

# Interviewer Application

\*borrows heavily from manual at  
[http://siteresources.worldbank.org/INTCOMPTOOLS/Resources/8213623-1380598436379/Interviewer\\_manual.pdf](http://siteresources.worldbank.org/INTCOMPTOOLS/Resources/8213623-1380598436379/Interviewer_manual.pdf)

# Overview

- Overview, purpose, and localization
- Set-up CAPI application and syncing
- Dashboard
- Collecting data
- Completing an interview and synchronization

# Learning Objectives

- Know how to install Interviewer application
- Know how to open and complete a case
- Know how to synchronize Interviewer with the server

# **Overview, purpose, and localization**

# Overview, purpose, and localization

- Interviewer is an Android application which is used by enumerators to complete the questionnaire.
- This application should already be installed and configured for the enumerators so all they have to do is open the app.
- This is the ONLY part of SS that enumerators will work with.

# Overview, purpose, and localization

- The purpose of the app is to collect data in electronic format with data validation.
- The application exchanges data between the other components (e.g. HQ and Supervisor) via the server.
- During and after data collection, HQ will aggregate all of the data collected through various devices into one common database.

# Overview, purpose, and localization

- The Interviewer application can work in French, English, Spanish, Portuguese, Russian, Thai, and Indonesian. This can change dialog boxes, menus, and error messages.
- Note that the Interviewer application will react to the language settings of the operating system.

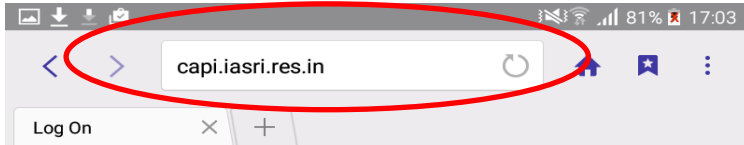
# **Set-up CAPI application and syncing**



# Set-up CAPI application

- Interviewer application ONLY works on Android 4.3 or better. Accordingly, make sure the tablets purchased in test countries come w/ the proper version of Android.

