

Electronic Survey, Computer Lab PDSA

Date: April 16, 2013



PLAN

Objective for this cycle

- *What do you hope to learn?*

We want to learn if it is possible to reduce total time and error using the electronic survey.

Specific questions to address:

1. Can the coordinator get access to computer lab?
2. Can the participants enter unique identifier and agency id accurately?
3. How long will the process take for all participants to complete the survey?
4. Is it difficult for the participants to use the computer: log in; log off and shut down?
5. Once coordinator gets access to the lab, how easy is it for her to get login information and procedures

Predictions/Hypotheses

- *What do you think will happen when the test is done?*
Using the computer lab will reduce errors and reduce the time for survey administration..

Plan

For test: *who, what, when, how, where*: The week of April 15th.

Coordinator will create note cards with agency id and unique identifiers. After the whole process has been completed the coordinator will collect and destroy note cards. Coordinator will get school log-in and procedures for media center.

For data collection: *who, what, when, how, how long?*

The coordinator will ask participants how the electronic survey is compared to the paper survey. The coordinator will ask media center staff about using the space.

DO Carry out the change/test.

- *Collect data.*
- *Note when completed, observations, problems encountered, and special circumstances*

STUDY Analyze and summarize data (quantitative and qualitative)

- *What went well?*
- *What could be improved?*

ACT Document what was learned and plan next cycle

- *Should Adapt, Adopt, or Abandon the change?*
- *What adaptations are needed?*
- *Are you confident that you should expand size/scope of test?*

PDSA Cycle Tracking Form

**Name of Person Testing Change?
Change Tested?**

Cycle No.	<u>PLAN</u>	<u>DO</u>	<u>STUDY</u>	<u>ACT</u>
	<ul style="list-style-type: none"> • What did you test? • How did you test it? • Who and how many did you test it with? 	<p>Date Tested</p>	<ul style="list-style-type: none"> • What did you learn? • What worked well? • What could be improved? 	<ul style="list-style-type: none"> • How will you adapt the change?
1	We tested the use of the electronic survey submission with the pilot site, six middle school participants, using the media center.	April 16 th	<p>The 5 out of 6 participants thought using the electronic survey was a good idea. No one except the evaluator would be able to read there answers and ties it back to them. As the observer I think the coordinator could have given more information about what they were going to do prior to going to the media center</p> <p>-Participants commented that it felt more like a test this time. They were concerned about getting things wrong.</p>	<p>During TPPI orientation specifically the evaluation section give coordinator detail instruction on how to prep the participants before administration.</p> <p>-Bring a hard copy in case participants have a specific question so facilitator will not have to look at their screen.</p> <p>-Do not use zeros or the letter O because participants may have entered these wrong.</p>
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