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## I. INTRODUCTION

The United States Department of Agriculture (USDA) is charged by law (National Agricultural Research, Extension and Teaching Policy Act of 1977, Section 1428, 7 U.S.C. 3178) with tracking the nutritional status of the American public. This tracking requires collection of food consumption data to measure nutritional well-being and potential deficiencies. National Analysts is collecting this information in the first Continuing Survey of Food Intake by Individuals (CSFII) sponsored by the Nutrition Monitoring Division (NMD) of USDA's Human Nutrition Information Service (HNIS).

The CSFII will be ongoing for one year and focuses on women 19 to 50 years of age and any of their children aged 1 to 5. The overall study plan consists of five steps, as follows:

- Listing households in specified geographic areas by interviewers living in or near these locations
- Selecting sample households for interview from those listed
- Screening designated households to identify those containing age-eligible women
- Personally interviewing all age-eligible women about the foods and beverages they consume and the eating patterns of any of their children aged 1 to 5 -- Wave 1
- Recontacting these women by telephone five more times during the one-year survey period -- Waves 2 to 6 -- to obtain food additional consumption data (those without telephones will be recontacted in person)

Further details about the survey itself will be forthcoming in the Interviewer Manual and personal training conferences. Your immediate task is Step #1 -- listing all of the household or housing unit addresses within specific geographic areas called "segments." (Detailed definitions of "household," "housing unit" and the like follow.) This manual tells you how to complete the listing operation. Following the procedures outlined here will result in complete, accurate listings and a job well done!

## II. LISTING OVERVIEW

### A. Purpose

Listing, that is, recording the addresses of all housing units within precisely defined geographic boundaries, serves two important purposes. It provides:

- A current count of the total number of units in the area (this will update published Census data which is now about five years old)
- Comprehensive housing unit descriptions for in-office sampling personnel to select households for subsequent screening/interviewing

### B. Description of Listing Materials

To complete the listing operation, you have been given one or several packets of materials. Each packet represents an area segment, that is, a small piece of land (e.g., block) with strict borders in which all housing units are to be listed. Each packet contains the following four items in this order:

1. Segment Sketch: Shows the exact borders of the area segment. Streets, roads, streams and other recognizable landmarks are displayed
2. Segment Map: Shows the location of the area segment to be listed (colored in red) within the larger area or neighborhood
3. Segment Identification Form (SIF): A brief questionnaire about the segment's general characteristics (e.g., type of housing) to be completed by you

4. Segment Listing Forms: Sheets for recording the address or description of each housing unit you come to within a segment. These forms may be white or ivory-colored. Except for their color, the sheets are identical. Each packet contains approximately 20 Listing Forms for listing up to 400 housing units

Appendix A contains a sample sketch, map, SIF and Listing Forms. After you have completed your listings, the packets are to be sent back to our office. Here, statistical methods will be used to select certain housing units for later contact. These same listing sheets will be returned to you or another interviewer. Certain households will be "X'ed" on the Listing Forms identifying those selected for the survey.

C. Importance of Your Work: Correct Listing Procedures

In drawing the area segments for listing, strict statistical procedures were used. For this sample of segments to remain accurate, the same precision must be used in listing households. You must read and follow all instructions in this booklet exactly. Only in this way can we be confident that the sample is representative of the total population we are sampling (that is, the United States).

The person assigned to interview in a segment you prelist will be guided by your work. Therefore, it is critical that you take your time, record all information clearly and legibly, and that the listings be completed exactly as described. Any deviations will cause both you and any other interviewer problems later on.

Working efficiently and economically is the key to success. Study your segments carefully before you begin. If you have been assigned several segments, group those that are close together. Visit these areas at the same time. This will save you time and money, since additional trips may not be necessary. This will also help us, since you should finish sooner.

If you have any questions before starting to list, please call your Field Administrator. It is best to get answers to your questions before you begin. Otherwise, you may be asked to redo your work if it has been completed incorrectly.

#### D. Definition of Terms

Study these terms carefully, as they will help you in your listing procedure.

1. Housing Unit (HU): Is a group of rooms, or single room, occupied or intended for occupancy, with common cooking facilities, forming separate living quarters. It may be a one-family dwelling (a detached house), a single apartment in an apartment building, half of a two-family dwelling, living quarters over a garage or behind a store, a shack, an alley dwelling, a trailer or a mobile home. It may be a room in a place devoted primarily to a business, a watchman's living quarters in a factory, etc. The one fixed characteristic of a housing unit is that everyone in it uses the same kitchen facilities or the same direct access from the outside or through a common hall.
  
2. Group Quarters: These are such residences as: rooming houses with nine or more lodgers, transient accommodations and barracks for workers. Persons living in these kinds of places are regarded as living in group quarters. These establishments are not considered housing units. Living quarters in institutions and general hospitals are also excluded from being housing units except for those units in buildings containing only family quarters for staff members.
  
3. Household: Is defined as all people living in an HU. It may be an ordinary family unit consisting of husband, wife and children. It may be an ordinary family unit plus relatives, or plus unrelated boarders and roomers. It may be a group of men living together in one HU. It may be a single woman or two women who share an apartment or house. A household is used interchangeably with housing unit and dwelling unit in these instructions.
  
4. Family: Is defined as a group of two or more persons related by blood, marriage, or adoption and living together. A foster child living with a family is considered part of that family.

It can be seen from these definitions that HU refers specifically to the physical location (or rooms) in which the household is quartered. The household is all the occupants living in the housing unit. The family is a smaller group among the occupants limited usually to only those people who are related by blood, marriage, or adoption, but a household may contain more than one family. For example, a lodger and his wife who are not related to the person or persons who maintain the household are considered a separate family.

5. Eligible Household Listings: All households containing at least one person are to be listed if they fall within the boundaries of your segment. In addition to "usual" households with which you are familiar, use the guidelines below to determine if a residence should be listed or not.

