

National Analysts, Inc.
Philadelphia, Pennsylvania

Study #1-500

SURVEY OF FOOD CONSUMPTION IN
THE UNITED STATES: 1965-66

Being conducted for the
United States Department of Agriculture

INTERVIEWER INSTRUCTIONS

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I. BACKGROUND INFORMATION

A. SPONSORSHIP OF THE SURVEY

National Analysts, Inc., is making this survey under contract with the United States Department of Agriculture (USDA). Within USDA, the Consumer and Food Economics Research Division of the Agricultural Research Service has major responsibility for the plans and the conduct of the survey with assistance from the Economic Research Service.

B. PURPOSE OF AND NEED FOR THE SURVEY

This survey has two major objectives: (1) to collect data on food consumption of households in the United States during one week; (2) to collect data on food intake, at home and away, of individuals in these households during one day. Data on households will be collected in each of the four seasons -- in the spring, summer and fall of 1965 and in the winter of 1966; data on individuals will be collected only in the spring of 1965.

Among the purposes of the household part of this survey are these: to get new and up-to-date estimates of current consumption of food by households in the various parts of the United States; to determine what families are eating, what it costs them to eat and how well they are eating, that is, whether their food is furnishing them with the important nutrients in amounts proper for good nutrition. These data are used by USDA in its popular pamphlets (such as those you have received), its food distribution programs, and in other ways in helping to improve family living in this country. The findings from the survey are made known to home economics teachers, extension workers, health and welfare workers, farm economists, and statisticians, all of whom make good use of the data in their work.

Such surveys have been made from time to time since 1935-36. The last one was made in 1955 (also by National Analysts) and since that time there have been many changes in our society. Incomes are higher, many prices are higher, foods are being

processed differently, many new foods are on the market, most rural families have access to a variety of fresh produce, and the most isolated communities are reached by TV and radio programs. With data from this survey, changes in quantities, costs, and types of food consumption from the earlier survey periods to the present can be measured and used as guides in formulating future agricultural policies and programs.

Some of the national programs which have been based on findings of past food surveys are the enrichment of flour and cereal products and baked goods, the setting up of school lunch and school milk programs, the distribution of foods in surplus to needy families, the food stamp program, and policies relating to food production. The information is used by health and welfare and other community workers as well as home economists and nutritionists in the Consumer and Food Economics Research Division in developing food budgets and other practical nutrition programs for consumers. Scientists will be guided in their research on nutrition problems by the findings which show what nutrients are most frequently low in food supplies of families of different sizes and of different income levels.

The main purpose of the part of the survey concerned with individuals is to collect information on the eating habits of a cross-section of men, women, youths, and children in the United States. This is being done for the first time: never before has such a survey been undertaken on a nationwide scale. Such data are greatly needed and will tell: (1) how the food supplies in the nation's homes are shared by family members; (2) how the food intake of one age group compares with that of other age groups; (3) how nutritionally satisfactory the food intakes of individuals are at the various stages of the life cycle; (4) who are the people in need of more food or food of better nutritional quality; and (5) what foods would improve faulty diets.

The food intake of individuals will be translated into calories, proteins, minerals and vitamins. The resulting data on nutrient intakes will increase the effectiveness of many practical and scientific activities. The information on individuals will add to the usefulness of the data on households in guiding practical nutrition programs for consumers, in suggesting research on nutrition problems, in administering the school lunch, school milk, food donation and food stamp programs, in managing the food services in institutions, restaurants and other away-from-home eating places, and in almost every endeavor concerned with the food of individuals.

C. PLAN OF THE SURVEY

In this survey, samples of housekeeping households in the United States, exclusive of Alaska and Hawaii, will be visited in the spring, summer, and fall of this year and in the winter of 1966. During April, May, and June of this year at least 7,500 households (HH) will be visited, with a total of 15,000 HH's surveyed over the 12-month period. These HH's have been chosen scientifically from specified small areas or segments in the United States, and each one will be considered to represent some of similar HH's of the 50 million in the country.

In order to get a large enough sample of farm operators to study, certain supplementary segments were selected and in these only the HH's including a farm operator will be asked to give food data. You will be told if and when you work in a supplementary segment (supp. seg.).

The selected HH's will be asked to furnish detailed information on the quantity and cost of food used during the week just prior to the interviewer's visit. To be eligible for the questions on food consumption a HH must include at least one person who had 10 or more meals from the HH food supplies during the 7 days preceding the interview. The visits will be spread over the three months of each season as evenly as possible and will be made on every day of the week so that the data collected will be truly representative of the season.

In the spring of 1965 additional information will be requested from about 6,000 of the 7,500 households. Data on the food intake of the day before the interview will be obtained for each member of the HH, except that one-half of the persons between the ages of 20 and 64 years of age will be omitted. This food intake data will include food away from home as well as food from HH food supplies. It is expected that about 13,000 reports on individual food intake will be collected in the spring. None will be asked for in the other seasons.

II. DEFINITIONS OF TERMS AND CONCEPTS

Boarder -- A person in the home, other than a family member, who has eaten one or more meals for which he paid. A boarder may or may not live in the HH.

Donated food -- Food from USDA's Direct Distribution Program issued to low income families by state and local welfare agencies. These foods may also be referred to as donable or surplus foods or commodities.

Eating unit -- See p.8.

Economic family -- A head, spouse, their unmarried children and other related persons who are thought of as part of the head's family in money matters. Do not include sons/daughters in the Armed Forces quartered in military installations.

Eligible household -- One in which at least one person had 10 or more meals from HH food supplies during the preceding seven days. A visitor who has had 10 meals would be counted. Packed lunches or other meals from HH food supplies are to be considered meals from HH food supplies. Eligible HH in supplementary segments must also include a farm operator.

Family -- All persons living in the HH who are related to the head by blood, marriage, or adoption (not foster children) and persons living alone. Include related persons temporarily away from home and persons living alone.

Farm -- (1) fewer than 10 acres and sales of \$250.00 or more in 1964 or (2) 10 or more acres and sales of \$50.00 or more in 1964. If in 1964 there was a crop failure or other unusual situation such as a drought, the land may still qualify as a farm if (3) it is expected to yield sales in 1965 sufficient for the acreage.

Farm operator -- One who has the main responsibility for the operation of a farm at the time of the interview. He need not have operated it in 1964.

Farm operator household -- A HH containing a farm operator, even if the farm operator is not a member of the family.

Female head -- The woman who is herself the head or is the wife of the head in a husband-wife HH. In HH's with a male head who has no wife, consider as female head the woman who is responsible for food management (meal planning, marketing, food preparation): i.e., a mother, sister, daughter, aunt or housekeeper. In a HH of unrelated persons consider as female head the woman who was responsible for food management the week of the HH 7-day report.

Head of household -- The person who is regarded as head by the respondent. If there is difficulty in determining the head, consider him or her to be the person primarily responsible for the finances.

Household -- Persons living in a housing unit.

Housing unit -- In general, a group of rooms or a single room, occupied or intended for occupancy as separate living quarters by a family or other group of persons living together or by a person living alone. Refer to Section XII for further definition and instructions about the definition of a housing unit (dwelling unit). For this study, housing units in rooming houses are not to be included in the sample.

Non-family group -- Unrelated individuals living together and sharing food.

Related family -- The head and all persons related to the head by blood, marriage or adoption.

Roomers -- A person, other than a family member, who sleeps in the home and pays for a room.

Segment -- An area of land containing a number of HH's designated by the home office as HH's to be prelisted.

III. INTERVIEW MATERIALS AND PROCEDURES

A. QUESTIONNAIRE FORMS

There are 3 questionnaire forms used in this study, containing 6 Sections (A-F):

1. Record Form

Section A, which establishes the eligibility of the HH for this study and provides descriptive information. There are 2 different versions of this form: a white one to be used in all segments, and a green one to be used in supplementary segments only for non-completed interviews. (See p.15)

Section B, which reports classification data for the HH including HH composition and such information as the number of meals eaten during the 7 days prior to the interview.

2. Household Form

Section C, which includes HH food consumption data.

Section E, which includes home food production, freezing and canning in 1964.

Section F, which includes family income and welfare status.

3. Individual Form

Section D, which is used to obtain information about the eating habits of certain individuals in the HH during the day before the day of the HH interview.

The following table indicates to whom the six Sections of the questionnaire are to be administered, the number of each to be obtained for each HH, and the expected length of time for each section.

TABLE A

	No. to be obtained in each HH:*		Respondent	Expected Length of time
	If HH is Eligible	If HH is Ineligible		
Section A	1	1	Any responsible adult in HH	10 min.
Section B	1	0	Female head	15 min.
Section C	1	0	Female head	1-1½ hr.
Section D	See Sampling Instructions	0	Female head or leave over for indiv.	½ hr.
Section E	1**	0	Female head	10 min.
Section F	1**	0	Female head	10 min.

*If 2 or more housing units are found where one was prelisted, fill out Sections A-F for each HH. If there are 2 or more eating units in one HH, see below.

**None, if group of unrelated persons.

You may find that a dwelling unit is occupied by the group of people who make up a HH as we have defined it but do not share their food supplies. Each group with separate food supplies is considered a separate eating unit. There should be very few of these so we do not ask a specific question on the schedule. You may discover it when you ask Q.1 or Q.3 in Section A or perhaps not until you get to Section B or even Section C. The way to fill the forms is as follows:

1. On the schedule you have already started, place "-1" next to the HH number.
2. Start another schedule for each other eating unit. Place "-2", "-3", next to the HH number for each succeeding schedule. Thus, there will be indication of the number of eating units in the housing unit.
3. Consider each one a separate schedule. In order to avoid duplication of information do as follows:
 - a. Revise the answers to any questions that have already been answered.

- b. For questions relating to the housing unit (Section A, Q's 4-8) fill only for the "-1" HH.
- c. For questions relating to farm status (Section A, Q's 14-26) if there is only one farm involved, enter the information for only one schedule. If more than one farm, enter where appropriate.

B. LIST OF INTERVIEW SUPPLIES

As part of achieving a smooth satisfactory interview, plan ahead so that you will be comfortable, necessary information will be with you, materials will be convenient, and supplies plentiful. Before you start out, check that you have the following:

1. Watch, clipboard, notebook, paper clips, pencils, eraser, ruler, rain gear, eyeglasses, money, bus tokens, etc.
2. Map and other sampling data for area in which you are working.
3. Identification badge.
4. One copy of leaflet, "Food for Fitness", and a supply of "List of Publications".
5. "Letters to selected households" in sufficient quantity for the trip.
6. Press releases.
7. Blank questionnaires, including at least 20 copies of Section D and extra food recording pages for the households' food, Section C.
8. Notebook containing: (1) aids and guides for estimating sizes, weights and measures; (2) individual sheets for recording common price and size information obtained to complete interview.
9. Cards #1-4 and Income Card.
10. Several calendar sheets for the month in which you are interviewing.

11. Several recipe worksheets.
12. This manual of interviewer instructions.
13. Envelopes for keeping the materials from each family distinct and for mailing them to the home office.
14. Stamped envelopes to be left with respondents for return of Section D forms left to be completed by other individuals.
15. Green Section A Forms (for supplementary segments only).

C. GENERAL PROCEDURES

In conducting the interview always be friendly but businesslike. Begin by introducing yourself and the purpose of your visit in words similar to the introduction suggested on page 1 of Section A. Then say, "Perhaps you have read about this study in the local paper" and show the press release from the local paper. Unless the respondent has some questions, immediately begin with the first question in Section A. If respondent has questions or attempts to make conversation, handle the questions quickly but to the point and immediately proceed with the first question of Section A. If further information about the purposes of the study are desired by the respondent, cite those given in Section I, B, p. 1 of this Instruction Booklet which will be meaningful to the person to whom you are talking, then begin with Q.1.

In order that you may use the sponsorship of the United States Department of Agriculture to its greatest advantage, you will be supplied by the USDA with a sufficient number for distribution to interested respondent families of:

1. "Letters to Selected Households" signed by an official of the Department of Agriculture, which tells what this study is about and that it's being done for the government. (To be given whenever relevant.)

2. "List of Popular Printed Publications". (To be given whenever relevant.)
3. A folder, "Food for Fitness, a Daily Food Guide". (To be given only after all data have been collected.)

The letter may be given to HH's when you show your National Analysts' identification card. Both serve to identify you as a person authorized to make the contact and we recommend that both be carried at all times in the field.

Never show the leaflet, "Food for Fitness", to a respondent prior to the completion of filling the questionnaire, including leave-over Section D. To do so might bias the report of food data.

You may show the "List of Publications" to illustrate the sort of publications the United States Department of Agriculture offers consumers. Also you may carry a supply of these to leave with interested respondents who might wish to send for any publications listed. (Most publications listed on this sheet are sent free of charge by the government.)

In addition to these materials you should have copies of press releases and newspaper articles resulting from them. There will be one release about mid-March which will probably be carried by all major newspapers throughout the country. Watch out for them and for stories in your local paper and keep them with you. Press releases are very good at times in aiding you to get your interview.

If the respondent is hesitant, stress the fact that the information will be used only for statistical and research purposes. The details given by the family will be treated confidentially. The questionnaire will be seen only by employees connected with the study who are pledged to keep it in strict confidence. Assure the respondent that her cooperation is entirely voluntary.

Avoid asking "leading questions" which suggest an answer. Study all the forms and instructions for each until you are completely familiar with them and can ask the necessary questions in a way which will not suggest a reply or in any way influence the reply. You should strive always to remain neutral and never to expect a given reply. This is especially important in eliciting food consumption information.

Never in any way convey to the respondent your own personal feelings about the food eaten or not eaten by a family. For example, if the family does not drink milk and there are children in the HH, you, as a person, may feel that the housewife is not providing adequate nutrition for the children. However, it is extremely important that you in no way, directly or indirectly, suggest to her that she should serve milk to her family. If you do this, the rest of the interview will be jeopardized in that the respondent will be reluctant to report foods which you might not consider to be nutritious, or she will report foods eaten that were not eaten during that week. This is extremely important.

Occasionally, a homemaker will report eating a food which might be distasteful to you. The good and experienced interviewer at that point will not indicate that this food is repugnant to her. Especially avoid wrinkling the nose, gulping, hesitating or giving the respondent any other visual or verbal clues as to your reaction to the food in question. You must remain neutral in your conversations with the homemaker. If the respondent indicates a desire to get your approval of what her family is eating, tell her that since you are not a nutritionist you cannot give her nutrition advice. See p. 11 for use of USDA list of Popular Printed Publications and leaflet, "Food for Fitness".

To become familiar with foods and food practices in the communities you visit you must have a knowledge of units of purchase and prices paid as well as some understanding of the amounts of food which make up "reasonable consumption" for families according to the number and ages of their members -- in that community. However, you must remember that no valid criteria are furnished nor can be furnished you as to what is "reasonable consumption" for a particular HHI.

If the respondent is reporting consumption which seems high or low, probe the figure given by the respondent to make sure she has not included or omitted something by mistake. But do not try to make the respondent change her answer to fit your idea of what is reasonable.

When you have finished all parts of the questionnaires, scan them rapidly to see that all questions have been answered and no pages have been missed. Explain that while you think you have obtained all the information you need, it is possible that some question may not be answered completely and that it may be necessary for you to ask about some missing information. For this purpose, ask the respondent for the phone number and record it on p. 5 of Record Form. Thank the respondent for cooperating and for her time. Leave her feeling friendly toward you and the sponsors of the study. Make her feel that she has made a useful contribution.

Before you mail in your filled questionnaires, you are to review each one according to the "Reviewing Instructions" you will be furnished. A careful review by you will lessen the chances that your supervisor will need to return the questionnaires to you for additional entries or to phone you for further information which she may need.

The objective of your review is to be sure that answers to your questions are complete, that entries are consistent with each other, and that amounts, such as quantities of food and prices for food, seem reasonable for the family or

individual. Always check a schedule for completeness and consistency. If you have doubt about the reasonableness of the food consumed by the HH or an individual, make a note explaining the reason for your doubt.

After the interview, if you add to or correct data given by the respondent, always use a blue pencil. Make no changes merely because you feel the information given you is unreasonable.

IV. SECTION A (Eligibility Screening)

Interviewing Period. Circle one interviewing period (season):

1. Spring '65 includes April, May, June, 1965
2. Summer '65 includes July, August, September, 1965
3. Fall '65 includes October, November, December, 1965
4. Winter '66 includes January, February, March, 1966

Segment Type. You will be told which segment type should be circled for each segment. Circle one of these four:

1. Urban. Urban places had population of 2,500 or more in 1960 or were built up and densely populated. Some suburbs around large cities are considered urban, but others are not.
2. Special. Some segments in urban places are designated as "special". In these you will be allowed additional callbacks (see below).
3. Rural. All places not urban are considered rural.
4. Supplementary. Some segments in rural places are designated as "supplementary". In these, only farm operator households are eligible for the complete interview. The green Record Form (Section A) is the same as the white Record Form (Sections A and B) with these two exceptions:

- a. A green Record Form is used only for the farm supplementary segments (green listing sheets). Actually, it is a green screening form to be used for all households within the farm supplementary segments for which no interview is taken.

As a first step, you are to make out a green Record Form for all households in the farm supplementary segments. If the

household qualifies as a farm household (Q's 20, 21, 22) and has a farm operator living there, then switch to a white Record Form. Copy the information on the white Record Form from the green Record Form and continue.

If you have, for example, 20 households which are not farms with farm operators, you should have 20 green Record Forms made out. A green Record Form should be made out for every vacant, torn down, etc. household in the farm supplementary segments.

- b. The green Record Form has no Section B and it has fewer questions in Section A than the white Record Form. However, the questions on the green form have the same wording and question numbers as those on the white Record Form. For example, Q. 3 on the green Record Form is the same as Q. 3 on the white Record Form. Therefore, any time that you have to transfer data from the green form to the white form, use the question numbers as your guide.

Otherwise, follow instructions for the white Record Form.

Miscellaneous Information, page 1. Enter on p. 1, the address, city, state and county of the respondent. Enter also the segment number, the HH number, your last name, and your code number. Each interviewer for this study will be assigned a separate number during the training conferences which will be her number throughout this study. Please put it on all forms sent to the home office. This is one way we can keep track of who is doing what, where, and when in a study as large as this one.

Questions 1 - 26

Question 1

"First, how many persons live in this HH?" Include only people who regularly live in the HH, even though they may be away from home temporarily. A person is to be counted as regularly living in the HH as long as this HH is considered to be his/her regular home on the day of the interview.

Question 2

"How many of these persons are (sex) who are (age)?" Although we obtain later the exact age of HH members from eligible HH's we need to obtain a quick breakdown by sex and age of the total persons living in the HH, including family members and non-family members. After asking about all 8 categories, mentally compute the total number of persons in Q. 2 and compare with the total given by respondent in Q. 1. If there is a difference in the totals, ask the respondent if you have missed anyone and review the numbers you have recorded. For example, "I have entered ___ persons living here altogether, but also that there are ___ males ___ years old and ___ females ___ years old," etc. Revise the total in Q. 1 or 2, depending on the respondent's answer.

Question 3

"How many persons, including yourself, ate 10 or more meals from your HH food supplies during the past 7 days? Include meals carried from HH food supplies."

The question is worded to obtain the total number of persons, including the respondent who ate 10 or more meals from the household food supplies during the last 7 days, including any meals carried from HH food supplies. If no person ate 10 or more meals, the HH is ineligible and only Section A should be completed for this HH and Code "1" should be circled in the Eligibility Report, p. 2. (Code "1" specifies that no one had 10 or more meals from HH food supplies.)

Question 4

"How many rooms are in this (house) (apt.) counting a kitchen as a room but not counting bathrooms?" Do not count hallways as rooms. The number of rooms given by the respondent should be total rooms in the whole house or apartment and not just the number of bedrooms.

Question 5

"Is the (house) (apt.), owned or being bought by someone living in the HH, rented for cash, or received as pay or as a gift?" "Rented for cash" means rent paid by someone in the HH to someone outside the HH. If a person is a janitor or apartment manager and receives the apartment as part of his pay, circle "3" (received as pay or as a gift).

