

Friday Feedback for Friday, July 29, 2022

CAPI Access Error – Kalaus

A CAPI access error continues to occur when trying to login to the application on the iPad. Please login on with a desktop using the following link <https://www.agcounts.usda.gov/static/capi/index.html>

You can also try to access CAPI through the SAFARI web browser on your iPad by typing the aforementioned url into the browser.

This is the only workaround available while HQ continues to troubleshoot the issue.

We apologize for the inconvenience and thank you for your patience and understanding!

CPAMS Data Collection – Collom

Enumerators can begin data collection on the CPAMS surveys as soon as they receive their assignments. The CPAMS page on the Purdue website contains the training materials. Data collection runs through SEPTEMBER 1. Please have all completed questionnaires into UPS for shipment back to the Great Lakes Regional office no later than Friday, September 1. Refusal and inaccessible reports can be entered via CAPI.

Assignments have begun to be shipped to enumerators. We are waiting on additional questionnaires from HQ. Enumerators should receive their work no later than Thursday, August 4 and should contact their supervisor if they have not received their assignments by this date. Many enumerators will receive their assignments prior to this date.

Each respondent has received 2 mailings, which included a survey letter and a questionnaire. A reminder post card will be mailed to all non-respondents on August 1.

OY Updates – Segelhorst & Erickson

The Objective Yield training packets were sent to the enumerators, and the kit envelopes & other supplies were sent to the Supervisors last week. Also, the OY team (Annika, Alan, Brooke, Tynisha, & Ty) met with the Ohio & Indiana Supervisors on July 27 to review the OY materials. In preparation for the mini-schools that begin next week, please use some of your home study time to review the materials sent to you. Also, please see the Purdue website. The OY main page is live, and contains valuable information. You will see that the website contains electronic files of several things, training slides, training videos, etc.

Objective Yield is listed as a 'CAPI' survey. However, all OY data will be collected on paper, and then entered/submitted on CAPI. So, essentially, CAPI is used as a data entry tool for OY. Using CAPI for OY also eliminates the need to UPS OY forms to the office. So, after submitting data for the Form-A's & Form-B's, please return the form to the kit envelope.

Please see the ‘**Click HERE**’ item at the top of the OY page on the website. The row & pace count procedure for each unit has changed for Corn & Soybean OY this year. However, the process is very simple. Also, there has been a minor item numbering change to the Form-B’s for both corn and soybeans. However, this numbering change has not affected the content of the Form-B’s. As a result, we have decided to retain the training videos that were created by the GLR staff and the Training Group in St. Louis. Also, we have provided a copy of last year’s Form-B’s on the website for reference.

You will also notice that the website contains updated Interviewer’s Manuals. The updates refer to the item numbering change that was just mentioned. Again, the Form-B content has not changed.

Please make sure you have all your OY questions answered before you begin Form-A data collection and fieldwork (Form-B). As always, your Supervisor is your first point of contact for questions. He or she will then communicate your questions to the OY team. Brooke will be included in the communication as well as Annika and Alan. Annika is the Lead Stat for Soybean OY, and Alan is the Lead Stat for Corn OY. Annika will be Alan’s backup, and Alan will be Annika’s backup.

NASDA-NASS 50-Year Anniversary Celebration – Tolbert

On Monday, NASDA sent an email to all NASDA employees on the upcoming NASDA-NASS partnership anniversary! The article detailed the rich relationship starting in 1972. This milestone is even more special as we reflect on the many innovations, technological advances, achievements, and other changes over the past 50 years. The NASDA-NASS partnership continues to be strong and viable—thanks to your hard work and dedication to our mission and goals. NASDA is planning some exciting events and activities to celebrate our anniversary, including showcasing the important work of NASDA enumerators, highlighting NASS staff, introducing a commemorative 50th-anniversary logo, launching a social media campaign, and hosting special presentations during NASDA’s upcoming Annual Meeting in September. NASS and NASDA staff are invited to assist with the activities. The GLR will be submitting information for the NASS side. It is our hope that you do the same for NASDA! Please click on <https://form.jotform.com/221914667706058> to complete the Enumerator Survey and upload your photo.

ACES – Goings

Please send all materials to the regional office. All issues should be reported to your supervisor first then your NASDA Coordinator.

Friday Feedback for Friday, July 22, 2022

ACES – Goings

Thank you for all your hard work and dedication! Now that the survey is over, please send all materials to the regional office. All issues should be reported to your supervisor first then your NASDA Coordinator.