# Set-up CAPI application



Please log in

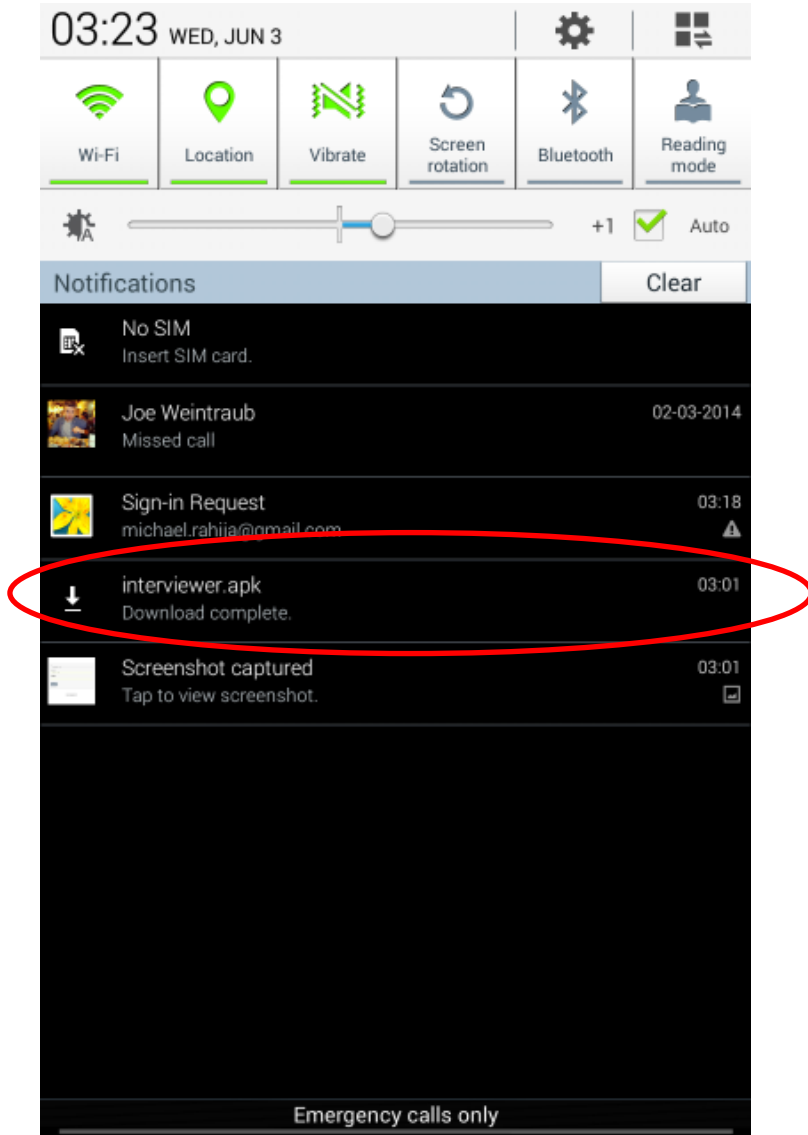
User name

Password

Log in

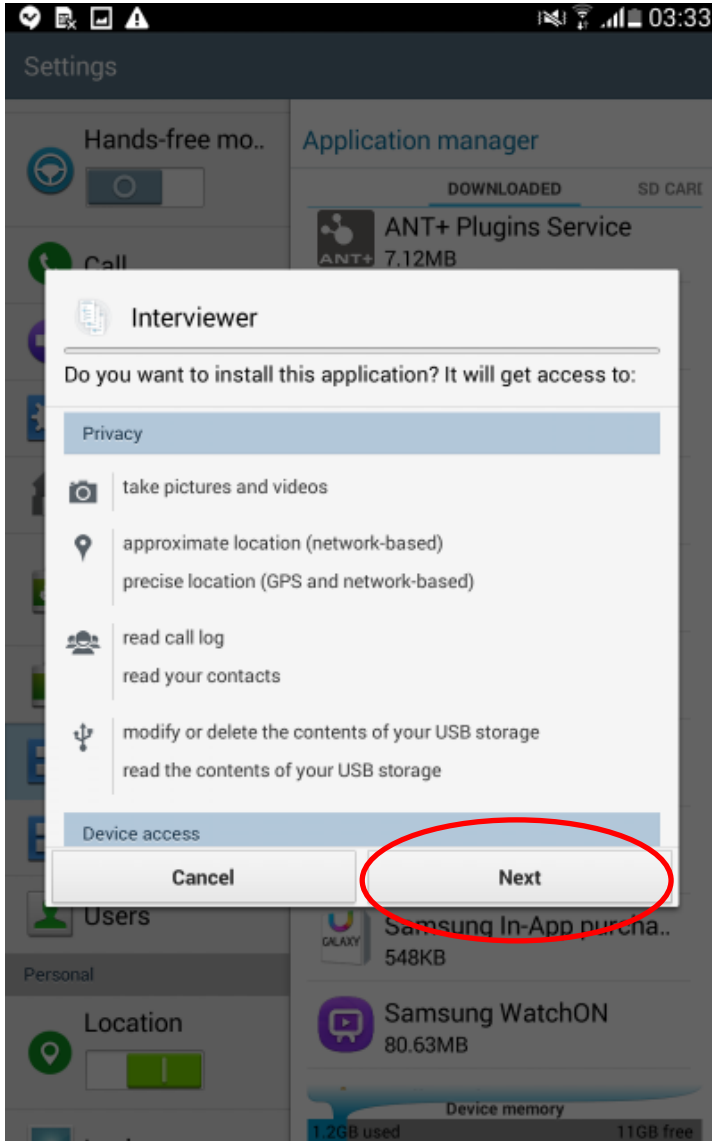
- Go to same URL as HQ and Supervisor on the browser in the tablet.
- No need to login.
- Touch “Get Interviewer App”
- You might receive a warning message, just touch “OK”.

# Set-up CAPI application



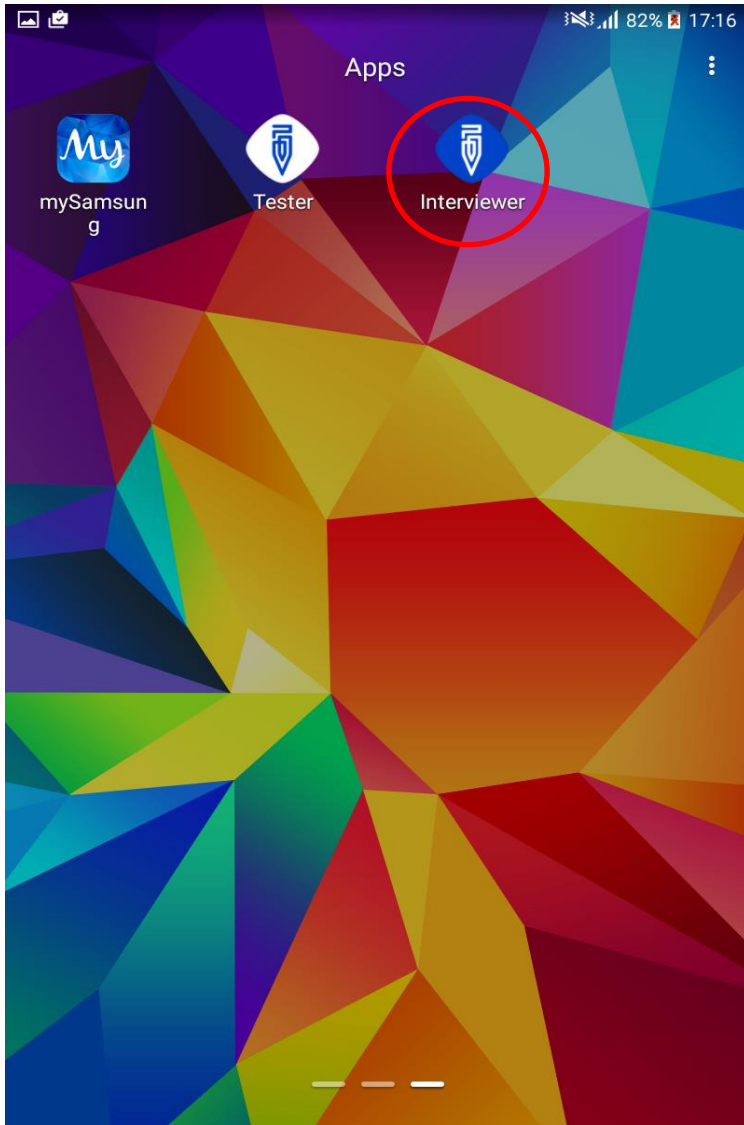
- Go to “downloads” and touch “interviewer.apk” to install.
- You may receive a warning message about downloading an app from the internet, just touch “OK”.

# Set-up CAPI application



- Allow app to have access to everything.


# Set-up CAPI application



- Go to application and touch the Interviewer application icon.