Question 6

(IF "RENTED") "How much rent is paid per month?" Enter amount of cash rent paid for the use of the house or apartment. Don't include separate cash expenditures by the respondent for such things as electricity or heat. However, if such items are paid for as part of the rent, they are to be included.

Question 7

"Is there a home freezer which is a separate piece of equipment from the refrigerator in this (house) (apt.)?" A "home freezer" must be completely detached (separate piece of equipment) or sealed off from the refrigerator unit. (See Part IX, p.101, for a fuller description.)

Question 8

"What fuel is used most for cooking?" "Utility gas" refers to gas from underground pipes serving the neighborhood (city gas). "Bottled, tank or LP gas" is gas brought or delivered to the HH in tank or bottle form. "Other" fuel would include such fuels as fuel oil, kerosene, wood, coal, or coke. If respondent says "gas" or "gas stove", be sure to find out if it is bottled gas or utility gas.

Question 9

"Who is the female head of the HH?" Ask this question of all persons, even if you think the respondent is the female head of the HH. The female head will generally be the wife of the male head of HH. In some HH's, where there is no wife, another female related to the head of the HH may be the female head. In a relatively few HH's a paid housekeeper will be acting as female head. In a very few HH's there may be no female head. (Q's 10-13 are never to be asked about a man, even though there is no female head and he is eligible for an interview.)

Questions 10-13

These questions determine if the female head worked outside of the home 35 hours or more during the past 7 days, the highest grade of formal schooling completed, and age. "Employed outside the home" refers to employment for pay and does not include volunteer work outside the home for which the woman is not paid. In Q. 12 do not include special schools such as business school, beauty school, and so on, in figuring the highest grade of formal schooling completed. In Q. 13, "Age" is the age at the last birthday of the female head of the HH. Do not ask her age if specified exactly in Q.2.

Question 14

"Does anybody living here presently have the main responsibility for operating a farm or garden from which are sold agricultural products -- including crops, livestock, poultry, forest or dairy products?" This question is the first question in a series to establish whether the HH is a farm operator HH. The question is worded to include any person(s) in the HH who might possibly sell agricultural products of any kind including fruit, vegetable and other crops, chickens, other meat, eggs, milk, forest products, etc. If there is no one in the HH who sells any kind of agricultural products, you are to skip to Eligibility Report.

Question 15

"Does this person have a farming partner living elsewhere?" Elsewhere means a different dwelling unit.

Questions 16-19

The purpose of these questions is to find out how many acres the HH member operates, that is, directly controls. He does not have to do any of the work himself. Follow these steps:

1. Begin in Q. 16 by finding the total number of acres owned by the farm operator, including acres owned in partnership.
2. In Q. 17 obtain the number of acres the farm operator rents from others, works on shares, or used without paying any rent, and in Q. 18 the acres that the farm operator operates for others as a hired manager.
3. Total the number of acres in Q's. 16, 17, 18 and enter the total number of acres in the box following Q. 18.
4. In Q. 19, determine the number of acres the farm operator rents to others and subtract that number of acres from the above total, and enter that new total in the box after Q. 19 labeled "Acres operated".
5. It is important for you to know at this point whether the number of acres operated is fewer than 10, or 10 or more in order to know whether to go to Q. 20 or 21. If fewer than 10 acres in "Acres operated", ask Q. 20. If 10 or more acres, ask Q. 21 instead.

Question 20

"Were the sales of agricultural products from this land \$250 or more in 1964?"

Self-explanatory.

Question 21

"Were the sales of agricultural products from this land \$50 or more in 1964?"

The logic of asking Q's 20 and 21 relates to the census definition of a farm. According to the census definition, a parcel of land qualifies as a farm primarily by large acreage or by large sales. Therefore, 10 or more acres of land require sales of \$50, whereas fewer than 10 acres require \$250 of sales to be considered a farm.

Question 22

If the person now operating the farm or garden did not operate it last year or if there were unusual conditions, such as drought, flood, etc., which cut down on the sales, the land may still be expected to produce enough this year to be considered a farm. This question refers to expected sales in 1965. When the answer is "No," if you are interviewing in a supplementary segment, skip to the Eligibility Report, circle Code "2" and follow further instructions given there.

Question 23

"Is this dwelling unit on any part of the farm we have been talking about?"

Self-explanatory.

Question 24

"Is the operator a member of the family living here?" This question is asked to find out if the operator(s) is a member of the head's family or if he/she is an unrelated member of the HH. Record the answer without asking if by this time in the interview you already know that the farm operator is or is not a member of the family.

Question 25

"Did the farm operator operate a farm in 1964?" Even though the operator is operating a farm at the time of the interview, he may not have operated one in 1964. If you know the answer to this question you may fill it in without asking. Remember that he may have operated a different farm last year. This question is asked mainly as an entry to Q. 26.

Question 26

Q. 26 refers to the number of days in 1964 the farm operator worked off the farm, including work at a non-farm job, business, profession, or on someone else's farm, but does not include any exchange work. The number of days is asked for only in broad groups and if the respondent cannot readily give the exact number, you may mention the categories in Q. 26; e.g., "Was it 100 or more days?"

V. COMPLETION OF RECORD FORM

ELIGIBILITY REPORT, p.2

This brings together the information on eligibility. You may have circled code "1" after answering Q. 3 of Section A (p. 1). You may have decided that you will not be able to find out enough about the HH to determine eligibility. This will be indicated from information on the Call Report (p. 5) and you will have circled code "4" on the Eligibility Report. By the time you reach this section, you will also know about farm status. This is important to eligibility in the Supplementary Segments.

The instructions for continuing are on the Eligibility Report.

PAGE 2, COLUMNS 1 AND 2, SECTION B

You will fill Column 2 after completing Section C. Instructions begin on p. 79. Column 1 is filled after the first call in which you request individual forms. Enter the total number of individual forms requested, circle "1" in the "When completed" columns for each person for whom you have a complete Section D form, and circle "1" in the "If leave-over" column for each person who will be mailing a Section D form to you. Also, indicate in the "Date to be received" column when the respondent promised to mail the forms to you.

Before you send in the Record Form to us, also indicate in column 1 the total number of individual forms you received. If the "number requested" differs from the "number received", explain why in Interviewer's Notes.

PAGE 5, RIGHT HALF

Ask for "Respondent's Name" and "Telephone Number" just before leaving. Remember that you have told her that this is a confidential report. Ask for permission to telephone if you need additional information.

"Race" and "Number of Housing Units in Structure" will be filled just after you leave the respondent. Circle the appropriate codes. The number of housing units in the structure does not have to be exact. Either find out the number of units in the building from the respondent or, before you leave, from the number of mail boxes, or make an estimate based on the size of the building. You are not to count or list the number of units in the building.

CALL REPORT (PAGE 5, LEFT HALF)

This report will help you keep track of the status of your calls and will provide the home office with information to aid in sampling and scheduling for other surveys. Enter month numerically, (e.g., January is "1") the day of the month, (e.g., "24") and the times call began and ended to the nearest 5 minutes. Note that the date and time refer both to making the initial contact and to collecting data.

Determine whether a callback is necessary and circle either "1" or "2". Remember that the number of callbacks is limited only in making the initial contact. You may make an appointment for additional calls and you may go back to supplement information.

For each call that you make to a HH, circle in the Call Report in the proper column as many results of the call as are applicable. For example, if during your first calls you determine that no callback is necessary because the housing unit is vacant, circle "2" in Call Report under the first column in the Callback Status and "1" in the Non-Completion Record, and send the Record Form to the home office. Do similarly if no longer a housing unit. If no one is home, a callback will be necessary if there is a chance that the respondent will return to the HH during the season in which you are interviewing.

Other examples: you may decide that a callback is necessary because you talked to a 10-year old daughter or an invalid mother or other person not capable of providing the information. If so, circle "1" in Callback Status and "4" in Non-Completion Record. It is possible that there may be more than one result of the call; if so, circle all that apply. If access to the house was barred or if there was a refusal, and you do not feel there is a possibility of better results another time, circle "2" in Callback Status and "7" or "8" in Non-Completion Record and write in the reason why access was barred or why there was refusal.

If you completed any part of the interview during a call, circle the appropriate number in the Interview Completion Record, that is, whether Section A was completed, whether an appointment was made, whether the interview was completed, or whether the interview was started but not completed.

It is important to complete whatever information you can on the Record Form for every housing unit designated on your listing sheet. For example, even if the housing unit is vacant, the Record Form can be filled for No. of Housing Units in Structure (p. 5). If no one is home, obtain as much information as possible from neighbors. Correct later if you interview respondent.

Call Instructions. You are permitted the following number of visits to make initial contact with the respondent:

<u>Segment Type</u>	<u>Number of Visits Permitted</u>	
Urban	original plus <u>3</u> callbacks for a total of <u>4</u> calls.	
Special	<u>5</u>	<u>6</u>
Rural	<u>2</u>	<u>3</u>
Supplementary	<u>2</u>	<u>3</u>

If you make more than one call at a designated HH at different times during the day (e.g., afternoon and evening), count each call as an additional callback.

Remember, try to complete the interview at your first call. Make a special appointment and call back only for reasons beyond your control.

Attempt to make your initial call immediately following the morning or noon meal hour, preferably in the early afternoon to allow sufficient time to complete the interview during the first call.

How to Enter Time. There are four places in the questionnaire that you must enter time:

1. The time that Section A began. This is to be entered in the appropriate place on the Call Report.
2. The time Section B began. This is to be entered in Section B, just before Q. 1.
3. The time Section C ended/D began. This is to be entered on p. 42 of Section C.
4. The time of the end of interview. This is also to be entered on the Call Report.

VI. SECTION B (HOUSEHOLD, FAMILY, MEAL, AND REFRESHMENT DATA)

After determining that a HH is eligible (Section A), ask for the homemaker, if she is not already serving as respondent.

Sections B, C and D must be completed in an eligible HH during one continuous visit since they all contain questions on food consumption during the 7 days preceding the interview. Therefore, following the completion of Section A, it is important to inform the respondent for a family of 3 or fewer members that the next questions will take over an hour to complete. If the family is larger, estimate an hour or two. Most of the time you will be able to finish the entire questionnaire during the first call. If the homemaker is unable to give the food information during that call, make an appointment for the next day convenient for the respondent. All of the meal and food data in Sections B and C must refer to the same period, the 7 days preceding the interview.

For one-person HH's, do not ask Q's 4, 5 and 6 about other persons.

In Section B, you will be listing several categories of persons. Most are listed in Column 3. Some are reported in Q. 23 Table. The following table will mean more to you after you have studied Section B and the instructions.

	<u>Category Of Persons</u>	<u>Definition</u>	<u>How obtained & recorded</u>	<u>Data needed for this category in Section B</u>
LIVING IN HH	(1) Related family	The head and all persons related to the head by blood, marriage or adoption (not including foster children)	All persons listed above the first underline in Column 3	Relationship, sex, height, weight, meals eaten in past 7 days, expense of bought meals and snacks (including those of guests), and if adult female, whether pregnant or nursing child, and if child under 2, whether nursing
	(1a) Economic family	Those related family members who are the head, wife, their unmarried children and other <u>re-related</u> persons who are thought of as part of the family in money matters (or a person living alone)	All persons listed above the first underline in Column 3 and coded "1" in Column 8.	
	(1b) Not economic family	Related family members not a member of the economic family. Also unrelated individuals who live and eat together	All persons listed above the first underline in Column 3 and coded "0" in Column 8.	Relationship, sex, age, height, weight, and meals eaten from HH food supplies in past 7 days and if adult female, whether pregnant or nursing, and if child under 2, whether nursing
	(2) Non-family residents	Persons not related to the family such as foster children, employees, roomers, guests with no other usual place of residence.	All persons listed between the first and second line in Column 3	Relationship, sex, age, number of meals from HH food supplies in past 7 days
NOT LIVING IN HH	(3) Non-resident <u>meal eaters</u>	Guests, employees, etc., not living in the HH who have eaten 1 or more meals there during the past 7 days	All persons listed under the second line in Column 3	Relationship, sex, age group, and meals from HH food supplies in past 7 days
	(4) Non-resident <u>refreshment eaters</u>	Guests, employees, etc., not living in HH who have been served refreshments during the past 7 days	All persons listed in table following Q. 23	Whether refreshments were very light or other, sex, age group

Identification of Related Family and Economic Family (Q's 1 - 6)

Question 1 (for Columns 3, 4 and 5)

A family member is a person related to the head of the HH by blood, marriage or adoption.

Consider a person "living here" if he usually lives in this place and has no usual place of residence elsewhere. He may be away from home temporarily on vacation, at school, on a business trip, in the hospital, or away in connection with a job (bus driver, traveling salesman, etc.). Do not include sons/daughters in the Armed Forces quartered on military installations.

List the family members living in a HH by relationship to the head of the HH, (Column 3) report their sex (circle code in Column 4) and their age at the last birthday (enter years in Column 5 -- or enter months for child under 12 months). Begin with the head of the HH and continue with the oldest, the next oldest and so on down to the youngest. If the respondent omits a person during the listing or mentions one out of age order, you may record him on the next unused line and then draw an arrow up to the proper position.

A HH consisting only of unrelated individuals living and eating together, for example, a group of unrelated women living together, is considered a family.

Questions 2 and 3 (for Columns 6 and 7)

Obtain the height and weight of each family member and record them in Columns 6 and 7. Since this is an estimate only, obtain the information from the homemaker without asking her to find out the exact height and weight from other family members.

Instructions before Question 4 (Economic Family)

Draw a solid pencil line across all the columns under the last family member listed.

The economic family is defined on p. 5. Members of the head's economic family are coded "1" in Column 8. All others are coded "0".

A person living alone is to be coded "1" in Column 8.

Several unrelated individuals living together are coded "0" in Column 8.

For one fairly usual type of family, the head of the HH, his spouse, and small children only, we know that by definition this is an economic family. You can circle "1" in Column 8 for each of these persons and skip to Q. 7.

If there are older sons and daughters who may be married, or other persons related to the head living in the HH, ask Q's 4 through 6.

Questions 4 - 6 (Column 8)

Question 4

"Are all of the persons you mentioned thought of as a part of this family in money matters?" This question refers to a pooling of income, sharing of expenses, etc.

In nearly all cases the respondent should be able to answer the question. If she cannot, put an (*) in Column 8 on the appropriate line and an (*) at the bottom of the page (or in Interviewer Notes) and write a note explaining what financial arrangements existed between these individuals and the family. For the rest of the questions, treat these persons in question as if they had been circled "1" in Column 8.

Question 5

"Who is not part of the family in money matters?"

Self-explanatory.

Question 6

"Is this son/daughter married?"

If all of the persons in the HH related to the head of the HH are considered part of the family in money matters (for example, they all pool income or spend from a common fund, etc.) you are to circle "1" in Column 8 for each such person.

Any family member who is not considered part of the family as far as money matters are concerned, is to be circled "0" in Column 8, except any unmarried son or daughter of the head of the HH or his spouse living in the HH is a member of the economic family and is to be circled "1", regardless of what the respondent says. We want the respondent to decide whether married sons and daughters and their relatives who live in the HH are or are not part of the economic family.

Unrelated Persons Living in HH

Questions 7 and 8 (Column 3)

If there are no unrelated persons living in the HH (unrelated to the head of the HH) write "no non-fam" in Column 3, draw a line across page and skip to the introduction to Q. 9. If there are unrelated persons living in the HH, list persons in Column 3 and record their sex and age in Columns 4 and 5, and draw a line across the page under the last non-related person listed. These persons are to be identified as household and farm help, boarders, foster children not adopted, wards and the like.

The 7 Days Preceding the Interview

Introduction to Q. 9

Before you begin to ask about the numbers of meals eaten from HH food supplies, you must establish the 7-day period you'll be asking about in these questions. (It is the same period you will be covering later for questions in Section C.) Show a monthly calendar sheet to the respondent pointing out the day, the month, and the date which

begins the 7-day period and the day, month and date which ends the 7-day period after the M/N/E meal preceding the interview. For example, if the last regular meal preceding the interview is the noon meal eaten on a Tuesday, the first meal to be covered will be the evening meal on the preceding Tuesday. In order to include between-meal snacks, however, you would start immediately after the noon meal on the preceding Tuesday and close after the noon meal on the day of the interview.

It may help the homemaker anchor the beginning of the 7-day period if you ask her such questions as: "Did you go anywhere last Tuesday?", "Did you go shopping or visit the beauty parlor or attend a club meeting?", "Did you have guests?", "Did anything unusual happen last Tuesday that might help you remember what food you served that day?"

Report just before Q. 9 the period covered by recording the date of the interview, the day of the week, and the date one week earlier and encircle "M" - morning, "N" - noon, or "E" --evening, to indicate the last regular meal covered by the interview. Illustrating an interview taken just after breakfast on April 6, the entries would be as follows:

From Tuesday, 3/30, to Tuesday, 4/6, after (M) N E meal.

Family Meals

Question 9 (Column 9)

Question 9 is to be asked to determine the number of meals each family member had from the HH food supplies during the 7-day period. Include all meals eaten at home, packed lunches and picnic meals made from HH food supplies that were carried and eaten away from home. List the total number of meals by meal M/N/E for each family member. (For persons working other than a daytime shift, it may be easier to ask about "breakfast", "lunch", or "dinner" meals. This is permissible as long as 3 meals a day are accounted for.)

Consider that nursing infants get the same number of meals from HH food supplies as their mothers.

How to Handle HH Meals Carried Away, but Supplemented by Food Away from Home

If a member of the HH carried as much as half a meal from home, supplementing it with food received as a gift (or pay) or purchased away from home, count $\frac{1}{2}$ of the meal in Column 9 and the other $\frac{1}{2}$ meal in Column 10 or 11 if appropriate (economic family member). For example, if, for the five lunches of the work week, the husband carried sandwiches from home and bought a beverage and dessert, consider that $2\frac{1}{2}$ of the meals were obtained from the HH food supplies; enter in Column 9. The other $2\frac{1}{2}$ meals were purchased and eaten away from home; enter in Column 11. If husband bought beverage only, consider that all 5 meals were obtained from HH food supplies (Column 9); make no entries in Columns 11 and 14, but enter expense for drinks in Column 15.

Further Explanation of Meals from HH Food Supplies Eaten Away from Home

Count as meals from HH food supplies any family picnic or cookout, even if most of the main foods served (steaks, family-caught trout, frankfurters, rolls, watermelon, ice cream, etc.) were purchased or obtained as individual food items enroute and did not "come into the home". Be sure that such foods are included in Section C. If the family shared with others in furnishing the food, count the meals eaten by the family and disregard the meals eaten by persons not in the HH. If person not in the HH furnished no food, but shared the meal, count their meals as guests meals.

Do not count as meals from HH food supplies any purchase of complete meals such as box lunches, carry-out meals, ready-made sandwiches with beverages and the like, eaten away from home. Such meals are counted as meals bought and eaten away from home. The expense is entered in Column 14.

Question 10 (Column 10)

This question asks for the number of meals family members coded "1" in Column 8 received as gifts or pay. List by M/N/E meal the number received free, including free lunches at school, meals as guests, meals chargeable to an expense account, meals received in partial or whole payment for services (for example, meals had by household help, waitresses, business employees and farm laborers for which no payment is made).

Question 11 (Column 11)

This question asks for the number of meals bought and eaten away by family members coded "1" in Column 8. List by M/N/E meal the number of meals bought and eaten at school, work, or shopping, etc.

Total Number of Meals (Column 12)

After completing Q. 11, enter in Column 12 the sum of entries in Columns 9, 10 and 11 for each family member coded "1" in Column 8. If the total for any person is other than 21, as it will be, for example, for persons who never have breakfast, make an explanatory note in Column 13.

Question 12 (Column 14)

This refers to expense for meals away from home for the family and for anyone else whose meals they bought, such as guests, and household and farm help. It covers the meals reported in Column 11 as well as any other meals paid for by the family members coded "1" in Column 8. Include expenditures by family members for alcoholic beverages served with meals. The expense also includes tips given for meal service and sales taxes.

