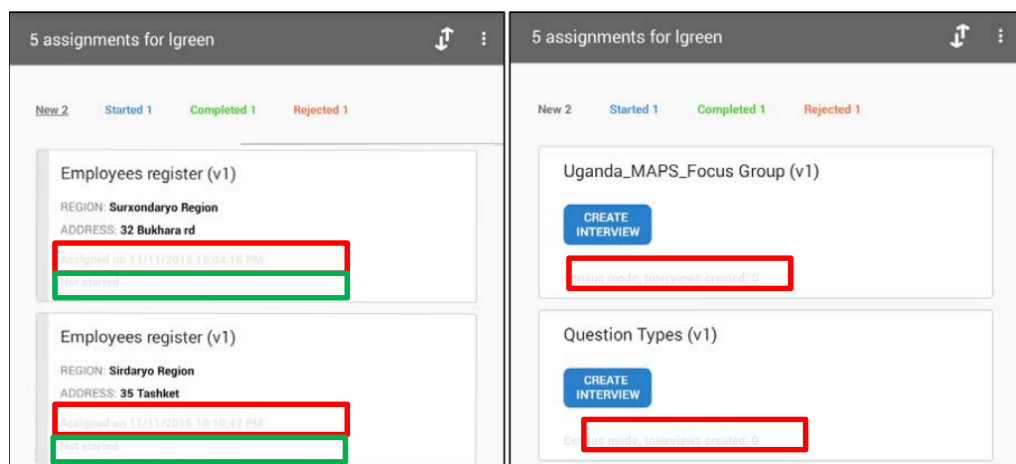
Dashboard

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



Dashboard

- Last Update
- Status



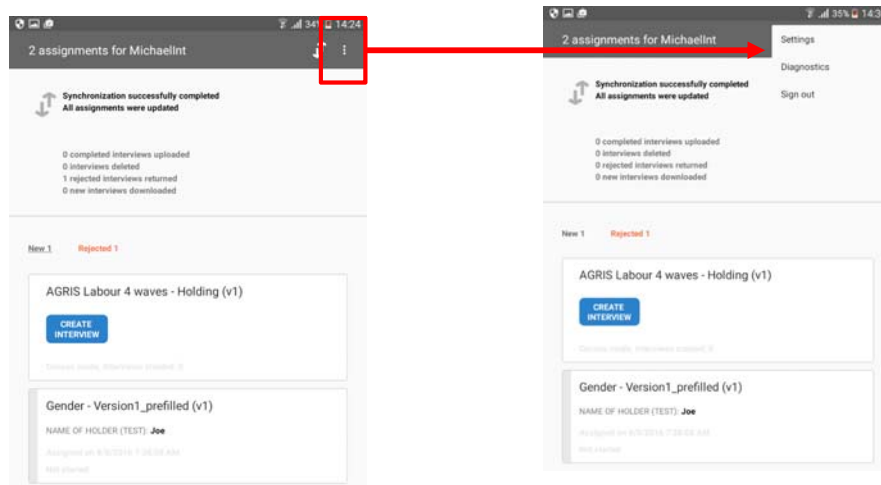
Dashboard

- 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

AGRIS Labour Module - Holding _ for training

IN WHAT REGION IS THE HOLDING LOCATED?
Region 1

IN WHICH DISTRICT IS THE HOLDING LOCATED?
District 1

IN WHAT TOWN/VILLAGE IS THE HOLDING LOCATED?
Town 1

WHAT IS THE ENUMERATION AREA?
2222

WHAT IS THE HOLDING SERIAL NUMBER?
2222-01

WHO IS THE HOLDER?
Joe

START

Pre-filled Information

Start Interview/Open
Questionnaire

Collecting data - Navigation

Open navigation pane

extension Services

I01. Did anyone in this household receive advice/information about agricultural/ livestock activities from any of the following sources in the past 12 months?

- NATIONAL AGRICULTURAL ADVISORY SERVICES (NAADS)
- INPUT SUPPLIER
- NGO
- COOPERATIVE/FARMER'S ASSOCIATION
- LARGE SCALE FARMER
- OTHER EXTENSION SERVICES

I09. Are you informed of training programs organized by NAADS?

