

Using ACASI in HIV Research

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What is ACASI

- Audio Computer Assisted Self-Interview
 - Used instead of face to face structured interviews
 - Can use with interviewer (CAPI)
 - Can be done on laptops, web, PDAs
- Several programs available
 - BLAISE, Entryware, Cases, Surveycraft
 - <http://chipts.ucla.edu/tempmat/broadsheet/Assessment.pdf>
 - QDS for this study
 - <http://www.novaresearch.com/Products/qds/>

Advantages

- Standardized interviews
- Reduce personnel costs
 - Interviewers
 - Data entry
- Include complex skip patterns and data checks/validation
- Allows for flexible interviewing
 - Many people in a single room
- Shown to be valid and reliable
- Shown to produce less social desirable responses
 - For stigmatized behaviors

Disadvantages

- Impersonal
 - Can lead to less connection between interviewer and participant
- Not as good for qualitative
- Does not handle certain data structures well---"masks"

Structure

- Design Studio
 - Build your surveys
 - \$295
 - Files: .Qds
- ACASI Program
 - Run your surveys
 - \$400-\$500 per computer
 - Files: .Qsi
- Warehouse
 - Manage and export data
 - \$495
 - Files: .Qad

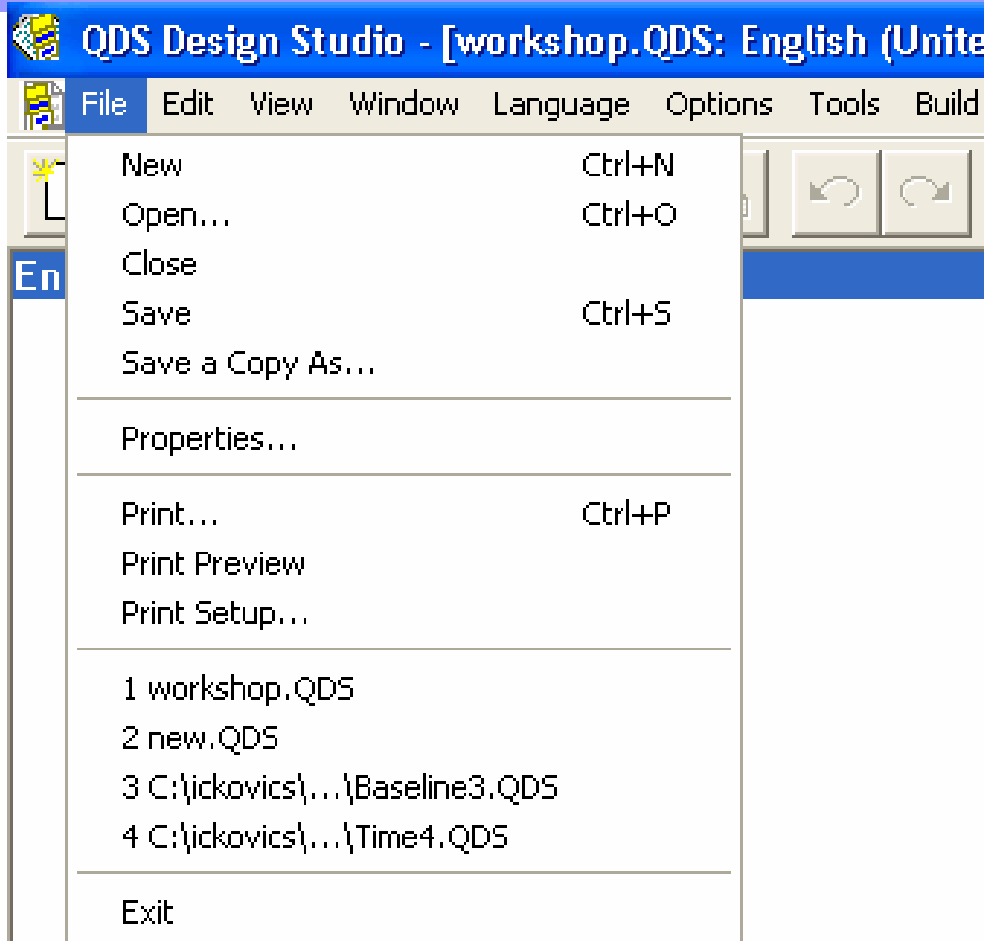
Process

- Develop your survey “offline”
- Design your survey using Design Studio
- Create all audios
- Test your survey to check
 - Length
 - All audio files
 - Skip patterns
- Set up and manage data warehouse
- Export to statistical program
 - SPSS, SAS

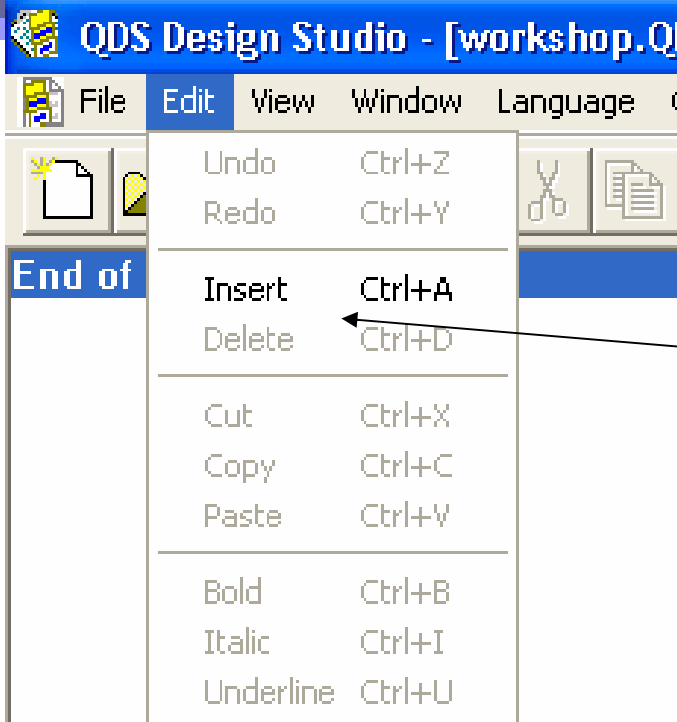
Designing your Survey

- Go to QDS....
 - Questionnaire Design Studio
 - File..... new
 - Give the File a name

Toolbar: File

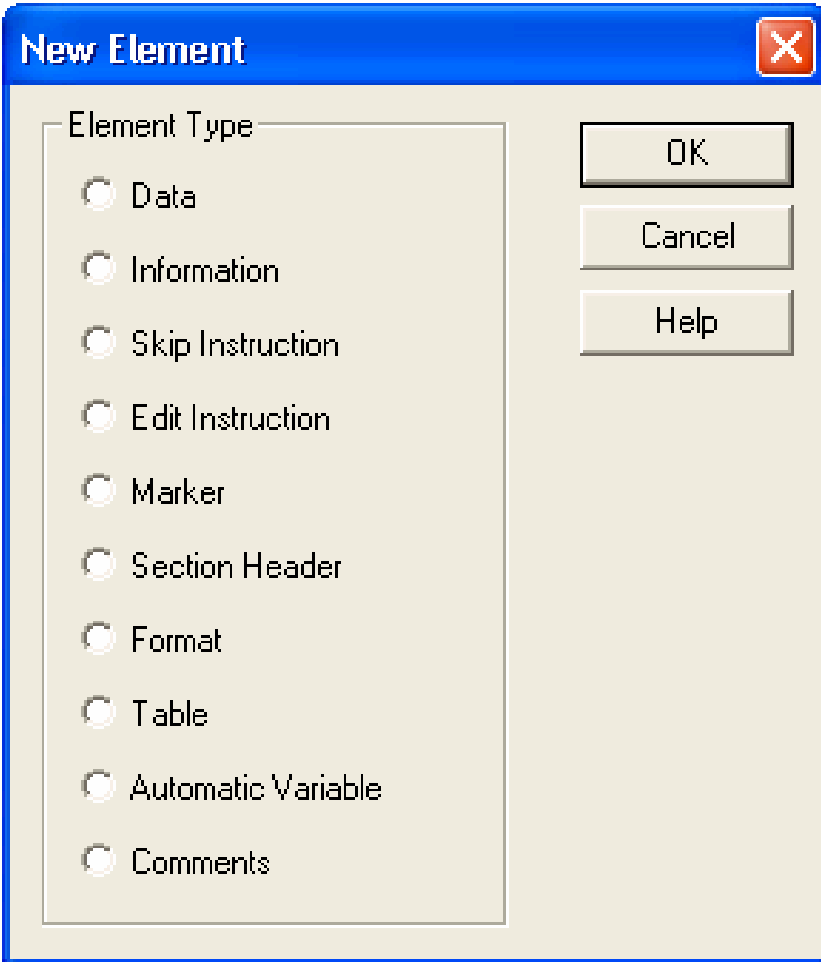


Toolbar: Edit



- Standard choices—in terms of cutting, pasting, etc.
- One we care about in is Insert

