Friday Feedback for Friday, March 3, 2023

Census Updates - Magen/Samson

Field data collection activities for Tagged Census Records must be completed by March 15. Please do your best to get these records completed by then. If you dropped off the records with the respondent who indicated they would complete the forms themselves, but the forms are still showing as not checked in on your CAPI listings, please follow up with the respondents to make sure they can get completed. While operators can still submit reports up until May, we don't have the resources to continue working at these tagged records beyond mid-March.

The next round of records to be handled locally are called "non-tagged must records". These are records that are impactful enough that if we do not get a census report, we will have to estimate the report for non-response. While most of these records will be called from the call center, we do expect a small number to be handled locally. This new batch of "must" records must be completed by May 1. More information will be forthcoming.

ARMS 3 Updates – Erickson

As discussed in previous communications, operators who complete the voluntary ARMS 3 survey will satisfy the mandatory requirement to complete the Census of Agriculture. Sampled operators who do not complete the ARMS 3 are scheduled to be mailed a census to complete. Initially, the list of ARMS 3 non-respondents was scheduled to be pulled on March 31 with census questionnaires being mailed on a flow basis starting April 10. In an effort to accommodate the needs of both Census and ARMS 3, the dates surrounding this mailing have been revised. The list of ARMS 3 non-respondents will now be identified on April 9, with census questionnaires now scheduled to be mailed starting April 21.

Please note that the above changes will not impact local dates for data collection. Enumerators will still have until April 17 to enumerate ARMS 3, and until April 18 to enter all non-response data into CAPI or submit completed forms to NPC. Please do keep in mind, however, that any forms not checked in by April 9 will have a census form sent to them. Please work with respondents to help them understand that if they complete their ARMS 3 between April 9 and April 17 that they can ignore the census form they will be receiving in the mail after April 21.

MI Fruit Tree Inventory Update - Saffell

There are numerous operations with no detailed block printout. We have received several calls in the regional office asking about this. These are farms that did not participate in the last tree inventory in 2018-2019. While we do have old information going back to 2015 for some of them, it was decided to not use this due to its age. If an operator would like a printout of previously reported data, please let the office know and we will get it sent out to him or her.

<u>June Area Updates – Goings/Miyares</u>

We are on track to ship out June Area Survey Prescreening materials by the end of next week. All enumerators assigned to work the June Area Survey will receive a package containing training materials, including the interviewer manual, a blank questionnaire, the enumerator quiz, and other supplemental resources to help you with the survey.

Unless specifically requested by your supervisor, boxes containing aerial photos will be shipped to your supervisors to be distributed at your upcoming prescreening mini-school. A plastic bag containing consumable supplies (photo pens and pencils, magic erasers, alcohol wipes, etc.) will be included in the photo box. The segment envelopes for any segments you have been assigned to prescreen will also be sent to your supervisors along with their materials. If you aren't sure when your mini-school is, please reach out to your supervisor.

We are shipping all of your photos at this time in order to avoid multiple shipments, while we're only sending envelopes for those segments requiring prescreening at this time because we do not have labeled ag tract questionnaires for the other ones. Please use proper care when working with the box of photos, as the box we are shipping to you will need to be used to return the photos back to the regional office when the survey is over.

There will only be one blank June Area Ag Tract Questionnaire included in this shipment, which was printed from the regional office. We expect to receive preprinted blank Ag Tract Questionnaires from NASS HQ within the next few weeks. We will send them along in another UPS package at a later date as needed. Enumerators are encouraged to review the questionnaire to look at the changes made from the last time the survey was conducted.

This is going to be the third year where data collected on the June Area Survey will be submitted through CAPI. A document titled "CAPI User Guide for the June Area Surveys" is available on the CAPI Dashboard and will be posted to the June Area Survey Pages on the Purdue Site. In addition, there are videos demonstrating the features of this CAPI instrument, which will be available on the Purdue site by March 10.

Prescreening will run from March 27 – April 14, and all data collected during prescreening is expected to be entered into CAPI no later than April 17. Personal visits to operations, FSA offices, and county assessor offices are permitted this year; however, we are limiting enumerators to only two trips to the segment during the prescreening period. Telephone follow-up will be encouraged in the event that no one is available to talk to when you visit the segment. Enumerators will be provided a set of door hangers to alert operators that you weren't able to meet them when you were in the area.

