TO: Great Lakes Region Field Enumerators and Supervisors
FROM: Paul Goings, Statistician
DATE: March 1, 2024
SUBJECT: 2024 June Area Prescreening Enumerator Memo

	JUNE AREA - PRESCREENING
Stat Contact	**Paul Goings / Mike Laird**
Stat Phone	**517-324-5313**
Project Codes	**124**
Area Sample Sizes (Prescreened / Total)	**IN: 62 / 200, MI: 36 / 148, OH: 85 / 210**
Prescreening Dates	**March 27 – April 16**
Last Day to Submit Prescreening Data in CAPI	**April 18, 2024**
Area Ag Tract Data Collection Dates	**May 20 – Jun 7 (minor ag)** **May 30 – Jun 7 (major ag)**

Prescreening for June Area in 2024 will be conducted in a similar way to how it was done for the past three years.

All aerial photos, including those being prescreened, are being sent at this time to save in UPS shipping costs. Segment envelopes for segments being prescreened are being shipped to your supervisors for distribution at upcoming mini-schools. Segment envelopes for segments not eligible for prescreening will be shipped in May, along with labeled tract questionnaires.

In addition to mini-schools, enumerators are authorized 8 hours of self-study time to review materials in this package, become familiar with the questionnaire, watch training videos, complete quizzes, and go through practice exercises. Enumerators who have never worked Area may be authorized an additional 2 hours of self-study, Use project code **124** for all June Area activities in 2024, including home-study, mini-schools, prescreening, data collection, and data entry. Please refer to the training and supporting material on the Purdue/GLR Website for detailed survey information.

Prescreening may begin once your supervisor has certified you as fully "trained." Up to two visits to the segment are permitted during prescreening. All prescreening must be completed by April 16 and data must be submitted through CAPI by April 18.

All segment-level and tract-level data must be maintained on paper AND submitted in CAPI. Paper copies of the data must be maintained until June 20, 2024 in the event that a question is raised about the reported data. All paper forms and aerial photos must then be shipped back to East Lansing no later than June 30.

Please monitor the June Area pages on the Purdue GLR Website as well as the Friday Feedback Newsletter for regular updates throughout the survey period.

Enter your time and mileage into iSolved on a daily basis.

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Important Dates

- Respondents Mailed Information Prescreening Information Packet March 21

- RFO Ships materials to Enumerators: March 15

- Supervisor Zoom Meeting "Train the Trainer" March 13

- Training Website Complete with Pre-Screening Information by March 15
    – Access from Purdue/GLR Home Page

- Enumerator Mini-Schools March 20 – 29, Prescreening begins

- Prescreening March 27 – April 16, Data into CAPI by April 18

- Minor Ag Tract/Non-Ag Tract Operators Mailed Info Packet May 13

- Enumeration of Minor Ag/Non Ag Tract Operators Begins May 20

- Major Ag Tract Operators (Crops, Hogs, Cattle) Mailed Info Packet May 20

- Primary Data collection for Area May 30 – June 7.

- Benchmark: Data collection for new segments complete by June 5, with data entered into CAPI by June 6

- Last Day to Submit Any June Area Form into CAPI: June 8

- Last Day to Submit June Crops APS data into CAPI: June 14

- All June Area Paper forms and Photos shipped back to East Lansing to be sorted, filed, and eventually scanned once data collection and editing is over (Between June 20 and June 30).

*Unless requested by your supervisor, all aerial photos and segment envelopes will be sent to supervisors for distribution at mini-schools. Enumerators will be sent interviewer manuals and other training materials to review ahead of mini-schools.