Insert



New Element

Element Type

- Data
- Information
- Skip Instruction
- Edit Instruction
- Marker
- Section Header
- Format
- Table
- Automatic Variable
- Comments

OK
Cancel
Help



Type of elements we can include in our survey

Element Types

- Data
 - Research questions—of all types
- Information
 - Instructions for interviewers or participants
 - “Put in study ID” ---for interviewers
 - “The next ten questions are about how you have been feeling over the last week. Please respond using the following scale.....”
- Skip Instruction
 - Programs skip patterns within the interview
 - If do not smoke skip next question
- Edit Instruction
 - Allows for specialized message if response matches criteria
 - Used for data checking (e.g., you previously said you had only 2 partners...but your response to this question suggests?”

Element Types

- Marker
 - Used with Skip and Edit Instructions to go to certain sections if answer in a particular way
- Section Header
 - Used to help organize survey into parts/section
 - Important if want to use common naming structures for questions from the same scale
- Format
 - Allows you to put in a page break for hard copy surveys
 - Reset question numbering
- Table
 - Builds table format

Element Types

- Automatic Variable
 - Creates several types of automatic variables (today's date, time, numeric calculations)
- Report
 - In QDS 2.5---can't really figure out a utility
- Comments
 - Add comments that helps your program or provides information documenting survey
 - E.g., added this question 3/12/2006 because.....
 - People seem to be having difficulty with this question, but kept it because...

Creating Your Survey

- Adding Elements
 - Data Elements
 - Insert.....Data

Data/Questions

QDS Design Studio - [tyrrr.QDS: English (United States)]

File Edit View Window Language Options Tools Build Help

Data Element | Probes | Image | Applicability | Styles | Calculations | If Skipped | Notes | Response Set

Text of Question:
Have you had a drink of alcohol in the past week?

Question Suffix: Increment Question Number Integer Question Number: Response Type: Yes/No

Variable Name: ALCOHOL Variable Label: Alcohol Use Card

Audio File Name: Alcohol Audio Interruptible? Branch to: Next element Marker:

Data collected for New Variable

OK Cancel Apply Help

Question Types

Response Type:

Yes/No

Yes/No

Gender

Response Card

Nominal - Pick One

Nominal - Check Each

Date

Time of Day

Time Span

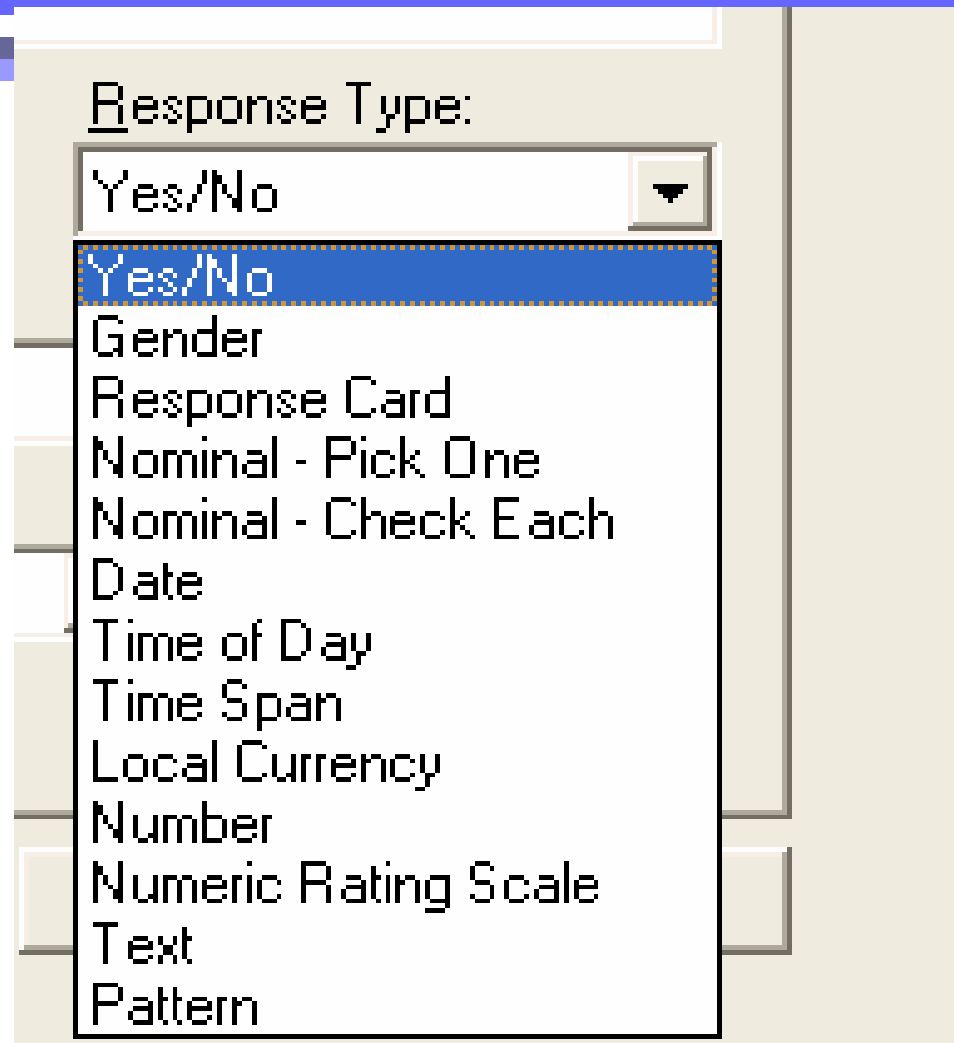
Local Currency

Number

Numeric Rating Scale

Text

Pattern

A screenshot of a software interface showing a dropdown menu for 'Response Type'. The menu is open, displaying a list of options. The first option, 'Yes/No', is highlighted with a blue background. The other options are listed in a standard black font. The interface has a light beige background with a blue horizontal bar at the top.

Yes/No

Do you plan on having more children?

Don't
Know

Refuse to
Answer

Not
Applicable

Previous
Question

Next
Question

Repeat the
Question



Gender

What is your gender? (TO ANSWER PLACE THE MOUSE SO THE CURSOR IS OVER THE "FEMALE" CATEGORY AND CLICK ONCE ON THE LEFT MOUSE BUTTON).



Previous
Question

Next
Question

Repeat the
Question

Response Card and Nominal Pick One

At this point in your pregnancy, how much are you bothered, worried, or upset about: the effect of ongoing health problems such as high blood pressure or diabetes on your pregnancy?

Not At All

Somewhat

Very Much

Don't
Know

Refuse to
Answer

Not
Applicable

Previous
Question

Next
Question

Repeat the
Question

Response Card and Nominal Pick Any

For your primary partner, click on all of the categories that apply to him.

had sex with another person in the past 6 months

used to be or currently is an intravenous drug user

has HIV or AIDS

ever had an STD

none of the above

Don't
Know

Refuse to
Answer

Not
Applicable

Previous
Question

Next
Question

Repeat the
Question

Number

How many other times in your life have you been pregnant (not including this pregnancy)?

Don't Know

Refuse to Answer

Not Applicable

Previous Question

Next Question

Repeat the Question

1

2

3

Clear

4

5

6

7

8

9

+/-

0

.

Text

Do you have any other concerns?