More detailed information regarding data collection procedures for June Area Prescreening will be provided through training videos developed by a cross-regional training collaboration team. These videos will be posted on the Purdue Site, and questions can be addressed at your mini-school. If you have any other questions, please feel free to contact your supervisor, NASDA Coordinator Brooke Morris, or the Regional Office.

Friday Feedback for Friday, March 10, 2023

June Area Website Live – Goings/Miyares

The enumerator pages for the June Area Survey Prescreening activities are now available on the Purdue Site at this <u>LINK</u>, or you can get there by navigating to the GLR Home Page and selecting "Area Prescreening" from the list of CAPI System Surveys. The pages host a wide variety of materials, including the following:

- Ten Training Presentation Videos which cover prescreening procedures as well as demonstrate how to use the CAPI Instrument for June Area
- Copies of pre-survey materials, questionnaires, and other enumerator resources
- Links to segment location maps, county maps, and electronic copies of the aerial photos

Enumerators are strongly encouraged to begin reviewing the website contents and watching the training videos as part of your self-study in preparation for these surveys before attending mini-schools.

In addition to mini-schools, all enumerators are allowed up to eight hours of self-study, which should be charged to **Project Code 124**. Please also be sure to be communicating with your supervisor regarding the date, time, location, and expectations of your region's pre-screening mini-school.

All enumerators working the June Area Survey will be receiving a UPS package within the next few days that contains general materials needed for home study, including copies of the questionnaire, interviewer's manual, a NASDA windshield sign, a set of 18 door hangers, and a folder with some supplementary material. Please note that while electronic copies of the materials in your folder can be found on the Purdue GLR website, there are also additional resources that are exclusive to the website that we did not print. If you do not receive these materials by Monday March 13, please contact your supervisor right away so we can track down your package.

As noted in last week's edition of Friday Feedback, all segment envelopes containing labeled screening forms, maps, and listings were sent to your supervisor, who will distribute them to you at your upcoming mini-school. Larger boxes containing aerial photographs, consumable supplies, and NASDA give-away trinkets were also sent to supervisors, with the exception of enumerators working for Wes Ruggles, Diane Clark, and Chelsi Pegram who will be receiving their photo boxes directly.

Your CAPI Listings should now be updated to reflect the samples assigned to you for prescreening. If you aren't sure where to find your listings, be sure you review the <u>CAPI User Guide</u> for June Area, or the Introduction to CAPI video (<u>video #6</u> in the list of prescreening videos). Links to these resources can also be found on the June Area pages on the Purdue GLR Website. If something doesn't appear to look correct within the listings, please reach out to your supervisor or the Regional Office.

Upcoming Due Dates

There are a few surveys with due dates coming up very shortly. Please keep in mind the following important dates:

Survey	Enumeration Dates	Project	Team Lead
Hog Report – March 1	February 27 – March 16	161	Alan Erickson
Agricultural Survey – March 1	February 27 – March 16	122	Annika Segelhorst
Fruit PDI	February 20 – March 17	134	Collom/Carpenter
Berry PDI	February 20 – March 17	134	Collom/Carpenter

The complete list of ongoing and upcoming surveys is updated monthly and can be found on the Purdue GLR website at this **LINK**.

Friday Feedback for Friday, March 17, 2023

New CAPI Application Push on Monday Night March 20

A new CAPI application push is scheduled to run during the overnight hours of Monday, March 20, 2023 beginning 8:00 pm EDT. All active iPads on Intune will receive this push. This push should restore usage of the CAPI and CAPI Training icon on the iPad. The push will include updated applications and fixes needed for this year's June Area Survey.

Enumerators should have their CAPI device fully charged by the due date above. A good practice is to leave the iPad on the charger Monday night. This will ensure the best results for the application push to be received and downloaded. An active cellular signal or WIFI is also needed for a successful push.

Once the push is complete, enumerators can return to using CAPI via the icons on their iPad home screen. Be sure to be logged out of the CAPI Production URL application on Safari, close all open Safari tabs, close Safari, and clear Safari website history under "Settings/Safari". After opening the new CAPI Apps, "Clear Preferences" on the application login screen., then login.

A detailed reminder will be posted on the CAPI Dashboard by COB on Friday, March 17, 2023. If you have any questions, please contact your supervisor or NASDA Coordinator Brooke Morris.