You have a choice in the way you enter the expenditures in Column 14. The important points are to enter the full amount but not to duplicate any. You may enter on one line all amounts paid by family members. This might be easiest if the family goes out to dinner together and one person takes care of the expense or if one pays the check and another pays the tip. You may make entries on several lines if you wish when several members have lunch at their separate places of work. You may also use a combination of these procedures.

For meals carried partly from home and supplemented by a purchase, see instructions for Q's 9 - 11 above.

When the cost of meals away from home is not known by the respondent for persons who were in the hospital or living at school, ask the respondent to give you the total daily hospital bill; give you the total cost of board, exclusive of room, if she knows it, for a semester, quarter or year at school, etc. In some cases, a family member away at school, in the hospital or elsewhere may have all meals for the week away from home. Make a note of this information in the Interviewers Notes. Give as much information as needed to estimate the food cost.

Question 13 (Column 15)

This refers to expense for snacks for the family and for anyone else for whom they bought a snack. The procedures are the same as for Q. 12 (Column 14); Q. 12 refers to meals and Q. 13 to snacks.

For the meals partly carried from home and partly purchased (see Q's 9 - 11 for meal count instructions), the expenditure will be covered:

1. under meal expenditure (Column 14) if purchase was counted as $\frac{1}{2}$ meal.
2. under snacks expenditure (Column 15) if purchase was not counted as a part of a meal.

Questions 14 and 15 (Column 9) Meals from HH Food Supplies Eaten by Non-Family Members of HH

Obtain the total number of meals eaten by non-family members living in the HH from the HH food supplies in the last 7-day period. Record in Column 9.

Question 16 (Column 16) Pregnancy

This question relates to all women who are HH members -- family and non-family. Observe if any women of child-bearing age present during the interview are obviously pregnant. For those women of child-bearing age who have not been seen, ask Q. 16. For any who are at least 4 months pregnant, circle person number in Column 16.

Question 17 (Column 17) Nursing

If there are any children under 2 years who are members of the HH, ask Q. 17 and circle the person number of both the child and its nursing mother in Column 17.

Meals of Non-Resident Persons from HH Food Supplies

Questions 18 and 19 (Columns 3, 4 and 5) Question 20 (Column 9)

We are interested here in the number of meals eaten by guests, boarders, household help, farm help, etc., in the various age-sex groups. Q. 18 indicates whether there were any such meals eaten last week; if so, show the respondent Card #1A and ask Q. 19 to find out how to list them in Column 3. The persons may be listed individually, but if there are several in the same category, you may list these as a group. In Column 4 circle code for sex; in Column 5 enter an "x" in the column

for the age bracket. For number of meals eaten, ask Q. 20 and enter the number of M/N/E meals eaten in Column 9. The number of people represented is not important.

Example: 3 couples (age around 35), a girl of 4, and a boy of 5, and two 16 year old boys visited for dinner one evening. One couple stayed overnight (in the 7-day period) and had 3 meals the next day. The housekeeper also had dinner the night of the party. She is about 60 years old. The entries would be as follows:

Col. 3	Col. 4		Col. 5			Col. 9		
	M	F	under 12	12-19	20-64	M	N	E
Guest	①	2			X	1	1	4
Guest	1	②			X	1	1	4
Guest	①	2		X				2
Guest	1	②	X					1
Guest	①	2	X					1
HH Help	1	②			X			1

If guests brought baby food for their small children who had no food from the HH food supplies, do not count these children's meals.

At this point in the interview, be sure to draw a line across all the columns under the last non-resident person listed.

Refreshments for Non-Resident Persons

Question 21

This question asks whether in the past seven days refreshments other than meals were served to people not living in the HH; if so, ask:

Question 22 (Table following Q. 23)

"Were these very light refreshments such as a single food, like cookies or coffee, or potato chips, or did you serve more than that?" There may be more than one occasion at which refreshments were served by a HH in a week. If so, use a different line for each occasion. Cookies served to neighborhood children after school several times during the week and other such light eating, repetitive occasions like these may be summed on a single line. (See example below.)

Circle code "1" in Column (a) if only "very light" refreshments were served such as:

Cookies

A soft drink or some milk

Some wine, a cocktail, or other alcoholic beverage

Coffee (or tea) and sweet roll (or doughnut)

Snacks, such as potato chips and nuts

In general, people who have light refreshments drop in unexpectedly; for example, a neighbor is offered a cup of coffee.

Circle code "2" in Column (a) under "Other" refreshments to indicate situations where more numerous refreshments were served; for example:

A dessert party where ice cream, cake, and coffee were served

A teen-age party where nuts, potato chips, pretzels, pizza pie, and soft drinks were served

An evening party where open sandwiches, small cakes, or cookies, and coffee were served.

Question 23

Show Card #1B to respondent.

Enter in Columns (b)-(g) the number of people in each age and sex category having each type of refreshment. If both "very light" and "other" refreshments were

served, use a separate line for each. You may combine several occasions where "very light" (or "other") refreshments were served on one line, if you count each occasion for one person as "1". For example, make a single line of entries for cookies served to neighborhood children several times during the week, counting each occasion for each child and entering the total by age groups. (e.g., if two ten year old boys had cookies three times during a week, enter "6" in Column (e).)

While the respondent is telling about refreshments she may remember about, or try to include, meals served to guests not included in Q's 18-20. If so, these must be entered properly in Column 9 as non-resident guest meals.

VII. SECTION C (REPORT OF FOOD FROM HH FOOD SUPPLIES USED IN PAST 7 DAYS)

One of the major objectives of this study is to obtain a report of the kinds, the amount of, and the source of all the foods that were used in the HH during the designated time period, and the expense for all bought foods. It is in Section C that we obtain this detailed information.

A. Definition of (Food Used)

A food is considered as "used", if, during the 7-day period, it was:

1. Eaten in the HH
2. Carried from the HH food supplies and eaten away from home
3. Fed to pets, such as liver or ground meat that is eaten by people.
Include such food whether bought especially for pets or for both the family and the pets.
4. Thrown away or lost through spillage, etc.

Do not consider as "used" if it was:

1. Sold or given away to people outside the HH
2. Animal food purchased for pets that is not commonly eaten by people, for example, dog biscuits, horse meat.
3. Foods fed to animals raised for commercial purposes.

Since there will be cases which will be somewhat hard to classify, some examples of what to include as used and to exclude as not used follow:

Include as "food used":

1. Foods used, whatever the source is -- whether bought for cash, on credit, with food stamps or coupons, or by food voucher, as well as food which is home-produced, received as a gift, received instead of payment for goods and services or received as donated or surplus food, or from welfare agencies.

2. Food served at home.
3. Food carried from home in packed meals.
4. Food prepared and some saved for a later week. Include the part that was eaten during the report period.
5. Foods prepared before the time period covered by the interview that were eaten or discarded during the 7-day period.
6. Food fed to animals, such as liver, ground meat, evaporated milk, etc. that is eaten by people.
7. Food thrown away as spoiled food or for any other reason, and food lost through spillage, etc.

Exclude from "food used":

1. Animal food that is not eaten by people; that is, dog biscuits, canned products labeled for "dogs and cats", horse meat, and the like.

Also, exclude food that is generally eaten by people, if it was fed to animals raised for commercial purposes; that is, hamburger and similar foods a kennel owner feeds to cats or dogs he raises for sale.

Exclude cornbread and other like foods a farmer feeds chickens he raises for sale or family use or that he keeps in order to obtain eggs for sale or family use.

2. Food that was prepared or bought to give away, as for church suppers, for shipment to persons in the Armed Services or for Christmas gifts to persons outside the HH.

3. Food prepared for future use that was not eaten during the 7-day period. If a food was prepared but only part of it was eaten during the period, exclude the part that was not eaten.
4. Food that was canned or frozen during the 7-day period which was not eaten or discarded during this period.

B. Definition of "HH Food Supplies"

1. Food brought into the kitchen for use

Foods will always be reported in Section C in the form the food was in when brought into the kitchen (if it was acquired during the 7-day period) or in the form it was in at the beginning of the 7-day period (if it was acquired earlier).

The only exceptions are for homemade butter, cheese, and buttermilk.

(See page 43)

"Brought into the kitchen" includes brought from store, garden, freezer, pantry, cellar, freezer-locker, carry-out shop.

2. Homemade food mixtures, made and used during the 7-day period

The ingredients in homemade food mixtures made and completely used during past 7 days should be reported separately if made during the 7-day period. For example, a homemade beef pot pie would be reported in different places on the food list wherever the ingredients are listed. Thus, if beef chuck, carrots, onions, potatoes, flour and shortening were the ingredients, there would be 6 different entries on food list. Another example -- home-canned or home-frozen fruits and vegetables and home-preserved jellies, jams, fruit butters, pickles, relishes, catsup, etc. of which more was made than used during the 7-day period. Record the ingredients in only the portion used during the 7-day period. Be careful not to include as food used the ingredients of the portion stored.

The food items throughout the food list, which might be homemade, are identified by an *. Ask the respondent if these items were homemade during the past 7 days; if so, list under ingredients.

Watch especially for these homemade products: bread, cake, pie, cookies, meat loaf, macaroni and cheese, chicken and noodles and other casserole dishes. All these items would be handled as the beef pot pie example given above. This means reporting the food item in terms of ingredients rather than as a single food.

3. Homemade butter, cheese, and buttermilk regardless of when made but used during the 7-day period

Homemade butter, cheese, and buttermilk are exceptions to the above ruling. They are always to be reported as the item used rather than as ingredients. Be on the alert for duplicate reporting. If the respondent reports homemade cheese or butter, check with her on the milk and cream already reported to be sure that the milk or cream used to make the butter are not included.

4. Commercially-prepared food mixtures

Commercially-prepared food mixtures used during the past 7 days are to be treated as a single food. For example, a commercially frozen beef pot pie would simply be recorded on page 39 as "beef pot pie, comm., frzn." Such items are not broken down into ingredients.

5. Homemade food mixtures prepared prior to the 7-day period that were eaten during the 7-day period

These mixtures, although homemade, are recorded in the same manner as commercially-prepared food mixtures. That is, any homemade mixtures

prepared prior to but used during the 7-day period are also to be treated as a single food. We are using the beef pot pie as an example again but assuming it was prepared from HH food supplies a few days prior to the start of the 7-day period, stored in the refrigerator and used sometime during the 7 days. This item is entered on page 42 as "beef pot pie," circled "0" (Home prep. mix. prior to 7 days) in Column (c) and not recorded as ingredients.

6. Home-canned or home-frozen fruits and vegetables and home-preserved jellies, jam, fruit butters, pickles, relishes, catsup, etc. prepared prior to the 7-day period. Record these foods as a single food and treat in the same manner as other homemade mixtures prepared prior to the seven days except that home-canned is coded "2" and home-frozen is coded "4".

C. Interviewing Procedure

Read the introduction on page 1. Be sure the respondent understands that the 7-day period is the same time period you talked about before in Section B.

Enter the month and day the 7-day period begins (7 days before the day of interview) and ends (the day of interview); and circle one for the following:

- "1" - The time period begins after the morning meal 7 days ago, and ends including the morning meal the day of interview.
- "2" - The time period begins after the noon meal 7 days ago, and ends including the noon meal the day of interview.
- "3" - The time period begins after the evening meal 7 days ago and ends including the evening meal the day of interview.

Also, circle the code for the day of the week on which the interview occurred and the day of the week which is covered for the Individual Form(s), and the interviewing period.

Generally, this is the procedure you should follow for every page in Section C (Pages A-U):

1. Read to the respondent the introductory comments which are at the beginning of the food list on the even-numbered pages.
2. Then ask, "In the past 7 days, did you use any _____?" Ask about the first food in bold type (in either upper or lower case) and allow the respondent to reply "Yes" or "No". If the reply is "No", ask about the next food listed in bold type, and so on until you have read all foods in bold type on that page.
3. If the respondent indicated she did use the food during the past 7 days, enter the food code (e.g., "IN" on p. 7 if the food was sirloin steak) on one line in Column (b) of the facing page.

If there is no correct food code in the food list, write a full description in Column (b). If you are familiar with the produce or can obtain the information by probing during the interview, or from a butcher or store clerk, or by reading package labels add a note when you review the questionnaire, or send a label in with it.

For many foods, local names are not adequate for identification by editors. Example of such names and descriptive information required are detailed in Appendix B.

4. Next, ask about the form of the food (e.g., if it was canned, frozen, or fresh) and circle the correct form code in Column (c). However, if the form is included in parentheses next to the food code, you may automatically circle this number in Column (c). (For example, on page 6, chipped beef has a food code of 2J with a (5) after it. Chipped beef can only be "dried" and so you may automatically circle "5" in Column (c) on p. 7.) If Column (c) contains a column of "+"s, you may also need to circle a "+", for example, if the meat, poultry or fish was ready-cooked.

5. Next, follow any instruction about the variation column, Column (d), which may be on the food list page. On some pages you are to ask about the variation of the form for all foods; on other pages you are only to ask about those foods which have a (v). Circle the appropriate code in Column (d). On p. 7, for example, you will have to ask if "sirloin steak" is "with bone" or "no bone", and to circle either "1" or "2".

General Note

You will notice that there is always a double line (||) before Column (e). This indicates that you should have obtained all of the information necessary for our computer to assign a complete code number to the food. For your information, a complete food code number for each food in Section C will be as follows:

<u>Place in Questionnaire</u>	<u>Example: Boneless Sirloin Steak Comm. frzn.</u>
Column (a) - Page code	C
Column (b) - Food code	1N
Column (c) - Form code	3
Column (d) - Variation code	2

{ (This code is not needed for some foods. The instruction for its use is entered on the questionnaire page where pertinent)

The page code in Column (a) is automatically part of the final code the computer will assign each food. However, it is your job to assign the codes in Columns (b), (c) and (d). We need complete and accurate reporting by you in order to assign a correct nutritional value to the food.

The amount of code information needed to the left of the double line will vary from page to page, but information to the right of the double line refers to the quantities, source, and price of bought food and is standard on every page.

6. Next ask, "How much did you use?" It is preferable to get amounts in terms of lbs. and/or oz.; however, this is not always possible. Record amounts in Column (e) as follows:

- (a) If the answer is in terms of lbs., oz., or fl. ozs., record the number of lbs., oz., fl. oz. in the proper unit size column.
- (b) If the answer is in terms of cups, pints, tablespoons, etc., and there is such a column in Column (e), record the number of units in the "No. units" column and circle the precoded number in proper unit size column.
- (c) If the answer is in terms of cups, pints, tablespoons, etc. and there is not such a column in Column (e), record the number of units in the "No. units" column, circle "24" and write in the unit size in the "If item or other" column.
- (d) If the answer is in terms of number of items, (e.g., "6 pears" or "8 doughnuts") probe for lbs. or oz. information. If you are unable to obtain weight, record the number of items in the "No. units" column, circle "24" for "item" and specify size of a single item (e.g., 5 X 3 dia. -- length by diameter) in the "If item or other" Column.

(e) If the answer is in terms of cans (e.g., 1 can mixed vegetables or tomato juice), ask for the size of can which can be given by weight (1 lb. 4 oz., 1 lb. 13 oz., 1 lb., etc.), by number (#2, #2½, #303, etc.), or by volume (1 pt. 2 oz., or 2½ cups). If the respondent cannot give such data, ask her if she has a duplicate item on hand. If she has, ask to see it. If not, ask her to select the can size from the "can chart" in your notebook.

(f) If the respondent cannot tell the weight of a package, size of can, etc. and has no duplicate on hand, obtain as much information on the product as possible from her and check it at the store of purchase. Helpful information includes brand name, trade name, details about food description, approximate size and price per unit.

7. Next, ask, "Did you buy it?"

(a) If "Yes", enter "1" in Column (f), ask, "How much did you pay for (FOOD) ?" and record price in Column (g). Be sure that you either find out the quantity received for the money paid or the price paid per unit of purchase. Enter number of units and unit size in Column (g), as you did in Column (e).

(b) If "No", find out if the food was home-produced, federally donated, or gift/pay and enter "2", "3" or "4" in Column (f).

8. Finally, if there is any further question in your mind about this food item, make a note in Column (h). Especially use the note column if the amount of consumption or price of food seems unreasonable for the

family size, the season, and the region, and you have some explanation for it based on what the respondent has said, or based on observation. On some pages, the notes column will be only large enough for symbol notes. See Standard Abbreviations in Appendix A. For larger notes on these pages, use the available space on the bottom of the facing page, and write the food code next to the note.

D. Column (c) (Form)

"Form", recorded by code in Column (c), always refers to the state of the food either (a) when it came into the kitchen if acquired during the 7-day period or (b) at the beginning of the 7-day period if it was acquired earlier (see p. 42). Below are definitions of "form" for use in this study:

Canned, commercial, form code "1" - Heat-processed in a can or jar by a commercial cannery. Exclude foods such as pickles, peanut butter, sirup, biscuit dough, shortening, coffee, and cookies even though packed in glass or tin, as they are not heat-processed.

Canned, home, form code "2" - A canned product that was home processed.

It could have been processed by the respondent HH prior to the 7-day period or by another HH from whom the respondent HH received it as a gift, as pay, or through purchase. Include home-made jellies, marmalades, pickles, catsup, and relishes.

Frozen, commercial, form code "3" - Frozen and packaged by a commercial freezing plant in retail packages and acquired by the HH as such. Exclude packages of frozen meat, poultry and fish that were packaged by a retail store and put in their freezer cases. Also exclude meat, poultry, or fish that had been frozen and then cut up and sold as fresh by the butcher.

Frozen, home, form code "4" - A product acquired unfrozen that was frozen in a separate home freezer by the respondent HH prior to the 7-day period or by another HH from whom the respondent HH received it as a gift, as pay, or through purchase. For definition of a separate home freezer see Part IX. A locker in a food locker plant for this study is considered a separate home freezer.

Dried, dehydrated, form code "5" - Food from which part or all of the water has been removed by a commercial process. Examples are non-fat dry (skim) milk, dried prunes, dehydrated onion flakes, instant mashed potatoes, freeze-dried mushrooms. Exclude dried mature beans and peas and other naturally dried foods.

Other than canned, frozen, dried ("Fresh"), form code "7" or "8" for meat, poultry, and fish and "9" for other foods - not canned, frozen or dried.

Include "fresh", smoked, cured, pickled or salted meat, poultry or fish and any cooked foods that are not canned, frozen, or dried. Smoked fish bought in bulk or in a plastic bag would be considered "fresh" but smoked oysters in a can would be considered "canned" since these are heat processed.

Meat, poultry, and fish must be specified as with bone/shell form code "7", or with no bone/shell form code "8", where indicated.

Home prepared mixtures prior to 7 days, form code "0" - A combination of 2 or more foods (disregarding salt, artificial sweeteners and spices) that was on hand at the beginning of the 7-day period. These will usually be mixtures of foods that came into the HH unmixed. Examples are homemade baked goods, meat stews, creamed fish, cooked fruit with sugar, mashed potatoes, homemade chocolate milk. Exclude homemade jellies, pickles, butter, cream, cheese, buttermilk and home-canned or home-frozen foods.

Ready-cooked, form code "+" in Column (c) - This code is to be circled for fresh and frozen (Commercial or home) meat, poultry, fish, vegetables, and fruits, in addition to the numbered form codes already discussed. It applies only to foods listed on pages 6, 8, 12, 16, 18, 22 and 24 and includes:

- (1) Frozen and fresh foods which were brought into the kitchen in cooked state and
- (2) Foods that were acquired earlier and were in the cooked state at the beginning of the 7-day period.

Examples of (1) are:

Fresh foods brought into the home already cooked as a gift, from a church food bazaar, or from a delicatessen (e.g., sliced baked ham, a casserole of broccoli in sauce, or a pot of baked beans that is ready-to-eat or needs only to be heated). Frozen cooked foods such as baked or fried fish or baked stuffed potatoes.