DO NOT LIST

- Institutional living quarters such as those in asylums, penitentiaries, reformatories, convalescent homes, homes for the aged, blind, deaf, dumb, or orphans, old soldiers' homes, convents, hospitals, nurses' homes, private residential clubs, fraternities, Y.M.C.A.s and Y.W.C.A.s, etc.
- Hotel living quarters for transients; barracks for workers
- Rooming house (living quarters of managing family) if there are nine or more boarders unrelated to the person in charge and the manager lives and eats with the boarders

DO LIST

- Institutional living quarters for resident employees in buildings containing living quarters for only staff members
- Hotel living quarters if they have cooking facilities and are intended for occupancy by permanent residents (e.g., efficiency apartments)
- The living quarters of the owner or manager of a rooming house with less than nine boarders

The living quarters of the owner or manager of a rooming house with nine or more boarders only if the manager lives and eats separately from the boarders

### III. PROCEDURE FOR LISTING SEGMENTS

This section tells you how to find your segments quickly and efficiently. Remember, if you have been sent several segments, group them and visit them in some logical order. If you can, obtain a map of your city and locate all your segments on it. Then decide the order in which you want to work them.

#### A. Locating Exact Boundaries

Each segment sketch shows the blocks included in the segment. The sketch may not be an accurate representation of existing streets. Existing maps are sometimes the results of projections done by the city. Some of the streets, especially in outlying parts of the city, may not be cut through all the way or may not even exist. Your segment is that portion designated on the segment map in red, regardless of whether or not the streets shown on the sketch actually exist. You may have to use all your ingenuity to find the proper limits, which may be imaginary extensions of streets, division and section lines, and even less obvious limits. You may even find that street names have been changed from those shown on the segment map.

Remember, however, that although the streets or roads within a segment may change, the geographic land area selected will not change. It will always be there unless it falls into the sea or is swallowed by an earthquake.

In reading your map or sketch, directions are clearly indicated. "North" is shown by an arrow (↑) pointing to the top of the page. The right is east; the bottom is south; and the left is west.

Make an exploratory trip around your segment by car or afoot before you start your actual listing in order to locate the exact boundaries. If your segment includes a large tract of apparently uninhabited land, such as a park or any undeveloped section, it is best to ask an official or local resident about possible housing units before you start to walk or drive through the area yourself.

## B. Locating Boundaries of Open-End Segments

Some of the segments you have been asked to list may have "open-end" boundaries, that is, one or more of the boundaries are unknown. The unknown boundaries can be found in both urban and rural areas. Most open-end segments will have identifying marks or points to facilitate the location of the unknown boundary, which is shown as a dotted line on the segment sketch. This is the "imaginary" line or boundary (see example on the following page). Here are some points to look for:

1. A road on the master map which runs up to the imaginary line and stops.
2. A creek indicated on the master map starting where the imaginary line begins or ends.
3. A known point on a highway running parallel with a known boundary.
4. The imaginary line can be a legal border, e.g., a county or township line.
5. Master maps often indicate churches, cemeteries and other common landmarks that are easily spotted.

If there are no identifying marks, use the following instructions to locate the unknown boundary.

1. Locate the open-end segment on the master map.
2. Consult the scale on the map which shows how many miles there are to the inch.
3. Take your ruler and measure from the known points in the segment to the unknown. Knowing this, you have found out how many miles you have to drive from known points to the unknown ones. The mileage may not be identical in both cases, if the roads are hilly or winding.
4. Having arrived by car at the former unknown point, you may now turn around and, keeping your segment on your right and the unknown point at your back, start into your segment.