A

B

C

D

E

F

G

Clear

H

I

J

K

L

M

N

Back

O

P

Q

R

S

T

U

Alt

V

W

X

Y

Z

Yes, this interview is too long

Don't
Know

Refuse to
Answer

Not
Applicable

Previous
Question

Next
Question

Repeat the
Question

Numeric Rating Scale

How have you been feeling during the past week?

Don't Know

Refuse to Answer

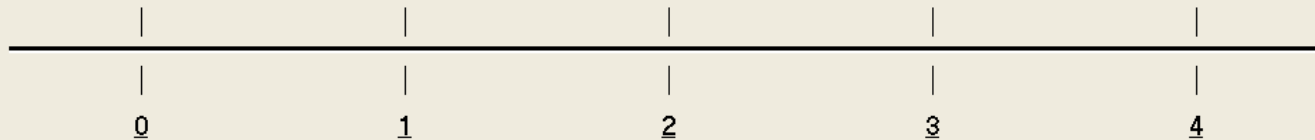
Not Applicable

Previous Question

Next Question

Repeat the Question

Good



Bad

Question Types

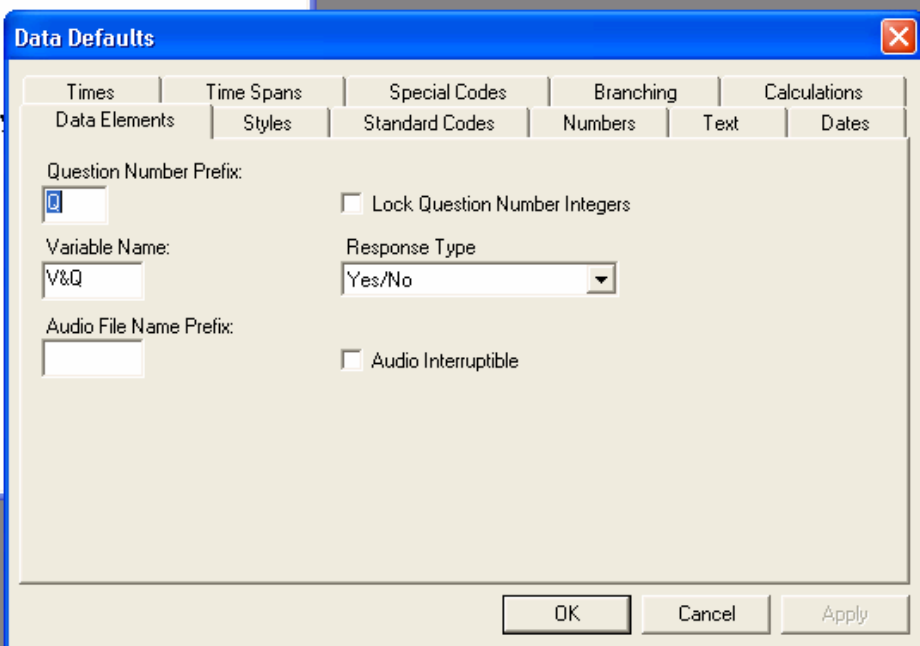
- Pick the one that best matches your question format
- Choose Response Cards over Nominal Pick one or Nominal Pick Any
- Number and Text more likely to lead to “entry errors”
- Try to create response categories as much as possible
 - Ex: Number of sex partners
- Date variables are clunky
 - Prefer to create my own date variable across 3 screens
 - E.g., What month were you born
 - What day were you born
 - What year were you born

Creating Your Survey

- Easiest to do if have a Word document of all your questions
- Can cut and paste questions into the program
- Can not automatically upload or download questions into QDS in a batches

Designing Your Survey Using Design Studio

- Set up Data Defaults
 - Options.....Data Defaults
 - Go to Data Elements Tab



The screenshot shows the "Data Defaults" dialog box with the "Data Elements" tab selected. The dialog has a blue title bar and a close button in the top right corner. The tabs are: Times, Time Spans, Special Codes, Branching, Calculations, Data Elements (selected), Styles, Standard Codes, Numbers, Text, and Dates. The "Data Elements" tab contains the following fields and options:

- Question Number Prefix:
- Lock Question Number Integers
- Variable Name:
- Response Type: (dropdown arrow)
- Audio File Name Prefix:
- Audio Interruptible

At the bottom of the dialog are three buttons: "OK", "Cancel", and "Apply".

Data Defaults

- Prefix is if you want a standard prefix for all Qs—e.g. Q1, Q2, Q3
 - Usually I will not create a standard prefix but vary them for each scale using section breaks
- Variable name is for a standard variable name
 - V&N=V+Integer Question #
 - V1, V2, V3
 - &P&N&S=Prefix+Integer Question #+Suffix
 - DEP1_1
 - If want to avoid suffix can put the suffix into the variable name
 - &P&N_1
 - DEP1_1
- Choose default response type you will be using the most
- ALWAYS choose auto interruptible
 - Allows participants to stop audio and go to next question as soon as they answer
 - If not, listen to entire question before they can respond

Data Defaults

Data Defaults

| | | | | | |
|---------------|------------|----------------|-----------|--------------|-------|
| Times | Time Spans | Special Codes | Branching | Calculations | |
| Data Elements | Styles | Standard Codes | Numbers | Text | Dates |

Question Number Prefix:

Variable Name:

Audio File Name Prefix:

Lock Question Number Integers

Response Type:

Audio Interruptible

OK Cancel Apply

Data Defaults

- Under Dates, Times, and Numbers Tab make sure the "Use the keypad for ACASI" tab is selected
 - Allows participants to use either the mouse or keyboard
 - If not selected, they can only use the mouse
- Go to Special Codes Tab
 - Allow for Don't Know, Refused, Not Applicable, Skip
 - Can always add back on question by question basis
 - Usually do not check don't know and not applicable
 - But do check refused and skip

Data Defaults

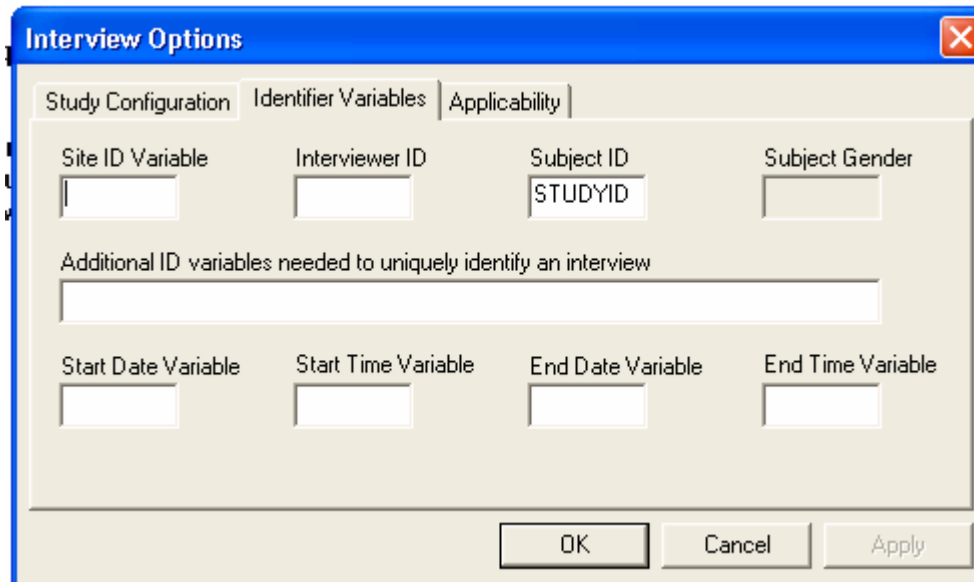
Data Defaults [X]

| Data Elements | Styles | Standard Codes | Numbers | Text | Dates |
|---|----------------------------|------------------|------------------|------|--------------|
| Times | Time Spans | Special Codes | Branching | | Calculations |
| Allow: | Numbers: (Code Pattern) | Dates: (Year) | Times: (Hour) | | |
| <input type="checkbox"/> Don't Know | 9..7 | 2097 | 97 | | |
| <input checked="" type="checkbox"/> Refused | 9..8 | 2098 | 98 | | |
| <input type="checkbox"/> Not Applicable | 9..9 | 2099 | 99 | | |
| <input checked="" type="checkbox"/> Skip | 9..9 | 2099 | 99 | | |
| <input type="checkbox"/> Alternate Skip | 9..9 | 2099 | 99 | | |