Census Updates - Magen/Samson

The Great Lakes Region has some of the highest response rates in the country so far for the 2022 Census of Agriculture, but there are a lot of forms we still haven't received yet. Sadly, we do not have the resources to

complete telephone or field enumeration for every operation that hasn't completed the census. As you are talking to farmers for other surveys you are assigned over the next month, ask them if they have completed their census, remind them that there is still time for them to do so, and ask them if we need to send them another copy to complete. The Regional Office still has a number of blank questionnaires, respondent instructions, and reply envelopes that can be sent out upon request.

Early next week, select enumerators will receive a set of "must" census records to enumerate. These are records that are impactful enough that if we do not get a census report, we will have to estimate the report for non-response. Unlike the "tagged" census records you worked with earlier this year, these operators were mailed copies of the census questionnaire on two occasions and should have received either postcard or email reminders asking them to complete their census.

In your packets, you will be provided both a labeled questionnaire and a blank questionnaire for each operation you are assigned. If when you contact these operators, they ask you for another copy so they can complete the form themselves, you can either drop off the form in person, or you can mail them a copy of the form if you are not within driving distance of the operation. Envelopes have been provided for you to send forms to respondents if needed as well as respondent instructions and business reply mail (BRM) envelopes for you or the respondent to send the completed forms directly to Jeffersonville.

The labeled questionnaires do not have phone numbers on them. Assignment listings with phone numbers and comments are being provided in your package. Please also keep an eye on your CAPI listings to see if the operator completes the form themselves. Even if you leave a copy of the census with the operator, you are still responsible for following up with the operator to make sure the form is completed. To keep data collection costs under control, telephone enumeration is preferred; however, up to two visits to the operation will be authorized if necessary to complete these census forms. All overtime needed for this project must be pre-approved by the Regional Office (Brooke or Tynisha). If you have any questions about these "must" records, please contact your supervisor.

ARMS 3 Updates - Erickson

As we enter the second half of the data collection period for ARMS III, we want to remind you of a few things.

- Refusals where you were not able to collect any data should be submitted on CAPI, along with your notes.
- If someone provides some data, it is ok to send those questionnaires to NPC. For example, if someone provides acreage, crops grown, income, etc., but not expenses, we can use that data to fulfill the operator's Census obligation. In that case, the ARMS will likely be coded as a refusal, but the data will be captured to Census. As a result, the operator will not be sent a Census questionnaire. If you have any questions about this, please reach out to your supervisor.
- In Section 1, please note that item 2 is the total acres rented from someone else. Item 2a + 2b + 2c should equal item 2. The total acres in the operation should equal Box A (acres owned) + Box B (acres rented from others) Box C (acres rented to others). For operations with acres rented from others, please complete Section 3 and/or Section 27. If acres were rented to others, please see Section 29, item 5b.
- Please make sure to follow the 'skip' questions properly. This includes the screening questions at the beginning of many questions. The ARMS III questionnaire is well written, so it is important to follow the 'skip' questions.
- Sections 35 38 can be confusing. Many items in these sections relate to each other. For example, if the operator's spouse has an off-farm job, then Section 36, items 5 & 6 should be filled out, as well as Section 38, item 1a. Most of the time, Section 37, item 1 will be 'yes'.

• Please make sure that the primary operator's house is either a farm asset (Section 33, item 1a) or a non-farm asset (Section 38, items 2h, 2i, 3c, & 4a), but not both.

Please stay in contact with your supervisor so they are aware of your progress. As the weather gets warmer, operators are becoming harder to contact, so please get as much done in the next couple of weeks as possible. Also keep in mind that operators who don't complete the ARMS form by the end of March may get mailed a census form. The sooner you complete your assignment, not only will we have more time to analyze the data, but we will also have fewer operators receiving a census form in the mail.

Finally, please be aware of the due dates for ARMS III. The last day of data collection is April 17. The last day to put questionnaires with data in UPS to NPC is April 18. April 18 is also the last day to submit all remaining records with no data. These records include refusals with no data, inaccessibles with no data, and out-of-business records.