# Set-up CAPI application

Survey Solutions Interviewer



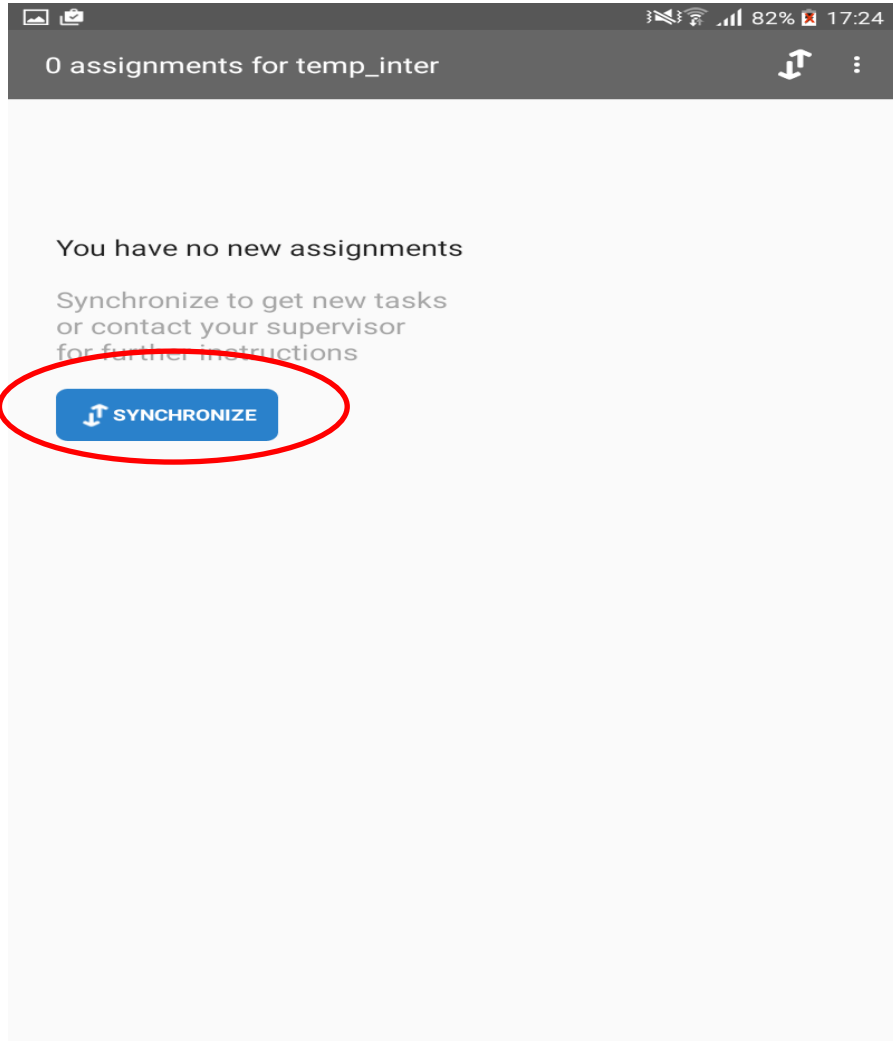
Survey Solutions  
Interviewer

[Sign in](#) [Troubleshooting](#)

*This is first boot on this device. User and domain are not set yet.  
You need internet connection to proceed*

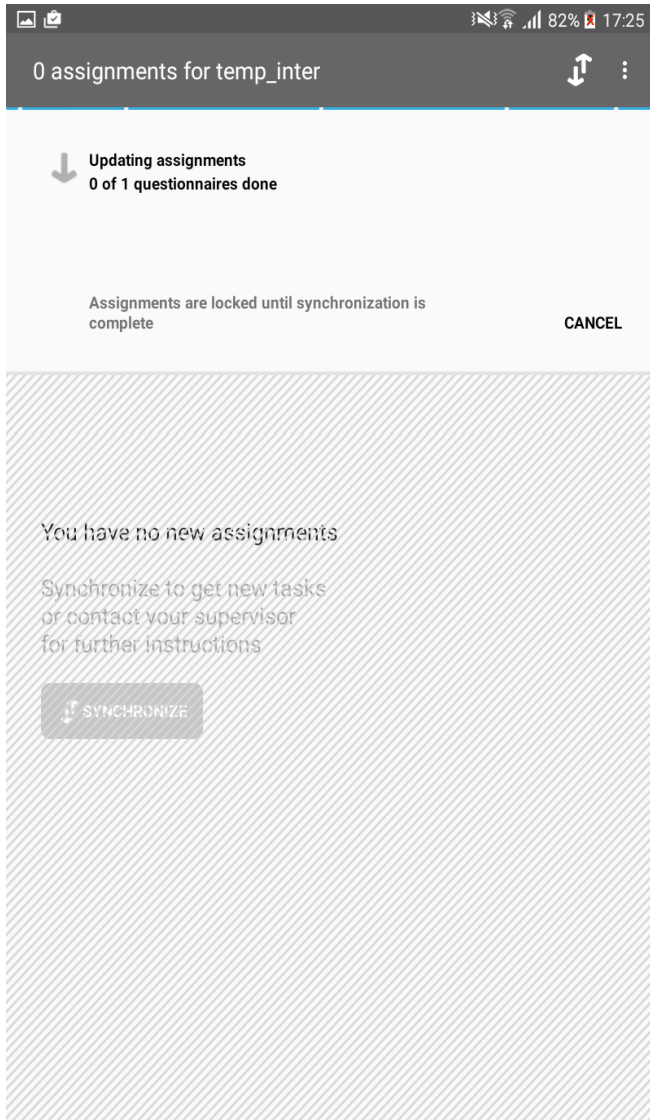
- Enter the URL of the server and login credentials.
- Also, beware of spaces inserted after the login. If there's a space, the login will not work.
- After all fields are complete, touch “Start synchronization”.

# Set-up CAPI application



- No cases appear on the dashboard because the application hasn't been synced with the server. So synchronize.

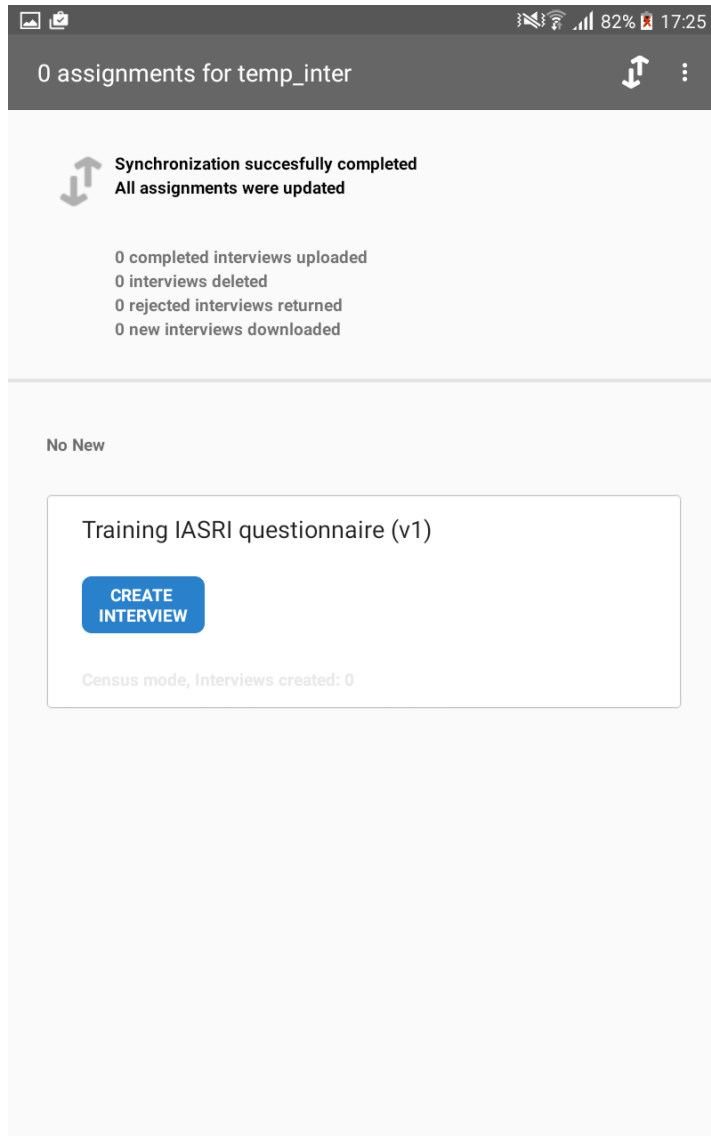
# Set-up CAPI application



- Wait for it connect, and sync...
- When the device synchronizes, **it's exchanging information with the server**. So, the device is receiving cases assigned to it, and sending completed cases.