- YES
- NO

I10. Has any member of your household participated in a training program organized by NAADS in the past

Question with options

Enabled questions

Disabled question

Collecting data - Navigation

PARCEL, PLOT, AND CROP DETAILS / PARCEL ROSTER - BY THE RIVER /

PLOT ROSTER - plot 2

F01. Plot Description & Location

LIST ALL PLOTS ON by the river.

FOR ALL PARCELS THAT HAVE MAIZE, LIST ALL PLOTS REGARDLESS OF FARMING STATUS.

REFER TO PARCEL ROSTER, E18.

plot 2

F02. SELECT THE RESPONDENT

- Joe
- Jane
- Jeff

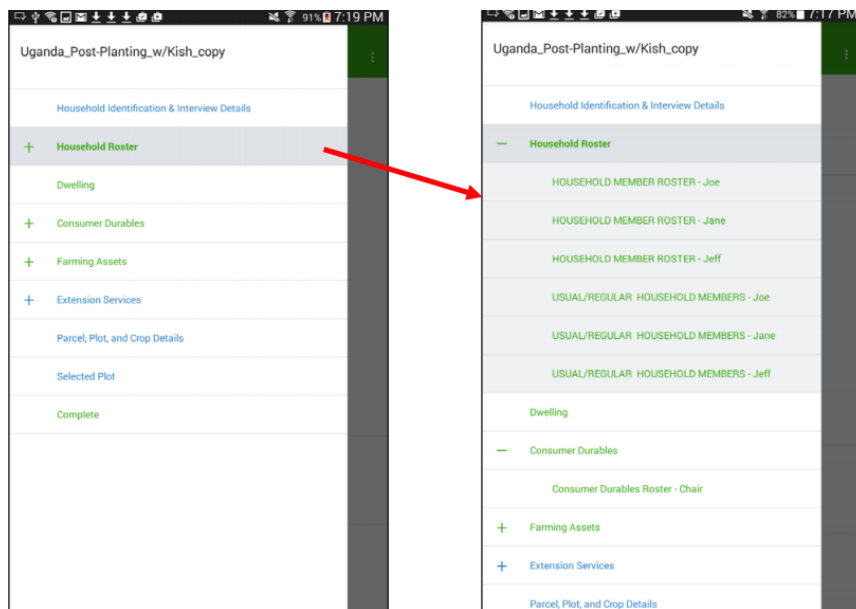
F03. During this season, what is the status of this plot (plot 2)?

- CULTIVATED
- CULTIVATED BY MAILO TENANT

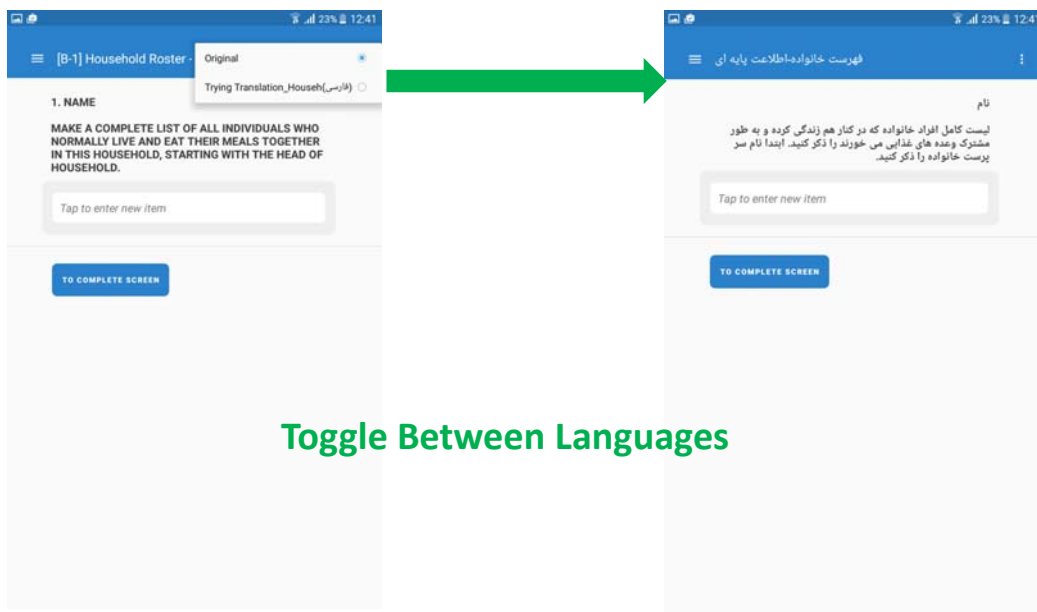
Swipe up and down to navigate between questions.