Friday Feedback for Friday, March 24, 2023

April 1 Survey Packets On Their Way! - Collom/Courser

Packages containing materials and information about surveys taking place during the month of April, including Milk Production, Colony Loss, Potato Stocks, Potato Seed Prices, and Ag Labor, were shipped to enumerators on Tuesday, March 21. Also included in these packets were the new Census "must" records discussed in previous editions of the Friday Feedback. If you were assigned work for these April surveys and have not yet received your package via UPS, please contact your supervisor so we can trace the package.

Extension on Michigan Fruit Inventory Survey - Saffell/Rolewicz

Recognizing that field enumerators are working on several large survey projects over the next month, the Regional Office is extending the deadline for data collection on the Michigan Fruit Tree Inventory Survey to May 31, 2023.

Priorities for Data Collection – Tolbert/Miyares

With so many different large surveys going on at the same time, it can be difficult to determine which surveys have the highest priority and how best to balance one's time. Here are some recommendations from the Regional Field Office:

- The highest priority should be on ARMS 3 because of how it is intertwined with census this year. Although data collection can continue until April 17, Operators who do not have an ARMS 3 form completed by March 31 risk being sent a Census questionnaire to complete during the first week of April. Please spend the next week trying to connect with your ARMS 3 sampled operations to determine at least if they are willing to complete the ARMS at all, or if they would rather wait to complete the Census.
- June Area Prescreening activities should be the next priority. Calls and visits to your segment and its tract operators must be complete by April 14, with all data in CAPI by April 17.
- April 1 Surveys, including Milk Production, Potato Stocks, Potato Seed Prices, and Quarterly Colony
 Loss, should be contacted during the time frames listed on the survey calendars on the Purdue GLR
 website. Ag Labor samples matched with these surveys can be collected at the same time to reduce the
 number of contacts with the same operator.
- The Census "Must" records, which were sent to enumerators in the most recent UPS packages, must be completed by May 1. Although the NASS website says operators have until May 31 to complete their census, these "must" records must be estimated by Regional Office Staff in the event of non-response, and that process is expected to take a long time.

• With the extension announced on the Fruit Inventory Survey until May 31, Michigan enumerators who may have a lot of ARMS, Area, and Census records to complete may put the Fruit Inventory records on the back burner.

If you are concerned about your workload and being able to keep up with the expectations, please contact your supervisor.

<u>Cash Rent Updates – Weber/Miyares</u>

Operators sampled for the annual Cash Rents and Leases survey were mailed their first questionnaire in early February. To date, over 40 percent of the sample has been checked in, which includes operators reporting Cash Rent information on this year's March Crops APS survey. A second mailing of Cash Rent questionnaires is scheduled for the first week of April. Follow up calling for the remaining questionnaires will be split nearly equally between local enumerators and the call centers.

Cash Rent samples will be pushed out to supervisors to assign to enumerators in the next week. Due to a limited budget for local calling on the annual Cash Rents and Leases Survey, and due to other competing data collection priorities in the field over the next month, no calling or field enumeration for Cash Rent records will take place before April 17. During the last two weeks of April, the only records that will be available to contact for Cash Rents will be matches with Ag Labor and the Michigan Fruit Inventory survey. Most records expected to be enumerated locally will not be available to call on until April 29, and can be called throughout the month of May. Additionally, there are a small number of records that will not be available to call on until May 15 due to matches with surveys taking place in March and April, including ARMS 3 and Milk Production. Additional Cash Rent records may be pulled from the call center to the field after May 15 depending upon the need for improved coverage in certain counties.

More information about the Cash Rent survey will be posted to the Purdue site by the end of next week.

The Dangers of Procrastination – Tolbert/Miyares

On Thursday evening, March 16, a glitch occurred in the CAPI system where survey data was not able to be submitted in the system in the few hours before the midnight deadline. NASS HQ believes the problem occurred based on how time zone calculations are made behind the scenes within the system, coupled with the change to Daylight Savings Time a few days earlier, that caused CAPI to think that the midnight deadline for submission of work had come and gone, even though it had not. Work that had been submitted as "saved for review" was not able to get pushed through to final submission, and some of the data being entered into CAPI by enumerators was not making it all the way to the cloud servers which house the CAPI data. On Friday morning March 17, there were approximately 250 Crops APS records, along with a few dozen March Hog records, that appeared to be coded a "saved for review", most of which appeared to have no data on them. We were able to turn on CAPI for an extra day, and worked with enumerators and supervisors to get many, but not all, of these records completed.