# Set-up CAPI application



- See the confirmation for a successful syn. If “Synchronization successfully completed” does not appear, check your internet connection and login info, then try again.
- If successful, you can be sure that all information has been sent and received successfully.

# Dashboard

# Dashboard

The **DASHBOARD** contains the questionnaires that have been assigned to the enumerators.

## Sample Mode

5 assignments for Igreen

New 2

Started 1

Completed 1

Rejected 1

Employees register (v1)

REGION: Surxondaryo Region

ADDRESS: 32 Bukhara rd

Assigned on 11/11/2015 10:04:16 PM

Not started

Employees register (v1)

REGION: Sirdaryo Region

ADDRESS: 35 Tashket

Assigned on 11/11/2015 10:10:47 PM

Not started

## CENSUS Mode

5 assignments for Igreen

New 2

Started 1

Completed 1

Rejected 1

Uganda\_MAPS\_Focus Group (v1)

CREATE INTERVIEW

Census mode, Interviews created: 0

Question Types (v1)

CREATE INTERVIEW

Census mode, Interviews created: 0

# Dashboard

The DASHBOARD sorts the cases by status

5 assignments for Igreen

New 2 Started 1 Completed 1 Rejected 1

Employees register (v1)

REGION: **Surxondaryo Region**

ADDRESS: **32 Bukhara rd**

Assigned on 11/11/2015 10:04:16 PM

Not started

Employees register (v1)

REGION: **Sirdaryo Region**

ADDRESS: **35 Tashket**

Assigned on 11/11/2015 10:10:47 PM

# Dashboard

To **OPEN** a case in Sample Mode or create a case in census mode, just tap the case, or “Create an Interview”

## Sample Mode

5 assignments for lgreen

New 2 Started 1 Completed 1 Rejected 1

**Employees register (v1)**  
REGION: Surxondaryo Region  
ADDRESS: 32 Bukhara rd  
Assigned on 11/11/2015 10:04:16 PM  
Not started

**Employees register (v1)**  
REGION: Sirdaryo Region  
ADDRESS: 35 Tashket  
Assigned on 11/11/2015 10:10:47 PM  
Not started

## CENSUS Mode

5 assignments for lgreen

New 2 Started 1 Completed 1 Rejected 1

**Uganda\_MAPS\_Focus Group (v1)**  
**CREATE INTERVIEW**  
Census mode, Interviews created: 0

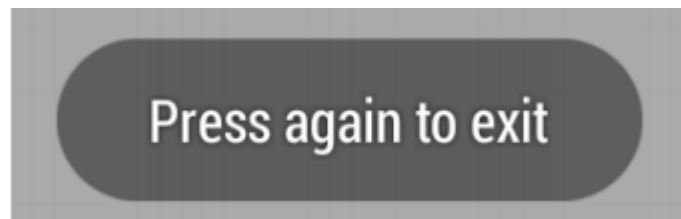
**Question Types (v1)**  
**CREATE INTERVIEW**  
Census mode, Interviews created: 0

# Dashboard

To **CLOSE** a case touch the back button below on the tablet.



You may then see a message, in which case you will need to touch the back button again.



# Dashboard

To resume a case, go back to the dashboard and filter for started interviews, and open the case

5 assignments for Igreen

New 2 **Started 1** Completed 1 Rejected 1

Employees register (v1)

REGION: **Surxondaryo Region**

ADDRESS: **32 Bukhara rd**

Assigned on 11/11/2015 10:04:16 PM

Not started

# Collecting Data



# Collecting data - Navigation

Open navigation  
pane

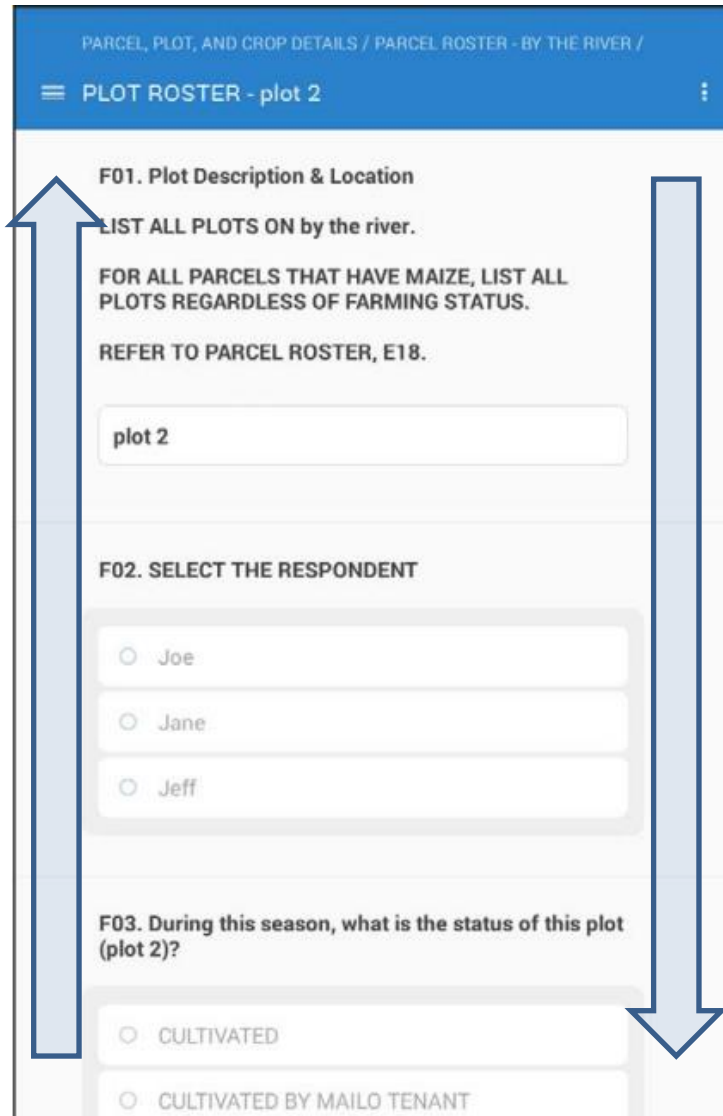
The screenshot shows a mobile application interface with a blue header bar labeled "Extension Services". Below the header, there is a list of extension services with checkboxes: NATIONAL AGRICULTURAL ADVISORY SERVICES (NAADS), INPUT SUPPLIER, NGO, COOPERATIVE/FARMER'S ASSOCIATION, LARGE SCALE FARMER, and OTHER EXTENSION SERVICES. Below this list, there are two questions. Question I09 is "Are you informed of training programs organized by NAADS?" with radio button options YES and NO. Question I10 is "Has any member of your household participated in a training program organized by NAADS in the past". The bottom of the screen shows a greyed-out area for question I10.