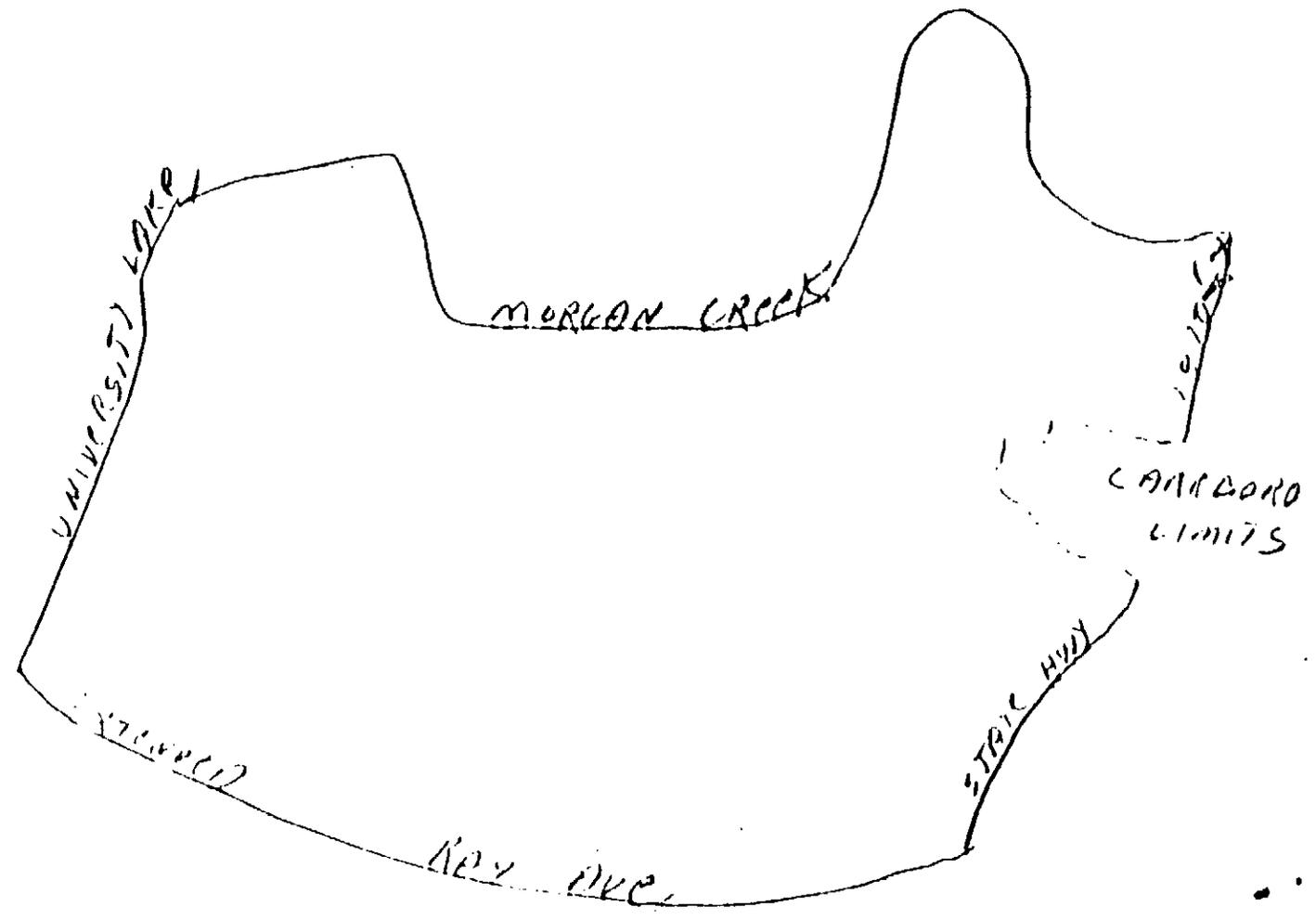
STUDY 1 1983

PLACE CARBORO TOW

COUNTY CAMDEN

STATE NC

SEGMENT # 122511





5. When you reach the end of your segment at the other end of your unknown boundary, repeat Step #3. Having driven out that known road a certain number of miles according to your scale, you will reach the other side of your unknown segment boundary. Check your mileage and look for a permanent landmark to record.
6. If you have two unknown boundaries, you use the same technique.

Call your Field Administrator before starting if you are unsure about this procedure.

### C. Listing the Segment

To begin, go to the corner of the sample segment that has been designated as the starting point for listing on foot. (A red "X" and an arrow on your map will indicate your starting point.) Listing the housing units on the sheet as you go, one housing unit to a line, walk completely around the segment in a clockwise direction, keeping the block always on your right. Note that you are to list housing units; the kind or major use of the structure is not pertinent.

#### 1. Keep Strictly Within the Boundaries of Your Segment.

Where the boundary line follows a street, it is intended to run down the middle of the street. You will list all housing units on the side which falls inside your segment, but not those on the other side of the street.

#### 2. Be Sure to Cover the Entire Area.

Do not miss units reached by side or rear entrances, or the units occupied by managers, janitors, night watchmen, or other employees. These units may not have a separate doorbell or mailbox. You may have to inquire in some stores, office and factory buildings, warehouses, etc., to find out whether there are unseen housing units in the structure. Such units are common nowadays in congested areas.

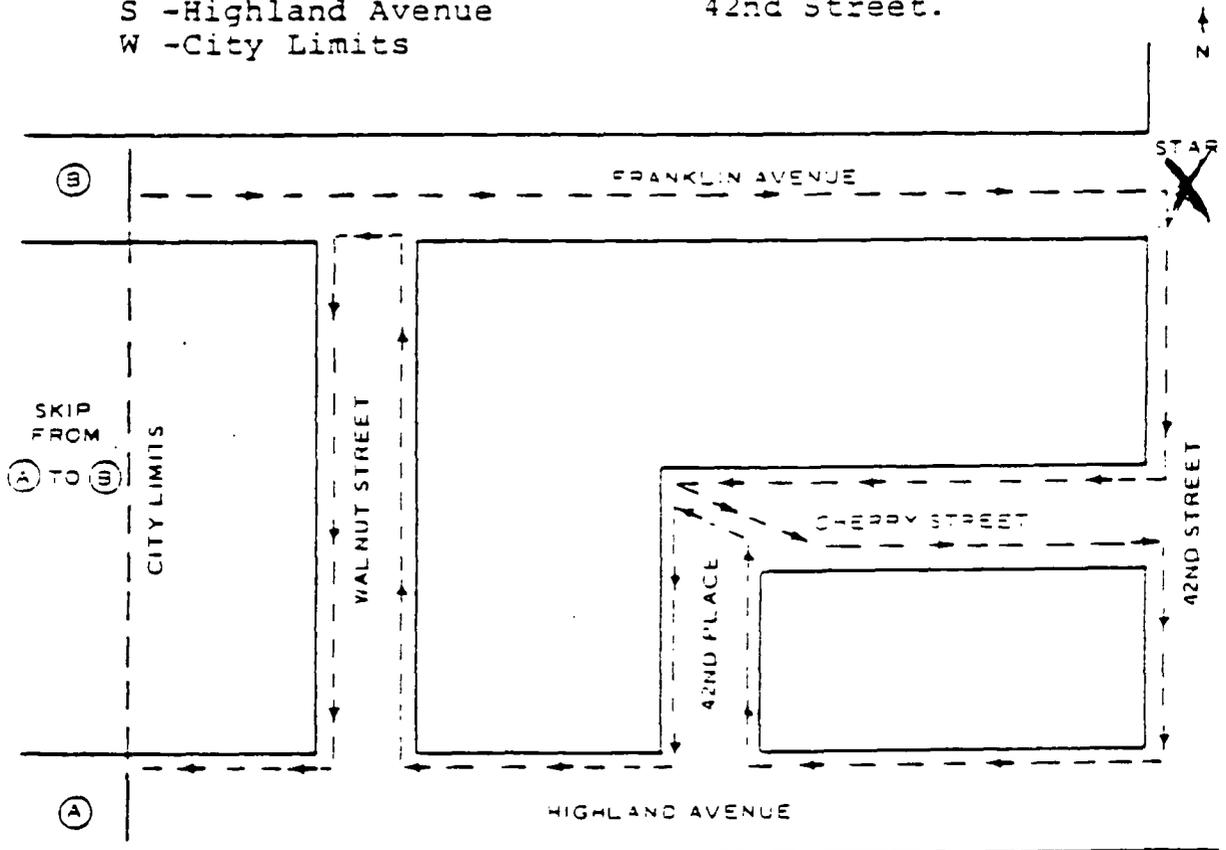
3. List All Housing Units in Systematic Order.

Beginning at the corner designated on your segment map, proceed clockwise around the block. Enter alleys, courts, or cross streets the first time you come to them, walking up one side until you reach the end or boundary and returning on the other side (see example below). Check each structure where it appears that there might be more than one housing unit, to determine the actual number. Include vacant housing units that are intended for occupancy. List all dwelling units -- vacant as well as occupied -- on the side which falls inside your segment, but not those on the other side of the street.