The CAPI Team at NASS HQ believes they know what to do to prevent the problem from occurring again, but it gives us all a reminder that we all need to avoid waiting until the final day of a survey to submit completed survey work into CAPI in the event that something like this happens again. As a good practice, enumerators should get into the habit of entering survey data into CAPI within 24 hours of completing interviews, and updating the attempted contact logs for operators you were unable to reach on a given day. Having a paper backup of the survey data, even if only in a notebook, is also important if something gets lost in the "cloud" so that enumerators don't need to call operators back to collect the data a second time. Submitting the work earlier also allows supervisors to review the information more carefully before it is submitted to the regional office.

As a reminder, unless instructed to do so by your supervisor or the Regional Office, enumerators do not need to submit inaccessible records into CAPI unless there is some comment or information you have added to the record

that you need the office to be made aware of (bad address, bad phone, challenge when trying to contact the operator). This should hopefully save some time and efforts towards the end of the data collection period as we are trying to clean up our CAPI listings. Of course, refusals should always be submitted with comments so we can keep track of operators who don't want to complete NASS surveys.

Workplace Harassment Prevention Training - Ingram

NASDA is committed to providing a work environment that ensures every employee is afforded fair, equitable, and respectful treatment. NASDA maintains strong policies against any form of harassment, discrimination, or unprofessional behavior in the workplace. We appreciate your efforts in keeping our diverse workplaces respectful and professional.

Current federal and state laws prohibit workplace harassment, including sexual harassment, and NASDA is required to provide specialized training for all employees. NASDA will begin the required workplace harassment prevention training for all field and office enumerators and supervisors beginning March 27, 2023. All NASDA employees should complete the training by April 15, 2023.

The training will be conducted online through a company called "Easyllama" using a computer, laptop, or iPad. You will receive a separate email from *reminders@easyllama.com* with a link to access the training. Simply click "Start Now" to open the course in your browser. If you close the course and need to access it again, simply click the link in the email again. There's no login or password required, and it can be opened on any computer, laptop, or mobile device.

The training course will take about 30 to 40 minutes for enumerators and about 1 to 1.25 hours for supervisors. The training time for all employees should be charged to Project Code **350**. Once you complete the training course, you can view, print, or download a certificate of completion for your own personal records (please do not send it to NASDA).

If you have any questions or need additional information, please email us at: enumeratorsupport@nasda.org. Thank you!

Additional Area Prescreening Resources – Goings/Miyares

Among the materials sent to enumerators in advance of prescreening was a list of online resources one could use to try to identify property owners and residents inside segments. Using resources like these before you take your first visit to a segment can help make prescreening run more efficiently, as you can get a good idea as to who you expect to meet and talk to ahead of your trip.

At some recent mini schools, there were a few additional resources that people cited that weren't on the list provided in the white training folders:

- *Truepeoplesearch.com*: With a last name, city, and state, you may be able to find address and phone information for operators for whom limited information is available. There is also a reverse phone number and reverse address lookup that is fairly powerful. Much of the information provided is free, but if you want to drill down for more information, there is a charge.
- *Nuwber.com*: Like truepeoplesearch.com, but the reverse address lookup doesn't require a house number. One can just enter a street name for a given town or city, and the website will show you everyone it has information for on that street.
- *Polaris ATV*: There is an app that can be used on phones that was designed to help off-road enthusiasts find snowmobile and other riding trails. The mapping tools within the app will also help to identify property owners, property boundaries, and what kind of activity is taking place on that land, including agricultural activity. A search for "Polaris ATV Snowmobile Trails" should help you find the app you are

looking for. Please note that this app cannot be installed on the iPad and may require one to set up an account to access.

Do you have a favorite online resource that you have discovered that you would like to share with your fellow enumerators? Send an email to John.Miyares@usda.gov with as much information about the resource as you can, including whether it is free and whether it will work on your work iPad. Entries submitted by Thursday evening, March 30, will be included in next week's edition of Friday Feedback!

Friday Feedback for Friday, March 31, 2023

Monthly Ag Yield Survey to Restart Soon – Miyares

Every month from May through November, NASS conducts the Agricultural Yield, or Ag Yield, Survey. These surveys, in conjunction with the Monthly Objective Yield Surveys, provide the information needed for USDA to forecast and estimate crop production levels of small grain crops, row crops, and hay crops throughout the growing season. These estimates are published in NASS's monthly *Crop Production* reports, which come out around the 12th of each month.