Examples of (2) are foods cooked prior to the 7-day period such as:

Roast beef or pot roast with only salt and spices added.

Cooked vegetable with only salt added.

Cooked fruit with only artificial sweetener added.

Notes -

1. Do not ask form, Column (c), for food items for which the form code is included with the food listings (e.g., chipped beef on page 6 code 2J is followed by (5) as the form code). In this case you should enter 2J in Column (b) and circle form code "5" in Column (c) without questioning the respondent. For foods on pages 3, 5, 11, 25, 41, Column (c) has been omitted, except for codes "0" and "+" when applicable.

2. For those foods where the form Column (c) of the quantity used Column (e) differs from that of the quantity purchased Column (g) enter a description of the form of the food used in Column (b) and a description of the form of the food purchased in Column (h).

Report amounts and prices as usual. Examples follow:

(b)	(e)	(f)	(g)	(h)
h ckd turkey, diced white meat	1 Cup	1	10 lb. turkey 5.00	whole, raw
apple sauce, sweetened	2 Cups	1	3 lb. apples .40	raw

3. For home prepared mixtures prior to 7 days (form code "0") omit price.

E. Column (d) (Variation)

Column (d), variation, is included on several pages in order to help you record additional information about some foods which we must have before we can complete the coding of the food item.

If the information in the variation column is applicable to a food item, circle the correct code number (or numbers, if more than one variation is required).

If the information in the column is not applicable to a particular food, skip over the column to Column (e).

Follow the instructions in regard to "Variation" on pages 6, 8, 12, 16, 18, 20, 22, 24, 26, 28, 34, 36 and 40; do not ask for a variation for a food item if it isn't needed.

Summary - Columns (c) & (d)

Page Code	Food on Page	No. Form Codes Column (c)	Variation Instruction	Variation Codes Column (d)	Special Instructions
A,B	Baby Food	None	None	None	
C	Meat	9 & ready-cooked	Only for foods with a (v)	1 With bone 2 No bone	If meat is fresh, no bone, circle "9" in form column, and "2" in variation column (or fresh, with bone, circle "7" in form column and "1" in variation column) even though it is a duplication
D	Poultry, Variety Meats	9 & ready-cooked	Only for foods with a (v)	1 With bone 2 No bone <u>(If whole bird or animal)</u> 1 Live wt. 2 Dressed wt. 3 Rdy-to-cook wt. 4 Drawn (game only) wt. <u>(For chicken parts if wt. is unknown)</u> 5 Fryer, Broiler 6 Roaster, Stewer	If chicken, for instance, is fresh, with bone, circle "7" in form column and "1" in variation column (or fresh, no bone, circle "9" in form column and "2" in variation column) even though duplication, as well as whichever other variation code applies. In regard to dressed and drawn-these definitions vary for poultry, fish and game, in the state of preparation, as follows: <u>Dressed fish and game</u> is the same as ready-to-cook. <u>Drawn poultry</u> is the same as ready-to-cook. <u>Drawn fish and game</u> is eviscerated. <u>Dressed poultry</u> has been picked and bled only.
E	Lunch Meat	1	None	None	
F	Fish	9 & ready-cooked	For all foods other than canned	1 With bone/shell 2 No bone/shell <u>(If whole)</u> 1 Live wt. 2 Drawn wt. 3 Dressed wt. <u>(If part)</u> 4 Steak 5 Fillet + If breaded	If fish or shellfish is fresh, with bone/shell, circle "7" in form column and "1" in variation column (or fresh, no bone/shell, circle "8" in form column and "2" in variation column) as well as whichever other variation code applies. <u>Dressed fish</u> is ready to cook. <u>Drawn fish</u> is eviscerated.

Page Code	Food on Page	No. Form Codes Column (c)	Variation Instruction	Variation Codes Column (d)	Special Instructions
G	Egg, Milk products	5	None	None	None
H, I	Vegetables	7 & ready-cooked	Only for foods with a (v)	1 In shell 2 No shell + If with sauce	None
J	Juice	7	Only for foods with a (v)	<u>Ready to drink</u> 1 With sugar 2 No sugar <u>Concentrated</u> 3 With sugar 4 No sugar	None
K	Fruit	7 & ready-cooked	For all end. or frzn. foods	1 With sugar 2 No sugar	None
L	Cereals, Flour, Meal, Grains	1 & ready-cooked	Only for foods with a (v)	1 Enriched 2 Not enriched	None
M	Bread, Rolls, Buns	5	Only for foods with a (v)	1 Enriched 2 Not enriched	None
N	Cakes, Pies	5	Only for foods with a (v)	1 No icing <u>With icing</u> 2 Chocolate 3 Not chocolate	None
O	Cookies, Crackers, Other	5	None	None	None
P	Sugar, Sweets	3	None	None	None
Q	Pudding, Ice Cream, Fats, Oils	5	Only for foods with a (v)	1 Regular dressing 2 Low calorie dressing	None
R	Soups	7	For all canned soups	<u>If canned</u> 1 Condensed 2 Ready to serve	None
S	Frzn. Dinners, Mixtures	7	None	None	None
T	Nuts, Beverages	1	Only for foods with a (v)	1 In shell/husk <u>Shelled</u> 2 Salted 3 Not salted	None

F. Column (e) (Quantity Used)

The units of quantity that people use vary with different foods and local customs, (e.g., lbs., fluid ozs., #303 can, 2½" dia. apples, etc.). Therefore, although the procedure for recording the answer to the question, "How much did you use?", is the same for each page, the kinds of units of quantity will vary from page to page. The following unit size columns are on each page:

Lb.

Oz.

Fl. Oz. (however, the "Fl.Oz." column is crossed out on pages where it never would be used)

Item, other

Generally, "item" means a whole food item which the respondent cannot report in any other unit of quantity; for example, if a respondent does not remember the weight of 6 apples, you will record "6" in the "No. units" column, circle "24" in the "Item, other" column and write in some descriptive information about size such as "2½" dia." in the "If item or other" column.

Generally, this is the order of priority for obtaining quantity of food:

1. First, obtain weight in lbs., ozs. or volume in fl.ozs. whenever possible.
2. If weight is not available, obtain volume in terms of standard measures such as 8-oz. cups, pints, tablespoons, etc. -- that is, units which we can readily convert to weight figures. For tablespoons and teaspoons of foods (other than liquid) specify if heaping (H), rounded (R) or level (L).

3. If neither weight nor size in standard measures is known:

- (a) If appropriate, obtain an estimate of what fraction the portion of food used is of the total amount brought into the house. Record the fraction in the "No. units" column and give the unit size for the total of food.
- or (b) Probe for dimensions; e.g., 4"x2"x2" piece of candy. Record as: 4X2X2
- or (c) Probe for the brand and trade names or other information which would help us estimate the weight or size. Record in "Notes" Column (h), or at bottom of facing page. Do not record in Column (e).
- or (d) Probe for an estimate of "large", "medium", or "small". Record as: "lg.", "med.", or "sm."

Additional unit size columns are as follows:

Page Code	Food on Page	Additional Unit Size Columns on Page	Examples of "Items" on Page
A,B	Baby Food	04 Measuring cup Tbsp. 05 H 06 R 07 L	Teething biscuit
C	Meat	None	Loin lamb chop Links of sausage
D	Poultry Variety Meats	None	Chicken leg
E	Lunch Meat	None	Frankfurter Slice of salami
F	Fish	None	Oyster Shrimp Slice of lox (smoked salmon)
G	Eggs, Milk Products	08 Pt. 04 Meas. cup 09 Qt. 11 Dz. 10 $\frac{1}{2}$ Gal.	Egg Slice of cheese
H,I	Vegetables	04 Meas. cup 08 Pt. 12 Bunch 09 Qt. 15 Peck	Ears of corn Head of lettuce Green pepper
J	Juice	04 Meas. cup 08 Pt. 09 Qt.	None
K	Fruit	04 Meas. cup 08 Pt. 09 Qt.	An apple A cantaloupe
L	Cereals, Flour Meal, Grains	04 Meas. cup 13 Individual serving box	Shredded wheat biscuit
M	Bread, Rolls, Buns	04 Meas. cup 14 Slice	Doughnut Kaiser roll
N	Cakes, Pies	None	Cup cake Cherry tart
O	Cookies Crackers, Other	11 Dz.	Cookie Cream puff
P	Sugar, Sweets	04 Meas. cup 08 Pt. 18 5¢ bar/bag 09 Qt. 19 10¢ bar/bag	Chocolate, Bonbon Lollipop
Q	Pudding, Ice Cream, Fats, Oils	04 Meas. cup 08 Pt. 10 $\frac{1}{2}$ Gal. 09 Qt. 17 Gal.	Popsicle
R	Soup	04 Meas. cup	Bouillon cube

Page Code	Food on Page	Additional Unit Size Columns on Page	Examples of "Items" on Page
S	Frzn. Dinners Mixtures	04 Meas. cup Tbsp. 05 H 06 R 08 Pt. 07 L 09 Qt.	Dill pickle Egg roll Deviled crab cake
T	Nuts, Beverages	04 Meas. cup 08 Pt. 09 Qt. 20 1/5 Gal.	Walnut
U	Tea and Seasonings	None	Tea bag

G. Column (f) (Source of Food)

In Column (f) indicate the source of each food by entering the proper code number. Whenever a food from more than one source has been used, make a complete line entry for the quantity from each source. Use code letters according to the top of Column (f) as follows:

Code "1" is to be used for any bought food regardless of whether it was purchased during the period covered by the food list or at any previous time. Consider "bought" to include food paid for with cash or food stamps (coupons), food received on credit, or received in exchange for produce or a grocery voucher. Consider food brought home by an owner of a food store as "bought". There should be no entry for food that was bought but not used during the survey week.

Code "2" ("hp") is to be used for home-produced food; that is, food that was grown or raised on the home farm, including the orchard and the garden; for wild fruit, nuts or greens gathered by HH members; for fish and game that were caught by HH members. The following are to be considered home-produced and coded as "2":

Vegetables from the family garden.

Fruits and nuts from trees on home place.

Berries, nuts, greens, and any other wild products gathered by a HH member.

Milk, cream, cheese, and butter from dairy cows for family use.

Chicken and eggs from home poultry flocks.

Meat and fat from animals on home farm.

Flour, meal or other cereals from farm, ground at home or at a mill.

Sirup, molasses and honey from farm.

Game, fish or seafood caught for food by a HH member.

Any of the above home-produced foods that were processed regardless of where the freezing, canning or other processing was done.

Code "3" ("fd") is to be used for foods distributed as Federally donated, often called surplus or donable foods. Foods which may be Federally "donated" currently are:

Beef in natural juices	Bulgur, dry
Non-fat dry milk	Rolled wheat
American processed cheese	Cornmeal, yellow, whole ground, enriched
Green dried split peas	Corn grits
Peanut butter	Margarine
Flour, white, family, enriched	Lard
Flour, whole wheat	
Rice, white, enriched	

Foods not currently being distributed or about to be discontinued as "donated" food which may still be in HH food supplies are:

Pork and gravy, canned	Pinto beans, dry
Chopped meat, canned	Rolled oats
Dried whole egg	Butter
Pea beans, dry	

Check with local welfare authorities on existence of a food distribution program and if there is one, get information on what foods are being distributed in your area. Thus, you will be alerted to possible wrong reports.

Code "4" ("g/p") stands for food received as gifts or instead of pay. It is to be used for all food other than that bought, home-produced, or received as Federally donated food. Other food may be:

Food received by any member of the HH as a gift from another person outside of the HH.

Food received instead of cash payment for services rendered by a HH member.

Foods received from a private or public welfare agency. Do not include Federally "donated" or "surplus" foods here.

Foods Containing Ingredients from More than One Source

Code according to the source of the major ingredient. Use the following guide for major ingredients:

1. For canned or frozen fruits and vegetables, code according to the source of the fruit or vegetable. For example, home-canned pears would be coded "2" if pears were from the respondent's tree; "1" if pears were purchased, and "4" if pears were a gift.
2. Code pickles according to the food item that was pickled.
3. Code jellies, jams, and preserves according to the item (usually fruit) which gives product its name. For example, strawberry preserves made from "home-produced" strawberries and "bought" sugar would be coded as "2", the same source as the fruit which gave the product its name.

Consider the source of home-made foods made prior to the 7-day period as follows:

1. Main dishes

- a. Meat, poultry, or fish mixtures -- classify according to the source of the meat, poultry, or fish, regardless of the quantity in the mixture.
- b. Spaghetti, macaroni, rice or noodle dishes without meat, poultry or fish -- classify according to the source of the spaghetti, macaroni, rice or noodle.
- c. Sandwiches -- classify according to the source of the filling.
- d. Vegetable mixtures -- classify according to the vegetable present in the largest quantity.
- e. Salad dressings -- classify according to the source of oil.
- f. Salads other than meat, poultry or fish -- classify according to the source of the food item present in the largest quantity.
- g. Gravy or sauce -- if made with milk, classify it according to the source of the milk. Otherwise, classify according to the thickening ingredient. For chocolate sauce, classify according to the source of the chocolate or COCOA.

- h. Soups without meat, poultry, or fish -- classify according to the item giving the soup its name or according to the item present in the largest quantity.

2. Desserts

- a. Ice cream -- classify according to the source of the milk or cream.
- b. Puddings, custards -- classify according to the source of the milk.
- c. Fruit pies -- classify according to the source of the fruit.
- d. Custard or cream pie -- classify according to the source of the milk.
- e. Gelatin, plain -- classify according to the source of the gelatin used.

3. Other

- a. Baked goods or doughs other than pies -- classify according to the flour.
- b. Dips -- classify according to the cheese or cream.
- c. Baby formulas -- classify according to the milk or milk mixture.
- d. Cake icing - classify according to the sugar.
- e. Beverages containing fruit -- classify according to the fruit.
- f. Beverages containing milk -- classify according to the milk.
- g. Gelatin with fruit or vegetables -- classify according to the fruit or vegetable present in the largest quantity.

H. Column (g) (Cost of Bought Food)

In Column (g) you will enter the cost of each bought food (coded "1" in Column (f)) that was used during the past 7 days. (Exception -- do not ask for cost of bought foods which were prepared in a mixture prior to the 7-day period, that is, those coded "0" in Column (c).)

Enter the cost for bought food that was used during the 7-day period, regardless of when it was bought. Even if it was bought months before, if it was used during the 7-day period, report cost at the time of purchase. But do not include food that was not used during the 7-day period, even though it was bought during this time period.

Make uniform entries in dollars and cents in the price section at the right of Column (g). Enter dollar figures to the left and cents figures to the right of the line in the price column. Do not use the decimal or dollar or cents signs. Enter two zeros to the right of the line for whole dollars. For example:

1		00
		09
		35
14		17

In the left section of Column (g) enter the number of units and unit size so that in the home office we can calculate the price per lb. For example, 3 lbs. of apples bought for 59¢ should be entered with the "3" in the lb. column and "59" in the price column. That is, in Column (g) you need to record the quantity of the food for which the price you entered stands.

On any single line, Columns (e) and (g) must contain certain data for the same food, but they do not need to have the same entries for quantities. Use the same procedures for recording quantity in Column (g) that you use for Column (e).

(See p. 55)

Generally, you will enter either:

1. Actual unit price of the bought food such as price per lb.
(1 lb/ .20)
2. Cost of the total purchase such as price for 3 lbs.
(3 lb/ .59)

If the same food was purchased at different prices, use separate lines for each purchase.

Any sales taxes or delivery charges paid should be omitted from food prices and costs.

For food brought home by an owner of a food store enter the retail price at which the food is sold.

Enter the average price paid per lb. for all cuts of meat and fat from animals bought whole, in quarters or in halves when a flat rate per animal or per pound was paid.

I. How to Reduce Error and Interviewing Time in Recording Food Quantities

1. Food in a bottle, jar, package or box

Give weight or volume of contents used. When fluid ounces are given by measure they should be specified as "fl. oz." to differentiate them from ounces by avoirdupois weight. Terms like "bag", "can" and "box" used alone do not provide us with enough information to calculate weight of foods. We must have the weight (lb., oz.) or volume (fl.oz., pt., qt., $\frac{1}{2}$ gal.). Below are some examples of the proper way to record quantity used:

	No. units	Unit size			
		Lb.	Oz.	Fl. oz.	Qt.
Salad, cooking oil.....	2				09
Macaroni, spaghetti, noodles			14		09
Crackers, not sweet		1			09
Peanut butter	3		8		09
Grape juice	2			16	09
Peaches (home canned)	5				09

2. Food in cans

When possible, give net weight for cans. This is given on the label of commercially canned food. Next best, give can size number. Ask to see duplicate cans of food that are on hand. Examples of proper entries are:

	No. units	Unit size			(If item or other specify wt. or size)
		Lb.	Oz.	Fl. oz. Item, Other	
Corn	2		17	24	
Tomatoes	3			24	#303

3. Bread and other baked goods may be given as loaves, dozens, cakes, etc., provided that the weight of the unit has been given or the dimensions have been estimated.

4. Vegetables in bunches

Carrots, beets, turnips, asparagus, radishes, onions, rhubarb, broccoli, and greens are sometimes bunched. When the homemaker knows or can estimate the weight, obtain and enter the weight.

When weight is not known and the homemaker does not feel confident in estimating it, specify the size of the unit as shown in example below:

- a. for root vegetables, get dimensions of an average one and the number of pieces in the bunch.
- b. for bunched green vegetables, get dimension.

Examples of entries follow:

	No. units	Unit size				(If item or other specify wt. or size)
		Lb.	Oz.	Fl. oz.	Bunch Item, other	
Carrot, fsh.....	9				12 24	5½ X 1 <u>dia.</u>
Beets, fsh.....		1			12 24	
Broccoli, fsh.....	1				12 24	6 X 5 <u>dia.</u>

Avoid resorting to dimensions as a substitute for weights whenever possible. Use descriptions of small, medium or large.

5. Food by the piece, singly or in multiples (Item)

The unit for any food used by the piece should include weight.

When weight is not known, give the diameter for round or almost round foods, such as oranges, apples, and rutabagas. Describe a product as small, medium or large. Examples of entries follow:

	No. units	Unit size				(If item or other specify wt. or size)
		Lb.	Oz.	Fl. oz.	Bunch Item, other	
Cabbage.....	3	2½			12 24	
Bananas.....	6				12 24	6½ X 1¼ <u>dia.</u>
Rutabagas	3				12 24	4 <u>dia.</u>

6. Fractions of a total quantity

When only a part of a package is used, enter fractions for quantity when you know:

- a. weight of the total package
- b. number of units in package, and
- c. number of units used.

For example, 5 chicken legs used from a package of 7 which weighed $1\frac{1}{2}$ lbs. should be entered as:

No. units	Unit size		
	Lb.	Oz.	Fl. oz.
5/7	$1\frac{1}{2}$		

7. Weight unknown but total cost and price per pound known

If the respondent does not know weight of, for example, a chuck roast, but she does remember that the total cost of the roast was \$4.62 and that it cost \$0.59 per pound, enter total cost/price per pound in the "If item or other" column in Columns (e) and (g) as follows: 4.62/0.59. We will compute the weight of the food at the home office.

8. Food cooked in the HH during the 7-day period

- a. Do not include any food cooked during the 7-day period that was not eaten, but do include the weight of what was actually eaten. If weight is not obtainable, record a fraction of the total; e.g. $\frac{1}{4}$ of 5 lb. roast, $\frac{1}{2}$ of 46 fl. oz. can, $\frac{1}{2}$ peck of apples.

- b. Try to record the portion consumed in the form in which the food was brought into the HH. If the homemaker can only report the amount used as the weight or size after it was cooked in her kitchen, do not code it in Column (b), (c) or (d); instead, describe it in Column (b) and (h). Examples:

(b)	(c) (d)	(e)	(f)	(g)	(h)
cooked diced ham	(Leave (c) and (d) blank for office edit)	1 cup	1	5lb/3.65	b. cured ham w/bone
applesauce, swtnd		2 cups	1	1 peck /2.00	From b. apples

9. Leftover homemade mixtures prepared during the 7-day period

If a portion of a homemade food mixture, such as a cake, was left over and not used, report only amounts of the ingredients in the portion that was used. Use the recipe worksheet, if necessary, to figure the ingredients in the partly eaten product made at home.

