
PART E, CHAPTER 2

FRONT OF THE CPS CATI INSTRUMENT

When you access a case in WebCATI, a separate data collection instrument is launched for the case as well. This separate instrument is kept minimized until <Continue with this Person> is clicked in WebCATI.

Prior to reaching the content questions in the CPS instrument there are a few introduction and verification screens that must be answered.

If the interview is being conducted in Spanish, press Shift + F5 and select Spanish.

Figure E21. Hello – screen

Current Population Survey - Ver 1.26

Forms Answer Navigate Options Help

CPS ADDR FAQ RDS Exit/F10

♦ Current Population Survey

**Hello. This is from the U.S. Census Bureau.
May I please speak to HOLLY REYNOLDS?**

Cutoff Date: December 31, 2005

☐ 1. This is correct person
☐ 2. Correct person called to phone
☐ 3. Person not home now or not available now
☐ 4. Person unknown at this number
☐ 5. Person no longer lives there (includes deceased individuals)
☐ 6. Other outcome OR problem interviewing household

CATI Hello

00000034 HELLO 1:49:55 PM 2-17-2006 8 1/522

HELLO

This screen is used to ask to speak to the designated person. The name of the designated person fills in the question.

If you do reach the household respondent or if the household respondent is being called to the phone, enter <1> or <2> to proceed to INTRO_1ST.

If the household respondent is not currently available to conduct the interview, enter <3>. The instrument will skip to screen HELLO_ALT. Enter a <0> on HELLO_ALT to ask for another respondent. The instrument will skip to HELP_OTH. Enter a <2> on screen HELP_OTH. The instrument will skip to WHO_CALLBACK. Enter <1> to exit the case and proceed to the WebCATI screens to assign the proper outcome for the case. The appointment will be set in WebCATI.

If the person who has answered the phone has not heard of the household respondent, enter <4>. The instrument will proceed to SOMEONE_IN_HH to verify that you have reached the correct household.

If the person no longer lives there (include deceased individuals) enter <5>. The instrument will proceed to SOMEONE_IN_HH to verify that you have reached the correct household.

If you encounter a problem or alternate situation with the case, enter a <6>. The instrument will skip to screen HELLO_PRB. Enter a <6> on HELLO_PRB to exit the case and proceed to the WebCATI screens to assign the proper outcome for the case. You will be able to record the specific problem at the WebCATI “Interviewing” screen.

Prior to leaving the instrument the screen SHOW_CTRL and SHOW_ROS will appear. Enter <1> to continue.

Figure E22. Intro - screen

Current Population Survey - Ver 2.56

Forms Answer Navigate Options Help

CPS ADDR FAQ ROS SSN_OPTOUT Exit/F10

Hello, I'm from the U.S. Census Bureau.

I'm calling concerning the Current Population Survey. We contacted this household last month to obtain the government's statistics on employment and unemployment in your city and across the country. I'm calling this month to update the information.

I have your address listed as:

901 RAZORBACKS WAY

ANYTOWN, KS 99997-997

Is that your exact address?

☐ 1. SAME address ☐ 3. Haven't moved but address has changed

☐ 2. MOVED, not same address ☐ 4. Incorrect address previously recorded

initial introduction

00000055 INTRO_1ST 3:53:30 PM 4-12-2007 4 8/501

INTRO

Here is where you explain to the respondent the reason for the call and to verify the address.

If <1> is entered, proceed to INTROB_CT.

Entering <2> will take you to the MOVED screen. CPS does not interview movers so this will end the interview.

Enter <3> or <4> to update the address fields.

Not all fields must be filled in. You may leave anything but NEWMPO_CP, NEWMST_CP and NEWMZIP_CP blank.

Figure E23. Intro Supervisor Statement - screen

Current Population Survey - Ver 1.26

Forms Answer Navigate Options Help

CPS ADDR FAQ ROS Exit/F10

◆ **READ:**
My supervisor is working with me today and may listen in to evaluate my performance.

◆ (Persuade respondent to complete interview now, if possible.)

☒ 1. Continue
☐ 2. Inconvenient time - Callback needed
☐ 3. Other outcome or problem

Intro for Partial:
Continue?

Will resp be home?
Resume interview

00000090 INTROB_CT 2:30:06 PM 2-17-2006 2 Tim Butler 15/522

INTROB_CT - Supervisor Statement

You must inform the respondent that your supervisor might be monitoring you.

Enter <1> to proceed to screen STLLIV to verify, and if necessary update the household roster.

Enter <2> if the respondent wishes to continue the interview at a later time. The instrument will skip to the screen SHOW_CTRL where you will enter precode <1> to continue. At the WebCATI “Interviewing” screen select option <2> to set an appointment.

Enter <3> if a problem surfaces at this point. The instrument will skip to the screen SHOW_CTRL where you will enter precode <1> to continue. Enter <1> to continue and exit the case and proceed to WebCATI. At the WebCATI “Interviewing” screen select option <1> for Problem with Call.