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

The screenshot shows a mobile application interface for an 'Initial questionnaire'. At the top, there's a blue header with a menu icon and the text 'Initial questionnaire'. Below the header, the first question is 'Are both respondents available now?' with radio button options for 'Yes' (selected) and 'No'. Below this, there are three more questions: 'On what day will both respondents be available?', 'At what time are the respondents available?', and 'In the AM or PM?'. These three questions are grouped together by a red bracket. Below the bracketed group, there are two blue buttons labeled 'CONTACT INFORMATION REFERENCE PERSON 1' and 'CONTACT INFORMATION REFERENCE PERSON 2', each with the text 'Section not started' underneath. At the bottom, there is a blue button labeled 'NEXT SECTION'.

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.

The image displays three screenshots illustrating the navigation process. The leftmost screenshot shows the 'Household Roster - Basic Information' screen. It has a blue header and a list of names: 'joe' and 'michael'. Below the list is a blue button labeled 'Household Roster - joe'. The middle screenshot shows the 'Household Roster - joe' screen, which has a green header and a list of relationship options: GRANDCHILD, NIECE/NEPHEW, FATHER/MOTHER, SISTER/BROTHER, SON/DAUGHTER-IN-LAW, BROTHER/SISTER-IN-LAW, GRANDFATHER/MOTHER, FATHER/MOTHER-IN-LAW, OTHER RELATIVE, SERVANT OR SERVANT'S RELATIVE, LODGER/LODGER'S RELATIVE, OTHER NON-RELATIVE, and OTHER (SPECIFY). A red box highlights the header of this screen. The rightmost screenshot shows the 'Household Roster - Basic Information' screen again, but now the 'Household Roster - joe' button is highlighted in green, and the text 'Section completed: 5 answers, no sub-sections' is visible below it. Red arrows point from the 'Household Roster - joe' button in the left screenshot to the 'Household Roster - joe' screen in the middle, and from the highlighted header in the middle screenshot to the 'Household Roster - joe' button in the right screenshot.

Collecting data - Navigation

- Decision-making module
inside
- Household Roster – Joe
inside
- Individual Questionnaire

Bread crumbs

The screenshot shows a mobile application interface. At the top, a blue header bar contains the text "INDIVIDUAL QUESTIONNAIRE / HOUSEHOLD ROSTER - JOE / DECISION-MAKING MODULE /" in white, with a red box highlighting it and a red arrow pointing to the label "Bread crumbs". Below the header, the text "Parcel roster part 1 - behind house" is visible. The main content area contains two questions:

What is the estimated area of behind house?

INSTRUCTION
HOLDERS MAY GIVE AREAS AS FRACTIONS, SUCH AS 3/4, 1/2 AND 1/4 OF AN ACRE. TRANSFER THE FRACTIONS TO DECIMALS AS FOLLOWS: 3/4=0.75, 1/2= 0.50, 1/4=0.25, 1/3=0.33, AND 2/3=0.66.
FILL IN THE AREAS WITH TWO DECIMALS. MAKE SURE THAT THE DECIMALS ARE CORRECTLY REGISTERED IN ORDER TO AVOID DATA ENTRY ERRORS AT A LATER STAGE.

Tap to enter decimal

What is the unit of measure for the estimated area of behind house?

Acre
 Hectare
 Square meters
 Yards
 Other

Collecting data – Color Codes

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

The screenshot shows a mobile application interface with a text input field labeled "Household number". The input field contains the value "5008" and has a red border around it. Below the input field, the text "ANSWER IS INVALID" is displayed in red, followed by the message "The household number cannot be higher than 5000." in red.

Collecting data – Color Codes

Red – Invalid Response

INDIVIDUAL QUESTIONNAIRE / Household Roster - joe

Indicate joe's sex

INSTRUCTION
DO NOT READ THIS QUESTION OUT LOUD.

Female

Male

What is joe's age (in years)?

