QUESTIONNAIRE NAME - UPJOHN

DISPOSITION CODES:

1	No	Answer	/Answeri:	nq	Machine

- 2 Phone Busy
- 3 Disconnected phone/operator intercept/recorded message/wrong#
- 4 Not Hiring
- 5 Gone out of Business
- 6 Initial Refusal .
- 7 Computer Tone
- 8 Language Problems/Ill
- 9 Schedule Callback
- 10 Call substitute phone number
- 11 No Eligible Respondent
- 12 Mid-Interview Terminate
- 13 Final Refusal
- 14 Tracking Required
- 15 Unwilling to let employee do survey
- 16 Against Company policy to do survey
- 00 Firm never contacted
- 66 Partial completions
- 43 Completed Interview

UPJ	OHN	FIE	RST	FIRM	S	URVE	Y
MAR	CH 1	1993	3				
UK	SUR	/EY	RES	EARCI	I	CENT	ER

ID # /	/	/	/	./
INTERVIEWER	ID#	/	,	,

I'd like to assure you that all responses you give to any of the questions in this study will be kept strictly confidential and will be used in the aggregate only. Your responses will not be released in any way that might permit your company to be identified. We would like to begin by asking a few questions about the last person you have hired. We realize that some companies may not have all of the information requested. In those cases, please provide your best estimate.

1. For this study, I'll need to speak with you right now and then later I will need to speak to your most recently hired employee. I'll be asking a series of background questions about your company and questions about any training the new employee may have received. Could you please give me the name of this employee?

EMPLOYEE	NAME	

(NOTE: IF RESPONDENT IS RELUCTANT TO ALLOW INTERVIEW WITH EMPLOYEE, ATTEMPT TO EXPLAIN STUDY. IF STILL UNWILLING, END INTERVIEW)

- 2. If I have your permission I'd like to begin by asking how would you best describe the major business activity of your company?
 - 00. agriculture, forestry, fisheries
 - 01. mining
 - 02. construction
 - 03. manufacturing
 - 04. transportation, communications, or public utilities
 - 05. wholesale trade
 - 06. retail trade
 - 07. finance, insurance, or real estate
 - 08. services
 - 09. government
 - 10. OTHER (SPECIFY:)

11. REFUSED

3. How many individuals are employed by your company at your location?

/	'/	//	//	/	EMPLOYEES	9998	=	DK,	9999	=	REF

- 3A. (IF UNSURE, PROBE FOR A RANGE & CIRCLE APPROPRIATE NUMBER BELOW.)
 - 1. less than 10
 - 2. 10-24
 - 3. 25-49
 - 4. 50-99
 - 5. 100-249

- 6. 250-499
- 7. 500-999
- 8. 1000-4999
- 9. 5000 or more
 - 0. DK/REF

4.	What percentage of these individuals are permanent full-time employees (35 or more hours per week)?
	/// percent 998=DK 999=REF
5.	Does your company operate at more than one location?
V	1. Yes 2. No 8. DK 9. REF SKIP TO Q8
6.	How many locations?
	/// LOCATIONS 9998 = DK, 9999 = REF
	6A. (IF UNSURE, PROBE FOR A RANGE AND CIRCLE APPROPRIATE NUMBER BELOW.)
	1. 2 2. 3-5 3. 6-9 4. 10-24 5. 25-49 6. 50-99 7. 100 or more 9. DK/REF
7.	How many individuals are employed for your company at all locations? (IF UNSURE, PROBE FOR A RANGE AND RECORD IN 7A BELOW.)
	/// EMPLOYEES 9998 = DK, 9999 = REF
	7A. (IF UNSURE, PROBE FOR A RANGE AND CIRCLE APPROPRIATE NUMBER BELOW.)
	1. less than 10 2. 10-24 3. 25-49 4. 50-99 5. 100-249 6. 250-499 7. 500-999 8. 1000-4999 9. 5000 or more 0. DK/REF

	what is the legal form of your company's organization? Is	it a:
	 Sole proprietorship, A partnership, A for-profit Chapter S corporation, Another type of for-profit corporation, A not-for-profit organization, or Something else? (SPECIFY) B. DK REF 	
I'd (he	like to ask you some questions about (NAME) and the positions/she) was hired to fill.	n
9.	Is (NAME) male or female?	
	1. Male 2. Female 8. DK 9. REF	
10.	What was the title of the position (NAME) was hired for? FOR DETAIL)	(PROBE
		//
11.	Does this position have a probationary period?	
	1. Yes 2. No 8. DK 9. REF SKIP TO Q13	
12.	V How long is it? (ENTER NUMBER OF DAYS AND/OR MONTHS)	
	// DAYS //MONTHS 9696=UNTIL PROFICIENCY IS 9898 = DK, 9999 = REF	REACHED
13.	What are the most important duties of this job? (PROBE FOR SPECIFIC TYPE OF PRODUCT OR SERVICE WORKED ON OR WITH)	
•		

14. On what month and day did (NAME) begin working for your company?

9898=DK

9999=REF

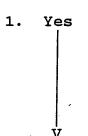
15. What is (NAME's) age?

98=DK

99=REF

Now I'd like to ask a few questions about (NAME's) education.

16. Did (NAME) complete high school?



2. No 8. DK 9. REF

SKIP TO Q18

17. Did he/she receive a diploma or complete a GED?

- 1. Diploma
 - 2. GED
 - 8. DK
 - 9. REF

SKIP TO Q19

18. Did he/she complete a GED?

1. Yes

- 2. No
 - 8. DK
 - 9. REF

18a. Did (NAME) complete grammar school?

- 1. Yes
 - 2. No
 - 8. DK
 - 9. REF

19. Has (NAME) attended any vocational or technical school?



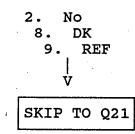
```
2. No
8. DK
9. REF
V
SKIP TO Q20
```

19a. Did ((NAME) earn a vocational technical school certificate?

- 1. Yes
- 2. No
 - 8. DK
 - 9. REF

20. Has (NAME) ever been enrolled in a 2 year associate degree program?

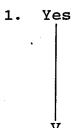


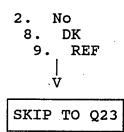


20a. Did (NAME) earn an associate degree?

