SNAP HAPPY SURVEY TRAINING PART 1: Proctoring Online & Paper Surveys

Washington SNAP-Ed Evaluation Training
Federal Fiscal Year 2022

In accordance with Federal law and U.S. Department of Agriculture’s policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability.
Overview of the SNAP Happy Survey
Formats and Links
Proctoring Tips
Online Survey Walk-Through
  Question by Question
  Age-specific Questions
    Demographic Data
  Post-Survey Questions
Notes on Paper Survey Version
Resources Recap
Overview - SNAP Happy Survey

- Used to evaluate Direct Education interventions.
- Evaluate twice - before and after interventions.
- Adjusted version for:
  - 3rd – 5th grades
  - 6th – 8th grades
  - 9th – 12th grades
  - Adults

K-2nd grades uses the “Eat and Move” Survey.
Online and Paper Formats

- Two formats available:
  - Online version
  - Paper version

- When possible, use the online version.

- Eat and Move survey (K-2nd grades) only available in paper format.
Survey Links

Washington State SNAP-Ed Website

- Evaluation page:
  - Direct Education Survey Guidance document (page 6)
  - Pre/Post Survey section of webpage

- Curriculum, PSE & Training page:
  - Virtual Education Curriculum Pages
  - Virtual Education Curriculum Slides

- Separate pre- and post-survey links.

- Currently available languages:
  - English, Spanish, Russian
  - Reach out to the evaluation team for other languages.
Survey Links (con’t)

- Separate links for:
  - 3rd – 5th grades
  - 6th – 8th grades
  - 9th – 12th grades
  - Adults

- K – 2nd grades use Eat Well and Move survey.
  - Separate training video.
  - Paper format only.
Welcome to the SNAP Happy Pre-Survey for Adults!
Welcome to the SNAP Happy Pre-Survey for Adults!
Welcome to the SNAP Happy Pre-Survey for Adults!
**Survey Proctoring Tips**

**Definition:** Proctor = to supervise or oversee

- **Always** proctor the survey live, in real time.
- Help participants think about what they ate and did **yesterday**.
- The survey is not a test; there are no right or wrong answers.
- Read questions and answers aloud, in a neutral tone.
- Pause to allow time to fill in answers.
- Encourage participants who finish quickly to remain “muted” and do a quiet activity.
Online Survey Walk-Through

Welcome to the SNAP Happy Pre-Survey for Adults!

Start
Find it in the Program Activities module in PEARS—bottom line of the General Information summary page.
Online Survey Walk-Through

PEARS Program Activities Summary page for the intervention:

<table>
<thead>
<tr>
<th>Created By</th>
<th>Toi Sennhauser</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Modified By</td>
<td>Toi Sennhauser</td>
</tr>
<tr>
<td>Created</td>
<td>09/15/2021 8:59 p.m.</td>
</tr>
<tr>
<td>Modified</td>
<td>09/15/2021 9:46 p.m.</td>
</tr>
<tr>
<td>PEARS.Program.Activity ID</td>
<td>343768</td>
</tr>
</tbody>
</table>

The Program Activity needs to get created before the first class starts.
Online Survey Walk-Through

Adult
Food and Nutrition Survey

Remind participants to use the SAME name for both pre- and post-surveys.
Online Survey Walk-Through: Question 1

Common Questions

- Do gummy snacks count as fruit?
  - No.

- Do smoothies count?
  - Yes, if the smoothie is made with whole fruit.

- Does juice count?
  - 100% juice counts.

Yesterday, I ate fruit as part of a meal or a snack...

- No times
- 1 time
- 2 times
- 3 times
- 4 or more times
Online Survey Walk-Through: Question 2

Yesterday, how many different kinds of fruit did you eat?

- None
- 1 kind
- 2 kinds
- 3 kinds
- 4 or more kinds

Common Questions

- Do apples and apple sauce count as one kind or two kinds?
  - Apples and apple sauce count as one kind of fruit.
Online Survey Walk-Through: Question 3

Common Questions

- Is an avocado a fruit or a vegetable?
  - Count as fruit or vegetable.

- Do potato chips count as a vegetable?
  - No.

- Does the lettuce on my sandwich count as a vegetable?
  - Depends on the amount.
  - ¼ cup or more counts.
Online Survey Walk-Through: Question 4

Yesterday, how many different kinds of vegetables did you eat?

