

Friday Feedback for Friday, January 31, 2020

Keep your passcodes up to date! – Laird

When an iPad device passcode expires you will be allowed into the device as normal, but a pop-up window will appear at some point in the near future to let you know you must change your passcode. It will ask you to first input their current passcode. A second pop-up will direct you to enter a new passcode. A third pop-up will appear asking you to re-enter this new passcode. After successful re-entry of the new passcode you will be back at your HOME screen and good to go.

If you have entered an incorrect passcode too many times, your iPad will display a message that it is disabled. Please call/e-mail Mike Laird before attempting any more password entries if your iPad displays a disabled message or if you have any questions.

To sum up, if you receive an alert on your iPad saying that you need to update your passcode, be sure to make the update right away. Locked iPads mean lost work time, and none of us want that.

Comments about Bad Phone Numbers, Part 2 – Miyares

In addition to making sure it's clear in CAPI comments which phone numbers are bad on a given record, it is also important when taking callouts or disconnects in the field to verify phone numbers and contact information. With the most recent December Crops/Stocks survey, there were several operations which were unable to be contacted from the call center that were completed by field enumerators and local telephone specialists, but we never got a better phone number, nor were we told what happened to the old phone number. Even letting us know when the operator doesn't want to give us a phone number, helping to clarify that the numbers we have are bad and should definitely be removed from our list, or were just temporarily disconnected because someone forgot to pay a phone bill, is important. Without this information, we run the potential of continuing a cycle where a bad phone number on the record never gets updated.

Farm Bill Enrollment Questions Answered

The Purdue Center for Commercial Ag is sponsoring two free workshops in the next two weeks focused on helping farmers make Farm Bill decisions by the sign-up deadline of March 15th. Registration is free, but preregistration is required. For more information, a flyer can be found by tapping [HERE](#). For those who can't attend a workshop in person, there are a few farm bill resources available online to help. Visit <https://purdue.ag/farmbill2020> to view a recorded webinar, download the slidedeck, and review a spreadsheet decision tool.

Another Indiana ARMS III School in the Books

Thank you again to everyone who made the school a success. Early feedback suggests we may be on to something with the format. However we want your feedback. Please take the survey at:

<https://www.surveymonkey.com/r/6CPSTM9> **This link is for Indiana Enumerators and Supervisors Only.**

National Backward Day

January 31 honors everything backward with National Backward Day. Sometimes there's just too much seriousness in the air and sometimes you really just need to bend all the rules. The day provides an opportunity to reverse our ways, our direction, or simply our shirt. Dinner for breakfast perhaps? There are many ways to celebrate this fun day, so just let your imagination be your guide. While this day is very popular with school-aged kids, there is no age limit on who can participate in all of the backward fun.

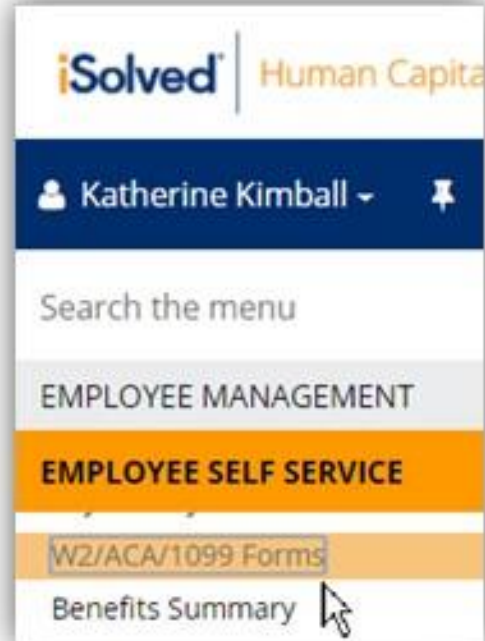
Friday Feedback for Friday, January 24, 2020

W-2's Now Available – Kimball

W-2's are now available to print in iSolved. Everyone who accepted the electronic W-2 delivery will need to print their own W-2 from iSolved. To locate your W-2, please see the screen shot below.