The following sketch illustrates how you would travel clockwise around a segment listing households as you come to them.

Segment Boundaries:  
N -Franklin Avenue  
E -42nd Street  
S -Highland Avenue  
W -City Limits

Start listing at corner of Franklin Avenue and 42nd Street.



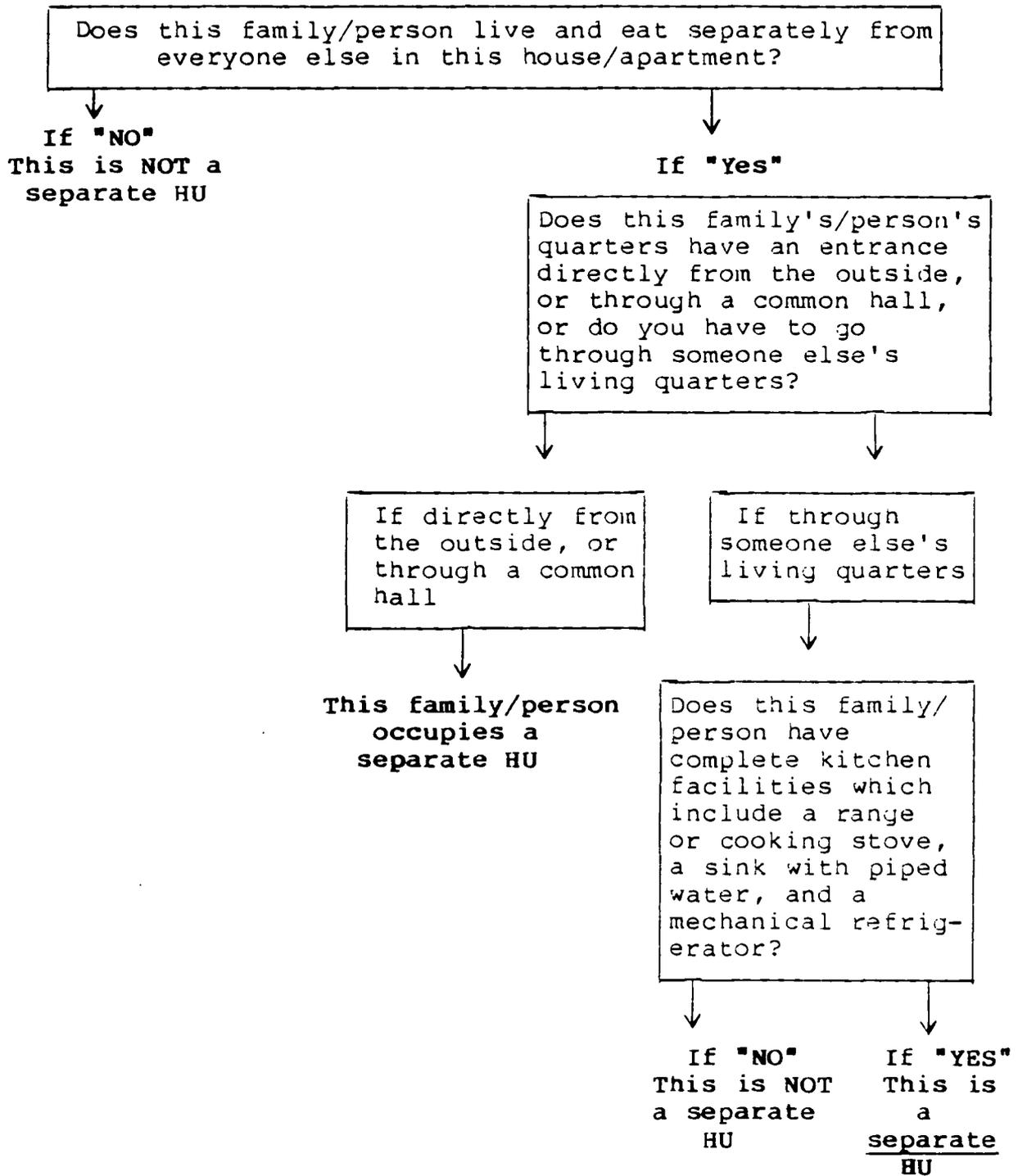
D. Number of Housing Units to List

You are to list every HU that falls within the boundaries of the segment. Sheets have been provided to accommodate up to 400 housing units. Continue listing until you are back at your starting point and then stop.

1. If a segment has no dwelling units, write "No dwelling units" on the Listing Form and return it to our office. There will be no substitutions for these segments.
2. If there are more dwelling units than lines on your Listing Forms, after using the last line, estimate the remaining number of dwelling units and write in that number on the space provided on the last listing page. This means that the segment contains more than 400 units. For example, if a segment contains 425 units, 400 units would be recorded individually on your sheets and the number "25" would be recorded in the box on the bottom of the last page.

E. Housing Unit Determination Chart

Use the chart below to decide whether or not an HU has been found and should therefore be recorded on your listing form.



F. Recording Information on the Listing Form

Your listing of housing units must be sufficiently complete so that you, or any other interviewer, can find any HU at some later date. Sometimes it may be necessary to ask a resident about the neighborhood or specific housing units.

When making inquiries, do not use the term "housing unit"; this is a technical term for which we have a specific definition, which is not readily understood by the public. Instead, it may be helpful to ask questions such as: Is this a single-family house? Are there apartments? Are there lodgers? How many?

1. List HUs on the Segment Listing Form.

As you list, record the HU addresses or descriptions on the Listing Form as neatly as possible. Do not rewrite or type the listing after you return home. Many errors have been made during well-intentioned transfers of HUs from the listing sheet prepared in the field to a new Listing Form at home.

2. List Each HU on a Separate Line.

Use one and only one line for listing each HU. In a multiunit structure, for example, list each apartment on a separate line of the Listing Form.

3. Record Unique Identification for Each HU.

Unique identification may be more than just a street name and number: "109 Floyd St., First Floor" distinguishes an HU separate from "109 Floyd St., Second Floor." If you cannot ascertain the location of an HU in a structure, do not guess. A unique identification always includes street name and a full address or description. In multiunit structures without A, B, C, or another individual identifier, it is important to provide an exact location (e.g., "first floor on the left" or "rear of building on the right beside the garage door") so that the residence can be found later on.

a. Record Street, Road or Highway on Which the HU is Located.