Question with  
options

Enabled  
questions

Disabled  
question

# Collecting data - Navigation



PARCEL, PLOT, AND CROP DETAILS / PARCEL ROSTER - BY THE RIVER /

≡ PLOT ROSTER - plot 2

**F01. Plot Description & Location**

LIST ALL PLOTS ON by the river.

FOR ALL PARCELS THAT HAVE MAIZE, LIST ALL PLOTS REGARDLESS OF FARMING STATUS.

REFER TO PARCEL ROSTER, E18.

plot 2

**F02. SELECT THE RESPONDENT**

☐ Joe

☐ Jane

☐ Jeff

**F03. During this season, what is the status of this plot (plot 2)?**

☐ CULTIVATED

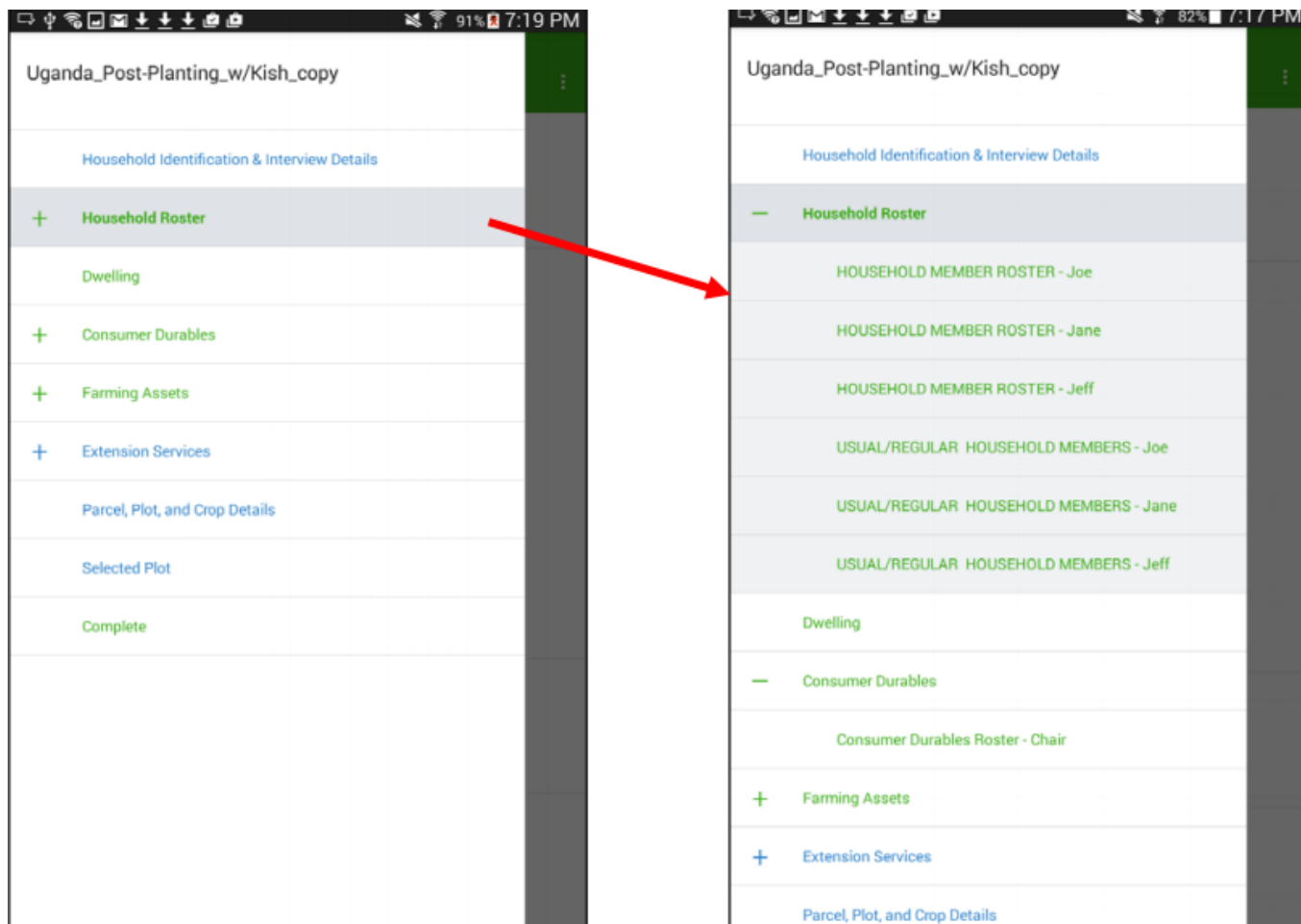
☐ CULTIVATED BY MAILO TENANT

The image shows a mobile application interface for data collection. It features a blue header bar with the title 'PLOT ROSTER - plot 2' and a hamburger menu icon on the left and a vertical ellipsis icon on the right. Below the header, the form is divided into sections. The first section, 'F01. Plot Description & Location', contains instructions and a text input field with 'plot 2'. The second section, 'F02. SELECT THE RESPONDENT', contains three radio button options: 'Joe', 'Jane', and 'Jeff'. The third section, 'F03. During this season, what is the status of this plot (plot 2)?', contains two radio button options: 'CULTIVATED' and 'CULTIVATED BY MAILO TENANT'. Two large blue arrows are overlaid on the form: one pointing upwards on the left side and one pointing downwards on the right side, indicating the swipe gestures for navigation between sections.