- 1. Yes
 - 2. No
 - 8. DK
 - 9. REF

21. Has (NAME) ever been enrolled in a 4 year bachelor's degree program?



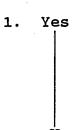


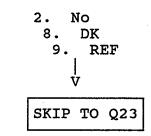
21a. Did (NAME) earn a 4 year bachelor's degree?

1. Yes

No
REF
V
SKIP TO Q23

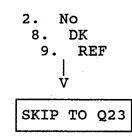
22. Has (NAME) ever been enrolled in a graduate school degree program?





22a. Did (NAME) earn a graduate school degree?

1. Yes

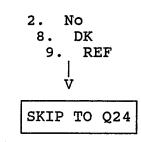


22b. What kind of graduate degree did (NAME) receive?

- Masters/Law/MBA degree
 - Ph.D/MD/DDS degree
 - 3. Some other graduate degree (SPECIFY)
 - 8. DK
 - 9. REF

23. Did (NAME) attend any other type of school not already mentioned?

1. Yes



23a. Wha	t other	type	of	school	was	this?
----------	---------	------	----	--------	-----	-------

(98 = DK, 99 = REF)

- 24. What is (NAME'S) ethnic background?
 - 1. American Indian or Alaskan Native
 - 2. Asian or Pacific Islander
 - 3. Spanish-speaking Origin
 - 4. Black (African American), not of Spanish-speaking Origin 5. White, not of Spanish-speaking Origin
 - 8. DK
 - 9. REF
- 25. How many months or years of experience in jobs that had some application to the position did (NAME) have before he/she started working for your company?

/___/__/ MONTHS
/ / / YEARS

IF DK, REF CIRCLE APPROPRIATE
BELOW
998 = DK, 999 = REF

26. The following questions ask about employee earnings. How is (NAME) paid:

- Hourly only,
- 2. Salary only,
 3. 100 % commission,
 4. Piece rate,
 5

 SKIP TO Q28

 SKIP TO Q30

 6
 - 5. Hourly plus tips, incentives and commissions
 - 6. Salary plus tips, incentives and commissions.
 - 7. Or some other pay schedule? (SPECIFY)
 - 8. DK
 - 9. REF
- 27. Which of the following types of incentives are offered?
 - 1. Commission
 - 2. Tips
 - 3. Group incentive
 - 4. Individual incentives
 - 8. DK
 - 9. REF

28.	What is (NAME's) <u>starting</u> hourly rate including commissions and incentive pay?
	\$ ///. / PER HOUR 99998=DK 99999=REF
29.	What is the average hourly rate paid to workers hired in (NAME's) position after two years of employment with the company? Please include any commissions, bonuses, incentive pay or raises due to promotion.
	\$ //// PER HOUR 99998=DK 99999=REF
IF	HOURLY ("1" OR "5" TO Q26) SKIP TO Q34
30.	What is (NAME's) compensation including commissions and incentive pay? (RECORD IN WHOLE DOLLARS)
	\$ ///, // 999998=DK 999999=REF
31.	Is this compensation:
	 per week, biweekly, per month, per year,
N.	5. or just part of the year? V 31a. How many weeks per year?
	// WEEKS 98 = DK 99 = REF
32.	What is the average compensation paid to workers hired into (NAME's) type of position after two years of employment with the company? Please include any commissions, bonuses, incentive pay or raises due to promotion.
	\$ //, // 999998=DK 999999=REF

IF SALARIED OR OTHER ("6" OR "7" TO Q26) SKIP TO Q30

oo i node outen competingeron be	33.	Would	this	compensation	be
----------------------------------	-----	-------	------	--------------	----

- 1. per week,
- 2. biweekly,
- 3. per month,

per year, or just part of the year? How many weeks per year? 33a. /___/ WEEKS 98 = DK99 = REF

34. How many hours is (NAME) working per week?

HOURS PER WEEK

98=DK

99=REF

Is (NAME) currently eligible for group health insurance paid for 35. by your firm?

1. Yes

2. No 8. DK REF

SKIP TO Q37

- 36. Is this a partial payment or completely paid for by your firm?
 - Partial payment
 - Complete payment 2.
 - DK 8.
 - 9. REF

37. In two years, will this change?



- 38. How will it change?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

39. Is (NAME) currently eligible for child or elder care paid for by your firm?



- 40. Is this a partial payment or completely paid for by your firm?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

41. In two years, will this change?



- 42. How will it change?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

43. Is (NAME) currently eligible for life insurance paid for by your firm?



- 44. Is this a partial payment or completely paid for by your firm?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

45. In two years, will this change?



- 46. How will it change?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

47. Is (NAME) currently eligible for disability insurance paid for by your firm?



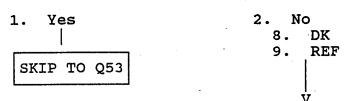
- 48. Is this a partial payment or completely paid for by your firm?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

49. In two years, will this change?



- 50. How will it change?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF

51. Is (NAME) currently eligible for paid vacation?



52. In two years, will (NAME) be eligible for paid vacation?

- 1. Yes 2. No
 - 8. DK
 - 9. REF

53. Is (NAME) currently eligible for paid sick leave?



54. In two years, will (NAME) be eligible for paid sick leave?

- 1. Yes
- 2. No
 - 8. DK
 - 9. REF

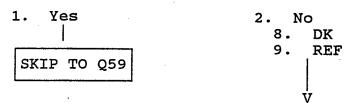
55. Is (NAME) currently eligible for a retirement plan paid for by your firm? (CODE YES FOR PARTIAL PAYMENT)



56. In two years, will (NAME) be eligible for a retirement plan paid for by your firm?

- 1. Yes
 - 2. No
 - 8. DK
 - 9. REF

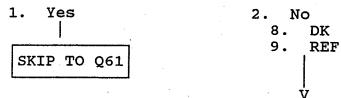
57. Is (NAME) currently eligible for profit sharing or stock ownership plan paid for by your firm?



58. In two years, will (NAME) be eligible for profit sharing or stock ownership plan paid for by your firm?

- 1. Yes
- 2. No
 - 8. DK
 - 9. REF

59. Is (NAME) currently eligible for discounts on products?



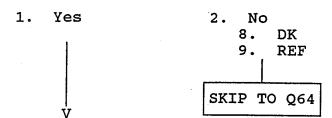
60. In two years, will (NAME) be eligible for discounts on products?