To view or print your W-2 from the iPad,

1. Access iSolved through the CAPI dashboard or GLR homepage. Do NOT use a Home Screen App if you have one.
2. Log into iSolved
3. Select “W2/ACA/1099 Forms” (see screenshot)
4. Tap on the form you wish to open
5. Wait for the wheel to stop spinning
6. A PDF file which includes the name “Employee W-2 Report will pop up. When given the option to either open in iBooks or “More”, TAP on MORE in blue at the bottom of the screen.
7. Tap “Create PDF” in the 2nd row of options
8. View your W-2. You can email or print (if you have a wireless printer) by tapping the blue box with the arrow pointing up, located at the top right of the screen
9. Select “Copy to iBooks” and open in iBooks to email or tap print to print using a wireless printer.



To see a step-by-step instructions document with more screenshots, click or tap [HERE](#).

Census of Horticulture Update – Collom/Laird

Enumeration for 2019 Census of Horticulture has begun. If you have Census of Horticulture assignments, please begin enumerating them immediately. The data collection period does run until mid-April, but many Floriculture and Horticulture operations will be getting very busy very soon. Please get out and start making contacts now if you haven't already.

The University of Maryland put together a comprehensive Greenhouse Management and Production guide. This extension bulletin is the only comprehensive greenhouse management guide for eastern growers. It contains a lot of good information and can be shared with growers that you encounter that have specific greenhouse management concerns. The link to the bulletin can be found [HERE](#):

Michigan Fruit Inventory 2020 Update – Saffell

The upcoming fruit inventory will not include crops that were covered in 2018. The crops will be brambles, grapes, cranberries, strawberries, hops, and Saskatoon berries. The questionnaire will be posted to the Purdue website by COB January 24. Please stay tuned for more information.

Comments about Bad Phone Numbers – Jones

While we appreciate everyone's efforts in writing comments in surveys regarding disconnected phone numbers, it is very important to always state the entire phone number that is invalid or should not be called in your remarks. Many operators have multiple phone numbers on their list frame record. Notes that simply say, “number

disconnected”, or “DO NOT USE THIS NUMBER” without information about the number you are referring to cannot be processed. Thank you!

Organic Survey Notes – Samson

Thanks for all your continued work on the Organic Survey. Our region is leading the national response completion rate of 24.3% forms returned, with 44.1% returned for Indiana, 27.3% returned for Michigan, and 30.3% returned for Ohio. As data collection continues, here are a couple of things to keep in mind:

The organic survey will be completed in CAPI. Pre-survey packets were mailed at the end of December, which should have contained all your necessary materials, including blank questionnaires to help during your interviews. If you need additional materials, please utilize the NASDA Order Form from the Purdue site to request these from the GL Office.

The organic survey covers the complete year for 2019. If an operator sells the farm to another operator, two questionnaires should be completed, if possible. The first is for the target operation for the time they were in business. This will be completed in CAPI with a comment on when they went out of business. The second questionnaire is for the new operation (unless they already received a questionnaire). This is to be completed on paper only and sent into the regional office with a comment including when they took over and the POID of the original target operator.

National Compliment Day

Compliments have powerful effects. They can instill confidence in a child, or validate someone’s hard work, A compliment not only can improve the receiver’s mood, but it also tells the receiver that they were noticed, or respected, or both. Whether we recognize someone’s achievement or their classic style, a compliment can go a long way. National Compliment Day, celebrated on January 24, was created in 1998 by two women from New Hampshire. To observe this holiday, make sure to compliment someone, or share the compliments you receive that make your day.

