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The U.S. Government's Global Hunger & Food Security Initiative

Survey Pretest Protocol for Computer-Assisted Interviewing Zone of Influence Survey



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Department of Agricultural Economics

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The objective of the tablet pretest is to ensure that CAPI programming is aligned with the final Feed the Future ZOI survey questionnaire and to seamlessly embed quality control mechanisms in the CAPI technique.



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Steps in the Tablet Pretest

The following steps describe the tablet pretest protocol

1. Select tablet pretest location and sample.
2. Conduct classroom training and practice.
3. Conduct data collection using tablets.
4. Hold debriefing on issues encountered and possible solutions.
5. Revise the questionnaire and tablet program.





Step I: Select the pretest location and sample

- METSS II Project Field Office Team will select an appropriate location for the pretest.
- The pretest communities should speak the same languages as the sample ZOI communities and share similar contextual factors; however, the pretests cannot take place in areas already identified for the survey as sample ZOI communities.
- The pretest communities should be rural.





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Step 2: Conduct classroom training and practice

- The in-depth classroom training will provide a clear understanding of the questionnaire
- practice conducting interviews using the paper questionnaire



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Step3: Conduct data collection using tablets

- To obtain sufficient feedback on programming for all modules, each pretest interviewer will conduct a minimum of two interviews.
- For each translated language, at least 10 male and 10 female household interviews will be conducted.
- explain the purpose of the ZOI survey and why the pretest is being conducted,
- obtain respondent's informed consent.





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Step 4: Hold a debriefing on issues encountered and possible solutions

- Based on the observations gained during the tablet pre-test, problems and errors encountered in the field with the data collection programs or field procedures need to be resolved.



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- The METSS II Project Field Office Team will hold a debriefing session with all field staff that participated in the tablet pretest. The team should discuss and clarify issues regarding the questionnaires, manuals, survey procedures, questionnaire and tablet navigation, and data transfer issues.
- To ensure an effective and efficient tablet pretest debriefing session, all supervisors need to review the team feedback forms and consolidate the information.





Step 5: Revise the questionnaire and tablet program

- The METSS Central Office will review the *Tablet Pretest Debriefing Report Form* and make necessary changes to the data entry system.





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