The monthly *Crop Production* reports provide critical information on expected end-of-season commodity supplies each month during the growing season. The price discovery mechanism determines crop prices using credible estimates of supply that reflect the changing conditions during the season. Producers rely on credible estimates of supply to minimize swings in farm gate process, and NASS estimates of supply are the official, independent, and unbiased baseline. Farm operators are the greatest benefactor of this data series, but crop production estimates are valuable for producers and industry alike to plan the marketing and movement of commodities throughout the year. A few examples include the development of an individual producer's marketing plan, forecasting state or regional transportation requirements, or evaluating export potential for specific commodities.

The Ag Yield survey is conducted in all states except Alaska and Hawaii. Starting in May, the focus of the survey includes small grain crops and hay stocks. The sample will include a subset of operators who completed the March Crops APS survey and indicated growing one or more small grain crops (wheat, barley, or oats) or a hay crop. Acreage planted, acreage for harvest, and expected yield per acre are collected from each operator for the crop of interest in the first month. In following months, the same sample of operators are contacted to update expected yield per acre. Updating reported information from the same sample of operators each month provides a measure of change resulting from growing conditions. Beginning in August, the focus begins to shift towards Row Crop and Hay forecasts, and the samples include operators who indicated producing one or more Row Crops on the June Crops APS survey.

The primary method of data collection is telephone interview, but personal interview data collection will be used on a limited basis when necessary. Operators will be mailed questionnaires shortly before the first of each month, but due to the narrow data collection period each month, we may begin calling before we receive the operator's completed questionnaire back in the mail. In the Great Lakes Region, we do our best to maintain consistent contacts with the operators each month. This means that, unless your supervisor needs to make a change, the operators you will be assigned to call in May will stay with you through at least August, and possibly through to November depending upon the crops produced by that operation. If you have questions or want to learn more about the monthly Ag Yield survey, please contact your supervisor, your NASDA Coordinator or the Regional Office.

Weekly Crop Weather Returns This Week

Each year during the crop growing season, NASS publishes a weekly report of Crop Progress and Condition, also known as the "Crop Weather" Report. This report, which is one of the most read reports which NASS produces, serves as a critically important tool needed to monitor crop changes within the year as well as provide condition comparisons to recent years, summaries by commodity type and quantitative assessments of crop progress, and soil moisture condition. Disaster assessments and crop loss evaluations depend extensively on these data. Each week's report reflects a current snapshot of what happened in the area as well as providing a balanced picture for the entire state.

The information needed to complete the weekly Crop Weather Report is provided by dedicated Crop Weather reporters from across the Region. The majority of our reporters come from FSA, NRCS, and Cooperative Extension, but we also welcome farmers, field enumerators, private crop consultants, and agribusinesses who are active in farming communities who can provide information on crop progress and condition based on travel and observations around their counties to be reporters as well. The information becomes extremely valuable, particularly in areas that experience severe weather and crop stress.

If you know of someone, including yourself, who would like to be a Crop Weather reporter, please contact your supervisor, your NASDA Coordinator, or the Regional Office. Every weekly response to the Weekly Crop Weather survey received helps to improve the accuracy, coverage, and reliability of the final report. Reporters access a secure, user-friendly website to provide data for their area. It takes approximately ten minutes for reporters to complete the weekly online questionnaire, and reminder emails are sent out each week to let people know when the new week's form is ready to complete. To review current or previous *Crop Progress* reports for your State, click or tap **HERE**.

Email Subscriptions to NASS Reports

Do you have operators who are interested in receiving the results of NASS Surveys, but don't want to provide their email address after every survey that they complete? Operators can go to the NASS Website and very easily sign up to receive any State and National reports published by NASS throughout the year. From the main page, look for the Publications tab, and under "Receive Reports by Email", select either State Reports or NASS News Releases. All it takes is a first name, a last name, an email address, and an idea as to which reports they want to receive on a regular basis. Operators can choose specific reports or can sign up to receive everything for their state. When you conduct your survey interviews, be sure your respondents are aware of this option, and feel free to help them complete the online subscription form if asked.



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