

Enumerator Training of TVSEP Project at U-Place, Ubon Rathchathani University, Warin Charamp, Ubon Ratchathani, Thailand, June 18 – 25, 2017

Date	Time	Activity	In-charge
Sunday, 18 June (Day 1)	8.00 – 8.30	Registration	All participants
	8.30 – 9.00	Welcome and Introduction of participants	Prof. Waibel/Dr. Rattiya, Leibniz University Hannover/Mr. Somkid Naprom, data collection manager TVSEP at Ubon Ratchathani University
	9.00 – 9.30	Concept and Objectives of Thailand –Vietnam Socio-economic Panel (TVSEP)	Prof. Waibel, Leibniz University Hannover
	9.30– 10.00	Grand Overview of the Questionnaire (paper version)	Dr. Rattiya/Prof. Waibel
	10.00 – 10.30	<i>Coffee break</i>	<i>U- Place</i>
	10.30 – 12.00	Overview of the Questionnaire.. continuation..(paper version only)	Dr. Rattiya/Mr. Somkid/Prof. Waibel
	12.00 – 13.30	<i>Lunch</i>	<i>U-Place</i>
	13.30 – 15.00	Overview of the Questionnaire.. continuation..(paper version only)	Dr. Rattiya/Mr. Somkid/Prof. Waibel
	15.00–15.30	<i>Coffee break</i>	<i>U-Place</i>
	15.30– 17.30	Overview of the Questionnaire.. continuation..(paper version only)	Dr. Rattiya/Mr. Somkid/Prof. Waibel
	10.00 – 10.30	<i>Coffee break</i>	<i>U- Place</i>
Monday 19 June (Day 2)	8.30 – 9.45	Welcome of participants by UBU	Assoc.Prof. Dherapol Bansiddhi, Dean of Faculty of Agriculture, Ubon Rathchathani University
	8.45 – 9.00	Motivational speech for participants by TVSEP- Director Thailand	Dr. Narintorn, Director Extension Communication Center,Ubon Rathchathani University
	9.00 – 10.00	Continuation of Questionnaire Overview	Dr. Rattiya/Mr. Somkid/ (Prof. Waibel/Mr. Brooks)
	10.00 – 10.30	<i>Coffee break</i>	<i>U- Place</i>
	10.30 – 12.00	Continuation of Questionnaire overview	Dr. Rattiya/Mr. Somkid/(Prof. Waibel/Mr. Brooks)
	12.00 – 13.30	<i>Lunch break</i>	<i>U-Place</i>
	13.00 – 15.00	Continuation of Questionnaire overview	Dr. Rattiya/Mr. Somkid/(Prof. Waibel/Mr. Brooks)
	15.00 - 15.30	<i>Coffee Break</i>	<i>U-Place</i>