- 1. Yes
- 2. No
 - 8. DK
 - 9. REF

61. Is (NAME) covered by a collective bargaining agreement?

- 1. Yes
 - 2. No
 - 8. DK
 - 9. REF

62. When (NAME) was hired, were others hired at the same time to fill the same type of position?



05.	now many orner beobte were utted:
	/// Some, DK #=9996 DK=9998 REF=9999
64.	The next set of questions deal with your hiring procedures. Please remember that the name of your company will never be associated with the information we release. In hiring (NAME) how many people did you consider for the position(s)? Include all applications as well as individuals contacted by you.
	//// Some, DK #=9996 DK=9998 REF=9999
65.	How many people were interviewed? (IF DK: Just your best guess)
	/// Some, DK #=9996 DK=9998 REF=9999
66.	How many of these applicants were offered a job? (MUST BE AT LEAST ONE.)
	/// Some, DK #=996 DK=998 REF=999
67.	While hiring for the position(s), what was the total number of hours spent by your company personnel recruiting, screening, and interviewing all applicants? (IF DK: Just your best guess)
	//// TOTAL HOURS SOME, DK #=9996 DK=9998 REF=9999
68.	While hiring for the position, did you seek the assistance of a private employment agency?
	1. Yes 2. No 8. DK 9. REF SKIP TO Q73
69.	W How many applicants originated from the private employment agency?
	/// APPLICANTS 998 = DK 999 = REF
70.	How many of these applicants from the private agency were offered employment?
	/// IF NONE, ENTER 00 AND SKIP TO Q73 98 = DK, 99 = REF

71.	How many were hired?
	// IF NONE, ENTER 00 AND SKIP TO Q73 98 = DK, 99 = REF
72.	For applicants hired through a private employment agency, who paid the cost of the private employment agencies services?
	 Worker Employer Shared DK REF
73.	Approximately how many days was it between the time you started to look for someone to fill the opening and the time (NAME) started to work: (ENTER 00 IF NONE, DID NOT HAVE TO LOOK)
	IF "ALWAYS LOOKING", DK, OR REF, CIRCLE APPROPRIATE NUMBER BELOW /// DAYS 96 = ALWAYS LOOKING 98 = DK 99 = REF
	// WEEKS
	// MONTHS
74.	Did you have advance notice of the existence of this opening?
	1. Yes 2. No 8. DK 9. REF
75.	Approximately how many days before you needed a new employee for (NAME's) position did you begin to look for one? (ENTER 00 IF NONE, DID NOT HAVE TO LOOK)
	IF "ALWAYS LOOKING", DK, OR REF, CIRCLE APPROPRIATE NUMBER BELOW
	//_ DAYS 96 = ALWAYS LOOKING 98 = DK 99 = REF
	// WEEKS
	// MONTHS

- 76. In recruiting for this position, which statement would best characterize the strategy you follow: (CIRCLE ONLY ONE NUMBER)
 - I set a fixed number of applicants to consider, and pick the best applicant from among that group,
 - 2. I consider each applicant in order and hire the first applicant who I find acceptable,
 - 3. Or some other strategy (SPECIFY)
 - 8. DK
 - 9. REF

IF EMPLOYEE WAS HIRED 12 OR MORE DAYS AGO, CONTINUE WITH Q3 OF THE WAVE2 INTERVIEW.

77. After (NAME) has been with the company for two weeks, I'd like to ask about the training that (he/she) received. That interview should only take about three or four minutes.

Who would be the best person for me to call at that time to conduct that interview- you or someone else?

(ENTER NAME OF CONTACT PERSON ON FIRM 2 COVER SHEET.)

And should I call this same number?

(ENTER PHONE NUMBER ON FIRM 2 COVER SHEET.)

When would be the best time for me to call?

(ENTER DATE AND TIME ON FIRM 2 COVER SHEET.)

78. Thank you very much for your cooperation. As I mentioned at the beginning, I would also like to talk with (NAME). Could I please talk with (him/her) now?

IF NOT AVAILABLE, ASK FOR MOST CONVENIENT TIME AND NUMBER TO REACH HIM/HER AND COMPLETE A WORKER 1 CALLBACK SHEET.

IF AVAILABLE, CONTINUE WITH WORKER 1 QUESTIONNAIRE.

INTERVIEWER COMPLETE:		
GENDER OF RESPONDENT:	1. Female 2. Male	
TIME OF DAY OF INTERVIE	W: 1. Morning 2. Afternoon 3. Evening	
DATE OF INTERVIEW:	/ <u>M</u> / <u>M</u> /-/ <u>D</u> / <u>D</u> /-93	
TOTAL TIME OF INTERVIEW	IN MINUTES: //	· •
IN GENERAL, THE RESPOND	ENT'S UNDERSTANDING OF THE QU	JESTIONS WAS:
	 Excellent Good Fair Poor 	
HOW MANY TIMES WAS THIS AND ANY CALLBACK ATTEMPT	NUMBER CALLED (BE SURE TO INTS)?	ICLUDE INITIAL CAL
:	//	99=missing
WAS THIS INTERVIEW COMP	LETED:	•
2.	On the first contact On a callback appointment After an initial refusal	
SUPERVISOR ID #:	//_	

MARCH,	2ND FIRM S	URVEY			ID #	///
	EY RESEARCI	H CENTER				2
	COM	PANY NAME:				
	CI	TY, STATE:			· · · · · · · · · · · · · · · · · · ·	
NAME OF	SUPERVISOR	R/TRAINER:				
	NAME OF	EMPLOYEE:				
	PHO	NE NUMBER:	()	_		
	DATI	E OF HIRE:	-	- 93	-	
DATE OF	F INITIAL 3	INTERVIEW:	_	- 93		•
77.3.3.2		••		• • • • • • • • • • • • • • • • • • • •		? I'm calling
survey winterview focuses (his/her	vith your on the control of the cont	company. Interview some new emplant in the firm this portion	I'm calling should take loyee, (EMF	now to contain the	onduct the ree or four E), has bee	f a three-part second minutes and en trained for Is this a good
			CALL REC	ORD:		
FIRST	SECOND	THIRD	FOLIDMA	DT DOLL	CTVMII	CHICKETT
Day:	Day:	Day:	<u>FOURTH</u> Day:	<u>FIFTH</u> Day:	<u>SIXTH</u> Day:	SEVENTH
Time:	Time:	Time:	Time:	Time:	Time:	Day: Time:
Disp:	Disp:	Disp:	Disp:	Disp:	Disp:	Disp:
Int:	Int:	Int:	Int:	Int:	Int:	Int:
		CAL	L BACK TIM	E & DATE:		
TIME:		DAY	:		INTERVI	EWER:
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Upjohn	Second	Firm	Survey
MARCH,	1993		
IIK SURY	ZEV RESI	CARCH	CENTER



ID # /	<u>'</u> /	./_	_/	_/
INTERVIEWER	ID#	/	/	/

I'd like to assure you that all responses you give to any of the questions in this study will be kept strictly confidential and will be used in the aggregate only. Your responses will not be released in any way that might permit your company to be identified. We realize that some companies may not have all of the information requested. In those cases, please provide your best estimate.