J. How to Reduce Respondent Error

1. Helping the Respondent's Memory

Sheer memory failure of the respondent is a possible source of error in reporting food quantities and cost. Your job is to use probes which will help reduce memory error and to make sure the respondent knows exactly what information you want. The accuracy of the food list depends to a great extent on your skill in drawing out the necessary information from the respondent through probing questions that are not leading. For example, it may help to ask:

- a. If there are any current grocery statements or market lists that may be used for reference,
 - b. About regular deliveries of foods from dairy or bakery trucks, etc., and
 - c. About guests.
2. Anchoring the 7-day period
A respondent may have difficulty keeping within the bounds of the exact 7-day period being covered.

Help establish the beginning and ending of "boundaries" of the week by:

- a. Circling the beginning and ending dates on the monthly calendar sheet and keeping it in view of the respondent.
- b. Reviewing the main dishes (meat, poultry, fish) served during the period. These can be jotted down on the monthly calendar sheet.
- c. Relating usual and unusual activities of the homemaker and other family members to the beginning of the 7-day period. When you set the beginning date and meal of the 7-day period with the homemaker, ask her whether anything important or unusual happened at the time and, if so, to keep it in mind as a fixed point as she reports her family's food consumption to you. For example, the homemaker may remember that she served a standing rib roast the first night as she had guests for dinner; that she had hamburgers the first day as she took the children to the doctor for a medical checkup; or that she served baked beans as it was her food shopping or hair appointment day, etc.

3. Reporting Only Food Used

Be certain that you record the total quantity of each food item used in the HH during the 7-day period. Make sure the amount reported is the quantity actually used during the week and not the quantity purchased or the average or "usual" quantity the homemaker uses. Be sure that any left-over food is not reported as being used. At the end of Section C, ask, "Do you have any left-over food?" Ask the respondent to check in her refrigerator and cupboards so that you can deduct left-over amounts which you may have already recorded. Checking such food storage areas may also remind the homemaker of foods used during the 7-day period that she failed to report earlier.

4. Helping Respondents Remember Quantities

- a. Error in estimating might be due to failure to remember all the food used. This may happen for foods that are used a little at a time; for example, sugar for table use, flour for thickening, cornmeal for dipping fish, shortening or oil that is reclaimed for reuse in frying, spreads for sandwiches, dressing on salads and onion, or lemon for flavoring. Food items to which the family members help themselves without homemaker's knowledge, such as crackers, soft drinks or fruit, may also be overestimated or underestimated. Probe to help respondent make a good estimate.

b. Another approach is to build up quantity in terms of number and size of servings as follows:

- (1) At how many breakfasts during the week did you serve eggs?
- (2) How many eggs were used at each breakfast?
- (3) Did you have eggs for any other meals? How many meals? How many eggs at each meal?
- (4) In addition, did you use eggs in cooking and baking? How many did you use?

5. Watch for Unreasonable Quantities and Prices

a. As you go through the food list, keep in mind:

- (1) the size and composition of the HH,
- (2) hints you might have obtained on the members' food habits, likes, dislikes, or special diets, and
- (3) information on food practices, such as canning and freezing, so you'll be alerted to what foods are likely to be used and to the reasonableness of quantities reported as used.

b. If for major classes of foods, such as meat, vegetables, or fats and oils the homemaker reports no consumption, unusually low consumption, or unusually high consumption, tactfully question her about this. Add an explanatory note if the final entry seems questionable in light of HH composition, consumption of other foods, apparent economic status of the family, season, local food habits, and the like. (Remember that the person who will be reviewing the questionnaire was not present at the

interview and didn't hear your conversation with the homemaker. Any extra clues you can give in notes will be appreciated by the reviewer.) For example, in explaining a large quantity of salt pork reported and the lack of any other meat entries, the homemaker may say that the family ate no meat other than salt pork during the week. If so, circle "3X", add an asterisk and make the proper explanation on p. 7 in the lower margin or on blank space on p. 6, identifying your note with "3X".

- c. Show no surprise or dismay by expression, gesture, or comment because of a quantity of food reported as consumed. Return to foods for which you have been given quantities that seem unreasonable or inconsistent in the light of other entries later and say something like -- "I want to check back on one or two quantities I am not sure I understood correctly. Did you say that...."
- d. Accept prices which the respondent reports, even if she is uncertain of them. If a price seems unreasonably high or low, inquire tactfully about any unusual circumstances surrounding the purchase such as low price because of sale or commissary purchase or high price because of gourmet food store. Add any explanation given in a marginal note. If nothing unusual seems to explain the price, note in margin that you have inquired about it so that reviewers will not question it again. Be sure that the price entered is the actual price the respondent paid for the item used during the 7-day period and not just the "regular" or "average" price of the food. Do not enter the price you paid for such an item.

J. Watch for Duplicate Entries

Be on guard to recognize reports of the same food twice. Some likely instances in which duplication may occur follow:

- a. Whole fluid milk, part of which is made into butter and buttermilk. Enter only the quantity used as "whole milk" and enter on their respective lines the quantities used of cream, cheese, buttermilk and skim milk processed in the home from whole milk. Enter homemade butter on page 35 Section C, coding Column (f) according to the source of the cream.
- b. Fresh fruit, vegetables, or other food preserved in the home during the week covered. Only the quantity used during the 7-day period should be entered on the schedule. Food preserved for later use should be omitted.
- c. Baked goods prepared at home. Only the fats, sugar, flour, and other ingredients used to make the baked goods should be entered. There should be no entry for doughnuts, cookies, pies, cake, bread, or other baked goods prepared at home since they're listed under ingredients, except those prepared prior to the beginning of the 7-day period.

K. How to Reduce Interviewing Time

1. Do Not Do Computations

- a. As a general rule, you are not to add, multiply, subtract or divide any quantities or prices.

- b. Also, discourage the respondents from being "helpful" by, for example, figuring out the cost of the amount of food used by dividing a number into the price of the food bought, etc.
- c. Enter separate amounts and prices on different lines. The computations will be done in the home office.

2. Obtaining Prices

If the respondent cannot remember the price of a particular food item, ask if she has a duplicate package or can to look at. Usually the price is stamped on the container. As a last resort, ask her to estimate the price.

In probing for prices never suggest a figure to the respondent. If she says she does not know a price or an amount, ask, "About how much did you pay?" If she suggests a range of figures between which the amount fell, ask, "Was it nearer ___ (the lower figure) or ___ (the higher figure)?" If she does not specify either amount, enter both as a range.

If the respondent cannot estimate the price of a food used ask the brand and trade names of the food, the size of the container, if packaged or canned, and where she bought it. Obtain the prices you need later by telephone or by stopping at the store. Keep a record of such information in the notebook we will give you in case you need similar information later. Telephone calls to stores for missing data will probably taper off as the study progresses.

3. Become Food Conscious

Throughout the study you will gain in familiarity with foods that are peculiar to the area and season you are interviewing in.

4. Use Abbreviations for write-in entries when possible. A list of acceptable abbreviations for your use in this survey is given on page 113. In recording dimensions in "If item or other" column, you do not have to write (") for inch, but only enter the number; e.g., 5 X 3 $\frac{1}{2}$ dia.

5. Reading the Food List

The following techniques may help you obtain the food data more quickly and easily:

- a. If the respondent was able to read Cards #1 and #2 without difficulty you may let her look at an extra Household Form as you go through Section C. This will allow her to read the food lists along with you. If she begins to slow up the pace by reading all of the foods in light type, you will have to remind her of the length of the interview to get her to speed up. Remember to take the extra form before you leave the HH.
- b. You may read the foods in Section C with the instruction to the respondent to stop you when you reach one that was used during the 7-day period. Make sure, however, that she clearly hears each food as you read it to her.

- c. Some respondents may prefer to build up a 7-day menu before the food list is read to them. This is permissible for the foods the respondent can quickly remember and mention. Briefly record the food on the calendar and then begin the food list. Do not use up interviewing time by letting the respondent ponder about, for example, what her family had for dinner six days ago. Tell her, "You'll probably remember that when I read this list of foods," or "We'll be getting to that food."
- d. If the respondent wants to start talking about foods out of order, e.g., dairy products while you are on the meat page, tell her, "We'll be coming to that food."
- e. In the notebook are pictures of varying sizes of potatoes, spheres, etc. and pictures of different size cups and glasses. They are to be used if: (1) they improve the quality of the data; (2) they reduce interviewing time.
- f. For some respondents it might be better to complete the listing of foods on a page of the questionnaire before asking the respondent to go to her cupboard, her refrigerator, etc. so that she is not continually jumping up and down for each food. This will depend entirely upon the agility and attitude of the homemaker.

6. Miscellaneous

- a. You may record an "S" (Same) in the "If item or other" column in Column (g) if the data recorded in this part of Column (e) should also be recorded in Column (g).
- b. You may record decimals in Columns (e) and (g) as follows:
- (1) In "No. units" column to the nearest hundredth;
e.g., 1.37.
 - (2) In "Lb." column to the nearest hundredth;
e.g., 2.74.
 - (3) In "Oz." and "Fl. oz." columns, record either as decimals or fractions; e.g., 4.2 or $10\frac{1}{2}$.

VIII SECTION D (FOOD INTAKE OF INDIVIDUALS, SPRING, 1965)

A. Objectives

The food intake of individuals affects their health and welfare and therefore knowledge about eating habits is important for the citizenry at large and for business and professional personnel engaged in activities concerned with food, agriculture, health, education and welfare. Thus far studies of the diets of individuals have concerned small segments of the population -- women in the North Central region, homemakers in large cities, children in low income families, college girls, nursery school children, business and professional men, industrial workers, or other groups of individuals about whom for one reason or another information on their food intake is needed.

This survey you are now undertaking is a "first" in that it will provide information on the diets of a cross section of the men, women, youths, and children in the United States for the first time. Much data are greatly needed and will tell: How the food supplies in the nation's homes are shared by family members, how the food intake of one age group compares with other age groups, how nutritionally satisfactory the food intakes of individuals are at the various stages of the life cycle, who are the people in need of more food or food of better nutritional quality, and what foods would improve faulty diets.

The food intakes of individuals will be translated into calories, protein, minerals and vitamins. The resulting data on food and nutrient intakes will increase the effectiveness of many practical and scientific activities. The information will be useful in guiding practical nutrition programs for consumers, in suggesting research on nutrition problems, in administering the school lunch, school milk, food donation and food stamp programs, in managing the food services in institutions, restaurants and other away-

from-home eating places and in almost every other endeavor concerned with the food of individuals.

B. Individual(s) From Whom a Day's Intake Is to be Collected

Since the USDA will analyze these data about individual eating habits by comparing one age and sex group (e.g., males 65 years or older) with another (e.g., males 20-64 years), we must obtain a sample of individuals with a sufficient number of persons in each age group.

If we requested a Section D form for each person in an eligible HH, we would obtain data for many more individuals in the 20-64 age group than we need. In fact, we would have about double the number of individuals in this age group which we need.

Therefore, we have developed the following procedure to sample randomly one-half of the persons 20-64 years old in the spring, 1965, base sample. Do not request any Section D forms in a HH in a Supplementary Segment.

After completing the HH food questions, Section C, return to the listing of related family members in Section B, then -

- 1 - Circle code "A" if HH has been designated as an "A" sample HH on your Listing Sheet or circle code "B" if this is a "B" sample HH.
- 2 - Circle "1" in the eligible column for each family member whose person number is in bold-faced type in the "A" or "B" column, depending on whether this is an "A" or "B" sample HH.
- 3 - Circle "1" in the eligible column for all other related family members who are:
 - (a) 65 years old or older
 - (b) 19 years old or younger.

- 4 - Circle "2" in the ineligible column for all other related family members.
- 5 - Write the person number of all eligible persons (with "1" circled in column 2), relationship of person to head of HH, and age on the first page of Section D forms. Use a separate Section D form for each eligible individual.

If the respondent cannot complete Section D for an individual who will not be home by midnight of the day after the interview, do not fill a Section D form for him/her. Circle "+" in "If away" column for this individual.

C. General Interviewing Procedure

One* Section D form is to be used to record one individual's total food and beverage consumption (except water) during the day before the day of the HH interview. This means that you will be recording intake of food from home supplies, including packed meals and snacks carried and eaten away from the home, on the same form you record food intake which is not from home supplies.

If some or all information for an individual is not available at the time of the major interview (and if the person will return home by midnight the day after the interview day) explain to the homemaker that you must obtain the missing information. Ask her to interview the individual(s) when he returns home and mail the form(s) in the stamped, self-addressed envelope which you will leave. Before leaving the HH, be sure the homemaker understands how to fill out all columns for the missing information. You will be, in effect, giving the homemaker a five minute short course in how to be an interviewer.

*If there aren't enough lines in one Individual Form to record the information for one individual, continue the food list on a second form, enter full identification on each form and clip the two together before sending them in. As part of the identification fill in blanks in upper left corner of p. 1 under the box. The first form might read "Form 1 of 2 (or 3) forms for this individual."

Be sure that the homemaker has agreed to mail the leave-over form to you within 48 hours whether she has obtained the missing information or not. Always ask the respondent before beginning a Section D form for an individual, "Are there any foods (PERSON) ate yesterday that you don't know about?" (IF YES, ASK) "Will (PERSON) be home by midnight tomorrow?" If the person will be home, fill in Section D form in as much detail as possible. If the person will not be home in this time period, omit Section D for this person and circle "+" in Column 2 in the Record Form.

Begin with the respondent, if she is eligible (Section B, Column 2, Record Form). Otherwise, begin with the first eligible person listed. (In one-half of the single person HH's where the single person is 20-64 years old you will not complete a Section D form - see sampling instructions.)

Ask "What were the first things (PERSON) ate or drank yesterday? Begin with the first food eaten at or after midnight (___ day). As you tell me each food, I also need to know how each eaten food was prepared, for example, whether eggs were fried or scrambled, whether the potatoes were french fried or mashed, and so on." Record foods in the order of eating in Column A, Food or Beverage and its Form.

"What else did (PERSON) eat at that time?" (RECORD IN COLUMN A)
(PROBE FOR FOODS LIKE bread, butter, sugar, cream, salad dressing, candy, tea, coffee, and other drinks, nuts, catsup, gravy, potato chips.)

Continue asking until all foods or beverages have been listed for all eating occasions yesterday. For nursing infants, record each feeding, whether breast fed or bottle fed.

Probe as directed, especially for foods eaten between meals, while watching TV, at the movies, while playing games, etc.

EACH FOOD MUST BE LISTED ON A SEPARATE LINE IN COL. A.

DRAW A LINE AFTER LAST FOOD EATEN AT EACH MEAL/SNACK TIME.

If a food is reported from HH food supplies which you believe is not recorded on the Household Form, asterisk (*) that food and check on it after completion of Section D.

Complete Column C for consumption of fat on any meat or skin on any poultry as you list it in Column A. If the respondent also volunteers the time the food was eaten (Column D) or quantity (Column B), record it in the proper place. List the foods in Column A as quickly as possible for the person.

Then ask "About how much (FIRST FOOD MENTIONED) did (PERSON) eat/drink including second helpings? Subtract any food left in dish uneaten or fed to a pet." (RECORD AMOUNT EATEN IN COLUMN B)

Next ask "About what time did (PERSON) eat/drink (FIRST FOOD MENTIONED)?" (RECORD IN COLUMN D AFTER FIRST FOOD MENTIONED.)

"Was this food from the home food supplies?"

(IF YES, CIRCLE "1" IN COLUMN E & RETURN TO NEXT FOOD)

(IF NO, CIRCLE "2" IN COLUMN E & CONTINUE)

"Where did (PERSON) eat the food? (HAND RESPONDENT CARD #4).

Please tell me both the place patronized and type of service used."

(RECORD NUMBER AND LETTER IN COLUMN F)

"Was the meal (FOOD OR DRINK) paid for by someone in your family or not?" (RECORD IN COLUMN G; IF BOUGHT BY FAMILY, ENTER COST)

(REPEAT COLUMNS B THROUGH E FOR EACH FOOD/MEAL, COLUMNS F & G FOR EACH MEAL/SNACK EATEN OUT)

Then ask "Did (PERSON) take any vitamin or mineral pills, capsules, oil, or

other supplements yesterday?" (CIRCLE "1" IF YES; "2" IF NO IN BOX AT TOP OF PAGE.)

Now go to the form for the next eligible person.

Ask "How about (NEXT PERSON), what were the first things he/she ate or drank yesterday?" (RECORD ON SEPARATE QUESTIONNAIRE IN COLUMN A).
(NOW REPEAT COLUMNS A - G)

If there are any foods or eating times that the homemaker cannot report on, write the name of the missing meal or eating occasion in column A, and circle it. You will leave the Section D form behind (if the person will be home by midnight tomorrow); if not, send in the form to the home office as it is.

D. Column A (Food or Beverage and its Form)

Column A is used to record what foods were eaten and how each food was prepared. In order to make a nutritional evaluation of food intake, it is necessary to have a complete report on each individual's intake of every food and beverage (except water). The intake of calories and nutrients in food eaten by those individuals can be determined only if you furnish a full description of each food and beverage. For example, you must specify whether milk is whole, extra rich, skim, buttermilk, or other.

Caloric and nutrient content may also be dependent upon the way the food is prepared. For example, a serving of plain boiled potatoes has fewer calories and less calcium and vitamin A than a serving of creamed potatoes because of their higher concentration in the butter, milk, and flour used to make the cream sauce. Thus you see it is important that you specify carefully whether a food is served raw, boiled, fried, buttered, creamed or prepared in another way.

The foods eaten at home by the individuals on the day previous to the major

interview are obviously part of the foods used by the HH in the week preceding the interview. Repetitious questions in Section D regarding the descriptions of foods already entered on the Household Form should be avoided in so far as possible. However, before sending in the Individual Form for a HH, make sure a complete description for each food is entered in Column A of all forms.

Refrain from suggesting meal patterns or food accompaniments. People do not always eat when, what, or how much one thinks that they might; they do not always use a spread on bread; they do not always use salad dressing on salad. Strive for objectivity in all your questions and statements. The attitude of the interviewer should always be that "some people do and some people don't," and the questions and manner must not suggest expected answers. Negative information, if pertinent, should be recorded; for example, "no spread" and "no salad dressing."

In recording information use a separate line for each food and for each time it is eaten. However, if a second portion is taken during a meal or snack time, record the amount eaten as a total. Use a separate line to record each "extra" such as cream, milk, and sugar for coffee and cereal; lemon for fish, salad, tea, and other drinks; dressings or oil and vinegar for salad; gravies and sauces for meat, poultry, fish, and vegetables; sauces, whipped cream, wine, and nuts for desserts; catsup and pickles; butter, margarine, jelly, jam, and marmalade for bread; and sirup and honey for pancakes. Similarly, each ingredient known to be in a sandwich, such as bread, table fat, salad dressing, lettuce, and boiled ham, egg salad or other sandwich filling should be recorded on a separate line. Mixtures such as "tuna casserole" however, should not be broken down into ingredients. Use only one line for such a mixture and describe only the major ingredients; e.g., tuna fish, cream of mushroom soup, potato chips.