- None
- 1 kind
- 2 kinds
- 3 kinds
- 4 or more kinds

Common Questions

- Do raw sliced carrots for snack and roasted carrots for dinner count as one or two kinds?
  - It counts as one kind, since both are forms of a carrot dish.
Online Survey Walk-Through: Question 5

5. Yesterday, how many pops, sodas, fruit-flavored drinks, sports drinks, energy drinks, or sweetened coffee drinks did you have?
   - None
   - 1 drink
   - 2 drinks
   - 3 or more drinks

Common Questions
- Does sweetened tea count?
  - No, because we don’t explicitly ask for it here.
- Do diet sodas count?
  - Yes, because we are asking about all sodas.
- Does juice count?
  - No, because we’re not asking about juice here.
- If I add a spoonful of sugar to my coffee, does that count?
  - Yes.
Online Survey Walk-Through: Question 6

Yesterday, how often did you wash your hands with soap before eating?

- Never
- Sometimes
- Most of the time
- Every time

Common Questions

- Does hand sanitizer count?
  - Unfortunately, no.
- If I wash my hands before I cook, but not before I eat that same meal, does that count?
  - No, because there is a possibility of cross-contaminating while cooking.
Online Survey Walk-Through: Question 7

Common Questions
- Does housework or gardening count?
  - Yes, because the body is moving during those activities.
- Does walking count?
  - Yes.
Online Survey Walk-Through: Question 8

Common Questions

- What if I buy things that don’t have a label?
  - Fruits and vegetables don’t have labels, so they wouldn’t be included here.

- What if I’ve already looked at the label?
  - If past shopping decisions were made because of looking at labels, that would be counted here.

- What if I don’t do the grocery shopping?
  - It wouldn’t count here, because you wouldn’t have looked at labels.
Online Survey Walk-Through: Question 9

9. How often do you eat meals prepared at home?
   - Less than once a week
   - 1–2 times a week
   - 3–4 times a week
   - 5–6 times a week
   - 7 or more times a week

Common Questions

- What if I'm not the one who prepared the meal?
  - As long as it’s prepared at home, it counts for this question.

- Do leftovers count?
  - Yes, if they are leftovers from a meal prepared at home.

- Does it count if I eat at someone else’s house?
  - Yes, if the meal was prepared at home.
More Common Questions for Question 9

- How about frozen pizza?
  - If perhaps topped with vegetables and served with additional foods, like a salad, it would count as a meal prepared at home.
  - Frozen pizza that was baked and eaten on its own, would not count.

- How about pasta using tomato sauce from a jar?
  - If the pasta is actively cooked at home and put together with sauce, you’re actively cooking or preparing, therefore it would count here. Ideally, add another component, like a salad.
Online Survey Walk-Through: Question 10

Do you worry that you will run out of food before the end of the month?

- Never
- Sometimes
- Most of the time
- Every month

Common Questions

- Do you mean I have to go to the store more than once a month?
  - No.
  - The question asks about worrying about running out of food, not the actual amount of store trips.
Online Survey Walk-Through

Demographic questions are included at the end of the pre-survey for adults only.

Only persons aged 18 years or older fill out this page.
Age-group Specific Versions

Welcome to the SNAP Happy Post-Survey for 3rd-5th Graders!

Welcome to the SNAP Happy Pre-Survey for 9th-12th Graders!
Age-group Specific Versions: School Partners

3rd - 5th Grade
Food and Nutrition Survey

First and Last Name *

Date *
09 19 2021

PEARS Program Activity Number *

If full student names are collected, OSPI can provide individual level demographic information.

If no full student names are available, the LIA provides class level demographic information when reporting in PEARs.

Form secured by Formstack
Age-group Specific Versions: 3\textsuperscript{rd} – 5\textsuperscript{th} Grade

- 8 instead of 11 questions
- Phrased age-appropriately
- Summer and out-of-school version

Welcome to the SNAP Happy Post-Survey for 3rd-5th Graders!
Age-group Specific Versions: 3rd – 5th Grade

1. Check the box for all the times you were physically active yesterday:
   - [ ] Before school
   - [ ] During recess at school
   - [ ] During PE at school
   - [ ] On a team
   - [ ] After school

- Instead of total amount of time, questions are about time periods.
- Most questions are multiple choice questions.
3rd to 5th Grade: Summer and Outside of School

3rd - 5th Grade
Food and Nutrition Survey

1. Check the box for all the times you were physically active yesterday:
   - In the morning
   - In the middle of the day
   - In the afternoon
   - In the evening

- Before school becomes “in the morning”.
- Skip recess and PE options.
- After school becomes “in the afternoon”.