OK Cancel Apply

Data Defaults

- Go to Options..Interviewer Options
- Need to put whatever calling study id in the Subject ID field or it will not build your ACASI file



The screenshot shows the 'Interview Options' dialog box with the 'Identifier Variables' tab selected. The 'Subject ID' field contains the text 'STUDYID'. The 'Additional ID variables needed to uniquely identify an interview' field is empty. The 'OK', 'Cancel', and 'Apply' buttons are visible at the bottom.

| Site ID Variable | Interviewer ID | Subject ID | Subject Gender |
|----------------------|----------------------|------------|----------------------|
| <input type="text"/> | <input type="text"/> | STUDYID | <input type="text"/> |

Additional ID variables needed to uniquely identify an interview

| Start Date Variable | Start Time Variable | End Date Variable | End Time Variable |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

OK Cancel Apply

Building your Survey

- Start with Studyid
 - Interviewer put it in
- Today's Date and Time
 - Insert Automatic Variable
- General Introduction to Participants
 - Insert Information
 - These will just be read to participants and do not produce data
- Walk through practice questions that orient them to the program
- Start putting in your questions---cut and paste from Word

Building your Survey

- If have many questions you are using from same scale and using a common naming convention
 - BSI1, BSI2
 - Best way is to create Section Headers
 - Insert....Section Header
 - Click Reset Question Number Prefix and Integer
 - Enter in 3 letter prefix for the questions from this scale
 - All items after the header..until the next header...will have this prefix

Building your Survey

The screenshot shows the QDS Design Studio application window. The title bar reads "QDS Design Studio - [workshop2.QDS: English (United States)]". The menu bar includes "File", "Edit", "View", "Window", "Language", "Options", "Tools", "Build", and "Help". The toolbar contains various icons for file operations (New, Open, Save, Print, Copy, Paste), editing (Undo, Redo), and formatting (Bold, Underline, Erase). The main workspace displays a dialog box for configuring a "Section Header Element". The dialog has three tabs: "Section Header Element", "Applicability", and "Notes". The "Section Header Element" tab is active and contains the following options:

- Reset Question Number Prefix
- Reset Question Number Integer
- Page break

There are two input fields on the right side of the dialog:

- New Prefix: [Empty text box]
- New Integer: [1]

At the bottom of the dialog, there is a text box labeled "Text for Heading:" which is currently empty. The dialog also features four buttons at the bottom: "OK", "Cancel", "Apply", and "Help".

Creating Response Cards

- If have any questions with response categories, best way is to create response cards
- All questions with Response Card listed under Response Type must have a name entered in the Card section or you will get an error
- To create a response card go to Tools.....Response Cards

Creating Response Cards

- If have any questions with response categories, best way is to create response cards
- All questions with Response Card listed under Response Type must have a name entered in the Card section or you will get an error
- To create a response card go to Tools.....Response Cards
- Click Add

Creating Response Cards

Response Card [Close]

Card: Description: Physical Card

Selection type

Pick one Check all that apply Numeric scale

| Item | Description of category |
|------|---|
| | << Double-click here to add a new code >> |

Copy Card
Paste Card
OK
Cancel

Creating Response Cards

Response Card

Card: Description: Physical Card

Selection type

Pick one Check all that apply Numeric scale

| Item | Description of category |
|---|-------------------------|
| 0 | Never |
| 1 | Almost Never |
| 2 | Sometimes |
| 3 | Fairly Often |
| 4 | Very Often |
| << Double-click here to add a new code >> | |