1. Is (NAME) still with your company?

1. Yes

2. No

8. DK

9. REF

2. When did (NAME) leave? (ENTER DATE BELOW)

- - 93

2a. Why did (NAME) leave?

The following questions ask about the training activities of NAME during (his/her) first two weeks of employment.

3. Has it been necessary to send (NAME) to any remedial training for basic skills, things like reading, writing or basic problem solving?

1. Yes

2. No 8. DK 9. REF

SKIP TO Q5

4. What kind of remedial training did (NAME) need?

5.	Is there formal training, such as self-paced learning programs or training done by specially trained personnel inside or outside the firm, for people hired in (NAME's) position, or is all the training done as informal on the job training?
	1. Formal training 2. All informal training 3. (VOLUNTEERED:) No training provided 8. DK 9. REF
	SKIP TO Q8
NOTE:	FOR THE FOLLOWING QUESTIONS, IF DK, ASK R FOR BEST GUESS
6.	During the first 2 weeks of work what was the total number of hours (NAME) spent at <u>on-site formal</u> training such as self-paced learning programs or training or classes given by specially trained personnel?
*	/// HOURS Some, DK #=996 DK=998 REF=999
7.	During the first 2 weeks of work, how many hours did (NAME) spend on off-site formal training programs?
	/// HOURS Some, DK #=996 DK=998 REF=999
8.	The next set of questions are about informal training provided to (NAME) by management, supervisors, and coworkers. During the first 2 weeks of work, what was the total hours that management and supervisors spent away from other activities giving informal individualized training or extra supervision to (NAME)?
	/// Hours Some, DK #=996 DK=998 REF=999
9.	During the first 2 weeks of work, what was the total number hours that coworkers who are not supervisors spent away from their normal work giving informal individualized training or extra supervision to (NAME)?
	/// Hours Some, DK #=996 DK=998 REF=999
10.	During the first 2 weeks of work, what was the total number of hours that (NAME) spent observing coworkers in order to learn skills required for (his/her) position?
	/// Hours Some, DK #=996 DK=998 REF=999

IF EMPLOYEE WAS HIRED 26 OR MORE DAYS AGO, CONTINUE WITH Q3 OF THE WAVE3 INTERVIEW.

11. After (NAME) has been with the company for four weeks, I'd like to ask about the training that (he/she) received. That interview should only take about three or four minutes.

Who would be the best person for me to call at that time to conduct that interview- you or someone else?

(ENTER NAME OF CONTACT PERSON ON FIRM 3 COVER SHEET.)

And should I call this same number?

(ENTER PHONE NUMBER ON FIRM 3 COVER SHEET.)

When would be the best time for me to call?

(ENTER DATE AND TIME ON FIRM 3 COVER SHEET.)

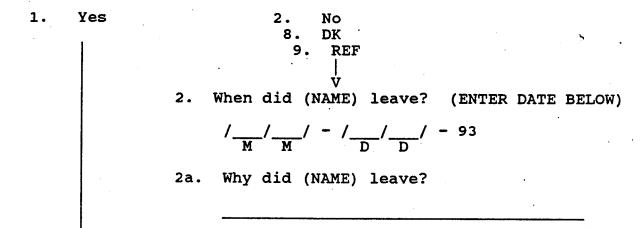
Thank you very much for your cooperation.

INTERVIEWER COMPLETE:		
GENDER OF RESPONDENT:		•
- 1. 2	Female . Male	
TIME OF DAY OF INTERVIEW:	• .•	
2	Morning . Afternoon 3. Evening	
DATE OF INTERVIEW: /_M	/ <u>_</u> /-/ <u>_</u> D/ <u>D</u> /-93	
TOTAL TIME OF INTERVIEW IN M	INUTES: ///	,
IN GENERAL, THE RESPONDENT'S	UNDERSTANDING OF THE	QUESTIONS WAS:
	1. Excellent 2. Good 3. Fair 4. Poor	
HOW MANY TIMES WAS THIS NUMBIAND ANY CALLBACK ATTEMPTS)?	ER CALLED (BE SURE TO	INCLUDE INITIAL CALL
	//	99=missing
WAS THIS INTERVIEW COMPLETED:	· · · · · · · · · · · · · · · · · · ·	•
2. On a	ne first contact a callback appointment cer an initial refusal	
SUPERVISOR ID #:	//	

MARCH, 1				·	ID #	/_/_/_/
UK SURVI	EY RESEARCH	CENTER				3
1	COMP	ANY NAME:		· .		
	CIT	Y, STATE:				·
NAME OF	SUPERVISOR	/TRAINER:	•			
	NAME OF	EMPLOYEE:				·
	PHON	E NUMBER:	()			<u> </u>
	DATE	OF HIRE:		93		
DATE OF	INITIAL I	NTERVIEW:		93	•	
part sur intervie focuses (his/her good tim	rvey with yew. This ion how you or job during to compl	our compan nterview s r new empl ng the sec ete this p	y. I'm ca hould take oyee, (EMF ond two we	lling now about thi PLOYEE NAMI eeks of em	to conductive or four E), has been been been been been to be the conduction to be the conduct	of a three- t the final r minutes and en trained for Is this a
IF NOT:	RESCHEDUL	E		•		
			CALL REC	ORD:		
FIRST Day: Time: Disp: Int:	SECOND Day: Time: Disp: Int:	THIRD Day: Time: Disp: Int:	FOURTH Day: Time: Disp: Int:	FIFTH Day: Time: Disp: Int:	SIXTH Day: Time: Disp: Int:	SEVENTH Day: Time: Disp: Int:
		CALI	BACK TIM	E & DATE:		
TIME:		DAY	:		INTERVII	EWER:
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		-		**************************************		

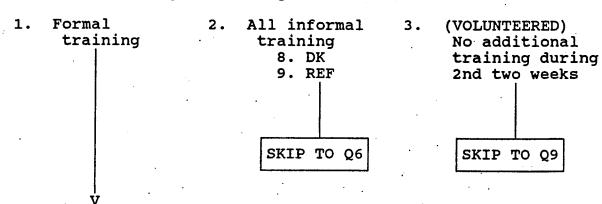
I'd like to assure you that all responses you give to any of the questions in this study will be kept strictly confidential and will be used in the aggregate only. Your responses will not be released in any way that might permit your company to be identified. We realize that some companies may not have all of the information requested. In those cases, please provide your best estimate.