Use abbreviations of street names, including "Street," "Place" or "Boulevard," "North," "South," etc. For example, use "St." for "Street," "Rd." for "Road," "Blvd." for "Boulevard" and so on.

b. Record the House or Building Number.

If this cannot be ascertained, give a description of the building. Do not attempt to guess the number from the sequence of numbers you have observed. If no number is visible, describe the HU. Look for something permanent about it that will distinguish it from the rest of the dwelling units, particularly adjoining ones, so that another person following the same instructions could locate it. (Note that the color is not permanent. The building could be painted before the next interviewer returns to look for that HU.)

c. Describe Unnumbered Residential Buildings Completely.

Sometimes the best description is a building's location, e.g., "house between 28 and 34 Oak St." Do not depend on numbers on roadside mailboxes, since the boxes may be for houses across the street from the segment.

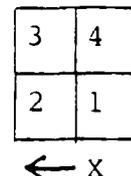
When describing a residential building for which there is no number, choose features which will distinguish that household from all others in the neighborhood. Good descriptive features are type and construction of house and roof: e.g., two-story, brick, central chimney, attached garage; or single-story frame with fieldstone foundation, low gable roof. Relatively permanent features, such as the position of doors, chimneys, garages and other buildings, distance back from the road, and so forth are other good descriptions. Descriptive features such as the color of the house or trim, lawn ornaments and children's swing sets are of little help.

d. Identify HUs in Multiunit Buildings Clearly.

When you can see from outside that a building contains more than one HU, list each HU separately in an orderly fashion. A unique identification of these HUs requires an apartment number, letter or description locating the HU within the building. Inquire about the number of HUs and specifically identify each HU in every multiunit building. If an HU does not have an apartment number or letter, give the location inside the building, or even better, the location of the door which would normally be used by a visitor at the HU. Sometimes these are fairly obvious; if they are not, you might consult the manager or some other responsible person regarding the number and location of HUs in the building. When this is impractical, determine as best you can the number of HUs and list the building address on the number of lines corresponding to that number.

Listing HUs in a multiunit structure requires some systematic procedure to ensure that each HU is listed once and only once. One or a combination of the following rules will satisfy most situations:

- List by number or by letter.
- List by floors, from basement to attic.
- If there are several unnumbered units on a floor, begin at the front right then go to the left as you face the building and list systematically in a clockwise direction.
- If necessary, draw a rough floor plan to show the locations of unnumbered units.



G. Identifying Different Types of Living Quarters

The majority of HUs are single-family houses. However, you should be familiar with all types of housing and the procedures for handling them.

1. Single-Family Houses

There should be few problems involved in listing single-family houses. This does not mean, however, that listing what appear to be single-family houses is always a simple and straightforward task. It is easy to overlook extra apartments in attics or basements, houses along alleys, HUS over garages, etc.

2. Row Houses, Town Houses, Terrace or Garden Apartment Developments

In apartment developments consisting of buildings such as row houses, town houses, village, terrace and garden-type apartments, list each HU on a separate line of the Listing Form. Sometimes these types of houses have two or more apartments in them. Check carefully to be certain no HUS are overlooked.

3. Small Multiunit Buildings

Even though a structure might appear to be a single-family house, be on the lookout for evidence of more than one HU in a structure, such as an extra apartment in the attic or basement, or a rear dwelling. There are a number of clues to look for in order to determine if a single structure contains more than one HU. For example: several mailboxes or doorbells; more than one gas or electric meter; more garbage cans than a single HU would be likely to require; more than one main entrance to the structure; more than one TV antenna on the roof. Look for special quarters (such as a custodian's) that have entrances on the side or back of the building.

4. Trailers, Trailer Courts or Parks

If a trailer court or park is nontransient and nonseasonal, list each established space, whether or not it is currently occupied by a trailer. Trailer parks usually have specified spaces with electric and sewage facilities at definite locations.

If a trailer court or park is transient and/or seasonal, list any manager's or custodian's quarters that you find.

All residential trailers with permanent foundations or permanent electric and sewage tie-ins are to be listed, whether or not they are occupied. Trailers which do not meet these criteria, that is, they are not permanent, are to be listed only if they are occupied.

5. HUs in Buildings Used for Nonresidential Purposes

Even if a building appears to be strictly commercial, it may contain HUs above or behind shops and stores; the storekeepers may have their living quarters in such places, or extra space may have been converted into apartments. In churches, private schools, etc., there may be living quarters for janitors or maintenance personnel. Occasionally, manufacturing facilities or warehouse structures will contain quarters for watchmen. List all such quarters if they meet the definition of an HU.

6. Temporary Nonresidential Use of HUs

Dwellings are sometimes used temporarily for other purposes, such as professional offices or storage, and you are to list these units. Quarters which have been permanently converted for some other use, of course, are no longer HUs.

7. Vacant or Dilapidated HUs

The general rule is to list vacant HUs. If there are several in the same building, list each one separately. The rules for listing vacant living quarters are similar to those for listing occupied quarters.

If a vacant unit is unfit for human habitation and no longer considered as living quarters, do not list it. If you question whether or not a vacant unit is fit for habitation, list it.

Do not list HUs which are scheduled for demolition. Such places are usually located in urban redevelopment areas or along highways under construction. Please describe what (if anything) is planned to take the place of the structures to be demolished. If there

will be more residential units -- such as housing projects or high-rise apartment buildings -- get full details and record on your segment sketch.

8. HUs Under Construction

List unfinished residential buildings on which any construction has been started. For multiunit buildings, list each HU which the building will contain when it is completed, and estimate the completion date. Describe the location of each unit. If this information cannot be obtained at the building site, try to locate the builder, contractor, or some other local source in order to secure the information.

9. Hotels and Motels

In general, include permanent residents living in hotels, and exclude the transient population. If your segment includes a hotel or motel:

- Do not list living quarters that would be classified as transient or seasonal, but in excluded quarters, do list HUs occupied by resident managers or staff.
- For nontransient or nonseasonal hotels or motels, do list each unit that meets the HU definition.