Swipe up and down  
to navigate  
between questions.

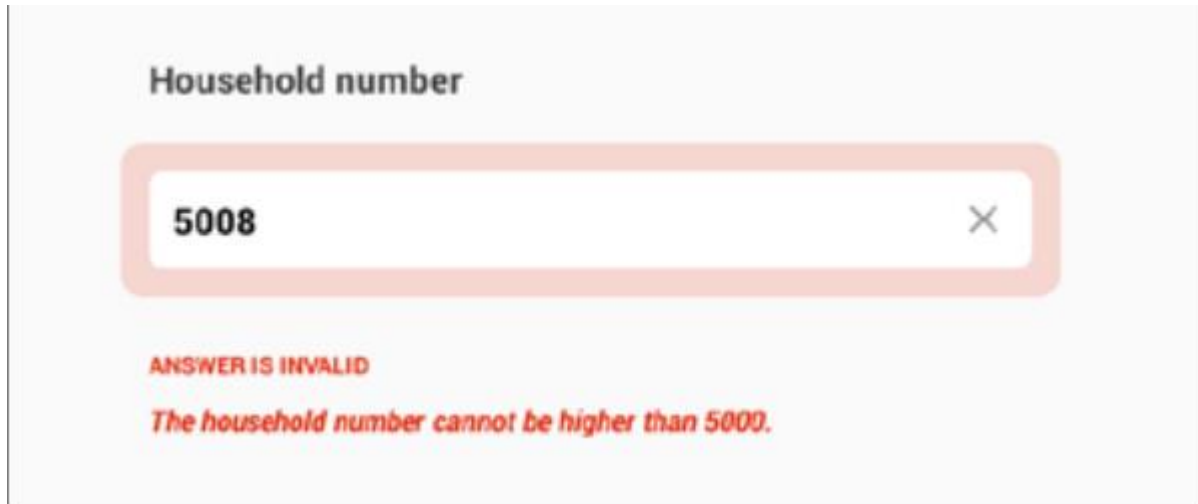
# Collecting data - Navigation

Use the navigation pane to navigate between rosters, and modules.



# Collecting data - Validation

The outline of the response turns **red**, and the message appears when a validation condition is violated.



Household number

5008

ANSWER IS INVALID

*The household number cannot be higher than 5000.*

# Collecting data – question types

## Numeric

B05. During the past 12 months, how many months did joe live here?

WRITE 12 IF ALWAYS PRESENT OR IF AWAY LESS THAN A MONTH.

MONTHS

Tap to enter number

B06. If j  
main re

○ N  
○ N  
d

1	2	3	✕
4	5	6	Done
7	8	9	-
SYM	0		⌨

# Collecting data – question types

## Text

A09. NAME OF HOUSEHOLD HEAD:

John



The image shows a digital form interface for data collection. At the top, the question 'A09. NAME OF HOUSEHOLD HEAD:' is displayed. Below it is a text input field containing the name 'John'. At the bottom of the form is a virtual keyboard with four rows of keys. The first row contains numbers 1-0 with their respective symbols and a 'Del' key. The second row contains letters q-p and a backspace key. The third row contains letters a-l and a 'Done' key. The fourth row contains letters z-m, punctuation keys for comma/exclamation mark and period/question mark, and an upward arrow key. The bottom-most row contains 'Ctrl', 'Sym', an emoji icon, a language selector showing 'English(US)' with a keyboard icon, and left/right arrow keys.

# Collecting data – question types

## Single Select

B04. What is the residential status of joe?

- ☒ USUAL MEMBER PRESENT
- ☐ USUAL MEMBER ABSENT
- ☐ REGULAR MEMBER PRESENT
- ☐ REGULAR MEMBER ABSENT
- ☐ GUEST
- ☐ USUAL MEMBER WHO LEFT HOUSEHOLD MORE THAN 6 MONTHS AGO
- ☐ LEFT PERMANENTLY/DIED

# Collecting data – question types

## Multi Select

I03. What was the advice from NATIONAL AGRICULTURAL ADVISORY SERVICES (NAADS) about?

- ☒ Agricultural production
- ☐ Agricultural prices
- ☒ Agro-processing
- ☒ Crop Marketing
- ☐ Livestock Marketing
- ☐ Fishing production
- ☐ Livestock production: Meat
- ☐ Livestock production: Milk
- ☐ Prevention of Livestock diseases



# Collecting data – question types

## Categorical Multi Select, Yes/No

Does the enterprise sell [ITEM]?

Yes / No

☒ / ☐ Cereals

☐ / ☒ Roots and Tubers

☒ / ☐ Vegetables

☒ / ☐ Fruits

☒ / ☐ Meat and Fish

# Collecting data – question types

## Cascading

Household Identification & Interview Details

HOUSEHOLD IDENTIFICATION

A01. DISTRICT

Tap to enter text

- IGANGA
- MAYUGE
- SERERE
- SIRONKO

A04. PARISH/WARD

A05. VILLAGE NAME

1 2 3 4 5 6 7 8 9 0 Del  
q w e r t y u i o p  
a s d f g h j k l Done  
↑ z x c v b n m , . ? ↑  
Ctrl Sym English(US) ← →

Household Identification & Interview Details

HOUSEHOLD IDENTIFICATION

A01. DISTRICT

SERERE

A02. COUNTY/MUNICIPALITY

Tap to enter text

- KASILO
- SERERE

1 2 3 4 5 6 7 8 9 0 Del  
q w e r t y u i o p  
a s d f g h j k l Done  
↑ z x c v b n m , . ? ↑  
Ctrl Sym English(US) ← →

# Collecting data – question types

## List

The screenshot shows a mobile application interface for a 'Household Roster' form. The top status bar displays various icons and the time '4:55 PM' with '82%' battery. The app's header is blue with a hamburger menu icon on the left and a vertical ellipsis on the right, with the title 'Household Roster' in the center. The main content area is light gray and contains the following text:

IN ORDER TO MAKE A COMPREHENSIVE LIST OF INDIVIDUALS CONNECTED TO THE HOUSEHOLD, USE THE FOLLOWING PROBE QUESTIONS:

Just to make sure that I have a complete listing:

- a) Are there any other persons such as small children or infants that we have not listed?
- b) Are there any other people who may not be members of your family such as domestic servants, lodgers or friends who usually live here?
- c) Are there any guests or temporary visitors staying here, or anyone else who stayed here last night, who have not been listed? IF YES, what are their names?