Washington State Department of Health | 31
6th–8th and 9th–12th Grade: Screen Time

Yesterday, I used a computer, TV, smartphone, tablet, or played video games...

- Not at all
- 0–2 hours
- 2–4 hours
- 4–6 hours
- 6–8 hours
- More than 8 hours

Common Questions
- Does online school count as screen time?
  - No.
Common Questions

- Does prepared food from a grocery store count?
  - No.

- Does delivered food count?
  - Yes.
Post-Survey Questions

Adult Food and Nutrition Survey

- Please answer these questions about the nutrition class.
- What are two things you learned in this class?
- Is there a change you are thinking about making because of what you learned?
- What part of the lessons did you enjoy the most?

9th - 12th Grade Food and Nutrition Survey

- Please answer these questions about the nutrition class.
- What are two things you learned in this class?
- Is there a change you are thinking about making because of what you learned?

All age groups receive these post-survey questions.
Post-Survey Questions: Participant Answer Samples

1. **What are two things you learned in class?**
   “That even putting a very little amount of effort for health everyday will payoff” – 7th Grader

2. **Is there a change you are thinking about making because of what you learned?**
   “Eating healfeyer and exercizing more “ – 4th Grader
   “Yes, to start to eat more vegetables and to incite my family to do the same “ – Spanish speaker

3. **What part of the lessons did you enjoy the most?**
   “I enjoy when we make healthy foods or drinks at the end of the class. I especially enjoy the whole thing. I love SNAP-Ed! So thank you SNAP-Ed for being here with us this year! I enjoy the learning too!” – 3rd Grader
Notes on Using Paper Surveys

- Two pages with a cover sheet.
  - Different cover sheets for pre- and post-surveys.
  - The pre-survey cover sheet shows the plate – helpful for distracted students to draw on.
  - The post-survey cover sheet lists the 3 qualitative questions seen in the online survey.

- Consider keeping your own survey to read through and follow along with the participants in class.

- If there is a projector (e.g., in classrooms,) you can use to show the questions as you read them out loud.

- Please watch the remaining two trainings for ID numbers and Quality Assurance for paper surveys.
Resources Recap

WA SNAP-Ed Website:

- **Evaluation page:**
  - Evaluation Guidance document
  - Direct Education Survey Guidance document
  - Frequently Asked Questions document
  - DE Survey Training Videos and Slide Shows
  - Pre/Post Survey section of webpage

- **Curriculum, PSE & Training page:**
  - Virtual Education Curriculum Pages
  - Virtual Education Curriculum Slides

If you still have questions after reviewing this video and the materials listed above, email the evaluation team at SNAPEdEvaluation@doh.wa.gov.

Make sure to cc your IA!

Washington State Department of Health | 37
Washington State Department of Health is committed to providing customers with forms and publications in appropriate alternate formats. Requests can be made by calling 800-525-0127 or by email at civil.rights@doh.wa.gov. TTY users dial 711.
In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at https://www.ascr.usda.gov/sites/default/files/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

**Mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

**Fax:** (833) 256-1665 or (202) 690-7442;

**Email:** program.intake@usda.gov.

This institution is an equal opportunity provider.
Conforme a la ley federal y las políticas y regulaciones de derechos civiles del Departamento de Agricultura de los Estados Unidos (USDA), esta institución tiene prohibido discriminar por motivos de raza, color, origen nacional, sexo, credo religioso, discapacidad, edad, creencias políticas, venganza o represalia por actividades realizadas en el pasado relacionadas con los derechos civiles.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027, Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en https://www.ascr.usda.gov/sites/default/files/USDA-OASCR%20Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf, en cualquier oficina del USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR, por sus siglas en inglés) sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por medio de:

Correo postal:  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; o´

Fax: (833) 256-1665 o´ (202) 690-7442;

Correo electrónico: program.intake@usda.gov.

Esta institución ofrece igualdad de oportunidades.