CAPI down on Sunday, July 24th – Tolbert

As some of you may have noticed a “red banner” note was posted to the CAPI Dashboard on Wednesday. This banner should have notified you that CAPI will be unavailable between the hours of 7:00pm-10:00pm EDT on Sunday, July 24, 2022. **Everyone must logout of CAPI Production by 6:30pm EDT** on this date to be assured all saved data will transmit. Enumerators may log back into CAPI after 10:00pm EDT that same night if desired. If you encounter any issues, please contact your supervisor and then your NASDA Coordinator.

August 1 Survey Packages on their Way – Courser

UPS packages containing August 1 Survey Information and OY supplies were sent to enumerators this week. If you were assigned work for OY, Fruit Production Inquiry, August Ag Yield, or Potato Acreage and Disposition (MI only) please check your packet for relevant materials. If you have not received your package by Monday, July 25, 2022, please contact your supervisor then your NASDA Coordinator.

CPAMS Data Collection – Tolbert

HQ has contacted all regional field offices about collecting data via field face-to-face and field-phone for the Conservation Practice Adoption and Motivation Survey (CPAMS). Our region currently has samples in two of the four versions of the survey. Our versions are Crops and Livestock. We are still sorting out the details. Once we sort out the details, Supervisors will be notified, and a short training will be held. Unfortunately, data collection would have to start quickly and end by late August. We apologize for the short notice and will continue to work hard to sort out the details.

Friday Feedback for Friday, July 15, 2022

ARMS Phase 1 – Segelhorst

Thank you for all the hard work and dedication during data collection! As a reminder, data collection will be over for field enumeration on Monday, July 18, 2022. Please submit all forms by COB. If you have any questions or concerns, please contact your NASDA Coordinator.

ACES – Goings

Next week is the last week for ACES! Please submit work as soon as possible.

Dates to keep in mind:

- July 19th is the last day to call/visit tract operators
- July 21st is the last day to enter data into CAPI.
 - Problem segments should be included in this due date.

All issues with data collection should be reported to your supervisor first then your NASDA Coordinator.

Upcoming work on ARMS Phase 2 – Tolbert & Weber

Upcoming work on ARMS Phase 2 is quickly approaching! The target commodities are Wheat (winter, spring, durum) and Potatoes. The wheat questionnaire is 32 pages long, down from 36 pages the last time a wheat PPCR was administered. The potato questionnaire is only 8 pages and will include fertilizer, pesticide, and production practices questions only. Primary data collection is expected to be completed by phone and submitted in CAPI. We will have field enumeration this year! HQ will be working on developing criteria for determining which records will be eligible for face-to-face enumeration. Records will be marked for Supervisor review close to the end of August. Similar to last year, respondents will receive packages with the “info copy” watermark, respondent booklet, and pre-survey letter. EDR and Return by Mail will once again **not** be options for operators. If you have any questions or concerns, please contact Ty Tolbert.

ARMS Phase 2 Sample Counts

State	Winter Wheat (PPCR)	Durum Wheat (PPCR)	Spring Wheat (PPCR)	Potatoes (PPR)	State Totals
IN	0	0	0	0	0
MI	100	0	0	125	225
OH	150	0	0	0	150
Total	250	0	0	125	375

Friday Feedback for Friday, July 8, 2022

Gone, but hopefully not forgotten– Lawson

Hi, July 1st was my last day working in the Great Lakes Region. I am very much enjoying my new position working for the research division of NASS. My primary job right now is to break down large areas of land, called primary sampling units, into segments and then create the 24 x 24 aerial photos used in ACES and the June area survey.

In addition to the new job, I also have a few new endeavors going on in my personal life. I have taken up kayaking and boating safety. I am also training to do a mini triathlon which consists of swimming a half mile, followed by biking 12 miles and then running a 5K. That's a picture of me on my new racing bike. As you can imagine, I'm keeping pretty busy with all that new stuff along with continuing my love for acrylic painting. Here is a picture of one of my most recent creations entitled butterflies resting on tennis shoes.



I would like to close by expressing how grateful I am to have worked with so many wonderful people. All of your kindness and support have helped get me through some of the toughest times of my life. I feel so blessed to have known you and I will miss you all!



ACES – Goings

As a reminder data collection for ACES is coming to an end and there are still a lot of segments out in the field. Dates to keep in mind:

- July 19th is the last day to call/visit tract operators
- July 21st is the last day to enter data into CAPI.
 - Problem segments should be included in this due date.

All issues with data collection should be reported to your supervisor first then your NASDA Coordinator.

June Area Photos – Goings

Please continue to send June Area questionnaires and photographs into the office. We are over 75% complete.

