

11 March, 2010

Schedule for the enumerator training for rural household panel survey of the DFG  
Project FOR 756, April 6 – 9 at KU Convention Center, Bangkok

<b>Date</b>	<b>Time</b>	<b>Activity</b>	<b>In-charge</b>
6 April	8.30 – 9.15	Opening of workshop (Introduction of participants, short project background, basic principles of the panel survey, basic principles of survey organization, connection between rural survey and migrant survey, risk games, small business survey, data entry programs)	/Suwanna P./ H. Waibel/B. Hardeweg
	9.15- 9.30	"Survey life": rules and regulation, sampling procedure	Piyatat/ Thanaporn/Suwanna
	9.30 – 10.30	Overview of rural Questionnaires including small scale business survey, risk games; migrant survey	Suwanna/H. Waibel/Sommai
	10.30 – 10.45	<i>Coffee break</i>	
		<i>Rural HH team remains in the same room Migrant team moves to the small room</i>	
	10.45 – 12.00	Introduce section 1, 2 and 3 of the questionnaire	Suwanna/Piyatat/Thanaporn/ old enumerators
	12.00 – 13.00	<i>Lunch</i>	
	13.00 – 15.15	Exercises for sections 1, 2 and 3	Suwanna/Piyatat/Thanaporn/Lena/ old enumerators
	15.15 – 15.30	<i>Coffee break</i>	
	15.30 – 16.30	Introduce section 4.1 to 4.4 of the questionnaire	Suwanna/Piyatat/Thanaporn/ old enumerators
	16.30 – 18.00	Exercises for section 4.1 to 4.4	Suwanna/Piyatat/Thanaporn/ old enumerators
	18.00 – 19.00	<i>Dinner</i>	
7 April	8.30 – 9.00	Review of past day/Feedback/Questions	Suwanna/H.Waibel/B.Hardeweg/Thanaporn
	9.00 – 10.30	Introduce section 3 the questionnaire	Suwanna/Piyatat/Thanaporn/ old enumerators
	10.30 – 10.45	<i>Coffee break</i>	
	10.45 – 11.15	Risk questions and risk game 1	Oliver/Hardeweg/Lena/Thanaporn
	11.15 – 12.00	Exercises for section 3	Suwanna/Piyatat/Thanaporn/Lena old enumerators
	12.00 – 13.00	<i>Lunch</i>	

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	13.00 – 14.00	Introduce sections 5 and 6 of the questionnaire	Suwanna/Piyatat/Thanaporn/ old enumerators
	14.00 – 15.15	Exercises for section 5 and 6 including small business survey	Suwanna/Piyatat/Thanaporn/ Lena/old enumerators
	15.15 – 15.30	<i>Coffee break</i>	
	15.30 – 16.00	Risk game 2	Hardeweg/ Oliver/Lena/Thanaporn
	16.00 – 17.00	Continue exercises for section 5 and 6 including small business survey	Suwanna/Piyatat/Thanaporn/ Lena/old enumerators
	16.30 – 18.00	Introduction of section 7	Suwanna/Piyatat/Thanaporn/old enumerators
	18.00 – 19.00	<i>Dinner</i>	

<b>Date</b>	<b>Time</b>	<b>Activity</b>	<b>In-charge</b>
8 April	8.30 – 9.00	Review of past day	Suwanna/H. Waibel/B. Hardeweg/Thanaporn
	9.00 – 10.15	Exercise for section 7 of the questionnaire	Suwanna/Piyatat/Thanaporn/ Lena/old enumerators
	10.15 - 10.30	<i>Coffee break</i>	
	10.30 – 11.00	Repetition risk questions and risk game 1	Hardeweg/ Oliver/Lena/Thanaporn
	11.00 – 12.00	Introduce sections 8 and 9 of the questionnaire	Suwanna/Piyatat/Thanaporn/ old enumerators
	12.00 – 13.00	<i>Lunch</i>	
	13.00 – 15.15	Exercises for section 8 and 9	Suwanna/Piyatat/Thanaporn/ old enumerators
	15.15 - 15.30	<i>Coffee break</i>	
	15.30 – 16.00	Repetition of risk game 2	Hardeweg/ Oliver/Lena/Thanaporn
	16.00 - 16.30	Exercises risk games (use Buri Ram interviewers as respondents)	Hardeweg/ Oliver/Lena/Thanaporn
	16.30 – 18.00	Data Entry Programme	Hardeweg/Suwanna/Lena/Piyatat/Thanaporn/
9 April	8.30 – 9.00	Review of past day	Suwanna/H. Waibel/B. Hardeweg/Thanaporn
	9.00 – 10.15	Comprehensive cross-section exercises	Suwanna/Piyatat/Thanaporn/ old enumerators
	10.15 - 10.30	<i>Coffee break</i>	

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10.30 – 12.00	Continue Comprehensive cross-section exercises	Suwanna/Piyatat/Thanaporn/ old enumerators
12.00 – 13.00	<i>Lunch</i>	
13.00 – 13.30	Quick test/examination/(multiple choice)	Suwanna /H. Waibel
13.30 – 14.30	Repeat Data Entry Programme	Hardeweg/Suwanna/Lena/Piyatat/Thanaporn
14.30 – 15.15	Selected topics determined by participants	Suwanna/Piyatat/Thanaporn/ old enumerators
15.15 - 15.30	<i>Coffee break</i>	
15.30 – 17.30	Final review/remaining issues/join with migrant survey team	Suwanna /H. Waibel
18.00 – 21.00	Outside Dinner/ awards for test winners (1 <sup>st</sup> 2 <sup>nd</sup> , 3 <sup>rd</sup> )	Suwanna /H. Waibel

Notes:

1. The questionnaire (in Thai and English) will be handed out to the trainees before the training starts. They will be requested to study the questionnaire.
2. A set of training exercises and training guidelines will be available in English and in Thai prior to the training.
3. Exercises will include short stories with difficult cases and simulation of interview (in Thailand old enumerators, Piyatat, Thanaporn and Khun Lakchai will act as the respondent)
4. The exercises will be corrected by the training assistants (German and Thai) in the evening
5. Every morning we will start with a feedback session on exercises and a review of issues that came up the day before
6. All participants will receive their “survey kit (calculator, writing pad, etc.) at the start of the training, i.e. calculations are necessary for the exercises.