1. Is (NAME) still with your company?



The following questions ask about the training activities of NAME between xx - xx (2 weeks after start of employment and xx - xx (4 weeks after start of employment).

3. During the second 2 weeks of employment, has there been formal training, such as self-paced learning programs or training done by specially trained personnel inside or outside the firm, for people hired in (NAME's) position, or is all the training done as informal on the job training?



hours (NAME) spent at on-sit	<u>te formal</u> training su	ch as self-paced
/// HOURS Som	ne, DK #=996 DK=998	REF=999
		rs did (NAME) spend
/// HOURS	Some, DK #=996 DK	(=998 REF=999
(NAME) by management, supervisecond 2 weeks of work, what management and supervisors s	visors, and coworkers was the total numbe spent away from other	 During the er of hours that activities giving
/// Hours	Some, DK #=996 DK=99	8 REF=999
that coworkers who are not s	supervisors spent awa	y from their
/// Hours So	ome, DK #=996 DK=998	REF=999
hours that (NAME) spent obse	erving coworkers in o	
/// Hours So	ome, DK #=996 DK=998	REF=999
of position to become fully no previous experience in the	trained and qualifie	d if he or she had
/// WEEKS	IF DK OR REF CIRCL NUMBER BELOW	E APPROPRIATE
/// MONTHS	DK=998	REF=999
/// YEARS		
	hours (NAME) spent at on-site learning programs or training trained personnel? /// HOURS Some During the second 2 weeks of on off-site formal training training the second 2 weeks of on off-site formal training trai	During the second 2 weeks of work, how many hour on off-site formal training programs? /// HOURS Some, DK #=996 DK The next set of questions are about informal training by management, supervisors, and coworkers second 2 weeks of work, what was the total number management and supervisors spent away from other informal individualized training or extra supervisors are about informal training or extra supervisors second 2 weeks of work, what was the total number informal individualized training or extra supervisors are about informal individualized training or extra supervisors are not supervisors spent away from other informal individualized train supervision to (NAME)? //_/ Hours Some, DK #=996 DK=998 During the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the hours that (NAME) spent observing coworkers in consisting the second 2 weeks of work, what was the that coworkers who are not supervisors spent away from other intervisors spent away from th

NOTE: FOR THE FOLLOWING QUESTIONS, IF DK, ASK R FOR BEST GUESS

1. almost all, 2. most, 3. some or 4. almost none? 8. DK 9. REF 11. Compared to the typical new hire in (NAME's) position, ho you rate (NAME's) skills when hired? Would you say: 1. Above average, or 3. About average? 8. DK 9. REF 12. Has (NAME) received more, less, or the same amount of trathe typical person hired in the same position? 1. More training 2. Less training 3. Same 8. DK 9. REF 13. Did (NAME) receive a higher, lower, or the same wage or sthe typical person hired in the same position? 1. Higher wage/salary 2. Lower wage/salary 3. Same wage/salary 3. Same wage/salary 4. DW 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPR /// WEEKS /// MONTHS DK=998 REF=999 ///_/ MONTHS DK=998 REF=999	LO.	How many of the skills learned by n are useful outside of your company?		
11. Compared to the typical new hire in (NAME's) position, ho you rate (NAME's) skills when hired? Would you say: 1. Above average, 2. Below average, or 3. About average? 8. DK 9. REF 12. Has (NAME) received more, less, or the same amount of trathe typical person hired in the same position? 1. More training 2. Less training 3. Same 8. DK 9. REF 13. Did (NAME) receive a higher, lower, or the same wage or sthe typical person hired in the same position? 1. Higher wage/salary 2. Lower wage/salary 3. Same wage/salary 8. DK 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPR		 most, some or almost none? DK 		
you rate (NAME's) skills when hired? Would you say: 1. Above average, 2. Below average, or 3. About average? 8. DK 9. REF 12. Has (NAME) received more, less, or the same amount of trathe typical person hired in the same position? 1. More training 2. Less training 3. Same 8. DK 9. REF 13. Did (NAME) receive a higher, lower, or the same wage or sthe typical person hired in the same position? 1. Higher wage/salary 2. Lower wage/salary 3. Same wage/salary 8. DK 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPR /// WEEKS /// MONTHS DK=998 REF=999		9. REF		
2. Below average, or 3. About average? 8. DK 9. REF 12. Has (NAME) received more, less, or the same amount of trathe typical person hired in the same position? 1. More training 2. Less training 3. Same 8. DK 9. REF 13. Did (NAME) receive a higher, lower, or the same wage or sthe typical person hired in the same position? 1. Higher wage/salary 2. Lower wage/salary 3. Same wage/salary 8. DK 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPE /// WEEKS NUMBER BELOW /// MONTHS DK=998 REF=999				
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2. Less training 3. Same 8. DK 9. REF 13. Did (NAME) receive a higher, lower, or the same wage or s the typical person hired in the same position? 1. Higher wage/salary 2. Lower wage/salary 3. Same wage/salary 8. DK 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPR /// WEEKS NUMBER BELOW /// MONTHS DK=998 REF=999				t of training as
the typical person hired in the same position? 1. Higher wage/salary 2. Lower wage/salary 3. Same wage/salary 8. DK 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPR /// WEEKS NUMBER BELOW /// MONTHS DK=998 REF=999		2. Less training3. Same8. DK		
2. Lower wage/salary 3. Same wage/salary 8. DK 9. REF 14. How long does a worker hired in NAME's position typically with the company? IF DK OR REF CIRCLE APPROPR /// WEEKS NUMBER BELOW /// MONTHS DK=998 REF=999				age or salary as
with the company? IF DK OR REF CIRCLE APPROPR /// WEEKS NUMBER BELOW /// MONTHS DK=998 REF=999	·	 Lower wage/salary Same wage/salary DK 		
/// WEEKS NUMBER BELOW /// MONTHS DK=998 REF=999			E's position t	ypically stay
· · · · · · · · · · · · · · · · · · ·				APPROPRIATE
/// YEARS		/// MONTHS	DK=998	REF=999
		/// YEARS		

