



IP7 Interviewer Feedback Form

Interviewer name: Number:

We would like to collect feedback from you about IP7; please tell us about your experiences of working on it by completing this interviewer feedback form. Please either:

- send it back to: Emily Dryer-Beers, TNS BMRB, 6 More London Place, London, SE1 2QY by 5th September; or
- if you have been asked to attend the IP7 de-brief, please keep the form and bring it with you.

Please read through the questions on this form **after each interview** and add notes as appropriate. Please also review the whole form once you have completed your assignment **and include as much detail as possible**.

FIELDWORK SUMMARY

Number of households successfully interviewed (productive households, i.e. household interview plus at least one adult individual interview):

Number of achieved individual interviews (adults 16+):

1. INITIAL CONTACT

a. CONTINUING SAMPLE MEMBERS: BOTH SAMPLE TYPES (WEB and F2F):

Did the sample members remember the study from last time?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

b. Did you use any of the materials on the doorstep as reminders (e.g. information leaflet, 'Understanding Society in the News' slides laminated Advance letter)?

Yes	<input type="checkbox"/>	➡ Q1c
No	<input type="checkbox"/>	➡ Q1d

c. Which ones were useful? Why?

d. Did any of the sample members notice or make a comment about TNS BMRB now managing the fieldwork rather than NatCen?

Yes	<input type="checkbox"/>	➡ Q1e
No	<input type="checkbox"/>	➡ Q1f

e. What did they say? Please tell us about any difficulties you had persuading people to take part as a result of this change?

f. REFRESHMENT SAMPLE AT IP7:

Did your assignment include refreshment sample members?

Yes

☐

➡ Q1g

No

☐

➡ Q2a

g. When contacting new households in the IP7 Refreshment sample: how easy or difficult was it to get them to take part? Why?

2. RECORDING OF AND USING INFORMATION

a. ELECTRONIC CONTACT SHEET (ECS)

How did you find using the Electronic Contact Sheet (ECS) and eReps to record contact attempts and outcomes with the respondents? How easy or difficult was it to use? Why?

- b. Please tell us about your experiences using the 'status summary' screen at Screen 0 to check whether CAWI sample members in your assignment had completed their interview online. How easy or difficult was it to access the information you needed? Were you able to keep track of sample progress during fieldwork? If you had any problems please tell us about them.

- c. Please use the box below to make any comments or suggestions you have to improve the use of the 'summary status' screen and the process of sample updates during fieldwork in general.

- d. **SAMPLE INFORMATION SHEET (SIS)**

Please tell us how you found using the Sample Information Sheet (SIS). How useful did you find the information included?

e. Is there any additional information which you think would be useful to add to the SIS?

f. Were there any issues with the feed-forward data in your sample? Please tell us about any errors or issues you had.

3. PROCEDURAL EXPERIMENTS

MIXED MODES: FACE TO FACE (F2F) AND WEB SAMPLE GROUPS

a. SAMPLE TRANSFERRED FROM WEB:

Please tell us below any reasons WEB sample members gave for not having completed their questionnaire online.

b. Did respondents comment on having received advance email and email reminders?

Yes

☐

➡ Q3c

No

☐

➡ Q3d

c. What did they say?

d. Did you end up visiting any cases that had been completed online?

Yes

☐

➡ Q3e

No

➡ Q3f

e. Please describe below what happened.

f. Were you required to finish off any cases that had been started online and you had to start interviewing in the middle of the questionnaire?

Yes

☐

➡ Q3g

No

➡ Q3i

g. Did you have any problems doing this?

Yes

☐

➡ Q3h

No

➡ Q3i

h. Please tell us about the problems you had. We would also like to know about respondents' reactions to this scenario.

i. CATI SAMPLE MEMBERS (MOP-UP)

Were you required to conduct any interviews over the phone (CATI) during the mop-up stage?

Yes

☐

➡ Q3j

No

☐

➡ Q3k

j. Please tell us about how you found this process? What could be improved to make it easier next time?

MULTI MODE: CASI SELF COMPLETION MODULE

k. How did the sample members react to the **CASI mode self-completion**? Please tell us if there were any respondents you found this method didn't suit well.

INCENTIVES

I. CONTINUING SAMPLE MEMBERS (F2F or WEB) WHO RECEIVED INCENTIVES IN ADVANCE MAILING:

Please tell us about any comments respondents made about the incentive they received in the advance mailing this year. If you had any difficulties responding to comments please tell us about those too.

m. Were you required to give any incentives to respondents who said the incentive had not been included as stated in the advance mailing?

Yes

☐

➡ Q3n

No

➡ Q3o

n. Please tell us what happened in this/these instance(s).

o. REFRESHMENT SAMPLE MEMBERS (ONLY ONE INCENTIVE INCLUDED IN ADVANCE MAILING):

Did your assignment include refreshment sample members?