Date	Time	Activity	In-charge
	15.30 – 18.00	Continuation of Questionnaire overview; introduction of Data Quality Research project by Mr. Brooks	Dr. Rattiya/Mr. Somkid/(Prof. Waibel/Mr. Brooks)
	18.00	<i>Individual Dinner</i>	
	23.00	Bed time	STLs
Tuesday 20 June (Day 3)	8.00 – 10.00	Introduction of tablet program	Mr. Somkid/Mr. Brooks
	10.30 - 10.45	<i>Coffee break</i>	<i>U-Place</i>
	10.45 – 12.00	Exercises with tablet program by sub-teams	Mr. Somkid/PTLs/STLs
	12.00 – 13.00	<i>Lunch</i>	<i>U-Place</i>
	13.30 – 18.00	Field Trip I: partial interview for practice (maximum 3 hours)	Mr. Somkid/PTLs/APTLs/STLs
	18.00	<i>Individual Dinner</i>	
	23.00	<i>Bed time</i>	
Wednesday 21 June (Day 4)	8.00 – 10:00	Discussion of field trip I	Mr. Somkid/H Waibel
	10.00 - 10.30	<i>Coffee break</i>	<i>U-Place</i>
	10.30 – 12.00	Discussion of Field Trip I; including uploading of questionnaires; demonstration of uploading procedure	Mr. Somkid/Mr. Brooks
	12.00 – 13.00	<i>Lunch</i>	<i>U-Place</i>
	13.00 – 18.00	Field trip II (different household)	Mr. Somkid/PTLs/APTLs/STLs
	18.00	<i>Individual Dinner</i>	
	23.00	<i>Bed Time</i>	
Thursday 22 June (Day 5)	8.00 – 10:00	Discussion Field Trip II	Mr. Somkid/Mr. Brooks
	10.00 – 10.30	<i>Coffee break</i>	<i>U-Place</i>
	10.30 – 12.00	Discussion of Field Trip II, split by subteams	PTLs/APTLs/STLs
	12.00 – 13.30	<i>Lunch break</i>	<i>U-Place</i>
	13.30 – 15.00	Exercises with tablet program by subteams	PTLs/A-PTLs/STLs
	15.00 – 15.30	<i>Coffee break</i>	<i>U-Place</i>
	15.30- 17.00	Survey Procedures: behavioral rules, reporting, monitoring, payments, collection of receipts etc	Mr. Somkind/Ms Mananya
	17.00 – 18.00	Preparation for full day field trip (simulation of real survey situation)	Mr. Somkid/PTLs
	18.30	<i>Individual Dinner</i>	
	23.00	<i>Bed time</i>	
Date	Time	Activity	In-charge

Friday, 23 June (Day 6)	8.00 – 17:00	Whole day field trip: every enumerator carries out one full HH interview (40 enumerators) and village headmen (4 assistants); <i>lunch in the field</i>	Mr. Somkid/PTLs/APTLs/STLs
	18.30	<i>Individual Dinner</i>	
	23.00	<i>Bed time</i>	
Saturday, 24 June (Day 7)	8.00 – 10:00	Discussion Field Trip	Mr. Somkid/PTLs
	10.00 – 10.30	<i>Coffee break</i>	<i>U-Place</i>
	10.30 – 12:00	Discussion Field Trip; including practice of uploading and checking procedure	Mr. Somkid/PTLs/Mr. Brooks
	12.30 – 13.30	<i>Lunch</i>	
	13.30 – 15.00	Enumerators conduct hypothetical interviews pairwise while PTL/A-PTL check questionnaire from field trip	PTLs,/A-PTLs/STLs
	15.00 – 15.30	<i>Coffee break</i>	<i>U-Place</i>
	15.30 – 18.00	<i>Revision of rejected questionnaires by enumerators/STLs</i>	<i>PTLs, A-PTLs</i>
	18.00	<i>Individual Dinner</i>	
	23.00	<i>Bed time</i>	
Sunday, 25 June (Day 8)	8.00 – 10:00	Enumerators ask final questions	Mr. Somkid/PTLs
	10.00 – 10.30	<i>Coffee break</i>	<i>U-Place</i>
	10.30 – 12.00	Behavioral and organizational Issues	Mr. Somkid/Ms Manaya
	12.00 – 13.00	<i>Lunch</i>	<i>U-Place</i>
	13.00 – 15.00	Enumerator Examination	Mr. Somkid/Mr. Brooks
	15.00 – 15.30	<i>Coffee break</i>	<i>U-Place</i>
	15.30 – 18.00	Provincial team meetings	PTLs; A-PTLs
Monday 26 June	morning	Teams leave for their provinces/accommodation	Mr. Somkid/PTLs

Notes:

1. The questionnaire (in Thai and English) the enumerator guidelines (in Thai) and the tablet (program in Thai) will be handed out to the trainees at the beginning of the training.
2. The tablet program will be given to enumerators only after the questionnaire was understood.

3. Exercises with tablet program refers to pairwise hypothetical test interviews.
4. All participants will receive their “survey kit” before they depart for their provinces