15.	Do you expect NAME to stay a longer period of time, a shorter period of time, or the same amount of time as the typical employee?
	 Longer period of time Shorter period of time Same amount of time DK REF
16.	The next two questions are about employee productivity. Please rate (NAME) on a productivity scale of zero to 100, where 100 equals (NAME's) productivity when (he/she) is fully trained in this job and zero is absolutely no productivity by (NAME). First what was (NAME's) productivity during:
	a. (his/her) first 2 weeks of employment? 998=DK 999=REF
	SKIP Q16b IF EMPLOYEE HAS LEFT THE COMPANY
	b. (his/her) second 2 weeks of employment? /_/_/_/ 998=DK 999=REF
17.	What percentage of workers hired in (NAME'S) position receive a promotion to another position in the first two years on the job?
	/// % 998 = DK 999 = REF
18.	Finally, we've covered a variety of issues about the training of new workers during these past 3 interviews. Is there anything else you would like to add about any of the topics we've discussed?
	· · · · · · · · · · · · · · · · · · ·
17.	Those are all the questions I have for you today. Thank you very much for your cooperation.

INTERVIEWER COMPLETE:
WAS THE INTERVIEW COMPLETED WITH ONLY ONE PERSON, OR DID YOU HAVE TO SPEAK TO MORE THAN ONE PERSON?
 Only one person More than one person
GENDER OF RESPONDENT: 1. Female 2. Male
TIME OF DAY OF INTERVIEW: 1. Morning 2. Afternoon 3. Evening
DATE OF INTERVIEW: ///-//-93
TOTAL TIME OF INTERVIEW IN MINUTES: ///
IN GENERAL, THE RESPONDENT'S UNDERSTANDING OF THE QUESTIONS WAS:
1. Excellent 2. Good 3. Fair 4. Poor
HOW MANY TIMES WAS THIS NUMBER CALLED (BE SURE TO INCLUDE INITIAL CALL AND ANY CALLBACK ATTEMPTS)?
//
WAS THIS INTERVIEW COMPLETED:
 On the first contact On a callback appointment After an initial refusal
SUPERVISOR ID #: ///

UPJOHN FIRST WORKER SURVEY MARCH, 1993 UK SURVEY RESEARCH CENTER

ID # /	/_	_/_	_/_	_/
INTERVIEWER	TD#	. /	1	1.

I'd like to assure you that all responses you give to any of the questions in this study will be kept strictly confidential and will be used in the aggregate only. Your responses will not be released in any way that might permit you to be identified. We would like to begin by asking a few questions about you.

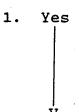
1. What is your age?

/___/

98=DK

99=REF

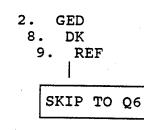
2. Have you completed high school?



2. No 8. DK 9. REF

3. Did you receive a diploma or complete a GED?

1. Diploma



- Was your high school a public school, Catholic school or some other private school?
 - 1. Public
 - 2. Catholic
 - 3. Some other private
 - 8. DK
 - 9. REF

SKIP TO Q6

- 5. Did you complete a GED?
 - 1. Yes

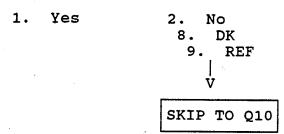
- 2. No 8. DK 9. REF
- 5a. Did you complete grammar school?
 - 1. Yes 2. No 8. DK
 - 9. REF
- 6. Have you attended any vocational or technical school?
 - 1. Yes

- 2. No 8. DK 9. REF
- 6a. Did you earn a vocational technical school certificate?
 - 1. Yes
 - 2. No
 - 8. DK
 - 9. REF
- 7. Have you ever been enrolled in a 2 year associate degree program?
 - 1. Yes
 - Yes 2. No 8. DK 9. REF
 - 7a. Did you earn an associate degree?
 - 1. Yes
 - 2. No
 - 8. DK
 - 9. REF

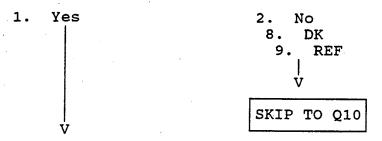
8. Have you ever been enrolled in a 4 year bachelor's degree program?



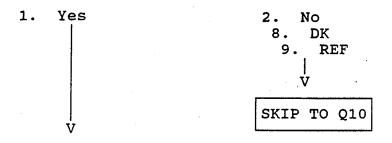
8a. Did you earn a 4 year bachelor's degree?



9. Have you ever been enrolled in a graduate school degree program?



9a. Did you earn a graduate school degree?



9b. What kind of graduate degree did you receive?

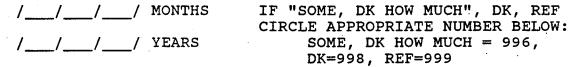
- Masters/Law/MBA degree
 - Ph.D/MD/DDS degree
 - 3. Some other graduate degree (SPECIFY)
 - 8. DK
 - 9. REF

Did you attend any other type of school not already mentioned?



10a. What other type of school was this? (DK = 98, REF = 99)