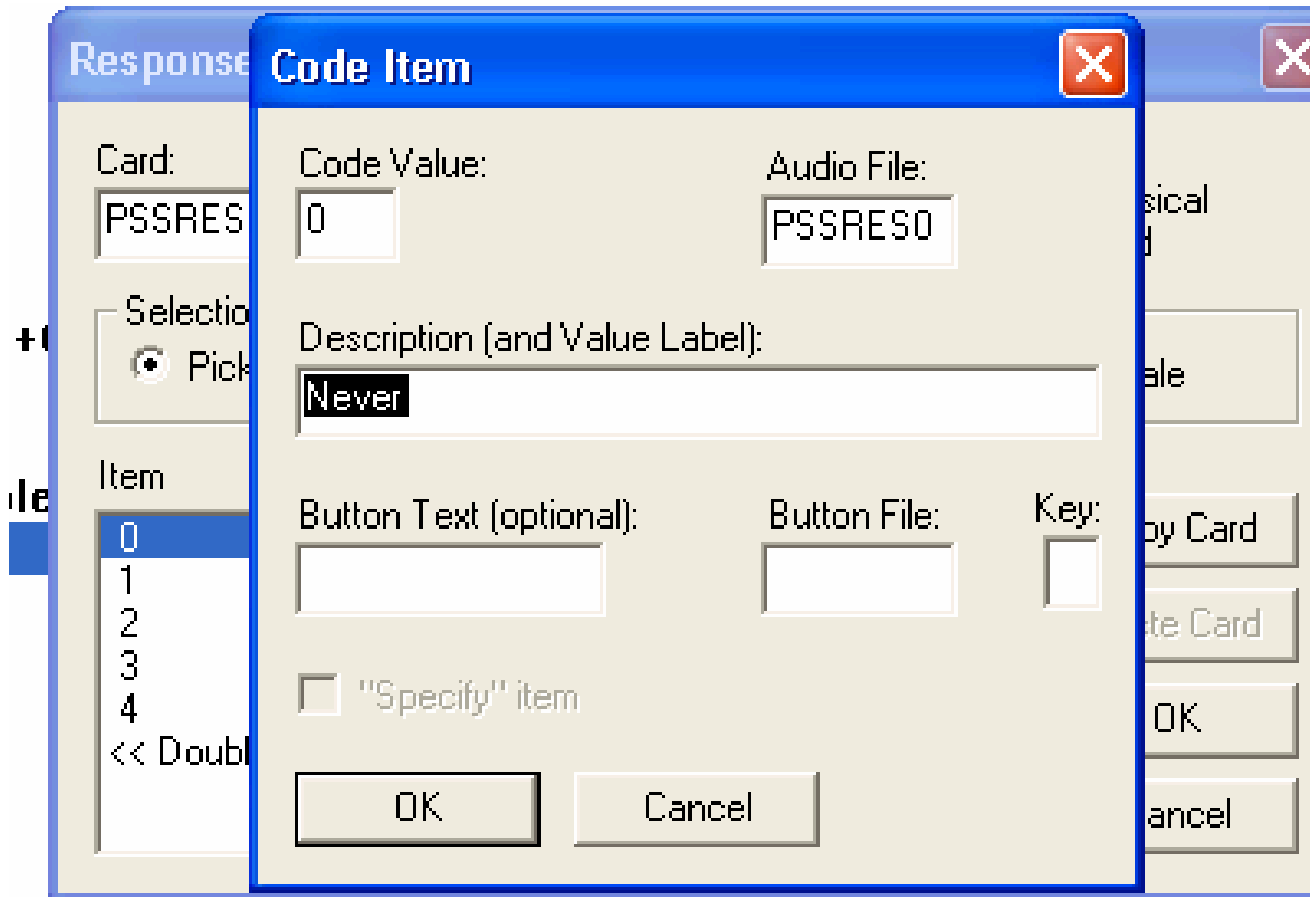
Copy Card

Paste Card

OK

Cancel

Creating Response Cards



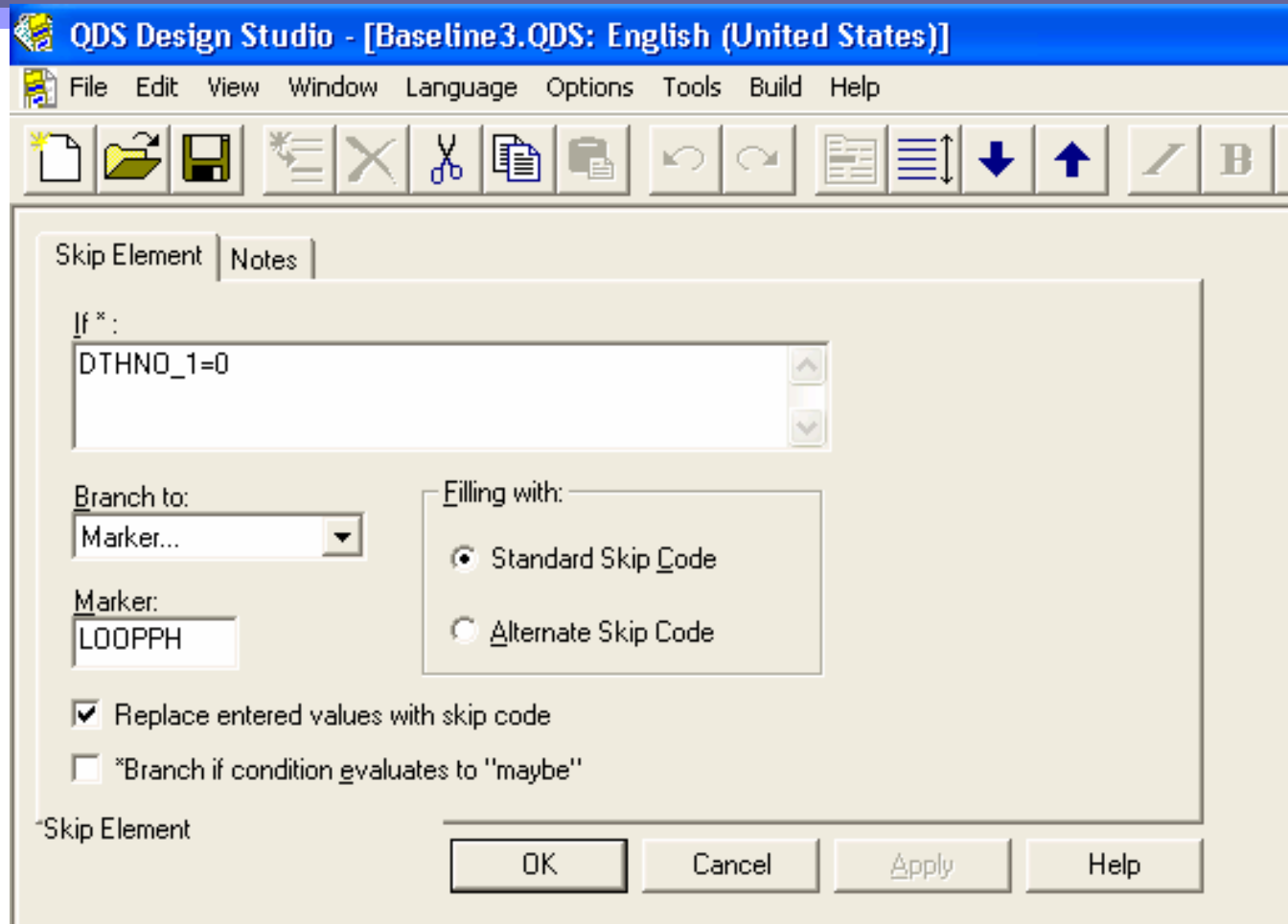
Creating Response Cards

- Write response in description
- Leave Button Text and Button label blank
- Key reflects if want participant to also be able to select a response on the keyboard for a given response
 - E.g., a, b,c, d
 - E.g., 1,2,3,4

Creating Skip Patterns

- Can create complex skip patterns of questions
- Easiest way to do it is with Markers
- Create Markers where you want to skip to
- Can be based on individual responses or complex responses
- Create Marker
- Edit...Insert.....Marker
 - Give Marker a Name
- Edit....Insert....Skip Instruction
 - Use Previous Values as basis

Skip Patterns



Creating Data Checks

- For Open-ended Number Questions
- In the Data Question Field
- Click on Response Set
 - Put in Minimum and Maximum value
 - Responses outside that value will prompt an error message

Creating Data Checks

- Complex Data checks based on several responses
- Can loop back and have participants correct responses that are inconsistent
- Can launch another interview (in V2.4 and above)

Creating Data Checks

The screenshot shows the QDS Design Studio interface with a dialog box for creating a data check. The window title is "QDS Design Studio - [Baseline3.QDS: English (United States)]". The menu bar includes File, Edit, View, Window, Language, Options, Tools, Build, and Help. The toolbar contains icons for file operations, editing, and navigation. The dialog box has two tabs: "Edit Element" and "Notes".

Condition:
MISCAR_1+ABRTNO_1+STILNO_1+CHLVW_1+CHNLW_1+DTHNO_1
^=PREGNO_1

Display message:
Oops! Let's go through those questions again and make sure that your total number of children , miscarriages and abortions equals the number of times you have been pregnant.

Reconciliation process: Loop back to prior element

Number of elements: Marker...

Marker: PRGNOCK

*Perform if condition evaluates to "maybe"

Audio File Name: CHNO_FB

Audio Interruptible

Buttons: OK, Cancel, Apply, Help

Other Cool Things

- Using previous responses in questions
- You can put responses from previous responses in questions
- Put `&[NAME OF VARIABLE]`
- If do this, need to create general audio that will not confuse participants

Other Cool Things

QDS Design Studio - [Baseline3.QDS: English (United States)]

File Edit View Window Language Options Tools Build Help

✱ 📁 💾 ✂ ✂ ✂ ✂ ↶ ↷ 📄 📄 ⬇ ⬆ ⚡ **B** U

Data Element | Probes | Applicability | Styles | Calculations | If Skipped | Notes | Response Set

Text of Question:
How would you describe your relationship with &(PIN6M1_1)?

Question Suffix: Increment Question Number Integer
_1 SCE20_1

Response Type: Response Card

Variable Name: Variable Label: Card
PRL6M1& Relationship with Partner PRELRES

Audio File Name: Audio Interruptible? Branch to: Marker:
PRL6M1 Next element

*Data collected for Relationship with Partner

OK Cancel Apply Help

Other Cool Things

- Create new variables using other variables
- Edit...Insert....Automatic Variables
- Can create any variable using +, -, and/ or, and date functions
- Can then use them in questions

Creating A Final Product

- When you are done you can create your:
 - Final survey
 - Script file used to record audios
 - Hard cop of survey
 - Format challenged
 - Codebook
 - Variable names, questions

For Final ACASI

- Build.....ACASI Application
 - Will give a name based on name of Design name and language used
 - En for english
 - Es for Spanish
 - Click on Options
 - Operations tab

For Final ACASI

Build Options [X]

Operations | Appearance | Spin Controls | Audio

Interviews will be conducted using

Windows 98/NT/2000 DOS
 Windows 3.x Macintosh

Support keyboard input
 Always require "Next Question" button
 Restrict use of "Refuse to Answer"
 Hide disallowed special response buttons
 Replace entered values with skip code

