# Conducting the Project TND Youth Survey in a Classroom Setting

### **Data Collection Tips**



The Project TND Youth Survey asks some pretty personal questions. "How likely are you to try marijuana?" is just one example. Facilitators can help youth to respond honestly and accurately to the TND survey by taking the following steps to protect confidentiality and ensure a smooth survey administration process:

# Before Project TND Lessons Begin:

- Use the **Youth Attendance Tracking and Coding Form** to avoid placing student names on Pre/Post surveys by assigning a unique code to each student.
- Complete the class period and/or facilitator information at the top of the form and maintain a separate file for each group of students you are instructing.

#### **Before Distributing Surveys:**

- Remind youth that **they** should not put their name anywhere on the survey.
- Bring a large envelope to class and explain that all surveys will be placed in that envelope and it will be sealed when everyone has completed the survey.
- Explain that **one person's survey is never singled out** or looked at separately from the group. The surveys are ONLY used to help schools and communities know if Project TND is helping students in general.

#### In General:

- The pre survey should be administered before you begin the 1st TND lesson.
- The post survey will be administered after the 12th lesson.
- Keep a copy of the survey for yourself in case a student has a question. This will allow you to answer questions and/or read a question aloud without having to look at any student responses.
- If reading level is a concern, consider reading each question aloud as the students complete the survey.