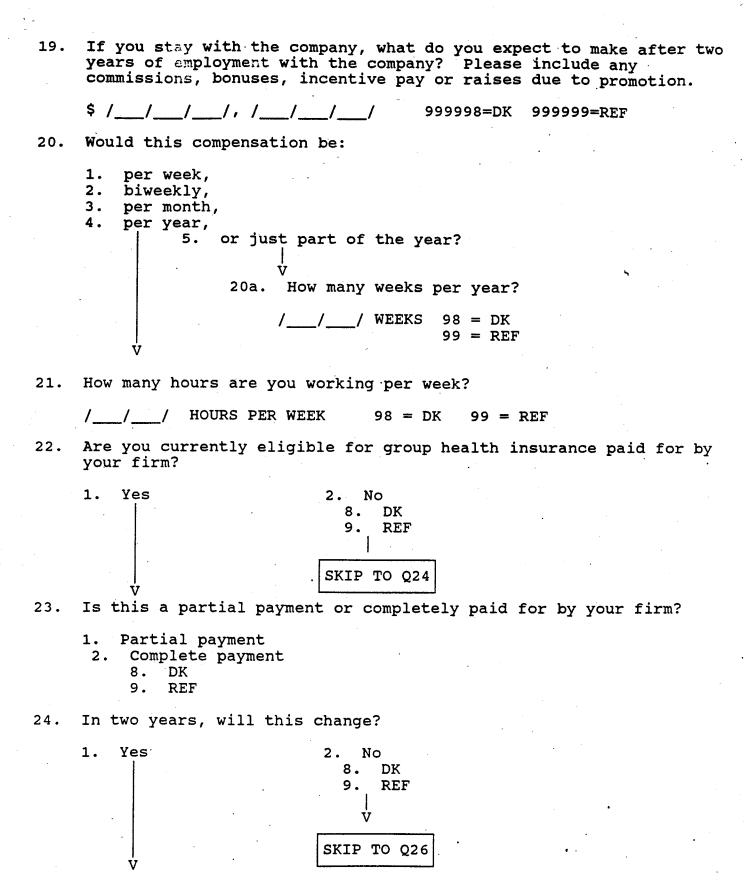
- 11. What is your ethnic background?
 - 1. American Indian or Alaskan Native
 - 2. Asian or Pacific Islander
 - 3. Spanish-speaking Origin
 - 4. Black (African American), not of Spanish-speaking Origin
 - 5. White, not of Spanish-speaking Origin
 - DK 8.
 - 9. REF
- How many months or years of experience in jobs that had some 12. application to the position did you have before you started working in your new job?



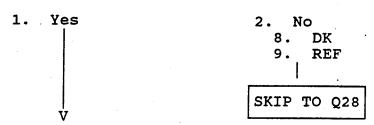
- The following questions ask about your earnings. How are you 13. paid:
- Hourly only 1. Salary only 2. 3. 100 % commission Piece rate 5. Hourly plus tips, SKIP TO 015 SKIP TO 017 6.
 - incentives and commissions
 - Salary plus tips, incentives and commissions,
 - Or some other pay schedule? (SPECIFY)
 - 8. DK
 - REF 9.

	 Commission Tips Group incentive Individual incentives B. DK REF
IF	SALARIED OR OTHER ("6" OR "7" TO Q13) SKIP TO Q17
15.	What was your <u>starting</u> hourly rate including commissions and incentive pay?
	\$ ///. // PER HOUR 99998=DK 99999=REF
16.	If you stay with this company, what is the hourly rate you expect to make after two years of employment with the company? Please include any commissions, bonuses, incentive pay or raises due to promotion.
	\$ //// PER HOUR 99998=DK 99999=REF
IF	HOURLY ("1" OR "5" TO Q13) SKIP TO Q21
17.	What is your compensation including commissions and incentive pay? (RECORD IN WHOLE DOLLARS)
	\$ ///, // 999998=DK 999999=REF
18.	Is this compensation:
	<pre>1. per week, 2. biweekly, 3. per month, 4. per year,</pre>
	V 18a. How many weeks per year?
	/// WEEKS 98 = DK 99 = REF

14. Which of the following types of incentives are offered?



- 25. How will it change?
 - 1. Will be partially paid by company
 - 2. Will be completely paid by company
 - 8. DK
 - 9. REF
- 26. Are you currently eligible for child or elder care paid for by your firm?



- 27. Is this a partial payment or completely paid for by your firm?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF
- 28. In two years, will this change?



- 29. How will it change?
 - 1. Will be partially paid by company
 - 2. Will be completely paid by company
 - 8. DK
 - 9. REF
- 30. Are you currently eligible for life insurance paid for by your firm?



- 31. Is this a partial payment or completely paid for by your firm?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF
- 32. In two years, will this change?



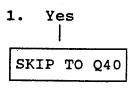
- 33. How will it change?
 - 1. Will be partially paid by company
 - 2. Will be completely paid by company
 - 8. DK
 - 9. REF
- 34. Are you currently eligible for disability insurance paid for by your firm?



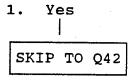
- 35. Is this a partial payment or completely paid for by your firm?
 - 1. Partial payment
 - 2. Complete payment
 - 8. DK
 - 9. REF
- 36. In two years, will this change?



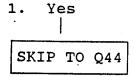
- 37. How will it change?
 - 1. Will be partially paid by company
 - 2. Will be completely paid by company
 - 8. DK
 - 9. REF
- 38. Are you currently eligible for paid vacation?



- 2. No 8. DK 9. REF
- 39. In two years, will (NAME) be eligible for paid vacation?
 - 1. Yes
 - 2. No
 - 8. DK
 - 9. REF
- 40. Are you currently eligible for paid sick leave?



- 2. No 8. DK 9. REF
- 41. In two years, will you be eligible for paid sick leave?
 - 1. Yes
 - 2. No
 - 8. DK
 - 9. REF
- 42. Are you currently eligible for a retirement plan paid for by your firm? (CODE YES IF PARITAL PAYMENT)



- 2. No 8. DK 9. REF
- 43. In two years, will you be eligible for a retirement plan paid for by your firm?
 - 1. Yes
 - 2. No
 - 8. DK
 - 9. REF

Are you currently eligible for profit sharing or stock ownership 44. plan paid for by your firm? Yes 2. No 8. DK 9. REF SKIP TO Q46 In two years, will you be eligible for profit sharing or stock ownership plan paid for by your firm? 1. Yes No 2. DK 8. 9. REF Are you currently eligible for discounts on products? 1. Yes No DK 9. REF SKIP TO Q48 In two years, will you be eligible for discounts on products? Yes 1. 2. No DK 8. 9. REF Are you covered by a collective bargaining agreement? 48. Yes 1. No 2. 8. DK REF We would now like to ask you about your activities in looking for 49. this job. What were you doing before you took this job? Working 2. With a job but not at work Looking for work 3. Keeping house 4. 5. Going to school 6.

7.

8.

SKIP TO Q51

Unable to work

(SPECIFY)

DK/REF

Retired ·Other

9.