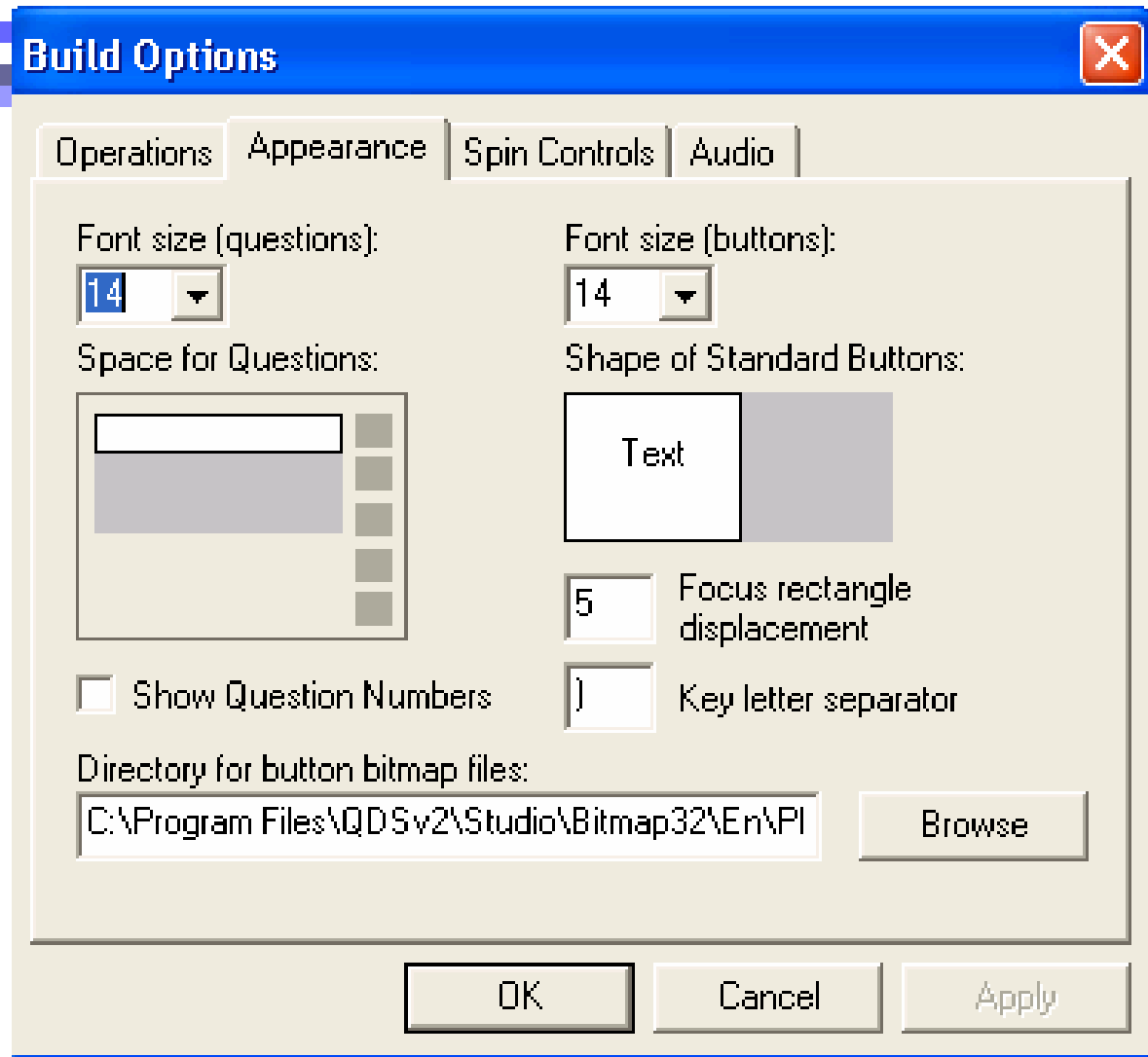
Pause between screens: milliseconds Exit password:

Function keys

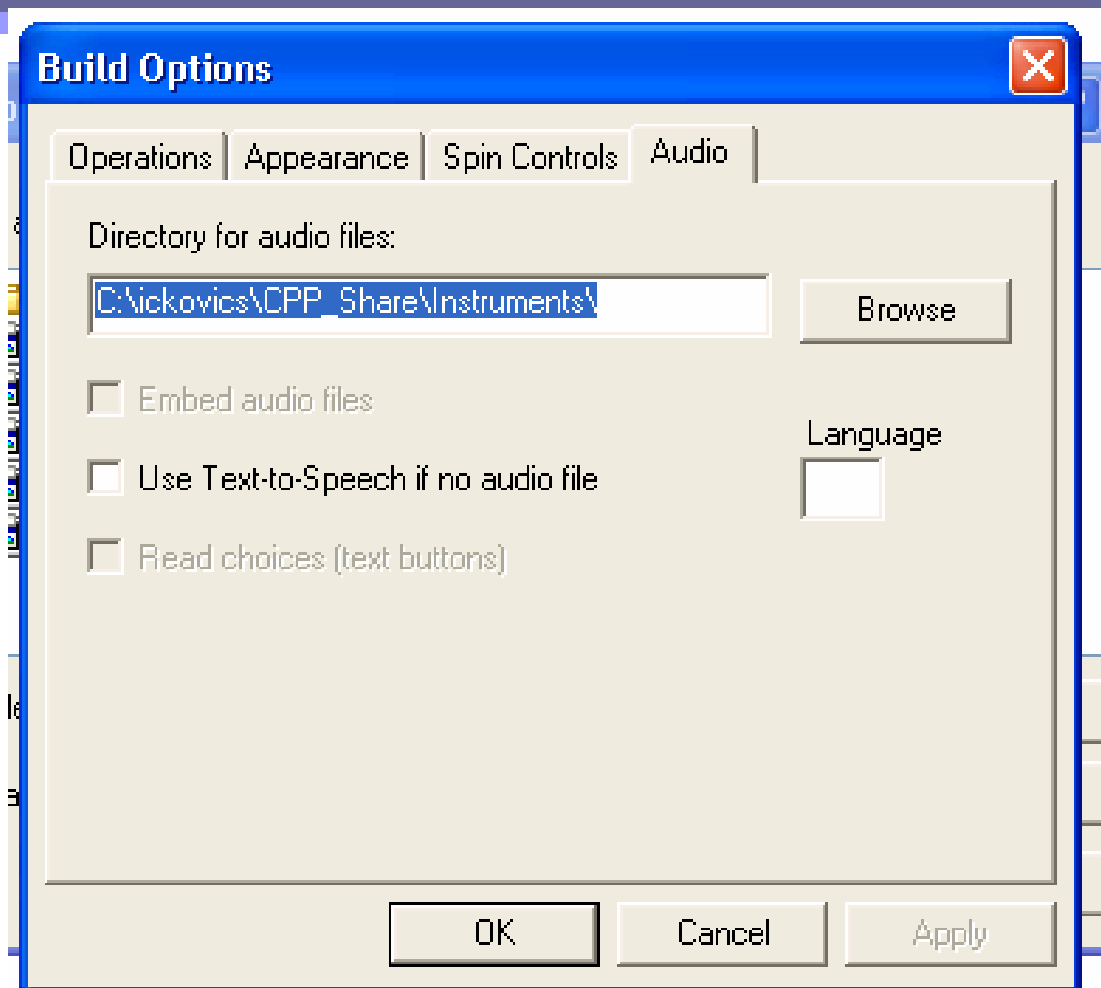
Don't Know: [v]
Refused: [v]
Not Applicable: [v]

OK Cancel Apply

For Final ACASI



For Final ACASI



For Final ACASI

- Under Audio Tab.....
- Put the folder where you will be putting all of the audio files
- If the files are not in that file....your audio will not work
- Do not check...Text to Audio

For Final ACASI

- When create the ACASI...it will automatically produce a script file
- To create hard copy survey...
 - Build...Questionnaire..Self-Admin
- To create Codebook
 - Build...Codebook

To Create Audio Files

- Programs.....Accessories.....
Entertainment.....Sound Recorder
- Need headset with microphone
- New....Click Record....
- Stop
- Save using same name from
script file
- Place in correct file

To Navigate the ACASI file

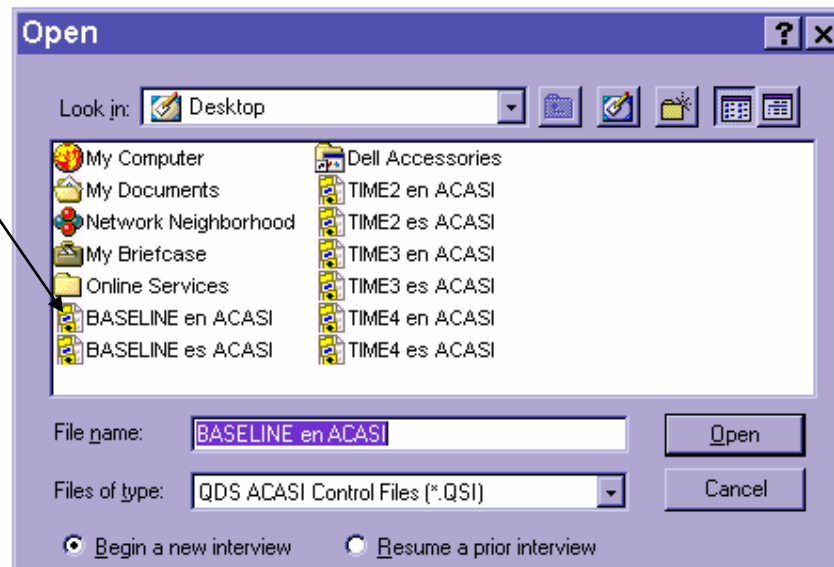
- Move to questions using Next Question...Previous Question
- If do not allow Refuse or Don't Know...place cursor in top right corner and click both right and left mouse buttons...Refuse button will appear
 - Older versions can use Page Up and Page down
- To quit interview..go to upper left corner and click both right and left mouse buttons
 - Also can use Alt + F4
 - Older versions use Esc

To Navigate the ACASI file

QDS Audio Computer Administered Self Interview

Help

➤ This is the file you are going to open----it corresponds to the icon that you clicked. If this is the file you want click the Open button.