INSTRUCTION
If less than 1 year, write: 0

110

ANSWER IS INVALID
Confirm with respondent that age exceeds 110 completed years. [1]

For how many full months during the last 12 months was joe away from the household?

4

Collecting data – Color Codes

Blue – Not Complete

INDIVIDUAL QUESTIONNAIRE / HOUSEHOLD ROSTER - JOE / DECISION MAKING MODULE / Parcel roster part 1 - behind house

What is the estimated area of behind house?

INSTRUCTION
HOLDERS MAY GIVE AREAS AS FRACTIONS, SUCH AS 3/4, 1/2 AND 1/4 OF AN ACRE. TRANSFER THE FRACTIONS TO DECIMALS AS FOLLOWS: 3/4=0.75, 1/2= 0.50, 1/4=0.25, 1/3=0.33, AND 2/3=0.66.
FILL IN THE AREAS WITH TWO DECIMALS. MAKE SURE THAT THE DECIMALS ARE CORRECTLY REGISTERED IN ORDER TO AVOID DATA ENTRY ERRORS AT A LATER STAGE.

Tap to enter decimal

What is the unit of measure for the estimated area of behind house?

Acre

Hectare

Square meters

Yards

Other

Collecting data – Color Codes

Green – Complete
without invalid answers

The screenshot shows a mobile application interface for an "Initial questionnaire". The top header is green with a white hamburger menu icon on the left and a white three-dot menu icon on the right. Below the header, the question "Are both respondents available now?" is displayed. There are two radio button options: "Yes" (selected) and "No". Below this, there are three more questions: "On what day will both respondents be available?", "At what time are the respondents available?", and "In the AM or PM?". These three questions and their corresponding input fields are shaded with a light gray diagonal pattern, indicating they are not yet answered. At the bottom of the screen, there are three green buttons: "CONTACT INFORMATION REFERENCE PERSON 1", "CONTACT INFORMATION REFERENCE PERSON 2", and "NEXT SECTION". Below the first two buttons, the text "Section completed: 3 answers, no sub-sections" is visible.

Collecting data – question types

Numeric

The screenshot shows a numeric input field on a mobile device. The question is "B05. During the past 12 months, how many months did joe live here?". Below the question, there is a text prompt: "WRITE 12 IF ALWAYS PRESENT OR IF AWAY LESS THAN A MONTH." and the label "MONTHS". The input field contains the placeholder text "Tap to enter number". A numeric keypad is overlaid on the bottom half of the screen, showing digits 1-9, 0, a backspace key, a "Done" key, a "-" key, and a keyboard icon.

Collecting data – question types

Text

A09. NAME OF HOUSEHOLD HEAD:

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

The image shows two side-by-side screenshots of a survey question. Both questions ask: "Select the three most common types of contract, Business Solutions use to hire people?".

The left screenshot, labeled "UNORDERED", shows a list of five options: "Fixed term", "Personal service agreement", "Internship", "International consultant", and "National consultant", followed by "Other". The "Fixed term", "Internship", and "National consultant" options are selected, indicated by blue checkmarks. A green rectangular box highlights the selection area.

The right screenshot, labeled "ORDERED", shows the same list of options. The "Fixed term", "Internship", and "National consultant" options are selected, indicated by blue checkmarks. Additionally, the selected items are numbered: "Fixed term" is 1, "Internship" is 3, and "National consultant" is 2. A red rectangular box highlights the selection area.

Collecting data – question types

Categorical Multi Select, Yes/No

The image shows a screenshot of a survey question titled "Does the enterprise sell [ITEM]?" with a "Yes / No" label. Below the title are five rows, each representing a category. Each row has a radio button for "Yes" and a radio button for "No", followed by the category name and a close button (X).

- Cereals: Yes (selected) / No
- Roots and Tubers: No / Yes (selected)
- Vegetables: Yes (selected) / No
- Fruits: Yes (selected) / No
- Meat and Fish: Yes (selected) / No

Collecting data – question types

Cascading

The image shows two sequential screenshots of a mobile application interface for 'Household Identification & Interview Details'. The first screenshot shows a dropdown menu for 'A01. DISTRICT' with options: IGANGA, MAYUGE, SERERE, and SIRONKO. The second screenshot shows the 'A01. DISTRICT' field populated with 'SERERE' and a new dropdown menu for 'A02. COUNTY/MUNICIPALITY' with options: KASILO and SERERE. A virtual keyboard is visible at the bottom of both screens.