Illustrations of probing questions that will be useful in obtaining the kind of detail that is needed to identify the specific foods follow:

Illustrations of Appropriate Probing Questions for
Identification of Foods

Examples of Foods and Beverages	Appropriate Probing Questions for Obtaining Form of Food As It Was Eaten
Milk to drink	What kind was that -- whole, extra rich, skim, buttermilk, chocolate milk, or what?
Coffee	<p>Plain or with something added? (IF SOMETHING ADDED) What? Anything else? RECORD EACH ITEM ON A SEPARATE LINE. (IF "CREAM" ADDED) What kind was that -- half and half, whipping cream, light cream, evaporated milk, or what? (IF "MILK" ADDED) What kind was that -- whole, extra rich, skim, or what?</p>
Tea	<p>Anything added? (IF YES) USE SAME LINE OF QUESTIONING AS FOR ADDITIONS TO COFFEE.</p>
Juices	<p>What kind of vegetable (or fruit) juice was drunk? (IF FRUIT) Did it have sugar added or no sugar added? Was this a fruit-flavored drink or was it fruit juice?</p>
Egg	How was that prepared?
Bread, toast, or rolls	<p>What kind was that -- wholewheat, rye, white or what? Was that eaten plain or with some kind of a spread? (IF TABLE FAT) Was that margarine or butter? RECORD ON A SEPARATE LINE.</p>
Breakfast-type cereals	<p>Was that a cooked or ready-to-eat cereal? What kind of cereal was it, I mean, was it wheat, or corn, or what? (IF READY-TO-EAT CEREAL) What is the brand and trade name? Was it sugar-coated or not? Was anything added to the cereal before it was eaten? (IF YES) What? Anything else? RECORD EACH ITEM ON A SEPARATE LINE.</p>
Steak, chops, roast	<p>Was that beef, pork, lamb, veal, or what? How was it cooked? Was there gravy with it? (IF STEAK) What kind of steak was that by cut of meat, I mean, was it round steak, T-bone, club steak, flank steak, minute steak, or what? (IF CHOP) What kind of chop was that by cut of meat, I mean, was it rib chop, loin chop, shoulder chop, or what?</p>

Examples of Foods and Beverages	Appropriate Probing Questions for Obtaining Form of Food As It Was Eaten
Luncheon meat	What is the name of the luncheon meat, I mean, was it bologna, salami, liverwurst, or what?
Fish	What kind of fish was that, I mean, was it salmon, flounder, trout, or what? How was that prepared -- baked, fried, creamed, or what? Anything added, such as lemon juice, tartar sauce, or catsup?
Chicken, turkey, other poultry	How was that cooked? Was there gravy with it? Stuffing? Was it sliced or was it a boney part? (IF SLICED) Dark or light meat? (IF BONEY PART) What part or parts?
Ham	Was it baked, boiled, or a type of luncheon meat?
Potatoes	Were those sweet potatoes or white potatoes? How were they cooked -- fried, mashed, baked, boiled, buttered, or what? Did you add anything to the potatoes, such as, table fat or gravy? (IF YES) What was added?
Soup	Was the base water, broth, milk, tomatoes, or what? What was the name of the soup? Any crackers? Anything else?
Sandwiches	What kind of filling? Anything else? Was that made with a bun or bread slices? What kind of bread (or bun) was that, I mean, wholewheat, rye, white, or what? Any spread, I mean, butter, margarine, mayonnaise? RECORD EACH ITEM ON A SEPARATE LINE.
Salads	What was the main food in that salad? Any other foods in it that you can tell me? Did the salad contain a salad dressing? Was any salad dressing added to it? (IF YES TO EITHER QUESTION ON SALAD DRESSING) What type was that -- mayonnaise, a mayonnaise-type of dressing, French dressing, oil and vinegar, cooked dressing, or what? Was that ordinary dressing or was it a special low caloric type?

Examples of Foods and Beverages	Appropriate Probing Questions for Obtaining Form of Food As It Was Eaten
Casseroles, other main dish mixtures	<p>What was the main food in that dish? Any other food in it that you can tell me? What was the base -- milk, tomatoes, canned soup, broth, or what? (IF CANNED SOUP) What kind?</p>
Vegetables	<p>Was that eaten raw or cooked? (IF RAW) Was it plain or with salad dressing, or what? (IF WITH SALAD DRESSING) What kind? (IF COOKED) Was that boiled, baked, fried, creamed, or what? Was a fat, cream sauce, nuts, or anything else added for seasoning? (IF YES) What?</p>
Fruits	<p>Was that fresh, canned, frozen, or what? Was it sweetened or unsweetened? Was anything added before it was eaten? (IF YES) What? Anything else? INDICATE "NO JUICE" IF THE FRUITS ARE USUALLY SERVED WITH JUICE.</p>
Cookies, pie, and cake	<p>What kind of (cookies, pie, or cake)? (IF NAME DOESN'T IDENTIFY) What was its flavor -- vanilla, chocolate, butterscotch or what? Was it plain or iced? (IF PIE) Was that a one-crust or two-crust pie? What kind of pie -- fruit, cream, custard, nut or what?</p>
Alcoholic drinks	<p>What kind of drink was that? (IF WINE) Was it sweet or dry? (IF OTHER ALCOHOLIC DRINK) Was it straight or mixed? (IF MIXED) What is the name of the drink? What was it mixed with?</p>
Crackers	<p>What kind? (TRADE NAMES ARE HELPFUL) Did you eat any spread or dip with them? (IF YES) What kind?</p>
Candy	<p>Was that a piece, bar, sucker, or what? What kind was it? (TRADE NAMES ARE USEFUL) Was it chocolate or some other kind of flavor? Did it contain nuts or coconut or anything like that?</p>
Soft drinks, "pop," "tonic"	<p>Was that a cola-drink or some other type? (TRADE NAMES ARE USEFUL) Was it an ordinary drink or was it a special low-caloric type?</p>

Examples of Foods and Beverages	Appropriate Probing Questions for Obtaining Form of Food As It Was Eaten
Ice cream	Was that a rich creamy kind of ice cream or was it what is called "ice milk"?
Baby formula	What ingredients were used to make the formula? How much of each item did you use? How many bottles or ounces did that make?
TV dinners	What brand and trade name? What foods?

E. Column B (Quantity Eaten by Each Person)

This column is used to record how much of each food was eaten.

An individual's intake of calories and nutrients is also dependent upon the amount of food he eats. For example, you must specify whether the individual had one or two cups of milk, an apple two inches in diameter or one four inches in diameter, two heaping or two level teaspoonfuls of sugar, etc.

The form, shape, or kind of container in which foods are served determines the most logical ways of reporting quantity. Therefore, as one step toward determining quantity, the interviewer should establish the most logical ways for talking about it. This may be evident from the household data already collected.

The food may be:	<u>Example</u>
1. Liquid;	Milk
2. Semi-solid or solid that can be measured in cups or spoonfuls;	Butter
3. Solid - purchased by weight with weight of serving portions known to the respondent;	T-bone Steak
4. Other solid or near solid foods with shapes that can be described by one to three dimensions; or	Crackers
5. Other form, shape, or kind of container.	TV dinner

These five categories will be used to discuss interviewing to learn how much of each food was eaten.

Be sure that, in each case, the final record of quantity is clear regarding the food eaten. The description of quantity eaten is synonymous with the food served only if the individual ate all of it. If edible food was left uneaten, this should be subtracted from the quantity served before the quantity is recorded in Column B.

1. Liquid foods

The units of measure to be used for liquid foods are the fluid ounce, teaspoon, and tablespoon. Knowing the kind of container for the liquid will help you to estimate the amount. If liquid foods are reported in cups, glasses, bottles, cartons, or the like, have the respondent estimate it, as a 4-oz. juice glass, or an 8-oz. measuring cup, a 10-oz. mug, a $\frac{1}{2}$ pt. carton, or in any other way that will indicate the number of fluid ounces taken.

Examples of Foods and Beverages	Appropriate Probing Questions for Obtaining Food Quantity
Coffee, tea	How much? Was that a tea cup or a mug or what? Did you have one cup (mug), or more, or less?
Milk	(IF SCHOOL LUNCH) One half pint, more, or less? (IF ELSEWHERE) How much? (IF GLASS, MUG, OR CUP) About how large is that? (IF FEASIBLE) Could you show me the glass (mug or cup) so I can be sure of the size? (IF LESS THAN FULL CONTAINER) Could you show me about how much?
Alcoholic beverage	(IF WINE) What size glass? How many glasses? (IF COCKTAILS) How many drinks? How many shots (jiggers) per drink? How large a jigger?
Fruit drink, juice	What size glass? How many glasses?

Examples of Foods and Beverages	Appropriate Probing Questions for Obtaining Food Quantity
Soup	Cup or bowl? What size? (IF POSSIBLE) Could you show me the bowl (cup) that you used? How full? One bowlful (cupful), less or more?
Soft drink, "pop", "soda", "tonic"	One bottle, or more, or less? What size bottle was that?
Baby formula	How many ounces were in each bottle? About how many ounces did the baby take at the first feeding? The second? REPEAT FOR ALL FEEDINGS. USE A SEPARATE LINE TO RECORD EACH FEEDING.

2. Semi-solid or solid foods (in a fine form) that can be measured by volume in spoonfuls, cups, or pints

Ask the respondent to express volumes of food in standard measures -- teaspoons, tablespoons, cups, or pints whenever possible. Rounded spoonfuls contain approximately two times the amount in level spoonfuls. A heaping spoonful is about three spoonfuls. Therefore, have the respondent tell and record the information as level, rounded, or heaping. Serving spoons are available in such a wide variety of sizes that it is best to avoid recording quantity in serving spoons. When possible have respondent report in standard teaspoons and tablespoons.

Examples of Foods	Appropriate Probing Questions for Obtaining Food Quantity
Peas, mashed potatoes, coleslaw, cornflakes	About how much? Can you tell me how much in cups, tablespoons, or teaspoons? How many? (IF PART OF A CUP) About how much of a cup? (IF TEASPOONS OR TABLESPOONS) Do you mean level, rounded, or heaping spoonful(s)? (IF PART OF A SPOONFUL) About how much?
Sugar	About how much in tablespoons or teaspoons? How many? Level, rounded, or heaping spoonful(s)? (IF PART OF A SPOONFUL) About how much?

3. Solid foods -- purchased by weight with weight of serving portions known to respondent

For some foods that are purchased by weight, the respondent may be able to report the weight of the food eaten by each individual. This kind of information is especially useful. Such estimates are quite likely to be made on the purchased form of the foods. If this is different from the form in which the food is eaten, such as raw weight for meat that is eaten cooked, it is important that the interviewer records that information as "raw weight". In addition, if the food could be served either with or without bone or shell, it is important to have a record of whether or not the weight included the inedible parts.

Examples of Foods	Appropriate Probing Questions for Obtaining Food Quantity
T-bone steak, club steak, chop	Can you tell me about how many ounces that was? (IF YES) Is that estimate for the raw or cooked weight? Did the weight include the bone? RECORD "WITH" OR "WITHOUT" BONE.
Roast beef, fish, shellfish	Can you tell me about how many ounces that was? (IF YES) Is that estimate for the raw or cooked weight? RECORD ANSWER. Does that weight include any bone (or shell) or not? RECORD ANSWER.
Bacon	How much? IF QUANTITY IS GIVEN AS PORTION OF WEIGHT OF PACKAGE RECORD AS "RAW WEIGHT".
Frozen green beans (from 10 oz. pkg.)	How much? RECORD PORTION OF PACKAGE AND PACKAGE SIZE.

4. Other solid or near-solid foods with shapes that can be described by one to three dimensions

The quantity of many solid foods is not known to respondent by weight or standard measures, such as cups, teaspoons, or tablespoons. Instead, the

respondent can often describe sizes of servings by approximate measures in inches. Always have a six-inch ruler easily available to use for obtaining these kinds of estimates. It is important to have all of the dimensions necessary for describing the specific shape of each food. See p. 12¹ and the following chart which give the numbers of dimensions needed for various shapes:

Common Shapes for Solid and Near-Solid Foods	Examples of Foods	Number of Dimensions Needed to Estimate Quantity
(1) Rectangular and square shapes with thickness or depth	Cakes, cookies, cobblers, gelatin salads and desserts, slices of cheese, roast meat, luncheon meat, meat loaf. Strips of bacon	<u>Three</u> dimensions -- two sides and depth or thickness; e.g., 3 x 2 x $\frac{1}{2}$ Describe strips of bacon as thin, regular, or thick
(2) Round shapes with thickness or depth	Pancakes, individual pies, cup cakes, muffins, gelatin molds, cookies, doughnuts, rolls, pudding, luncheon meats, individual meat loaves, tomato slices	<u>Two</u> dimensions -- diameter and thickness or depth; e.g., 3 $\frac{1}{2}$ dia x $\frac{1}{2}$
(3) Round shapes with length	Sausage links, rolls, bananas	<u>Two</u> dimensions -- diameter and length; e.g., 2 dia x 5
(4) Wedges from large round shapes with thickness or depth	Pies, cakes, waffles, main dish casseroles	<u>Three</u> dimensions -- fraction or proportion of the diameter; and thickness or depth; e.g., $\frac{1}{6}$ x 9 x $1\frac{1}{2}$
(5) Spheres	Fruits, vegetables, candies	<u>One</u> dimension -- diameter; e.g., 5 dia

5. Other foods

Quantities for a number of foods are known to the respondents in terms of the kind of units used in the retail markets or in terms of irregularly shaped units characteristic of the foods. Sometimes the cost of the food gives a clue

to the probable weight. In such cases, the interviewer should obtain information in the form that will be most likely to communicate meaningful information to describe quantity.

The following are examples of units to describe quantities of specific foods:

Characteristic irregular shapes

Ask

Slice of bread, white loaf, reg.....Thick, thin, or usual slice?

Rib chop or loin chop.....About how thick? How long?
How wide?

Chicken leg.....Was that a drumstick, thigh,
or both?

Chicken breast.....Was that a full breast or
half a breast, or a slice?

Fruit, such as bunch of grapes.....About how large?

Doughnut.....Extra large? Extra small,
or regular size?

Prunes.....Allow small, medium, and
large as an entry for
"amount" if it is printed
on the package of prunes.

Frankfurter.....About how long? What was
the diameter?

Retail units

TV dinner.....Was any of the food left
uneaten? (IF YES) About
how much was left of each
item?

Jar or can of baby food.....About how much of it was
eaten?

Ice cream cone with dips of ice cream.....How many dips? What was
the diameter of the dip?

Individual boxes of ready-to-eat cereal.....Was all of the cereal in
the box eaten?

Cost of individual items

5¢ or 10¢ candy bar.....How many were eaten?

5¢, 10¢, 15¢, or 25¢ bag or box of
popcorn, potato chips, pretzels,
corn chips, pork skins, or peanuts
(with or without shells).....Was any left?

Examples of Foods	Appropriate Probing Questions for Obtaining Food Quantity
Cake	<p>Was that a cup cake or a piece from a larger cake? (IF CUP CAKE) How many? Please show me with your hands about how big around the cup cake was (were). MEASURE USING 6 INCH RULER. Please show me how high it (they) was (were). RECORD (1) DIAMETER AND (2) HEIGHT; e.g., 3 dia x 1½</p> <p>(IF RECTANGULAR) How many pieces? Please show me with your hands about how long each piece was. MEASURE. How wide was it? MEASURE. How high was it? MEASURE. RECORD (1) LENGTH, (2) WIDTH, AND (3) HEIGHT; e.g., 3 x 1 x 1 (IF WEDGE) Please show me with your hands about how large a cake did you have? MEASURE. How high was the cake? MEASURE. RECORD (1) FRACTION OF THE WHOLE CAKE, (2) DIAMETER OF THE WHOLE CAKE, AND (3) HEIGHT; e.g., 1/10 x 12 x 3</p>
Pie	<p>Was that an individual pie or a piece from a pie? (IF INDIVIDUAL PIE) How many? USE SAME LINE OF QUESTIONING AS FOR CUP CAKE. RECORD (1) DIAMETER AND (2) HEIGHT. (IF WEDGE) How many? USE SAME LINE OF QUESTIONING AS FOR WEDGE OF CAKE. RECORD (1) FRACTION OR PROPORTION OF PIE, (2) DIAMETER OF TOTAL PIE, AND (3) THICKNESS; e.g., 1/5 x 9 x 1½</p>
Cookies	<p>How many? What shape were they? (IF ROUND) USE SAME LINE OF QUESTIONING AS FOR CUP CAKE. RECORD (1) DIAMETER AND (2) THICKNESS. (IF SQUARE OR RECTANGULAR) USE SAME LINE OF QUESTIONING AS FOR RECTANGULAR PIECE OF CAKE. RECORD (1) LENGTH, (2) WIDTH, AND (3) THICKNESS.</p>
Gelatin salad, gelatin dessert, baked custard, pudding, cobbler, or main dish casserole	<p>Would it be easier for you to estimate the size of the serving by the measurement of the mold, dish, or piece of food, or would it be easier for you to estimate by standard measures, such as cups, custard cups, or spoonfuls? (IF BY INDIVIDUAL ROUND MOLD OR DISH) USE SAME LINE OF QUESTIONING AS FOR CUP CAKE. RECORD (1) DIAMETER AND (2) HEIGHT. (IF BY RECTANGULAR PIECE OF FOOD) USE SAME LINE OF QUESTIONING AS FOR RECTANGULAR PIECE OF CAKE. RECORD (1) LENGTH, (2) WIDTH, AND (3) HEIGHT OR THICKNESS. (IF BY STANDARD MEASURES) About how many cups, tablespoons, or teaspoons? (IF PART OF MEASURE) About how much? (IF TEASPOON OR TABLESPOON) Do you mean level, rounded, or heaping?</p>
Sausage	<p>Was that a patty, link, slice, or what? How many? (IF PATTY) USE SAME LINE OF QUESTIONING AS FOR CUP CAKE. RECORD (1) DIAMETER AND (2) THICKNESS. (IF LINK) Please show me with your hands about how big around the cooked sausage link was. MEASURE DIAMETER WITH 6 INCH RULER. How long was it? MEASURE.</p>

Examples of Foods	Appropriate Probing Questions for Obtaining Food Quantity
Sausage (cont'd.)	RECORD (1) DIAMETER AND (2) LENGTH. (IF SLICE) How many? Please show me with your hands about how big around the cooked slice was. MEASURE. How thick? MEASURE. RECORD (1) DIAMETER AND (2) HEIGHT.

F. Column C (Fat or Skin on Meat or Poultry)

"Fat on the meat" applies to trimmable fat only. "Skin on the poultry" is self-explanatory.

Columns D - G

Column D (When Each Food Was Eaten)

Ask the respondent to estimate the time each individual started to eat each meal and snack. Enter time to the nearest hour or half hour in the "A.M." or "P.M." space. For a group of foods eaten at about the same time, record the time only once and draw an arrow to show the group of foods eaten together. If noon or midnight, write in "noon" or "midnight". Often you will be able to complete this time information as you list the foods a person has eaten.

Column E (Source of Food - From HH or Other)

Ask for each food listed in Column A unless the answer is obvious to you. In either case, be sure to circle either "1" if food was from the HH food supplies or "2" if it was not.

Column F (Where the Food Was Eaten)

For each meal or snack not from HH food supplies, we need to know two things:

- (1) the type of food service offered in the establishment where the food was eaten; and
- (2) the type of food service used.

You are to record from Card 4 both a number representing the type of food service establishment and a letter representing the type of food service used.

The various types of food service establishments where foods are eaten away from home include:

1. Someone else's home.
2. School.
3. At work (employee eating place). This includes all in-plant feeding establishments.
4. Traveling on bus, train, plane, or ship.
5. Recreation or amusement place. (Primarily providing recreation, or amusement.) Include here such places as theatre, bowling alley, public golf course, fairground, amusement park, stadium, exhibition hall, circus, and other.
6. Retail store. (A place which primarily is a retail store.) Include here such places as drug, proprietary, department, novelty, confectionary, delicatessen, super market, dairy and other.
7. Lodging place. (A place primarily providing lodging.) Include here such places as hotel, motel, motor hotel, inn, apartment-hotel, or other.
8. Private eating place. Include:
 - a. private clubs
 - b. churches, monasteries, convents, retreats
 - c. military reservations, (clubs, messes)
 - d. summer camps
 - e. other (including stations for the sick or elderly, boarding houses)

Public restaurant or other place that serves only food:

9. With table service only
10. With cafeteria and/or counter service
11. With stand up and/or drive in service only
12. Other (Please describe in Column F.)