- You have two options:
- Begin a new interview (default)
- Resume a prior interview
- Only click on “Resume a prior interview” if the participant began a particular assessment and did not finish

Out of Range Data

What year is your baby due? Please answer using four digits (for example, 2002).

Number is too big

OK

1

4

7 8 9


+/- 0 .

2020

Previous Question

Next Question

Repeat the Question



To End an Interview

- Notify participants that it is the end of the interview using Information
- Have them get the RA using Information
- Insert time for End of Interview
- Have RA re-enter Studyid

To End an Interview

Please enter the respondents initial's (first last)

A B C D E F G Clear

H I J QSI Do you want to save the data for this interview? Yes No

O P Q

V W X Y Z

TK

Back Alt

Previous Question

Next Question

Repeat the Question

The image shows a screenshot of a software interface for conducting an interview. At the top, there is a text input field with the prompt "Please enter the respondents initial's (first last)". Below this is a grid of buttons representing the alphabet (A-Z) and a "Clear" button. A dialog box titled "QSI" is overlaid on the interface, asking "Do you want to save the data for this interview?" with "Yes" and "No" options. To the right of the keyboard grid are buttons for "Back", "Alt", "Previous Question", "Next Question", and "Repeat the Question". A small "TK" logo is visible in the bottom left corner.

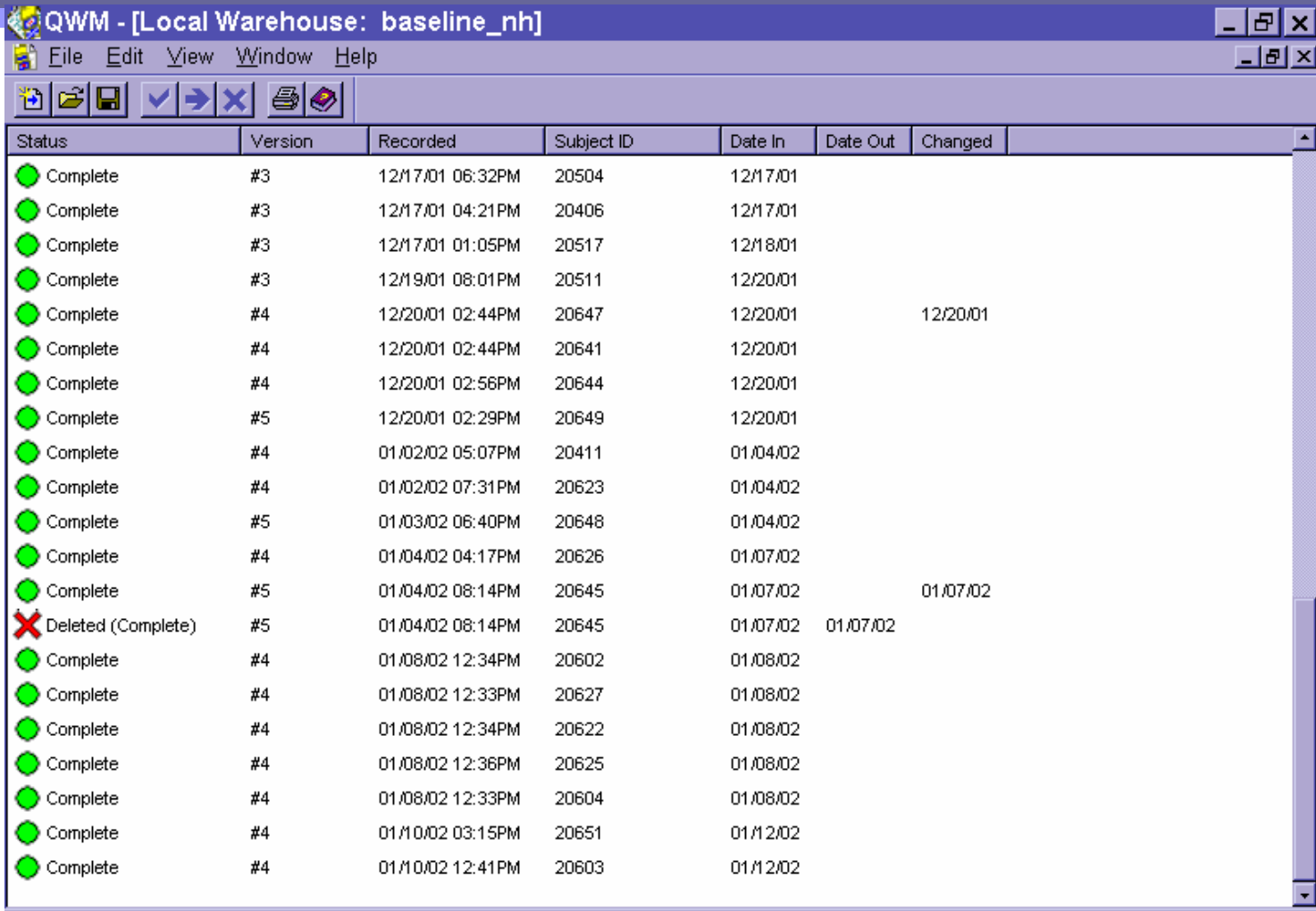
To End an Interview

- Click the *Yes* button on the ACASI screen to save the interview.
- After you save the interview, a prompt will appear asking whether you would like to conduct another interview. If you do not, click the *No* button on the ACASI screen.
- When you save the interview, ACASI does not prompt you to enter in a name for the file. It automatically saves the data file on your desktop under the same name as the ACASI file but with the suffix .QAD.
- All the interviews are aggregated to that file...so that it will keep all previous interviews and add all new interviews

Data Management

- Data Management is done via the Data Warehouse
- All interviews in all computers using the same ACASI program will have the same file name
- Download QAD files to the Warehouse program
- QDS....Warehouse Manager...New....
 - Give it a name
 - File....Open....Find the QAD file for that Warehouse
 - Need a Warehouse for every Time point or interview

Active Warehouse



QWM - [Local Warehouse: baseline_nh]

File Edit View Window Help

| Status | Version | Recorded | Subject ID | Date In | Date Out | Changed |
|--------------------|---------|------------------|------------|----------|----------|----------|
| Complete | #3 | 12/17/01 06:32PM | 20504 | 12/17/01 | | |
| Complete | #3 | 12/17/01 04:21PM | 20406 | 12/17/01 | | |
| Complete | #3 | 12/17/01 01:05PM | 20517 | 12/18/01 | | |
| Complete | #3 | 12/19/01 08:01PM | 20511 | 12/20/01 | | |
| Complete | #4 | 12/20/01 02:44PM | 20647 | 12/20/01 | | 12/20/01 |
| Complete | #4 | 12/20/01 02:44PM | 20641 | 12/20/01 | | |
| Complete | #4 | 12/20/01 02:56PM | 20644 | 12/20/01 | | |
| Complete | #5 | 12/20/01 02:29PM | 20649 | 12/20/01 | | |
| Complete | #4 | 01/02/02 05:07PM | 20411 | 01/04/02 | | |
| Complete | #4 | 01/02/02 07:31PM | 20623 | 01/04/02 | | |
| Complete | #5 | 01/03/02 06:40PM | 20648 | 01/04/02 | | |
| Complete | #4 | 01/04/02 04:17PM | 20626 | 01/07/02 | | |
| Complete | #5 | 01/04/02 08:14PM | 20645 | 01/07/02 | | 01/07/02 |
| Deleted (Complete) | #5 | 01/04/02 08:14PM | 20645 | 01/07/02 | 01/07/02 | |
| Complete | #4 | 01/08/02 12:34PM | 20602 | 01/08/02 | | |
| Complete | #4 | 01/08/02 12:33PM | 20627 | 01/08/02 | | |
| Complete | #4 | 01/08/02 12:34PM | 20622 | 01/08/02 | | |
| Complete | #4 | 01/08/02 12:36PM | 20625 | 01/08/02 | | |
| Complete | #4 | 01/08/02 12:33PM | 20604 | 01/08/02 | | |
| Complete | #4 | 01/10/02 03:15PM | 20651 | 01/12/02 | | |
| Complete | #4 | 01/10/02 12:41PM | 20603 | 01/12/02 | | |

Data Warehouse

➤ There are 7 columns in the Warehouse window.