10. Rooming Houses

For rooming houses that have fewer than nine boarders, list each HU that meets the HU definition on a separate line of the Listing Form. If the owner and boarders all share one kitchen facility, record the one address on your Listing Form and indicate that it is a rooming house with fewer than nine boarders. If the boarders each have separate kitchen facilities and each meets the definition of an HU, each is to be listed separately. If the rooming house has more than

nine boarders, look for the landlord's apartment and list it. Note on the Listing Form line for the landlord's quarters that it is a rooming house with more than nine boarders. For rooming houses that have nine or more boarders, list the landlord's apartment only if it meets the HU definition. Do not list accommodations for the other boarders, however.

### 11. Seasonal Housing

If you determine that scattered cottages, hunting lodges, migratory labor housing and similar units meet the HU definition, list each unit on a separate line of the Listing Form. In addition, record "Seasonal" in RED for each such unit.

### 12. Military Installations

We do not include military installations in our sample surveys, and even though there may be HUS for civilian personnel on military bases, do not list them.

### 13. Institutional Quarters

Do not list institutional quarters which are occupied or intended for occupancy by the persons for whom the facility is operated.

Remember to check carefully for HUS within institutional grounds. The following examples should make this clear.

<u>TYPE OF INSTITUTION</u>	<u>LOOK FOR AND LIST HUS FOR:</u>
● Mental/penal institutions	Superintendents, wardens, guards and attendants <u>only</u> if they live there
● Rest/nursing homes	Owners or managers <u>only</u> if they live there
● Dormitories/fraternities/sororities	Resident staff <u>only</u> if they live there



EXCLUDED QUARTERS

- Quarters for persons for whom institution is operated
- Quarters in facilities which meet the transient or seasonal definition

INSTRUCTIONS

Do not list  
 List manager's or staff's quarters only

UNCLASSIFIED QUARTERS

- Living quarters that neither clearly meet the HU criteria nor are clearly to be excluded

INSTRUCTIONS

Check with the Field Administrator at National Analysts

I. Example of Completed Listing Form

Here is an illustration of how your Listing Forms should look when filled in:

SEGMENT LISTING FORM

Segment #: 101285

Name of Preliater: Jane Smith

Date Listed: 1/15/85

City/Post Office: Philadelphia

State: PA zip: 19150

Housing Unit No.	Name, Address or Description of Housing Unit	Sample Household
1	212 42nd Street Apt 1A	
2	212 42nd Street Apt 2A	
3	One-story frame house Corner 42nd St & Cherry St.	
4	4204 Cherry St.	
5	Unnumbered garage apt. in back of 4204 Cherry St.	
6	4202 Cherry St.	
7	4200 Cherry St.	
8	4220 Highland Ave.	
9	223 Walnut St.	
10	1/2 story frame house between 223 & 227 Walnut St.	
11	227 Walnut St.	
12	229 Walnut St.	

In review, there are some important points:

1. Make sure you stay within your segment boundaries.
2. List all housing units within these boundaries including vacants.
3. List only one dwelling unit to a line.
4. Do not skip a line, or leave a blank space, or write anything in it but an address or description.
5. Do not list a business if it is not a housing unit.

J. Completing the Segment Identification Form

- You must complete a Segment Identification Form for each segment you list. It is located just before your Listing Forms.
- Record the date and your name at the top, in the space provided.
- Record the segment #, and the city, state and zip code in the space provided. This information can be found on the segment sketch.
- Answer all eight questions. Please give us your best impressions of the segment. In Q.1, for example, your impression of the economic status and racial composition of the segment is better than any guess we could make here in our offices.
- If your answer to Q.3 is "Yes," be sure to provide the name of the owner or renting agent, the building and the full address so that we may contact them if necessary.
- If your answer to Q.8 is "No," be sure to explain your reasons in the space provided.
- Please write any comments about the segment which will be useful during the interviewing phase of this study. These may be written on the back of the form. Use an additional sheet of paper, if necessary.

On the following page is a sample of this form as it should be filled out.

SEGMENT IDENTIFICATION FORM  
CSFII STUDY

Segment #: 101285 City (Post Office): Philadelphia  
 State: Pa. Zip Code: 19150  
 Date: 1/15/85 Prelistor Name: Jane Smith

① What percent of the segment is:

INCOME		RACE		HOUSING UNIT OCCUPANCY	
Wealthy or well off	5%	Black	20%	Occupied by same persons year round	100%
Middle income	95%	White	80%	Occupied by vacationers, tourists, etc.	—
Poor or low income	—%	Other (SPECIFY)	—%		
TOTAL	100%	TOTAL	100%	TOTAL	100%

② Does this segment contain:

FARMS		MOBILE HOMES	
None	①	None	①
Some (less than half)	2	Some (less than half)	2
Many (more than half)	3	Many (more than half)	3

③ Does this segment contain any high-rise apartment buildings in which it may be difficult for an interviewer to gain entrance?

Yes  1 No  2

OWNER/RENTING AGENT	NAME OF BUILDING	FULL ADDRESS
1. KORMAN CORPORATION	HARBOR HOUSE	4200 FRANKLIN ST.
2.		
3.		

④ By observation, does it appear to you that any new housing units have been built since the 1980 Census was taken?

Yes  1 No  2 Can't say  3

⑤ Does it appear that any housing units have been torn down since the 1980 Census?

Yes  1 No  2 Can't say  3

⑥ Does it appear that any single homes have been converted in multiunit structures?

Yes  1 No  2 Can't say  3

7. What language, other than English, is spoken by most people in this segment?

English only

Other language (SPECIFY)

\_\_\_\_\_  
\_\_\_\_\_

8. Would you interview in this segment?

Yes

No

Why not? Please explain.

COMMENTS: (Please tell us anything that you think might be useful to know about this area.)

*There are some park like areas & some sparse housing which is why the addresses are not exactly consecutive (e.g. 223, 225, 227, 229 and so on.)*

K. Summary

Before returning a completely listed segment to National Analysts, check your work to make certain that nothing has been omitted. Be sure to record all identifying information including your name and the date of listing. Keep all accompanying sheets for the segment together and return it in that way to National Analysts.