Collecting data – question types

List

The image shows a screenshot of a mobile application interface for 'Household Roster'. It contains the following text:

IN ORDER TO MAKE A COMPREHENSIVE LIST OF INDIVIDUALS CONNECTED TO THE HOUSEHOLD, USE THE FOLLOWING PROBE QUESTIONS:

Just to make sure that I have a complete listing:

- a) Are there any other persons such as small children or infants that we have not listed?
- b) Are there any other people who may not be members of your family such as domestic servants, lodgers or friends who usually live here?
- c) Are there any guests or temporary visitors staying here, or anyone else who stayed here last night, who have not been listed? IF YES, what are their names?

B01. NAME

MAKE A COMPLETE LIST OF HOUSEHOLD MEMBERS IN THE LAST 12 MONTHS INCLUDING GUESTS WHO SLEPT HERE LAST NIGHT AND THOSE THAT LEFT THE HOUSEHOLD PERMANENTLY

Joe ×

Jane ×

Jeff ×

Tap to enter new item

Collecting data – question types

Date

A17. DATE OF INTERVIEW

Tap to enter date

Set date

September 2015

S	M	T	W	T	F	S
36	30	31	1	2	3	4
37	6	7	8	9	10	11
38	13	14	15	16	17	18
39	20	21	22	23	24	25
40	27	28	29	30	1	2
41	4	5	6	7	8	9

Cancel Set


Collecting data – question types

GPS

GPS location of the household

Tap to record GPS

GPS location of the household



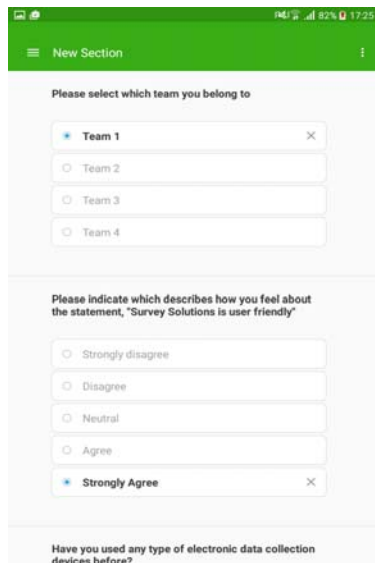
-77.0425279, 38.8983335

Tap to record GPS

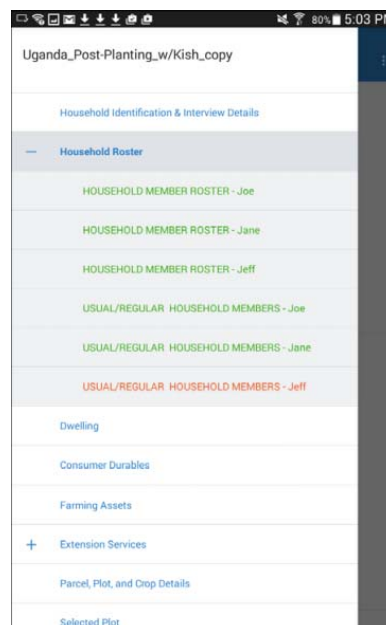
Completing an interview and synchronization

Completing interview and sync

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



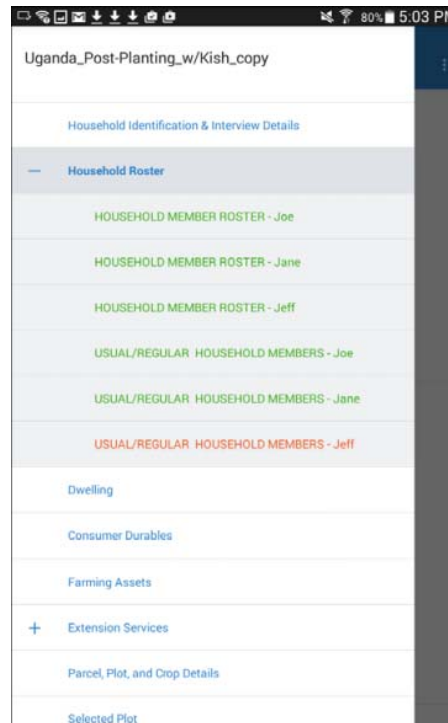
The screenshot shows a mobile application interface with a green header bar containing a menu icon, the text "New Section", and a close icon. Below the header, there are two sections of a survey form. The first section is titled "Please select which team you belong to" and contains four radio button options: "Team 1" (selected), "Team 2", "Team 3", and "Team 4". The second section is titled "Please indicate which describes how you feel about the statement, 'Survey Solutions is user friendly'" and contains five radio button options: "Strongly disagree", "Disagree", "Neutral", "Agree", and "Strongly Agree" (selected). At the bottom of the form, there is a question: "Have you used any type of electronic data collection devices before?"



