



United States Department of Agriculture
National Agricultural Statistics Service
Great Lakes Region



To: Michigan Field Supervisors and Enumerators
From: Brooke Morris, Great Lakes Region NASDA Coordinator
Date: February 1, 2024
Subject: 2023 ARMS III Training Workshop – Project Code: 904

This memo provides information regarding Michigan's 2023 ARMS Phase III training workshop. Please note the differing locations, dates & times below. The ARMS III training will conclude for everyone at noon on February 14, 2024.

All ARMS III supervisors and enumerators report: Monday, February 12, 2024, at 1:00 PM at the Okemos Event Center.

Meeting Address: Okemos Event Center
2187 University Park Dr
Okemos, MI 48864
(517) 349-8700

Hotel Address: Best Western Okemos
2209 University Park Drive
Okemos, MI 48864

Hotel Telephone: 517.349.8700 | Check-In Time: 3:00 P.M. | Check-Out By: 11:00 A.M.

Note: Your hotel rooms will be paid for by NASDA. You are responsible for extra charges such as phone bills, room service, etc. A complimentary breakfast will be provided for those who stay at the hotel. You will be on your own for lunch and dinner. Consult your iPad's mapping application for driving directions. Contact Brooke Morris at 614.728.2128 if you have questions regarding your accommodations. Let Brooke and your supervisor know immediately if hotel reservations were made for you and you will not be staying at the Best Western.

Study Time: The time allotted for ARMS Phase III home study is 4 hours for experienced enumerators and 6 hours for inexperienced enumerators. Use project code 904 for the home study. Designate your home study in the iSolved online payroll leaving a comment indicating "Home Study". Use the home study time to read the manual, become familiar with the questionnaire, and complete the home study quiz. Be sure to bring all training materials with you to the school.

Please Bring: **All ARMS III training materials, including your ARMS III Interview's Manual, your fully charged iPad and your completed Security Quiz if you still have it.**

ENCLOSURES: ARMS III Questionnaire (Costs and Returns Report, Version 01)
ARMS III Questionnaire (Soybean Costs and Returns Report, Version 04)
ARMS III Questionnaire (Oats Costs and Returns Report, Version 02)
ARMS III Enumerator Quiz
ARMS III Interviewer's Manual
ARMS III Respondent Booklet
Enumerator Guide (8 – pages)

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