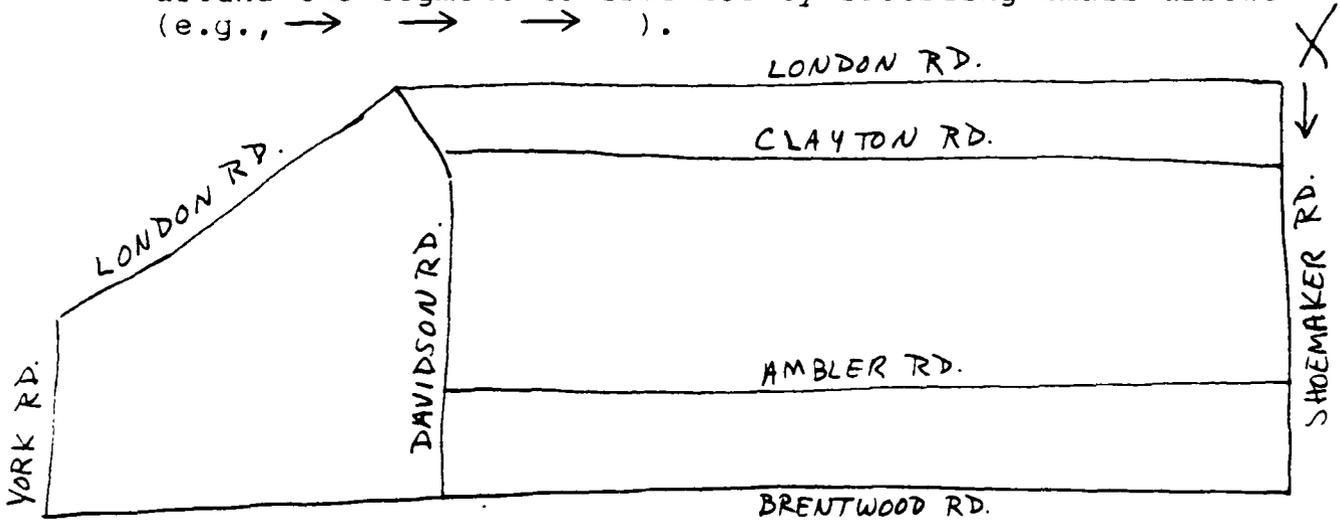
Be particularly attentive to your handwriting. If, on checking your work, you realize that your writing is unclear, clarify it.

Each completely listed segment returned to National Analysts should include:

- Segment sketch
- Accompanying map showing location of the segment
- Segment Identification Form
- Segment Listing Forms (Do not forget to count the remaining households in the segment which are unlisted in the rare case that you have run out of Listing Forms, i.e., there are more than 400 households).

IV. QUIZ ON LISTING INSTRUCTIONS

Q.1 Look at the segment sketched below. Starting at the "X" in the direction indicated, show how you would proceed around the segment to list HUs by recording small arrows (e.g., → → → ).



Q.2 Circle one code to indicate whether the HU described should or should not be listed.

Housing Unit Description	<u>Yes</u> List	<u>No</u> Do Not List
1. Living quarters over a garage	1	2
2. Parking space at a nontransient trailer court	1	2
3. Manager's quarters at a seasonal trailer court	1	2
4. A vacant house in good condition scheduled for demolition	1	2
5. A duplex under construction	1	2
6. An apartment at the YMCA for visitors	1	2
7. Housemother's apartment at a sorority	1	2
8. An apartment in a rest home for the manager	1	2
9. Deteriorated house which is vacant	1	2
10. The living quarters of a resident in a nursing home	1	2

Q.3 Please circle one code indicating whether each statement is "true" or "false."

	True	False
1. There is only one housing unit to every house	1	2
2. You are to list a maximum of 100 HUs	1	2
3. At the starting point designated on the map, you are to proceed in a counter-clockwise direction around the perimeter of the segment and then list any side streets	1	2
4. Each housing unit contains only one family	1	2
5. In a boarding house, the owner occupies the first floor, and his five boarders use the bedrooms upstairs. The owner lives and eats separately from the roomers and, therefore, <u>his</u> quarters should be listed	1	2
6. A foster child living with a family is not considered part of that family	1	2

Q.4 Read the living quarters descriptions and circle the appropriate code in COL.s 1, 2 and 3.

	COL. 1		COL. 2		COL. 3	
	Direct Access		Complete Kitchen Facilities		Is a Separate HU	
	Yes	No	Yes	No	Yes	No
1. The Scotts occupy the second floor of a two-family house. They live and eat separately from the Wilsons on the first floor, but the two families share the first-floor kitchen. The Scotts have an outside stairway to reach their apartment.	1	2	1	2	1	2
2. Mrs. Hill lives in a first-floor room of the Johnsons' home. She occasionally makes coffee on her hotplate, but eats out. She goes through the Johnsons' hall and kitchen to get to her room. She is their only roomer.	1	2	1	2	1	2
3. Bill Smith is a lodger in the basement room of the Robinsons' home. He has an outside entrance to his room but no equipment for cooking or storing food. He lives and eats separately from the Robinsons.	1	2	1	2	1	2
4. There is a vacant apartment on the first floor of a three-story, three-apartment building. The former tenant took the stove with him. The vacant apartment has a separate entrance from the outside.	1	2	1	2	1	2

APPENDIX A  
SAMPLE LISTING MATERIALS

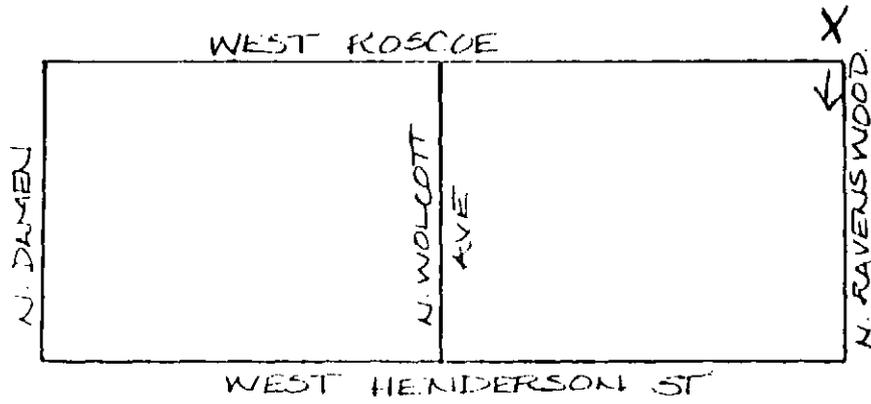
STUDY 1-666'

PLACE CHICAGO.....