Yes

☐

➡ Q3p

No

☐

➡ Q3q

- p. How did you find the process of giving the remaining incentives to respondents in the refreshment sample? Please tell us about any difficulties you had.

CONDITIONAL INCENTIVES FOR SOME NON-RESPONDERS AT IP6:

- q. How clear did you find the instructions and information on the SIS and in the CAPI script for giving **conditional** incentives to previous non-responding individuals? How certain were you about when it was necessary to give these incentives?

- r. Also, please tell us how easy or difficult you found the process of handing over the incentives. If you had any difficulties or awkward situations with respondents please tell us about those too.

ALL RESPONDENTS:

- s. Please tell us about any comments respondents made about the nature of the incentive itself (i.e. Love2shop voucher, how/where to use them etc).

BETWEEN WAVE MAILINGS

- t. Sample members were sent either one between-wave mailing or 2-3 mailings. Did any sample members comment on these mailings?

Yes

☐

➡ Q3u

No

☐

➡ Q4a

- u. What did they say?

4. OTHER EXPERIMENTS

A number of experiments were included at IP7, as detailed in the interviewer instructions.

TIME/RISK PREFERENCES

- a. How did sample members respond to the time and risk preference module? Please tell us about any difficulties you experienced and any feedback you got from participants.

GIFT CARDS

- b. How easy or difficult did you find using the gift cards? First tell us about the cards you handed over that could be used immediately. Please tell us about any issues you had here.

PROMISSORY NOTES

- c. Now please tell us about your experiences of issuing gift cards to be used in the future. How did you find explaining this to respondents? How useful were the Promissory notes for this purpose?

TIME DIARY

- d. Please tell us about your experiences of handing over the Time Diaries to adult respondents. How easy or difficult was the process of noting down the relevant days?

e. And how easy or difficult did you find explaining the task? Why?

f. What comments did respondents make about this task? What questions did they have? If you had any difficulties answering their questions please tell us here.

5. AUDIO RECORDINGS

- a. How did sample members respond to being asked for their permission to **audio record** parts of the interview? What issues did they raise? What questions did they ask?

- b. Where respondents refused permission, what were their main reasons for doing so?

c. Did you have any queries from them about the purpose of the sound recording?

Yes

☐

➡ Q5d

No

☐

➡ Q5e

d. What reassurances did you give?

e. How did you find the technical aspects of the task (using the microphone, plugging it into the correct socket and clipping the mouthpiece to the respondent's clothing)? Please tell us about any problems you had administering this.

- f. What were respondents reactions to being asked to wear the microphone? Please tell us about any concerns they had.

6. DIGIT LENGTH MEASUREMENTS

a. How did sample members respond to being asked for consent for you to measure their fingers?

b. Did you have any queries from them about the purpose of the collection of this measurement?

Yes

☐

➡ Q6c

No

☐

➡ Q6d

c. What reassurances did you give?

d. Did you have any difficulties with taking this measurement? If so what were they?

e. Did you help any 10-15 year olds with the finger measurement task included in the youth self completion questionnaire (whether answering questions regarding the task or assisting yourself with the measurement)?

Yes	<input type="checkbox"/>	➡ Q6f
No	<input type="checkbox"/>	➡ Q6g

f. Please tell us about your experiences helping young people with this task. We particularly want to know about difficulties they had understanding the task, using the printed ruler and any questions they asked.

g. Do you have any comments or suggestions for improving the procedure of taking this measurement?

7. CAPI GENERAL

a. Did the order/flow of the modules work well?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

b. What suggestions would you make to improve the order/flow?

c. Were there any specific questions that sample members found particularly sensitive/upsetting?

Yes	<input type="checkbox"/>	➡ Q7d
No	<input type="checkbox"/>	➡ Q7e

d. What reasons did they give?

e. Were there any particular areas of the questionnaire where the respondent seemed bored?

Yes

☐

➡ Q7f

No

➡ Q7g

f. Which areas were these? Why do you think they were bored?

g. Were there any particular areas of the questionnaire where the respondent seemed to particularly enjoy answering?

Yes

☐

➡ Q7h

No

➡ Q7i

h. Which areas were these? Why did you feel they enjoyed this in particular?

i. Were there any questions where you would have liked more information or guidance?

Yes

☐

➡ Q7j

No

➡ Q8a

j. What would have helped?

8. OTHER COMMENTS

- a. Please give any comments on the IP7 briefing: what did you like and what could be improved for next time?

- b. Do you have any further comments you would like to make that have not already been covered on this form?

Thank you for taking the time to complete this form.