B01. NAME

MAKE A COMPLETE LIST OF HOUSEHOLD MEMBERS IN THE LAST 12 MONTHS INCLUDING GUESTS WHO SLEPT HERE LAST NIGHT AND THOSE THAT LEFT THE HOUSEHOLD PERMANENTLY

Below the instructions, there is a list of three household members, each in a white rounded rectangle with a gray border and a close button (X) on the right:

- Joe
- Jane
- Jeff

At the bottom, there is a text input field with the placeholder text 'Tap to enter new item'.

# Collecting data – question types

## Date

A17. DATE OF INTERVIEW

*Tap to enter date*

Set date

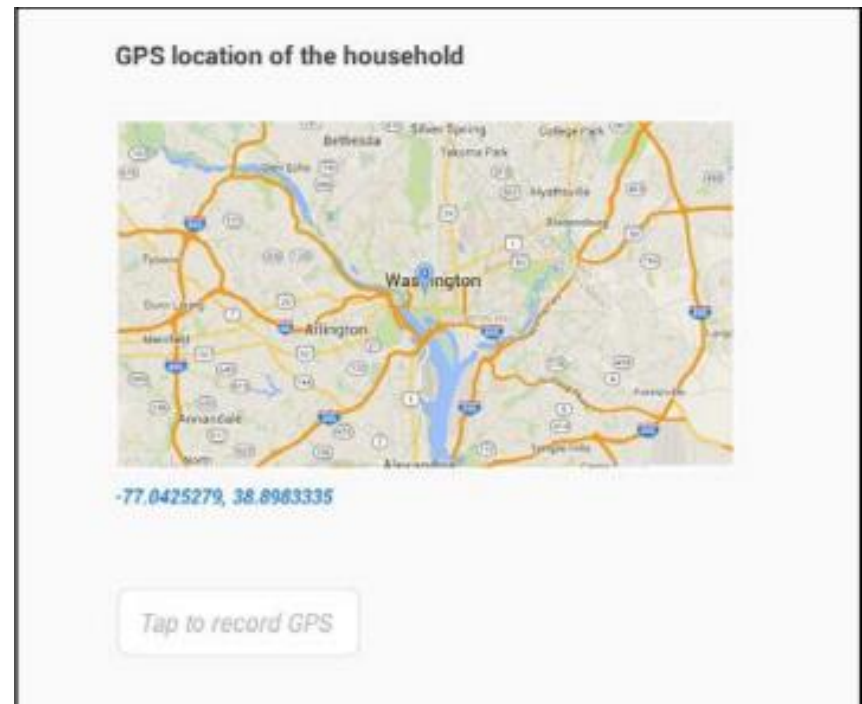
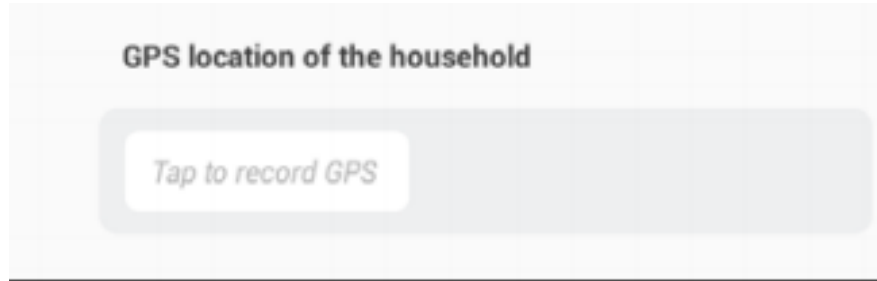
			September 2015							
			S	M	T	W	T	F	S	
Aug	07	2014	36	30	31	1	2	3	4	5
Sep	08	2015	37	6	7	8	9	10	11	12
			38	13	14	15	16	17	18	19
Oct	09	2016	39	20	21	22	23	24	25	26
			40	27	28	29	30	1	2	3
			41	4	5	6	7	8	9	10

Cancel

Set

# Collecting data – question types

## GPS



# Collecting data – Groups and Rosters

*Individual groups of questions are created for the each answer to the trigger question. Open the set of questions by tapping the roster.*

Extension Services

I01. Did anyone in this household receive advice/information about agricultural/ livestock activities from any of the following sources in the past 12 months?

☒ NATIONAL AGRICULTURAL ADVISORY SERVICES (NAADS)

☐ INPUT SUPPLIER

☒ NGO

☐ COOPERATIVE/FARMER'S ASSOCIATION

☐ LARGE SCALE FARMER

☐ OTHER EXTENSION SERVICES

EXTENSION SERVICES ROSTER - NATIONAL AGRICULTURAL ADVISORY SERVICES (NAADS)

Section started: one answer, no sub-sections

EXTENSION SERVICES ROSTER - NGO

Section not started

EXTENSION SERVICES ROSTER - NGO

I06. Did anyone in the household pay anything in order to receive any type of advice from NGO in the past 12 months?

☐ YES

☐ NO

I07. How much was paid?

UGS

I08. How would you rate the advice received?

☐ Good

☐ Average

☐ Bad

To parent



*Use "To Parent" to navigate a level up.*

# **Completing an interview and synchronization**

# Completing interview and sync

*When a section turns **green**, it is completed and there are no errors.*

The screenshot shows a mobile application interface with a green header bar containing a menu icon, the text "New Section", and a three-dot menu icon. Below the header, there is a section titled "Please select which team you belong to" with four radio button options: "Team 1" (selected), "Team 2", "Team 3", and "Team 4". Each option is in a white box with a close button (X) on the right. Below this, there is a section titled "Please indicate which describes how you feel about the statement, 'Survey Solutions is user friendly'" with five radio button options: "Strongly disagree", "Disagree", "Neutral", "Agree", and "Strongly Agree" (selected). Each option is in a white box with a close button (X) on the right. At the bottom, there is a question: "Have you used any type of electronic data collection devices before?".