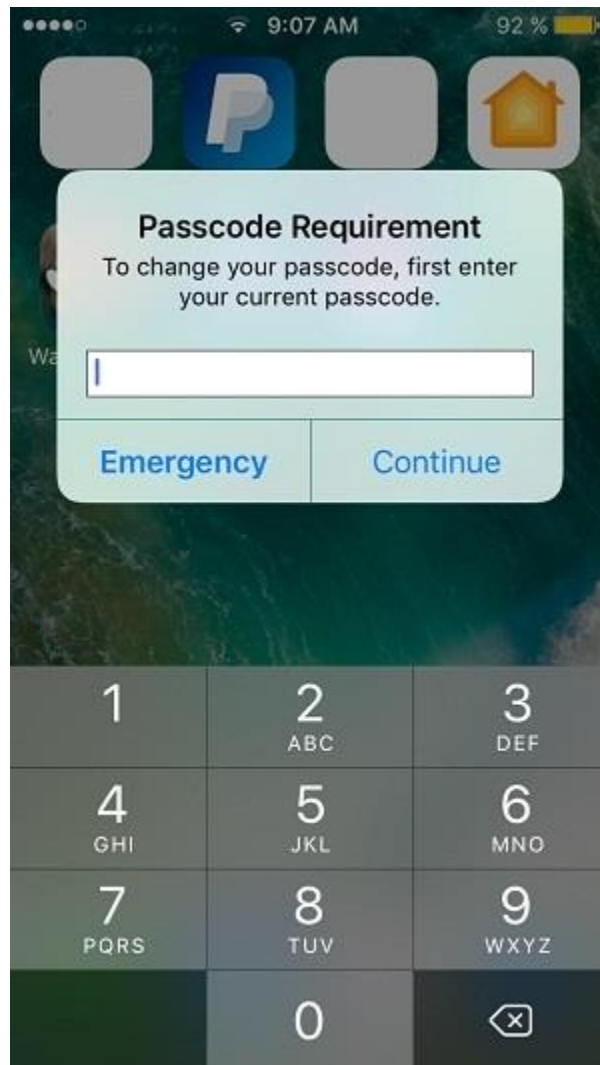
On that note, on behalf of the entire Great Lakes Regional Field Office Staff, thank you to entire enumerator staff. We have so many people who have worked incredibly hard and done an amazing job under tight time constraints and even tighter budgets through the big December/January survey push. We recognize that we cannot do the work we do here if it were not for all of your efforts in the field to collect the data that informs the world about the state of agriculture in our region. Thank you!

Friday Feedback for Friday, January 17, 2020

iPad Device Password Expiration Notice – Laird

All enumerators will be required to reset their iPad password in the next few days when they see a “Passcode Requirement” box pop up on their iPad. Some of you may have already seen the pop-up and reset your passcodes. It is important to note that this is different than their CAPI password. The iPad password is the password used to first unlock the iPad before doing anything else. When an iPad device passcode expires the enumerator will be allowed into the device as normal, but a pop-up window will appear at some point in the near future to let them know they must change their passcode. It will ask them to first input their **current** passcode. A second pop-up will direct them to enter a **new** passcode. A third pop-up will appear asking them to re-enter this **new** passcode. After successful re-entry of the new passcode they will be back at their HOME screen and good to go.

- A new FAQ will be posted to the CAPI Dashboard with Q&A on the above process.
- The popup window will look like this:



ARMS III Update – Erickson

The pre-workshop packets containing the ARMS III workshop information and some survey materials have been sent to the Indiana and Ohio enumerators. The packets for the Michigan enumerators are scheduled to be sent next week (January 22). The ARMS III workshops are rapidly approaching, so please be prepared. Your ARMS III assignments will be given to you at the workshop. You will be asked to look on your iPad to see if any of your respondents have sent in their report. Also, we are preparing the school kits that will contain copies of the pre-survey letter, Schedule F, Edit Guide, brochures, door hangers, and many other useful items. More information will be coming your way, so please stay tuned.

Lynn Spisak Retirement Party and Book of Letters – Bowman/Miyares

As many of you know, Lynn Spisak retired on January 3 after 40 years of Federal Service at the USDA NASS Great Lakes Regional Office. We are celebrating Lynn's career with a retirement party on Wednesday, February 12, 2020 from 5:30 to 8:00 p.m. at Ozzy's Kabob, 3536 Meridian Crossings Drive #260 Okemos, MI 48864. The restaurant is only about a half mile from the hotel in Okemos where ARMS III School participants will be staying and the party was scheduled for when and where it was so that as many of her NASDA friends would be able to attend. The cost will be \$15 per person with Mediterranean dishes served family style. If you would like to attend, please RSVP by February 5 to Denise Bowman by e-mail to denise.bowman@usda.gov or by phone direct at 517-324-5322.

