

# Getting Started with the Survey



**United States Department of Agriculture**  
National Agricultural Statistics Service



# What Did the Operator Receive?

- Pre-survey postcard
- No questionnaires will be mailed to respondents this year



# Introduction

- Introduce Yourself:
  - Practice your introduction to get comfortable
  - Include who you are and whom you represent
- Make sure you understand and can explain the purpose of the survey and why it is important
- Encourage participation
- Remind the respondent that the data are confidential and are used only to make state and national level estimates
- Be prepared to set up an interview time



# Explaining the Process

- Get operator to agree to survey
- Explain the major sections (field selection, fertilizer, pesticides, pest management practices)
- Encourage the use of farm records



# Using Interview Time Wisely

- Verify contact information, target crop acres
- Check Screening Survey Information Form
- Work through field selection process
- Collect what you can by phone
  - Only a refusal if they give us nothing
- Determine best way to get spray records



# How Long Should This Take?

- OMB expected time to complete one questionnaire
  - Target crop (PPCR) 65 minutes
- It is vital that the Phase II questionnaires to be completed for these operations
- Data from all phases provide the link between agricultural resource use and farm financial conditions





# Data Recording Reminders

- Make all entries clear and easy to read in PENCIL
- Follow Instructions regarding “NO” or “NONE”
  - Most yes/no questions now require 1 = Yes and 3 = No
  - Watch for appropriate Yes/No Check Boxes
  - Enter a dash ( – ) if the answer to a question is “NONE”
- Don’t Know = DK, Refused = RF



# Other Data Recording Reminders

- Read instructions and questions exactly as written
- Follow the Skip Instructions
- Don't forget Start Time and End Time!
- Make notes about answers in the margins
- Look for pre-printed decimal places
  - Acreage to one place, Chemical application to two places
- Notes about unusual situations should be complete
  - Put on Blank Page, Back Page, Comment Sheet, Other Inserts
- Please enter both yes and no responses into CAPI





# Thanks for Watching!



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