The screenshot shows a mobile application interface with a dark header bar containing various icons and the text "Uganda\_Post-Planting\_w/Kish\_copy". Below the header, there is a list of sections. The first section is "Household Identification & Interview Details". The second section is "Household Roster", which is highlighted with a blue bar. Under "Household Roster", there are three rows: "HOUSEHOLD MEMBER ROSTER - Joe", "HOUSEHOLD MEMBER ROSTER - Jane", and "HOUSEHOLD MEMBER ROSTER - Jeff", all in green text. Below these are three rows: "USUAL/REGULAR HOUSEHOLD MEMBERS - Joe", "USUAL/REGULAR HOUSEHOLD MEMBERS - Jane", and "USUAL/REGULAR HOUSEHOLD MEMBERS - Jeff", all in green text. Below these are three rows: "Dwelling", "Consumer Durables", and "Farming Assets", all in blue text. Below these are three rows: "Extension Services", "Parcel, Plot, and Crop Details", and "Selected Plot", all in blue text. The bottom of the screen shows a dark bar with a plus icon and the text "Extension Services".



# Completing interview and sync

*Sections containing errors are **red**, and unfinished sections are **blue**.*

The screenshot shows a mobile application interface with a status bar at the top displaying signal strength, Wi-Fi, battery at 80%, and time 5:03 PM. The main content area is titled "Uganda\_Post-Planting\_w/Kish\_copy". Below the title is a list of sections:

- Household Identification & Interview Details
- Household Roster (expanded)
- HOUSEHOLD MEMBER ROSTER - Joe
- HOUSEHOLD MEMBER ROSTER - Jane
- HOUSEHOLD MEMBER ROSTER - Jeff
- USUAL/REGULAR HOUSEHOLD MEMBERS - Joe
- USUAL/REGULAR HOUSEHOLD MEMBERS - Jane
- USUAL/REGULAR HOUSEHOLD MEMBERS - Jeff
- Dwelling
- Consumer Durables
- Farming Assets
- + Extension Services
- Parcel, Plot, and Crop Details
- Selected Plot

The sections "HOUSEHOLD MEMBER ROSTER - Joe", "HOUSEHOLD MEMBER ROSTER - Jane", "HOUSEHOLD MEMBER ROSTER - Jeff", "USUAL/REGULAR HOUSEHOLD MEMBERS - Joe", "USUAL/REGULAR HOUSEHOLD MEMBERS - Jane", and "USUAL/REGULAR HOUSEHOLD MEMBERS - Jeff" are highlighted in green. The section "USUAL/REGULAR HOUSEHOLD MEMBERS - Jeff" is highlighted in red. The section "Household Roster" is highlighted in blue. The section "Extension Services" is highlighted with a blue plus icon.

# Completing interview and sync

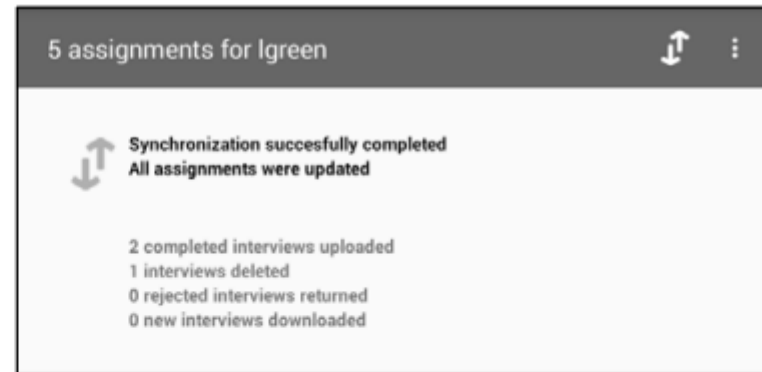
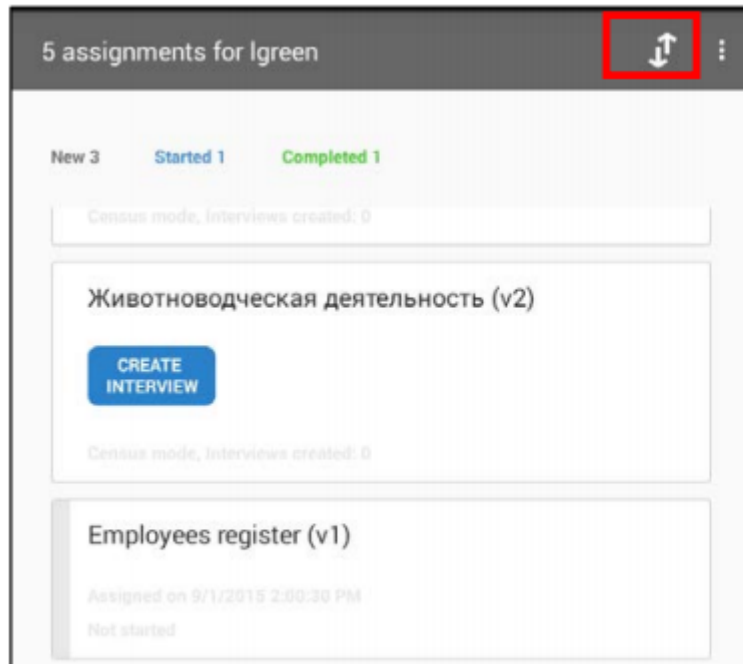
- *Before the interview is completed, the interviewer is showing a screen summarizing the number of answer, unanswered and errors.*
- *There is also comment box.*

The screenshot shows a mobile application interface for completing an interview. At the top, there is a green header bar with a hamburger menu icon and the word "Complete". Below the header, a message states "You are about to complete this interview". A section titled "QUESTIONS STATUS" displays three statistics: "70 Answered" in blue, "30 Unanswered" in black, and "No Errors" in grey. Below this is a "NOTE FOR SUPERVISOR" section with a text input field containing the placeholder "Tap to enter text". A green "Complete" button is positioned above a final message: "AFTER YOU FINISH THIS INTERVIEW IT WILL BE MARKED AS COMPLETED AND WILL BE UPLOADED TO SUPERVISOR DURING YOUR NEXT SYNCHRONIZATION". The top status bar of the phone shows various icons, 80% battery, and the time 5:06 PM.

QUESTIONS STATUS		
70 Answered	30 Unanswered	No Errors

# Completing interview and sync

*After the interview is completed, the dashboard will appear. Touch the arrows to synchronize.*



**QUESTIONS??**