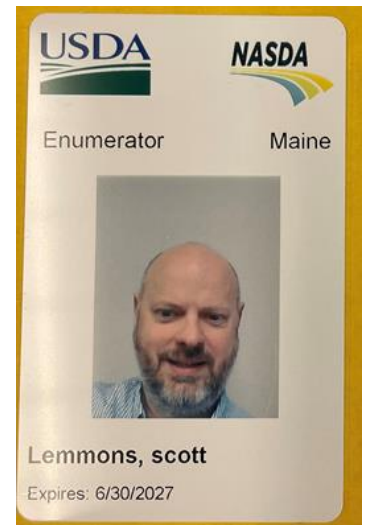
Update - New ID Badges for Enumerators – Kimball

Thank you to all who have sent in your updated photo! If you have not or need to update your photo, please send the photo by July 29th. The file containing the picture should be labeled with the enumerator's name in the form FirstName.LastName, similar to how your Gmail account is set up. The picture should then be emailed to Katherine.Kimball@usda.gov.

Here are some strategies you can use for taking a good photo for your ID badge:

1. Choose a white or light unpatterned wall (or hang a white sheet from a door) in a location with natural lighting from a window but without direct sunlight on the person being photographed.

2. Be sure to stand or sit 2 feet from the background in order to prevent shadows behind you.
3. Be sure to remove ball caps, hats, coats, large hair clips or any other item (except for religious reasons) that could distract from the photo of your face.
4. The person taking the picture should stand 4 feet directly in front of the person being photographed.
5. A natural smile is okay, but relaxed facial features make the photo easily identifiable when compared to the person.
6. Line up the image so that it is centered and is showing only the top of the person's head to their shoulders.



Friday Feedback for Friday, July 1, 2022

Increased Mileage – Tolbert

On last week, NASDA sent out a memo about increasing the business mileage rate. It was approved! The Internal Revenue Service (IRS) increased the business mileage rate for the final 6 months of 2022. The adjusted mileage rate will be 62.5 cents per mile, up 4 cents from the rate effective at the start of the year.

This new rate becomes effective July 1, 2022. NASDA's mileage rate is based on the business mileage rate set by the IRS and the new rate will be automatically updated in iSolved for work travel beginning on July 1, 2022. For details, visit <https://www.irs.gov/newsroom/irs-increases-mileage-rate-for-remainder-of-2022>

Enumerator Handbook Acknowledgment – Morris

The NASDA Enumerator Handbook has been updated to outline and summarize NASDA's basic employment policies, employee responsibilities, and employee rights. The updated version of the Handbook is designed to better inform employees of NASDA's policies and procedures in complying with local, state, and federal employment laws, including salary/wage administration, safety and health, and workplace expectations.

We hope the updated Handbook will provide you with a better understanding and knowledge of NASDA policies as you conduct the important work on behalf of NASS and NASDA for U.S. agriculture.

Instructions for NASDA Enumerators and Supervisors

- All enumerators and supervisors are required to sign/acknowledge receipt of the updated Enumerator Handbook. There will be 2 documents for most employees to review and acknowledge. In addition to the Handbook, you need to sign/acknowledge a separate State Addendum outlining policies that are specific to the state in which you work.
 - The new Handbook and State Addendums will be posted in iSolved on June 29 and employees will receive a notification when they login to iSolved.
 - **Please review/sign/acknowledge the new Handbook and the separate State Addendum by July 15.** See instruction screenshots below.
1. To sign/acknowledge receipt of the Handbook, **login to iSolved** as normal.
 2. On the Welcome page, click on **“Important Company Messages.”**

Welcome back CHARLES



NOTIFICATIONS

Important Company Messages

- You will see the Handbook listed on the screen. Click **“View Here”** to read/review the Handbook. **Check the box below**, then click **“Sign Acknowledgement”** which will be your electronic signature.

NASDA Enumerator Employee Handbook


NASDA Enumerator Employee Handbook

NASDA Enumerator Handbook

As of 9/10/2018 NASDA has updated the employee handbook. Please make sure you acknowledge the handbook

NASDA Employee Handbook - Enumerator (PDF)

View here 

 You have acknowledged reading this document!

June Area Photos – Goings

June Area questionnaires and photographs continue to trickle back into the office. Please be sure to review last week’s edition of the Friday Feedback which explains what materials need to be returned, identifying “problem segments”, and submitting feedback with recommendations for improving future June Area Surveys.

Independence Day Holiday

On July 4, 1776, The Declaration of Independence was signed, giving birth to the United States of America. On the 245th anniversary of this momentous occasion, we once again can take the opportunity to celebrate and reflect on all that America is and can be in the future.

The Regional Field Office will be closed on **Monday, July 4** in observance of the Independence Day Holiday.