We would like to present Lynn with a book of letters and cards from people she worked with over the years at her retirement party on February 12. If you would like to send a card or letter for Lynn's book, please either send it to Denise Bowman by email at denise.bowman@usda.gov, or mail it to Denise Bowman at the USDA/NASS Great Lakes Regional Office at 3001 Coolidge Road Suite 400, East Lansing, MI 48823. We would like to have all cards and letters by February 7, 2020 so we will have time to finish making the book. Lynn will be every appreciative for anyone who takes the time to send a card or letter.

Ditch New Year's Resolution Day

Ditch New Year's Resolution Day, celebrated annually on January 17, is a day where you can ditch those resolutions, relax, and stop feeling guilty about breaking them. After all, resolutions are meant to be broken. You have done well for the past couple of weeks. You have stuck to your New Year's resolutions, but are now ready to give them up. You are busy, you took on too much, that piece of cake looks just too good to ignore. Maybe your resolutions were just silly, limiting, depressing, unreasonable, or unrealistic so don't feel like you need to keep yourself tied to them any longer. Whatever your reason to break your New Year's resolutions, you can do it guilt-free on Ditch New Year's Resolution Day!

Friday Feedback for Friday, January 10, 2020

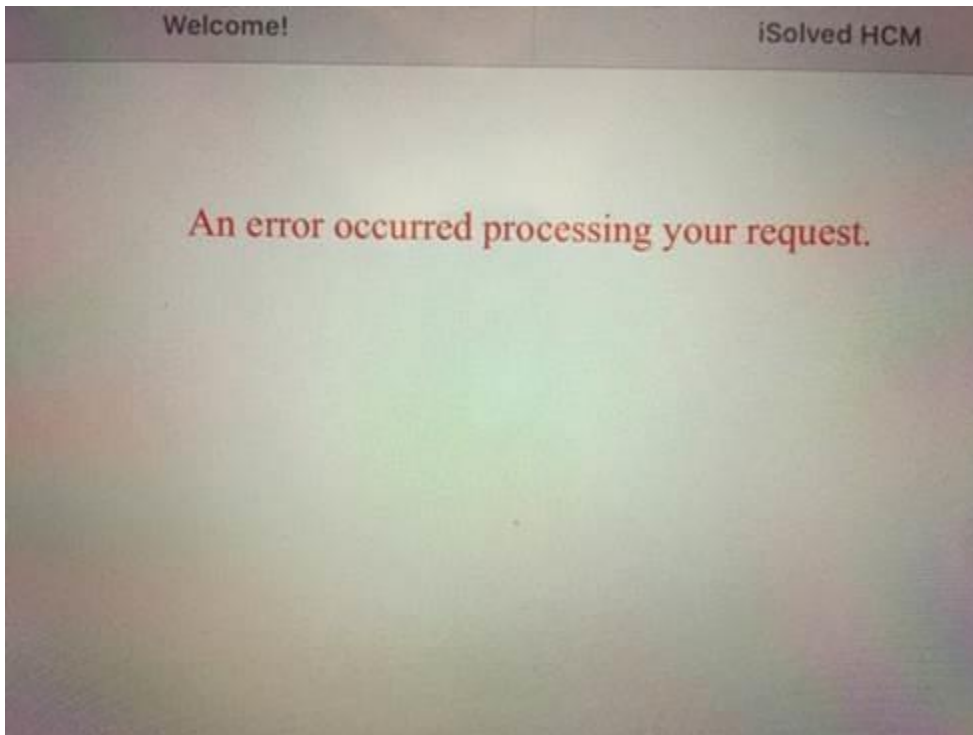
Census of Horticulture Update – Collom/Laird

A Census of Horticulture supplement has been posted to the NASDA-Purdue website for your use. If you contact an operation that is in need of a supplement because they have exhausted the number of lines available on the questionnaire, please print a supplement. If you do not have printing capabilities, submit a request for supplements via the “NASDA Order Form” on the NASDA-Purdue website and they will be shipped to you.

iPads – Password Resets, iOS Update, and iSolved Time Card Issues – Laird

iPad Password Reset – If you are unable to remember the password used to unlock the iPad itself, please call **Mike Laird** before putting in more incorrect entries. After 3 attempts the iPad will reset itself, erasing everything and starting from scratch. *It is less time consuming to reset a password over the phone than it is to set up the iPad from scratch.* **iOS Update 13.3** – DO NOT update to iOS 13.3. HQ has not given any further information so we are NOT updating to 13.3 at this time.

iSolved Time Card Issues – If you attempted to access your personal time card within iSolved using an iPad you probably saw the message below. HQ is looking into the issue and will let us know when it is fixed. If you must access your personal timecard, a personal computer may be used by clicking on the following link (<https://payrollnetwork.myisolved.com/>).