Column G (Cost of Bought Food)

Foods eaten away from home will be either:

- (1) Purchased; or
- (2) Received without charge as a gift or instead of pay.

Obtain expenditures for each meal or between meal food which was paid for by a family member and eaten by one of the family. Include:

- (1) Tips and service charges,
- (2) Sales taxes; and
- (3) Expenditures for alcoholic beverages.

Enter cost on first line used in listing foods included in the purchase. If the exact amount spent for a meal or snack cannot be given, help the respondent estimate an approximate amount.

Costs will be reported separately for each member of the family eating the meal or between meal food. When several family members have eaten together and only a total cost is known, this total should be prorated to the best of the respondent's ability. In some instances, payments for meals or food may cover more than one day. For example, weekly payments may be made for school lunches or milk. In such cases, enter cost for a week and indicate what it includes in meals, snacks and services.

Also, in some cases, payments for meals or other food are included with other services. Examples include:

- (1) Meals on airplanes or ships;
- (2) Meals in American and modified American plan hotels and resorts;
- (3) Meals at meetings or conventions, when cost is included in registration fees;
- (4) Fund raising luncheons or banquets, where meal costs and donations are lumped together.

In such special cases, obtain respondent's estimate, if readily given. If not, make a note describing situation.

G. Food Information Not Available During Interview

For information about the intake of individuals that is not available during the major interview, the interviewer will have additional responsibilities both during and after the major interview.

The interviewer needs to insert the following information in the letter to the individual from whom information is needed:

1. Date,
2. Name of individual (salutation at top),
3. Relationship of respondent in major interview to individual for whom form is being left (to be entered in two places, first and last paragraphs),
4. Day for which information is needed (first paragraph),
5. Date the form should be mailed,
6. Interviewer's phone number (last paragraph),
7. Signature of interviewer (at end).

Impress the respondent with the importance of having the needed information recorded on the form and mailed to you as soon as possible, and remind him (her) that the food reported for the individual should be for "yesterday" from midnight to midnight.

Tell the respondent to have the individual complete his questionnaire in the same detail as the interviewer has recorded the information.

A stamped envelope addressed to you should be left for the return of the form.

H. Follow-up for Leave-over Forms

If you do not receive the leave-over form(s) within 48 hours after the major interview, phone or visit (if no phone) to check on the filling out

and mailing of the form. If the form has not been filled out and mailed, make arrangements to have this done, or to obtain the information. If the individual has not filled in the form, make an appointment to see him (her) as soon as possible. If during the interview, it seems that the unreported food cannot be recalled satisfactorily for the day in question, obtain the individual's total food intake for the previous 24-hour day, midnight to midnight. If this must be done, cross out the food reported for the individual on the form and give the reasons for the substitution of a later day's food intake.

It may be that when you phone because the missing information has not been sent in, the person concerned will be at home and can give you the needed data directly over the phone. If so, fill out a new Individual Form for the person and ask him to return the partially filled one to you. Both should be sent to the home office. The age and ability of the person as well as the number of entries to be made will determine whether the data should be reported by telephone.

Careful follow-up by interviewers is important, because attaining the objectives of the survey on intake of individuals is dependent on complete information on the day's food for all individuals in the sample. An individual's food report cannot be included in the compilation if the food eaten at any meal or snack is missing or not complete.

IX SECTION E

(FOOD PRODUCED, CANNED, OR FROZEN AT HOME IN 1964 FOR HH USE)

At this point we reach the sections where the time period changes from the preceding seven days to the calendar year 1964, from January 1, 1964 to December 31, 1964. It is important to stress the point that you are talking about 1964 so the respondent has clearly in mind the time period. Repeat "the year 1964" as often as necessary to make sure the respondent maintains the correct frame of reference.

Questions 1 - 6

Fruit or vegetables or animal products produced such as milk, eggs or meat for HH use in 1964

Emphasize the phrase "for HH use" so the respondent will understand that we want her to exclude food which may have been raised for sale. Ask her to include food for HH use produced in 1964 regardless of whether it was consumed during the year.

Question 5

Other poultry - Include turkeys, ducks, domesticated pigeons, geese, squabs, guinea hens, etc.

Question 6

Eggs - Include eggs other than hens' eggs if produced for HH use in 1964. Do not include eggs produced for hatching since this is considered a farm operation, and such eggs are not for HH use.

Milk - Include all milk produced for HH use whether used as milk or in butter, cream, cheese, etc.

Questions 7 - 12

Foods canned or frozen for HH use in 1964

Include food canned or frozen in home freezers or in freezer lockers during 1964.

Include all food preserved by canning or freezing, whether or not eaten in 1964. The food may have been bought, produced at home or received as gift, pay or relief. The important thing to keep in mind is that you only include foods which were canned or frozen as a result of the householder's initiative. For example, you include food preserved at home, in cooperation with a neighbor, in a community canning center or as 4-H projects. Also, include food that the family took to a commercial cannery for preservation, or to a frozen food locker plant for freezing and paid a service charge. Also, include meats which may be bought by the cut (hind quarter, fore quarter, side), or whole animal and then packaged, quick frozen, and delivered to the householder's own home freezer or locker. However, do not include meats or other food items which were already frozen or canned when bought. Applying the rule that the householder must supply the "initiative of preserving" also dictates one other exclusion. If payment for employment (as in a community canning center or elsewhere) was in terms of food already canned or frozen, such food should not be reported in this section.

Questions 11 - 12

Include only foods that were frozen in a separate home freezer or a freezer locker.

A separate home freezer is an appliance used only for freezing and storing frozen food.

A combination freezer refrigerator is considered a separate freezer if the freezer space is sealed off from the refrigerator space. This can be quickly ascertained by opening the door. If there is a removable drip tray separating the ice compartment from the refrigerator compartment, this is not a freezer.

X SECTION F (ECONOMIC)

GENERAL REMARKS

A major purpose of this study is to determine food consumption and expenditures and dietary levels for families of various income levels. This means that we need to obtain income information as part of this interview. Since it's too early in 1965 to be certain of the year's income, we need to get income for 1964 as well as an estimate for 1965. If we do not get income for an economic family, the interview data, in effect, have to be discarded for certain tabulations. The completeness with which you fill out Q's 1 - 5 is, therefore, extremely important.

What we want in this section is 1964 income after Federal and state income taxes for the economic family as it existed in 1964, and an estimate of the 1965 income for the present economic family. For those families not in existence for all of 1964 we want only the 1965 estimated income.

By the time you reach Section F in the interview most respondents will have some understanding of the purpose and use of the survey, and the fact that the results are confidential and anonymous. However, in a few cases you might get some resistance to the income section. If so, explain that "we want to find out the different kinds of food people of different incomes eat, their food expenditures, etc., just as we will analyze how food consumption varies according to the geographical area a family lives in," etc. Explain that the income information will be grouped in statistical tables for our "several thousand respondents."

If the respondent cannot give this information, ask her if it would be permissible to contact her husband.

Before you ask for the income information, you'll first need to determine whose income you are going to ask about -- that is, you will need to determine the 1964 economic family. Q's 1 and 2 are set up for that purpose.

Question 1

How many of the related persons who lived here were considered as a member of the family as far as money matters were concerned in the year 1964?

Refer to Section B, Column 8, Economic family status, to learn which persons were coded "1" at time of interview. Question 1 relates to the year 1964 and it is only those persons who were members of the economic family in 1964 whose income we wish to record. Thus, the income of any person who was a member of the economic family in 1964 (even though he is not a part of the economic family at time of interview) is to be included in the report of the 1964 income. For example, a son who lived at home in 1964 and was not married at that time would be considered a member of the economic family in 1964 and his income should be included in this report (Q's 3 & 4).

If the HH is made up of a new family which did not exist in 1964, no income data are requested for 1964 (Q. 4) but obtain an estimate for 1965 (Q. 5).

If a group of unrelated individuals make up the household, there is no economic family and no income information is requested.

A one-member family is an economic family and his income should be reported for both 1964 and 1965.

Question 2

Tell me please, did any of the persons who were (are) part of the family in 1964 (1965) including you, earn any money from wages, salary, tips, commission or self-employment? Add: "All the answer I need is 'Yes' or 'No'."

Income of the economic family is defined as the "income" of all related family members who were considered part of the family as far as money matters were concerned, during all or part of 1964.

For relatives whose economic family status could not be decided (asterisk in Column B, Section B) ask questions on income separately and record in a note on p. 44. Do not include in family income. Family status will be decided in the office and income will either be added in or deleted, depending on the decision.

Question 3

Did any of the persons who were part of the family in 1964 (1965) receive income from _____? Add: "Again, just tell me 'Yes' or 'No'."

Income is to be estimated by the respondent. However, we want to be certain that all sources of income are included. Therefore, it is important to ask Q. 3 a-h as reminders of all possible sources. These questions will be asked only once. (For most families these questions will be for 1964.) However, for those families not in existence for all of 1964 ("0" entry in Q. 1) Q. 3 a-h will be asked for 1965.

Remind the respondent that the total income of all economic family members is to be considered. However, exclude financial transactions between family members such as room and board, payment for services (laundry, cleaning, sewing), interest on loans, and the like.

Question 4

Income for 1964

Give the respondent the income card and thus be sure the respondent understands that we want only an estimate of income. If she can report major income but says that she does not know the amount of some other source (i.e., daughter's baby sitting, mother's annuity), ask whether it's inclusion would place her family in a higher income bracket. Probe to be certain that the income reported includes take-home pay plus any deductions for purchases of bonds, amounts withheld for municipal taxes, insurance payments, social security, union dues, etc.,

and that it does not include Federal and state income taxes. Ask if she has deducted income taxes. If not, ask whether this deduction would cause income to fall in a lower income bracket. It is not sufficient to ask the question just as written because the respondent is being asked to consider a number of variables and then to do some figuring to make sure that he has either added or subtracted the variables in total income. Make sure that the respondent knows what you are referring to.

Question 5

Income for 1965

For families who have reported 1964 income, this question necessitates estimating whether any changes in income have occurred or are anticipated which will move the economic family into a different bracket for 1965, and if so, into which income bracket. For economic families who have not reported 1964 income, procedure would be that described for Q. 4 after Q. 3 a-h has been answered for the year 1965. If 1965 income is under \$5,000, continue with Q. 6, otherwise terminate interview here.

Comment on Final Economic Questions (Questions 6 - 14)

If the respondent seems reluctant to answer Q's 6 - 14 which concern welfare assistance, tell her that these are standard questions in the survey.

Questions 6 - 8 Receipt of food, food coupons, housing, medical care without cost

This information is needed for identification of those families who are recipients of the specified types of welfare aid "in kind" rather than as direct cash payments. (Cash welfare payments are covered in Q. 3e.) Do not include those who may have been provided with housing or medical care in connection with their jobs or through friends or relatives. Therefore, you may have to probe each "yes" answer. If there is any question in your mind concerning the answer to either of these questions, write a note at the bottom of the page explaining the circumstances.

Question 9

During the past month did you or anyone in your family receive welfare aid from the public assistance agency or from the county or town government?

Q. 9 concerning welfare aid received in cash or as vendor payments by the family from a state public assistance agency or from the county or town government refers to assistance received during the past month only. That is, a month back (30 days) from the day of the interview. Note: you are not to ask Q's 9 through 14 for any family with an income of \$5,000 or more annually or \$96 or more weekly in 1965. (Q. 5) If the respondent has received such assistance in the past month continue with Q's 10 - 14 recording the amount in dollars received in the past month, for each question. If the respondent is not sure of any amount received, ask for her best estimate.

Question 10

Ask if the cash or check was given to the family to spend.

Q. 3e refers to both public and private welfare agencies; this question, Q. 10, refers to public welfare agencies only.

Questions 11 - 14 Ask if the welfare agency gave the family money, scrip, or paid out money in their behalf for specific items such as rent, fuel, food or clothing.

Such public assistance is commonly termed "vendor payments."

It is important to emphasize to the respondent that the amount of money or scrip received or paid out in their behalf referred to in these items is in addition to the amount of money reported as received in Q. 10.

XI TERMINATION OF INTERVIEW

When the interview is terminated, thank the respondent for her time and effort and remind her to complete any leave-over forms and mail them promptly, that is, within 24 hours. And on p. 5, Record Form, be sure to enter time of the completion of the interview in the Call Report and to fill in the respondent's name and telephone number. Then check all forms for segment number, HH number, your code number, etc.

XII SAMPLING INSTRUCTIONS

Importance of Your Work

Throughout the process of drawing this sample, strict statistical procedures were used. For the sample to be successful it is essential that you make sure that these standards are maintained by following, just as strictly, all sampling and interview instructions in this booklet. Only in this way can we be confident that the sample is representative of the total U. S. population.

It is important that you budget your time so that you plan the most economical method of working your segments. This can be accomplished by studying your map in advance so that you can quickly find your segment, and planning your call-backs in an efficient manner.

Definition of Terms

The sampling instructions, which follow, will be more meaningful if you are familiar with certain definitions, as follows:

Housing unit is a house, an apartment or other group of rooms, or a single room, when it is occupied or intended for occupancy as separate living quarters. Separate living quarters have either (1) direct access from the outside or through a common hall or (2) a kitchen or cooking equipment for the exclusive use of the occupants.

A household consists of all persons who occupy a housing unit.

Group Quarters - All persons who are not members of HH's are classified as living in group quarters. Group quarters are living arrangements for institutional inmates or for groups containing five or more persons unrelated to the persons in charge. Group quarters are located most frequently in institutions, lodging and boarding houses, military and other types of barracks, college dormitories, fraternity and sorority houses, hospitals,

homes for nurses, convents, monasteries, and ships. Group quarters are also located in a house or an apartment in which the living quarters are shared by the person in charge and five or more persons unrelated to him.

Inmates of institutions are those persons not on the staff for whom care or custody is being provided in such places as homes for delinquent or dependent children, homes and schools for the mentally or physically handicapped, places providing specialized medical care for persons with mental disorders, tuberculosis, or other chronic disease, nursing and domiciliary homes for the aged and dependent, prisons, and jails. Resident institutional staff members not living in separate housing units and all persons in group quarters other than in institutions are included in the category "other" group quarters members.

Should there be group quarters in any of your segments, please notify the office before attempting to interview in such quarters.

The Segment

The exact location of your field work is shown by a segment sketch. These sketches show the exact boundaries of the segment - usually streets, roads, streams, and other recognizable landmarks. When necessary, a road map is included in your materials to show approximate locations of your sample segments.

The Sample Housing Units, Basic Sample

Based on the listings of housing units you have made in the segments for this study, the housing units you are to call on for interview in each segment have been randomly selected. These sample housing units are marked on your segment listing sheets in red -- "A and B" for the basic sample on which you also obtain individual data. The A and B indicate which persons are eligible for the Individual Form. (Column 2, Section B)

These red-marked housing units are in the sample. There will be no substitutions for vacant housing units, ineligible or non-response households.

In special cases, you may have other housing units in the samples:

1. If you find more than one housing unit in the red-marked housing unit where the prelisting indicates a single unit, visit each one and denote the additional HH's by using the original HH number with an a, b, c, etc. on all questionnaire forms and the listing form. (There is a slight chance that in a housing unit that has a letter postscript, you also will have two eating units. You would then have the HH # followed by a small letter and then a "-1", "-2" etc., see p. 8)
2. Check to see whether there are additional housing units between the red-marked housing unit in the sample and the next housing unit prelisted (this may or may not be a red-marked housing unit). If the red-marked housing unit is the last on the list, check between it and the first housing unit listed.

If there are such additional housing units, they will also be sample HH's and denoted as in 1 above.

If you find an error in the prelist making it impossible for you to identify the sample housing unit -- describe the situation in full and return the segment materials to the office immediately.

Supplementary Segment Listing and Sample

In the supplementary (green) segments the area you cruised has been subdivided according to the number of farms and housing units you reported in each green segment. A smaller segment will be identified (one of 2 types -- see next page) in which you will list all of the housing units and screen each housing unit with the use of Section A. If a HH qualifies as a farm HH you will administer the

rest of the schedule, except for the Individual Form (Section D). Remember that Section D is not used in the supplementary segments.

There are two types of segments in the supplementary sample. The type is marked in the box at the top of the Supplementary Sample Listing Form:

Type 1 - Interview all farms in the supplementary segment. In this type of segment, a starting point for listing is not necessary since you will be interviewing all the farm HH's.

Type 2 - Interview farm numbers ____ ____ ____ _____. In this type of segment you will have to begin your segment listing at the point (red "X") indicated on the segment sketch and travel in the direction indicated. Use of this procedure means you will have to screen (Section A) in the order indicated. Number the farms identified as you screen in the appropriate column. The instruction at the top of the listing form indicates the number of the farm which is to be interviewed. For example, if the segment contains 5 farms, and the instruction indicates farm numbers 1, 3, 5, 7, 9 etc. are in the sample, farm numbers 1, 3, and 5 are to be interviewed.

In the green segments which have been subdivided, the area for the sample is enclosed by red lines.

XIII FIELD TIME SCHEDULE

The time schedule for this survey requires interviewing during every day between April 1, 1965 and March 31, 1966 except for the ten major holidays. The workload is distributed over this time period in order to obtain the most accurate data possible.

This plan requires your setting aside a definite number of hours per week. You will be assigned certain days of the week, according to a time schedule assigned to each interviewer each month. Each month you will receive a page titled Schedule Collection Assignment for the following month.

Special Instructions for Spring, 1965 (April, May, June)

If you cannot obtain an interview from a housing unit on the assigned day, you may schedule another interview for another HH for the same day the following week. Once you determine a HH is eligible, obtain the interview as soon as it is convenient for the respondent.

Special Instructions for Summer and Fall, 1965 and Winter, 1966

You will be asked to work a total of about one week out of each month on certain days within the week.

The April time schedule for the basic sample is on blue paper. The April schedule for the supplementary sample is on green paper.