The screenshot shows a mobile application interface with a white header bar containing the text "Uganda_Post-Planting_w/Kish_copy". Below the header, there is a list of household members. The list is organized into sections: "Household Identification & Interview Details", "Household Roster", "Dwelling", "Consumer Durables", "Farming Assets", "Extension Services", "Parcel, Plot, and Crop Details", and "Selected Plot". The "Household Roster" section is expanded, showing a list of household members with their names and roles. The list includes: "HOUSEHOLD MEMBER ROSTER - Joe", "HOUSEHOLD MEMBER ROSTER - Jane", "HOUSEHOLD MEMBER ROSTER - Jeff", "USUAL/REGULAR HOUSEHOLD MEMBERS - Joe", "USUAL/REGULAR HOUSEHOLD MEMBERS - Jane", and "USUAL/REGULAR HOUSEHOLD MEMBERS - Jeff". The status of each member is indicated by a color: green for "Joe", "Jane", and "Jeff" in the "HOUSEHOLD MEMBER ROSTER" section, and red for "Joe", "Jane", and "Jeff" in the "USUAL/REGULAR HOUSEHOLD MEMBERS" section.

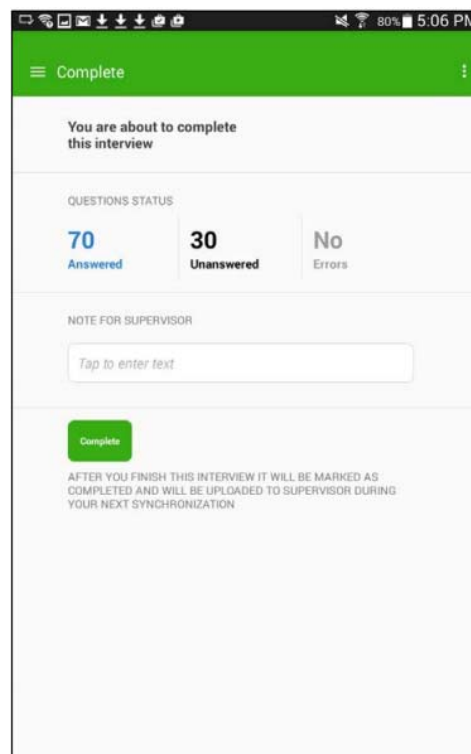
Completing interview and sync

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



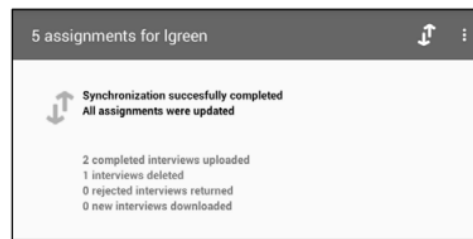
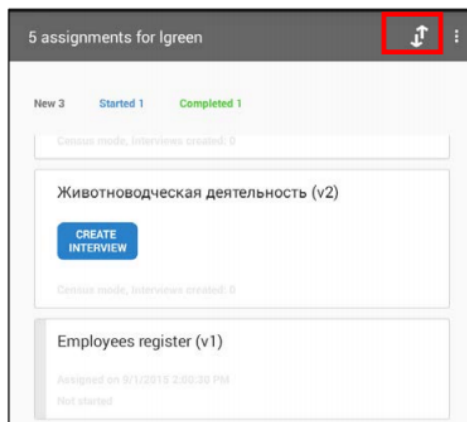
Completing interview and sync

- *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??