Census of Organic – Courser/Samson

As data collection for the Organic Survey gets underway, here are some things to keep in mind. The first initial mail out to operators went out on Friday, December 20, with a secondary mailing scheduled for Friday, January 17. All mail returns were processed and checked in on Tuesday, December 10, so CAPI listings should now be up-to-date with current mail returns.

While data collection should primarily be completed in CAPI, if paper enumeration is being utilized, it is important to note that there are several sections that have a **Unit** column, with no list of available units. To assist with this, a document has been uploaded to the NASDA-Purdue website, with a complete list of the available Unit options from CAPI. Please feel free to utilize this list for paper data collection.

Census of Organics – Unit Selection Codes

There are several section that have a column titled UNIT.

2. **Acreage and Production** – Complete the table below for each vegetable harvested in 2019. For those vegetables not printed in the table, enter the crop name and crop code from the list below.

- If more than one vegetable crop was harvested from the same acres, report acres for each crop.
- For two or more pickings of the same crop, report acres harvested for that item only once, but report total production from all pickings.

Certified Organic Vegetables	Code	Certified Organic Acres Harvested in 2019		Total Certified Organic Production Sold or to be Sold in 2019			
		Acres	Tenths	Quantity	Unit (Bins, Pounds, Boxes, Etc.)	Pounds Per Unit (If not reported in Pounds or Tons)	Gross Value of Sales
Tomatoes, grown in the open	3490						\$.00
							\$.00

The unit options are not listed anywhere on the questionnaire. However, in CAPI there is a drop down box that contains the unit options listed below.

Pounds
Tons
Hundredweight (CWT)
Bushels
Boxes
Bins
Bags
Flats
Pints
Quarts
Gallons
Crates
Baskets
Barrels
Other

Book of Letters – Bowman

Lynn Spisak Retired on January 3, 2020, after 40 years of service with NASS, all at the Great Lakes Region.

We are planning a retirement party for Lynn on February 12, 2020, details forthcoming. We would like to present Lynn with a book of letters and cards from people she worked with over the years in the Great Lakes Regional Office and our NASDA employees. If you would like to send a card or a letter for Lynn Spisak's book, please either mail it to the Great Lakes Region office at:

USDA NASS Great Lakes Region

Attn: Denise Bowman

3001 Coolidge Rd., Suite 400

East Lansing, MI 48823

Or email Denise Bowman at: denise.bowman@usda.gov

We would like to have all cards & letters by February 7, 2020. Lynn will be very appreciative from anyone who takes the time to send a card or letter.

Would like to share some exciting news! – Matli

I wanted to let you know that it has been a very fun adventure during my time here in Indiana. I have enjoyed working with all you during the past 20 years. I enjoyed the many different enumerator schools, workshops, picnics along with the awards banquets. With that being said, I will be retiring March 28, 2020. Part of the reason why I have enjoyed working with you is that I started out my career with NASS as an enumerator in Illinois back in 1985. Working as an enumerator gave me an insight that I have been able to draw from my entire agency career. I have always said, if I were Administrator for a day I would require every stat be responsible for collecting a full workload for the June Area Survey, Quarterly Ag survey along with Quarterly Hogs and Pigs, just like you do every year.

Enough about work. Paula and I will be moving back to Illinois to build a log home on some family property. This move will put us closer to family and will allow me to help with my dad's farm, daughter's goat dairy farm and my brothers catering business. Paula and I will be taking an Alaskan cruise this summer as well as visiting our three grandchildren once the house is done. If you are ever in the Palmyra area please give me a call. My contact information gregmatli@yahoo.com

765-586-2091

Thanks for all your hard work.

Greg