- *Status*: states whether or not the interview is complete, incomplete (not finished), a duplicate (that study id already exists in the Warehouse), deleted (the interview has been removed from the Warehouse), shipped (the interview has been sent to the Project Manager but it has not been transferred to the combined database yet), transferred (the interview has been transferred to the combined database).
- *Version*: lists the version of the ACASI control file. Every time any change is made to the ACASI control file (add an audio, add a question, correct a typo) it saves as a new version.
- *Recorded*: date and time when the interview was conducted.

Data Warehouse

➤ There are 7 columns in the Warehouse window.

- *Subject id*: study id of the participant---taken from the study id entered at the beginning of the interview.
- *Date in*: date the file was transferred to the Warehouse.
- *Date out*: date the file was deleted or transferred from the Warehouse.
- *Changed*: date the file was changed. This will only have a value if a change was made to the file after adding it to the Warehouse.

Data Management

- To add a file to the Warehouse click on *File...Open* from the top drop down menu. Find the .QAD file of interest. ACASI Warehouse calls these .QAD files "Source" files.
- A list of all interviews contained in the .QAD file will be shown.

QWM - test en ACASI

File Edit View Window Help

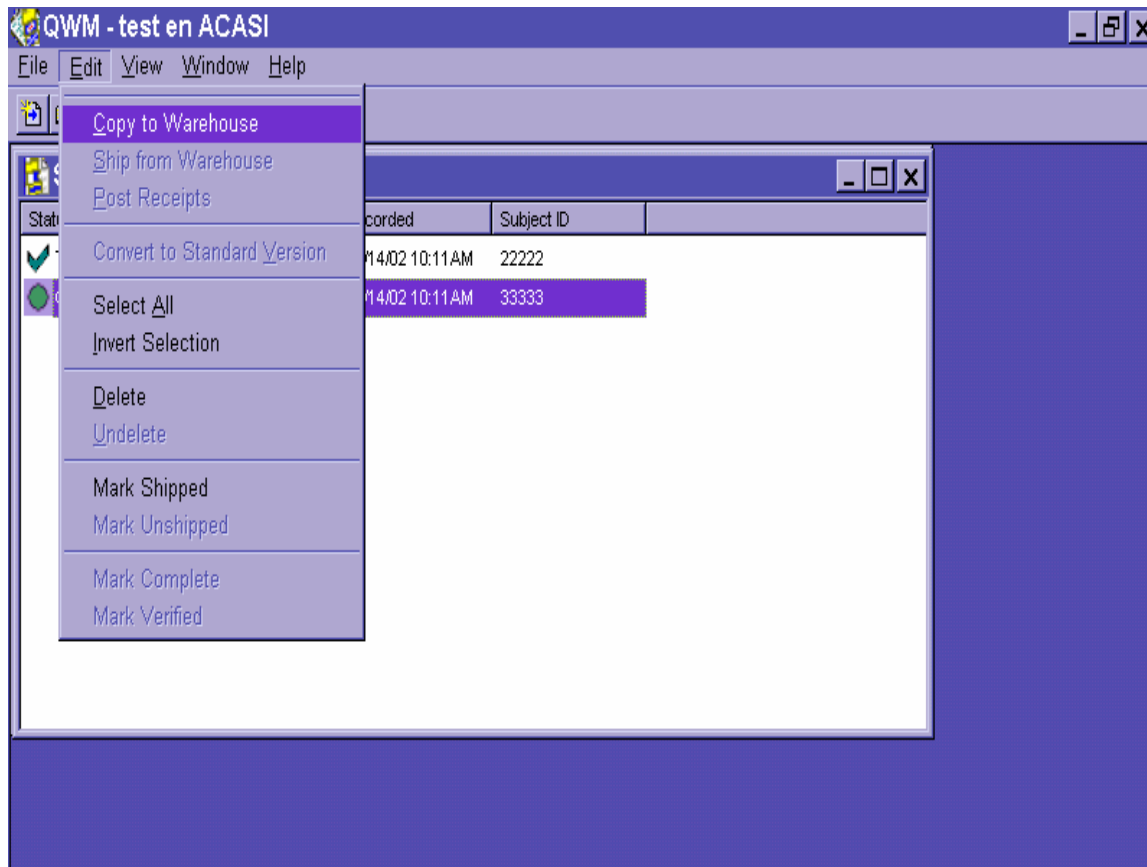


Source Data: test en ACASI

| Status | Version | Recorded | Subject ID |
|--------------------------|---------|-------------------|------------|
| ✓ Transferred (Complete) | #1 | 01/14/02 10:11 AM | 22222 |
| ● Complete | #1 | 01/14/02 10:11 AM | 33333 |

Data Management

- Check your data Warehouse to make sure:
 - The interview was not already added to the Warehouse.
 - There is not another interview in the Warehouse with the same id and different Recorded date (this could represent a data entry error—and should be investigated and corrected).
- To add the interview to the database click on *Edit..... Copy to Warehouse* from the top drop down menu. The file will be transferred to the Warehouse file and will read Transferred (Complete) with a green check in the Status column.



Data Management

- Catching Problems by Looking at the Data
- Several possible problems can be spotted by briefly inspecting data values.
- You can look at data values for a particular participant by highlighting and double clicking on the interview in the Warehouse Window and double clicking.
 - V2.4 or Higher...Need to highlight interview...Click Edit....and then can change values
- First check the study id entries at the beginning and end of the interview to make sure they are the same.

Exporting to Statistical Programs

- To export file, all files need to be in the same version
- Every time you make any change to your Design Studio after begin data collection, it will have a different version #
- Need to create a common version
- First pick a version you want to convert all interviews
- View.....Versions
 - Will have a target symbol next to one that is being read as the Standard Version
 - Select the most recent and click Standard



Local Warehouse: workshop.QDW

| Status | Version | Recorded | Subject ID | Date In | Date Out | Changed |
|----------|---------|------------------|------------|----------|----------|---------|
| Complete | #1 | 09/24/01 03:57PM | 20302 | 03/05/07 | | |
| Complete | #2 | 12/20/01 02:56PM | 20644 | 03/05/07 | | |
| Complete | #2 | 01/08/02 12:33PM | 20604 | 03/05/07 | | |
| Complete | #3 | 02/14/02 01:45PM | 20710 | 03/05/07 | | |
| Complete | #3 | 03/14/02 02:39PM | 20802 | 03/05/07 | | |
| Complete | #3 | 04/11/02 12:54PM | 20902 | | | |
| Complete | #3 | 04/12/02 12:48PM | 20905 | | | |
| Complete | #3 | 05/08/02 07:15PM | 21012 | | | |

Questionnaire Versions

| Version | Dated | Administration |
|---------|----------|-------------------------|
| #1 | 09/21/01 | En ACASI Win 98/NT/2000 |
| #2 | 12/19/01 | En ACASI Win 98/NT/2000 |
| #3 | 02/09/02 | En ACASI Win 98/NT/2000 |

Details

Standard

Delete

Dereconcile

OK

Cancel

Exporting to Statistical Programs

- Edit.....Select all
- Edit...Covert to Standard Version
- Will walk you through possible differences in version
- Reconcile all differences
- File...Export Interviews..
- Choose type of file want to export to
 - SPSS, ACCESS, SAS