COUNTY COOK.....

STATE ILLINOIS.....

SEGMENT # 121321.....





**NATIONAL ANALYSTS**

A Division of Booz.Allen & Hamilton Inc.

Study #: 09010-065-001

SEGMENT IDENTIFICATION FORM  
CSFII STUDY

Segment #: \_\_\_\_\_ City (Post Office): \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date: \_\_\_\_\_ Preliater Name: \_\_\_\_\_

1. What percent of the segment is:

INCOME		RACE		HOUSING-UNIT OCCUPANCY	
Wealthy or well off	%	Black	%	Occupied by same persons year round	%
Middle income	%	White	%	Occupied by vacationers, tourists, etc.	%
Poor or low income	%	Other (SPECIFY)	%		
<b>TOTAL</b>	<b>100%</b>	<b>TOTAL</b>	<b>100%</b>	<b>TOTAL</b>	<b>100%</b>

2. Does this segment contain:

FARMS		MOBILE HOMES	
None	1	None	1
Some (less than half)	2	Some (less than half)	2
Many (more than half)	3	Many (more than half)	3

3. Does this segment contain any high-rise apartment buildings in which it may be difficult for an interviewer to gain entrance?

Yes  1 No  2

↓

OWNER/RENTING AGENT	NAME OF BUILDING	FULL ADDRESS
1.		
2.		
3.		

4. By observation, does it appear to you that any new housing units have been built since the 1980 Census was taken?

Yes  1 No  2 Can't say  3

5. Does it appear that any housing units have been torn down since the 1980 Census?

Yes  1 No  2 Can't say  3

6. Does it appear that any single homes have been converted in multiunit structures?

Yes  1 No  2 Can't say  3

7. What language, other than English, is spoken by most people in this segment?

English only  1

Other language (SPECIFY)  2

---

---

8. Would you interview in this segment?

Yes  1

No  2

Why not? Please explain.

+  
+

COMMENTS: (Please tell us anything that you think might be useful to know about this area.)

National Analysts  
Division of Booz, Allen  
& Hamilton Inc.  
Philadelphia, Pa.

1985-86 Nationwide Food  
Consumption Study

Validated by:

Segment Listing Form

Segment #: \_\_\_\_\_

Name of  
Preliester: \_\_\_\_\_

Date Listed: \_\_\_\_\_

City/Post Office: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Housing Unit No.	Street Address	Sample House- hold
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
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19		
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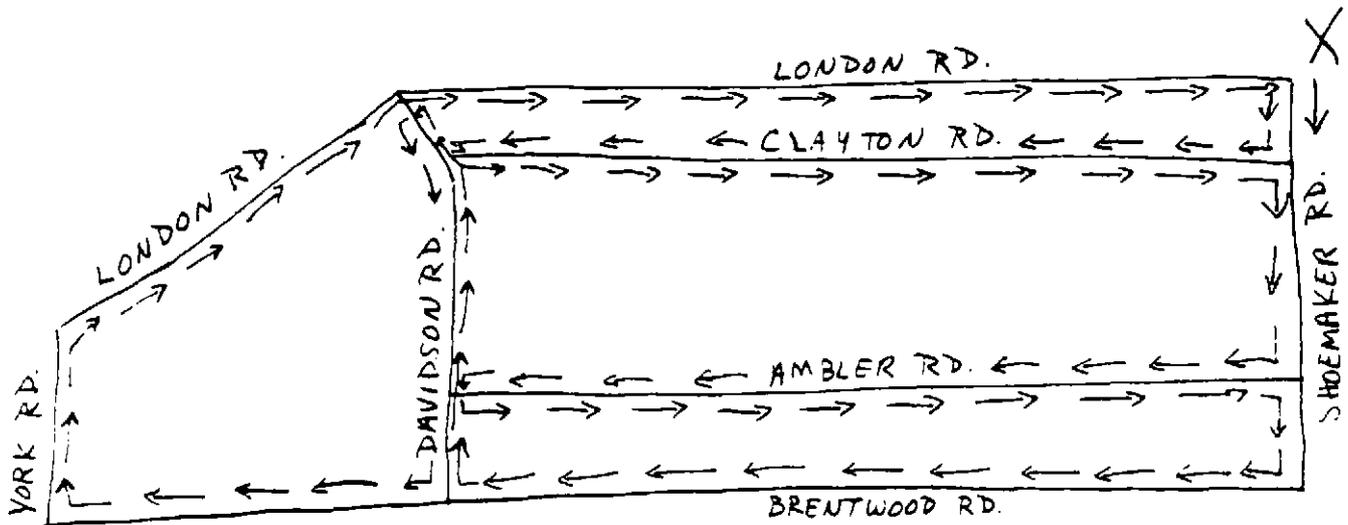
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400		

ESTIMATE OF REMAINING HOUSING UNITS:

APPENDIX B  
ANSWERS TO QUIZ

Answers to Quiz

Q.1 Shoemaker Road to Clayton Road. In and out of Clayton Road (both sides of street) back to Shoemaker. Shoemaker Road to Ambler Road. In and out of Ambler Road (both sides of street) back to Shoemaker. Shoemaker to Brentwood Road. Down Brentwood Road to Davidson Road. In and out of Davidson Road (both sides of street) back to Brentwood Road. Brentwood Road to York Road, York Road to London Road.



Q.2

1.	1
2.	1
3.	1
4.	2
5.	1
6.	2
7.	1
8.	1
9.	1
10.	2

Q.3

1.	2
2.	2
3.	2
4.	2
5.	1
6.	2

Q.4

1.	1, 2, 1
2.	2, 2, 2
3.	1, 2, 1
4.	1, 2, 1