APPENDIX A

Standard Abbreviations for the Food Consumption Study

amount	amt	home-canned	h cnd
at	@	home-frozen	h frzn
average.	av	inch.	use " or in
bag (s).	not abbreviated	incomplete	inc
barrel (s)	bbl	jar (s)	not abbreviated
basket (s)	bskt	large	lg
batter	btr	level	L
bottle (s)	bt	loaf	lf
bought	b	low calorie	lo cal
box (es)	bx	medium	med
brown-and-serve	b-s	month	mo
bunch (es)	bch	not applicable	N/A
bushel (s)	bu	not enriched	not enr
can (s)	cn	number.	no or #
canned	cnd	other (source).	o
column	col	ounce (s)	oz
commercially canned.	c cnd	package (s)	pkg
commercially frozen.	c frzn	page	p
concentrated	conc	peck (s).	pk
cooked	ckd	piece (s)	pc
cup (s).	c	pint (s).	pt
cured	not abbreviated	pound (s)	lb
day	" "	quantity unknown (means	qu
diameter	dia	that entry should be an	
donated	dd	amount other than zero,	
don't know (means that	dk	but the amount is unknown)	
respondent cannot tell		quart	qt
whether the correct entry		ready-to-eat	rdy-eat
is Yes, No, zero or some		rounded	R
amount)		sack (s)	not abbreviated
dough	not abbreviated	single strength	sing str
dozen	dz	small	sm
dried	drd	tablespoonful (s)	tbsp
each	ea	teaspoonful (s)	tsp
enriched	enr	vegetable (s)	veg
flour mix	flr mx	vitamins added	vit added
fluid ounce (s).	fl oz	week (s).	wk
fresh	fsh	weight	wt
frozen	frzn		
gallon (s)	gal		
gram (s)	gm		
head (s)	hd		
heaping	H		
home-made	h md		
home-produced	h p		

MEASURES

1 fl oz	= 2 tbsp
3 tsp (level)	= 1 tbsp
16 tbsp(level)	= 1 c
2 c	= 1 pt
2 pt	= 1 qt
4 qt	= 1 gal
8 qt	= 1 pk
32 qt	= 1 bu
4 pk	= 1 bu

APPENDIX B (Entries in Section C)

Examples of information required to complete inadequate entries of foods

Page Codes	Food groups	Inadequate entries	Descriptive information necessary to identify foods
C	Meat	Saratoga steak	Is this beef, pork fresh, pork cured, veal, lamb?
C	Meat	Hammit	What cut? (Ask butcher if uncertain)
D	Variety meat	Molleja	What animal? What organ?
E	Lunch meat	New England lunch meat	Items listed as 1 A through 1 C are the categories for classification. Which one is it most similar to?
F	Fish	Speck	Is it a small, medium, or large fish? Does it resemble any other fish on the list?
G	Milk & cream	Eggnog beads	Does it contain milk--skim or whole?
G	Milk & cream-	Sta-Wip	Does it contain cream or a vegetable fat or oil -- nondairy?
G	Cheese	Lithuanian cheese	Does it resemble any other cheese on the list? Is it dry, moist, smelly? Does it have a rind, holes, molds? Natural or processed?
J	Juices, drinks, etc.	Lemon-Grape	Is it a juice (pure fruit) or a drink, punch, ade, etc.? If uncertain check label. See instructions pages 121 and 122
L	Cereals	Team	Hot or ready-to-eat? Wheat, corn, oats, rice? Sugared? If ingredients are not known include manufacturer's name.
M	Bread, rolls	Cuban bread	White, whole wheat, rye? Crusty? Soft? Is it similar to any on list?
N	Cake	Hostess cup-cakes	Kind of cake, i.e. chocolate or yellow cake? Icing?
N	Pie	Lemon pie	Meringue, chiffon, custard, or 2-crust?
O	Cookies, crackers	Yodels Prince's cookies	Cookie or cracker? Is it similar to any on list?
P	Sirup	Dixie Dew	What kind of sirup(s)? Cane, corn, maple, molasses? See instructions p. 125

Page Codes	Food groups	Inadequate entries	Descriptive information necessary to identify foods
P	Candy	Mountain Bar Duck eggs	Is it chocolate or chocolate covered? Does it contain coconut, peanut butter, other nuts? What else is in it -- raisins, fudge, cream, jelly, taffy, caramel? If neither chocolate nor nuts, is it hard, chewy, jelly, or creamy, or is it marshmallow? If only trade name is known include manufacturer's name if you can.
Q	Frozen des- serts	Frosty dog	Ice cream, ice milk, ice? Or does it contain cream, milk, or only water?
Q	Hydrogenated fat	Royal Satin	Is it all vegetable? Does it contain animal fat?
Q	Salad, cooking oil	Kraft oil	Which oil--corn, cottonseed, olive, peanut, safflower, soybean?
R	Sauce, gravy	Beef and barbecue sauce	Does it contain tomato, milk, or any other ingredient other than seasoning?
S	Relishes, sauces, etc.	Taco sauce	
T	Beverages and beverage mix	Moola Koola	Is it cocoa, soft drink, alcoholic? Is it similar to any on our list?
All	Homemade dishes		List main ingredients. Include nationality, if a foreign dish.

In general, brand or trade names are acceptable as a sole description only for a nationally advertised product and should, for the first time listed, include manufacturer's name. If uncertain about including more description, please err on the side of too much.

OTHER ITEMS

Pages 2 & 4

"Baby" and "Junior" Foods

Specify in full the foods used. Include baby and junior foods eaten by elderly and sick persons and any others as well as young children and infants. Canned baby foods are almost always strained; canned junior foods are almost always chopped. If weight of jar or can is not known, be sure to note whether "baby" or "junior."

10 - 2K Mixtures with meat, poultry or fish as the first ingredient named.

2M - 2V Mixtures with meat, poultry or fish listed after vegetables.

3H - 3O Mixtures with no meat, poultry or fish.

Page 6 Meat

Beef, ground beef, lean

Ground beef is lean and higher priced than regular hamburger, do not use the code for "ground beef, lean" for regular hamburger. Also do not use the code for "ground beef, lean" for round chuck or other steak ground to order.

Ground beef, regular (Hamburger)

Keep in mind that hamburger is lower in price and has a higher percentage of fat than lean ground beef. Use your best judgment as well as any information any homemaker can give you to determine if ground beef used was lean or regular.

Meat Loaf Mixtures

Include hamburger containing ground pork and/or ground veal.

Pork

Specify whether fresh or cured wherever indicated. For all frozen pork, indicate whether frozen fresh or frozen cured (in addition to indicating whether it's commercially or home frozen). "Fresh" ham is pork that is not smoked or cured. Enter it as code 3L. Cured, smoked ham is entered as code 3M.

Salt Pork, Fat Back, Side Pork

Salt pork is white fat with a few streaks of lean or none at all. Include salt side, white meat, and fat butt.

Scrapple

This is a mixture of cornmeal and pork.

Ground Lamb

Include here any ground lamb or mutton that is not a specific cut ground to order.

Page 8 Poultry, Variety Meats

Poultry - Game

Be sure to obtain the following information for any poultry the homemaker has used during the 7-day period:

1. The kind of poultry used
Indicate whether the chicken used was a fryer, broiler, roaster or stower. Code spring chicken as fryer or broiler.
2. The form in which the weight is reported
 - a. Ready-to-cook - most poultry sold today is of this type. It is completely cleaned and is ready to cook.
 - b. Dressed - picked and bled only.
 - c. Live - feathers are still on.

Chicken a la king, chicken pot pie and other mixtures are on p. 38.

Variety Meats

Include organ meats that have been purchased separately, for example, packaged chicken livers. Do not report the small packages of organ meats that come inside the chicken used during the report period since that has already been accounted for under a whole chicken.

Chitterlings

These are intestines or entrails of hogs. Another name some people use for this term is "Chitlins."

Tripe

Stomach.

Page 10 Lunchmeat

Try to get the weight used. If respondent does not know the weight, ask for the number of slices used and their dimensions.

Page 12 Fish

For fresh or frozen fish specify whether the weight is:

Live weight - whole fish when caught

Drawn weight - only the entrails have been removed

Dressed weight - the entrails, head and tails have been removed

Steak - slice of fish which may contain bone

Fillet - edible fish from which the bones, fins, entrails, tail and head have been removed

Breaded - an outer coating of bread crumbs often found on commercially frozen fillet and on cooked fish sold in carry-out places

On the fish page you may occasionally find some sliced fish; e.g., lox. If so, you will not need to complete the "variation" column of steak and fillet for this kind of fish. "Shell" on p. 12 applies only to shellfish.

Oysters packaged in a cellophane container (as lettuce is often packaged in the supermarket) are to be considered fresh oysters and not canned.

Also for oysters, oysters in the Eastern half of the country generally will be Eastern oysters, and oysters in the Western half of the country generally will be Pacific oysters.

Page 14 Eggs, Milk Products

For eggs - the size is part of the food code and no further specification is needed for fresh eggs in shell.

Home^ymade milk products such as buttermilk, skim milk, yogurt, butter and cheese (but not chocolate milk) should be included under the product that was

made and used. Avoid reporting fluid milk used to make the homemade product and the homemade product. This is double reporting.

Whole Milk

Include commercially canned fluid whole milk.

Skim Milk (Codes 10 and 1P)

Include only fluid skim milk. (Dry Skim Milk goes in code 2M or 2N)

Chocolate Milk, Chocolate Milk Drink

Chocolate Milk contains whole milk; chocolate milk drink contains skim milk.

If homemade include under ingredients column for milk and chocolate.

Evaporated Milk

Include only the unsweetened evaporated cow's milk. If other than cow's milk write in brand and/or obtainable descriptive information. Indicate whether whole or skimmed.

Condensed Milk

Include only sweetened condensed milk. If respondent is in doubt as to whether the canned milk is evaporated or condensed, note on the bottom of the page brand and obtainable descriptive information.

Whip Topping, Cream Substitutes

These are made from vegetable fats and oils and do not contain milk or cream. For products other than listed on food section, enter brand name, trade name and any information possible in Column (b), do not attempt to code such items.

Cheese

American or Cheddar

Since purchased natural and processed cheeses are both packaged in slices

or chunks the best way to get information is from the label. If the homemaker does not remember whether cheese was natural or processed and the label is not available, obtain the homemaker's description of the brand, packaging and price. With this information you can check at the store where the item was purchased.

Cheese Spreads

Include cheeses that are soft and spreadable which are usually packaged in jars and crockery.

American or Cheddar Base: Include Cheese Whiz, Old English, Smokey and Bacon cheese spreads.

Cream Cheese Base: Include Roka blue, relish, olive pimento, pineapple.

Cheese Dips (Code 4F)

Include only commercially prepared ready-to-eat dips, not those dips prepared at home with dry seasoning and a milk product. Put commercially prepared dry cheese dip mixes in item 3T, p. 36.

Other Cheese

Include Camembert, Limburger, brick, blue, or Roquefort, Gouda and the like.

Pages 16 and 18 - Vegetables

Generally the information on vegetables applies to how they were brought into the kitchen and not to how they were used. Exceptions are: beets, green onions, and turnips. For these items we want to know how they were brought into the kitchen and which part of the food the homemaker used. For example, if the housewife bought turnips with greens we would need to know if she used the turnips only, did she use greens only, did she use both turnips and greens? For fresh greens such as collards, kale, mustard greens, and spinach we would like to know if the greens were trimmed or untrimmed when purchased. Generally

greens that are trimmed are pre-packaged in plastic or cello-wrap bags.

Celery

Stalk - a celery stalk is a single piece of celery which has been removed from a bunch.

Bunch - this is the form in which celery is usually bought and includes a group of stalks.

Endive

Curly endive has green leaves which grow loosely from the center core; it is also known as chicory. White, French or Belgian Endive has smooth leaves that form a compact head and is usually an expensive food when purchased.

Onions

Mature - include all mature varieties such as yellow, white, bermuda, purple, etc.

Green - include table onions and scallions.

Parsley

Check if fresh parsley and/or dehydrated parsley flakes were used.

Potatoes

On white potatoes, emphasize that they are in the form as they are brought into the kitchen. Don't confuse "whole or cut up without peel" (Code 10) with "whole with peel" (Code 1N) which is the most common form.

Page 18 - Tomatoes

Include tomatoes canned with okra, corn or other vegetables.

Vegetable Juice, Fruit Juice, Fruit Drinks

General Instructions

For commercially canned and freezer juices and drinks, ask the respondent:

1. Was the juice or drink concentrated? Most commercially frozen juices and drinks are concentrated.
2. Was the juice or drink single-strength? If single-strength, the juice or drink would have been ready-to-drink as purchased without the addition of water. Most commercially canned juices and drinks are single-strength.
3. Did the juice or drink have sugar added? The label will indicate if sugar was added. Do not count as "sugar added" juice which was artificially sweetened.
4. Were there any vitamins added to the juice or drink? Again, the label is the best source of information. Many juices and drinks have vitamin C added. Some have B-vitamins.

If the respondent is uncertain about these additions ask to see the label from a duplicate can, if one is available. Obtain the brand name. If this is not possible, get as much information as possible from the respondent including place of purchase and get the information there.

To differentiate between fruit juices and fruit drinks, ades, punches and nectars.

Fruit juices are made from fruit only. Fruit drinks, ades, punches and nectars may be made from fruit and/or artificial flavors. Water may be added especially to canned, single-strength products. Either may contain sugar, vitamins or preservatives. To differentiate between products that are canned, look on the label's list of ingredients and note the first ingredient. If it is a fruit drink, etc. the first one will be water. If it is a fruit juice the first ingredient will be the fruit from which the juice takes its name.

Page 22 - General Instructions on Fruit

For commercially canned and frozen fruit, we need to know if sugar was added. For each canned and frozen fruit reported ask if sugar was added by the processor. Do not count as "sugar-added" if the fruit was artificially sweetened or was a

"diet pack." In recording amounts, you may use "large," "medium," or "small" if these sizes occur on the container the fruit came in; e.g. prunes.

Oranges (code 2Z) - include navel and other regular oranges.

Page 24 - Cereals, Grains

General Instructions

For many of these foods you must ask the question "Was the food enriched or did it contain added ingredients?" We need to know if the grain products the respondent used contained added vitamins or minerals in order to evaluate the nutrient content of the food consumed. This information is usually on the package. However, to save considerable time and effort when filling in this section, first check with extension specialists or the state board of health to find out about enrichment laws in the State. Such laws require enrichment for white bread and flour and sometimes for corn meal, rice and other baked goods.

The respondent may not know whether bread or other grain products used in the past 7 days were enriched. Ask to see the package or wrapper to get enrichment information. If the package is not available, ask for the brand name of the product and the name of the store where it was bought. Then check the package label at the store. Keep a record of the information you gather on enrichment of grain products by brand name in a separate section of a notebook. You will find it helpful in later interviews and it may save you some trips to the store. Code a product as enriched if the label states that it is "restored" or "with added vitamins and/or minerals."

Breakfast Cereals

If you write in a cereal which is not listed be sure to write enough information. Manufacturer's name alone is not sufficient. You must give the name of the cereal itself, such as, Cheerios, Twinkles, Corn Flakes, etc.

Flour

For white all purpose plain flour include instant "flours" such as Wondra and Instant Blending.

Hominy (Big)

Enter here hominy which has not been ground. This type of hominy is the corn kernel with the hull and the germ removed. Commercially prepared hominy is usually made from white corn.

Rice

Code rice-a-roni as "60."

Popcorn

Ask if popcorn was plain; if with additions choose the proper code. If respondent is unsure what added ingredients, give trade name of product.

Tapioca (Plain)

Enter only plain tapioca (dry here). Commercially prepared tapioca pudding or pudding mix should be entered on p. 34, 1f or 1j.

Pages 26, 28 and 30 - Baked Goods

General Instructions

If the weight is not available, have the respondent estimate what the diameter is on your ruler. Measure across the top surface of cookies, pies, biscuits, cake, doughnuts, sweet rolls, dinner rolls, muffins, etc. For example, pies are usually 7" to 9" in diameter; doughnuts and cookies are usually 2" or 3" in diameter. Note that unbaked doughs, batters, and flour mixes for cakes, muffins, pancakes and the like are listed on pages 26, 28 and 30.

Bread and Not-Sweet Rolls

Include those with seeds, onions, salt, cheese, etc. under appropriate type of listed bread/rolls, disregarding these additions.

Code canned biscuits, ready to bake, as "3S."

Page 32 - Sugars, Sweets

Sirup

The question is what kind of sugar was used in the sirup. Was it corn, cane, or pure maple? Specify types of sirup in blends as for example, corn and cane or corn and pure maple. Addition of maple flavoring or butter flavoring does not constitute a blend.

Butter blends contain some percentage of butter. In describing butter blends it is not necessary to report the type of sirup or the amount of butter. If in doubt read the label.

Candy

Any assorted boxed chocolates, e.g. "Whitman's Sampler" is to be considered "assorted chocolates."

Page 34 - Pudding, Ice Cream, Fats, Oils

Ice Milk, Sherbert, Ices

Include all flavors. Sherbert has a milk base; ices have a water base.

Fats, Oils, Butter

Include homemade butter here. Do not include the milk or cream used in making it. Code source as "hp" only if the milk came from the home dairy.

Margarine - If there is the same or a duplicate package in the house, read the label to determine whether liquid oil is used in the product, as some of the advertised brands come in either of the two types of margarine. If there is no duplicate package in the house, ask for brand name and trade name and/or other description. Check with the store of purchase for accuracy of entry.

With liquid oil: Is found in store refrigerators as it must be refrigerated to stay in solid state and is usually more expensive than other margarine.

The list of ingredients on the carton will start with "liquid corn oil," "liquid cottonseed oil," or "liquid other oil."

Other margarine (no liquid oil): May or may not be refrigerated in store.

Poultry fat - Include poultry fat only when bought or received as fat (rendered or unrendered).

Suet - Include beef suet bought for rendering. Include suet and other meat fat only when bought or received as fat.

Hydrogenated fats - Enter by brand name. In mentioning "hydrogenated fats," if respondent shows hesitation in the meaning of "hydrogenated fats" quickly give a couple of examples such as Crisco or Dexo.

Salad, cooking oil - Do not include mineral oil or fish liver oils taken for medicinal or health reasons.

Page 36 - Soups, Sauces, Gravies

Soups

Diet soups are reported on p. 14, code 2H.

Page 38 - Frozen Dinners, Mixtures, Other

Olives

Be alerted that ripe olives can be either green or black.

Yeast

Include here yeast used in cooking only. Do not include yeast tablets or capsules taken for medicinal or health reasons. Brewer's Yeast is sometimes used in cooking; in which case it is included here.

Page 40 - Nuts, Beverages

Cocoa

Cocoa, as compared with chocolate, is always powdered.

Coffee - Do not confuse instant coffee (code 3A) with regular coffee (code 2Z).

Page 42 - Tea, Seasonings

Here you no longer ask for quantities used but for quantities bought and their cost in the past 7 days whether or not used.

Tea

Do not include sassafras or other herb tea; enter this under "spices and herbs."

Salt

Do not include ice cream salt, or heavy crystal salt for melting ice.

Spices, Herbs

Include basil, bay leaves, cinnamon, cloves, celery and dill seed, dried and salad mustard, nutmeg, oregano, rosemary, thyme, sage, etc.

Baking Soda

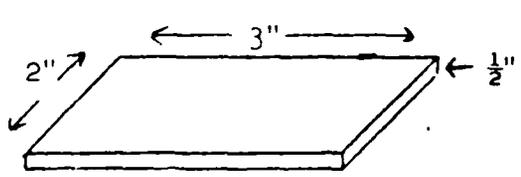
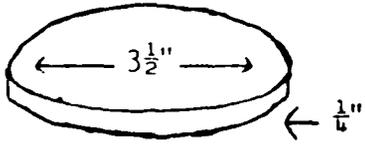
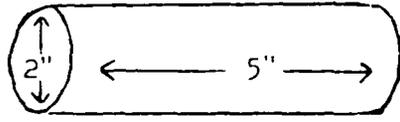
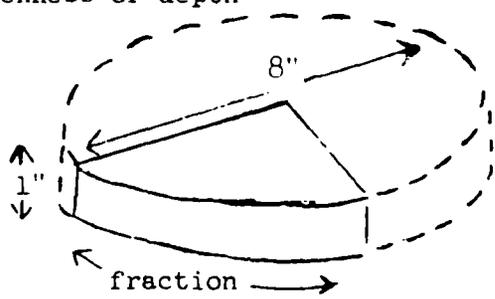
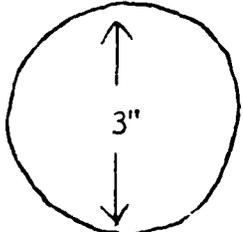
Do not include bicarbonate of soda bought for medicinal or other non-food use.

Extracts, Flavors, Meat Sauces

Omit quantity purchased but get total cost in past 7 days. Include A-1 sauce, Kitchen Bouquet, soya sauce, steak sauce, Tabasco, Worcestershire sauce and Accent (MSG), food coloring, meat tenderizer, vanilla, bitters, other flavoring, Certo, etc. -- items which are essentially seasonings or additives.

APPENDIX C

HOW TO OBTAIN AND RECORD DIMENSIONS

SHAPE	MEASUREMENTS NEEDED	HOW TO RECORD IN INCHES - EXAMPLES	
		No. Units	Dimensions
(1) Rectangular and square shapes with thickness or depth 	Three dimensions Two sides and depth or thickness	1	2x3x $\frac{1}{2}$
(2) Round shapes with thickness or depth 	Two dimensions Diameter and Thickness or Depth	2	3 $\frac{1}{2}$ dia. x $\frac{1}{4}$
(3) Round shapes with length 	Two dimensions Diameter and Length	1	2 <u>dia.</u> x5
(4) Wedges from large round shapes with thickness or depth 	Three dimensions Fraction or proportion of the whole, (which may be entered in the No. units column) the diameter and the thickness or depth	$\frac{1}{4}$	8 <u>dia.</u> x1
(5) Sphere 	One dimension Diameter	2	3 <u>dia.</u>