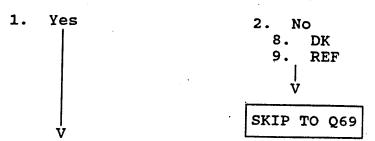
50.	How long were you not working? (ENTER # OF DAYS, WEEKS, MONTHS AND/OR YEARS)
	/// DAYS IF DON'T KNOW OR REFUSED, CIRCLE APPROPRIATE NUMBER BELOW 98 = DK, 99 = REF /// MONTHS
	/// YEARS
51.	During the last six weeks of searching for this job, how many businesses did you apply to?
	/// BUSINESSES APPLIED 998 = DK 999 = REF
52.	During the last six weeks of your searching for this job, how man businesses did you interview with?
	// INTERVIEWS 98 = DK 99 = REF
53.	During the last six weeks of searching for this job, how many job offers did you receive?
	/// OFFERS 98 = DK 99 = REF
54.	During the last six weeks of searching for this job, what was the number of total hours you spent looking for a job?
٠	///HOURS (IF DK: Your best guess is fine) (998 = DK 999 = REF)
55.	We would now like to ask you about your employment history. Not counting summer jobs you had while a student, have you ever held a full-time position?
	2. No 8. DK 9. REF
	SKIP TO 957 Q63
56.	How many? (IF DK: Your best guess if fine)
	/// FULL-TIME JOBS 98 = DK, 99 = REF

57.	Fullime Consider the most recent/job that you left. How long did you there? (ENTER # OF DAYS, WEEKS, MONTHS AND/OR YEARS)
	/// DAYS IF DON'T KNOW OR REFUSED, CIRCLE APPROPRIATE NUMBER BELOW
	// MONTHS 98 = DK, 99 = REF
	/// YEARS
58.	Why did you leave? Were you:
	 Laid-off, did you quit to take your current job, were you dismissed, did the business close, or did you quit for some other reason? DK REF
59.	In what month and year did you leave?
	/// MONTH // YEAR 9898 = DK 9999 = REF
60.	What was your rate of pay at the time you left?
	\$ //, /// 9999998=DK 9999999=REF
61.	Was this:
. *	 per hour per week, biweekly, per month, per year,
	6. or just part of the year? V 61a. How many weeks per year?
	// WEEKS 98 = DK 99 = REF

work

62.	What was your rate of pay when you started?
	<pre>\$ ///, ///.// 99999998=DK 99999999=REF 1. per hour, 2. per week, 3. biweekly, 4. per month, 5. per year,</pre>
	62a. How many weeks per year? /// WEEKS 98 = DK 99 = REF
63.	Are you currently:
*	2. separated, 3. divorced, 4. widowed, 5. or have you never been married? 8. DK 9. REF V SKIP TO Q66
64.	Does your spouse work outside the home?
	1. Yes, part-time 2. Yes, full-time 3. No, does not work—Sup to 66 8. DK 9. REF
65.	How long has your spouse been with his or her employer? (ENTER # OF DAYS, WEEKS, MONTHS AND/OR YEARS)
	/// DAYS IF DON'T KNOW OR REFUSED, CIRCLE APPROPRIATE NUMBER BELOW 98 = DK, 99 = REF /// MONTHS /// YEARS

66. Do you have any children living at home?



67. How many children live at home?

68. What is the age of your youngest child living at home?



IF EMPLOYEE WAS HIRED 12 OR MORE DAYS AGO, CONTINUE WITH Q3 OF THE WAVE2 INTERVIEW.

69. After you have been with the company for two weeks, I'd like to ask about the training that you received. That interview should only take about three or four minutes.

Should I call you at this same number?

(ENTER NAME AND NUMBER ON WORKER 2 COVER SHEET.)

When would be the best time for me to call?

(ENTER DATE AND TIME ON WORKER 2 COVER SHEET.)

Thank you very much for your cooperation.

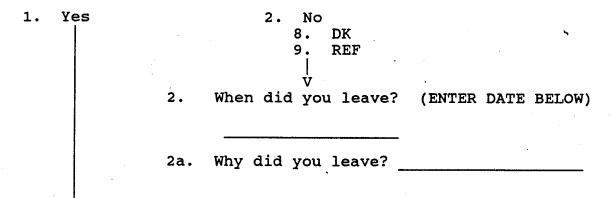
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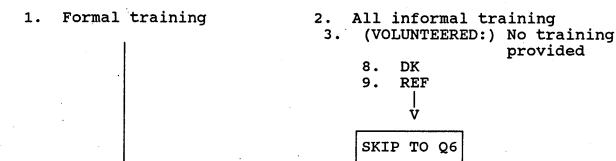
ID #	//	/	/	/
INTERVIEWER	R ID#	1	/	. /

I'd like to assure you that all responses you give to any of the questions in this study will be kept strictly confidential and will be used in the aggregate only. Your responses will not be released in any way that might permit you to be identified. We realize that some companies may not have all of the information requested. In those cases, please provide your best estimate.





3. We would now like to ask you about the training that you have received on your current job during the first two weeks of employment. Have you received any formal training, such as selfpaced learning programs or training done by specially trained personnel inside or outside the firm, or is all the training done as informal on the job training?



NOTE: FOR THE FOLLOWING QUESTIONS, IF DK, ASK R FOR BEST GUESS

4.	During the first 2 wee hours you spent at on-learning programs or t trained personnel?	site formal traini	ng such a	s self-pace	
	/// HOURS	Some, DK #=996	DK=998	REF=999	

5.	During the first 2 weeks of work, how many hours did you spend on off-site formal training programs?
	/// HOURS Some, DK #=996 DK=998 REF=999
6.	The next set of questions are about informal training provided to you by management, supervisors, and coworkers. During the first weeks of work, what was the total hours that management and supervisors spent away from other activities giving you informal individualized training or extra supervision?
	/// Hours Some, DK #=996 DK=998 REF=999
7.	During the first 2 weeks of work, what was the total number of hours that coworkers who are not supervisors spent away from their normal work giving you informal individualized training or extra supervision?
	/// Hours Some, DK #=996 DK=998 REF=999
8.	During the first 2 weeks of work, what was the total number of hours that you spent observing coworkers in order to learn skills required for this position?
	/// Hours Some, DK #=996 DK=998 REF=999
	EMPLOYEE WAS HIRED 26 OR MORE DAYS AGO, TINUE WITH Q3 OF THE WAVE3 INTERVIEW.
9.	After you have been with the company for four weeks, I'd like to ask about the training that you will have received. That will be the final interview and should only take about three or four minutes.
	Should I call you at this same number?
	(ENTER NAME AND PHONE NUMBER ON WORKER 3 COVER SHEET.)
	When would be the best time for me to call?
<u>.</u>	(ENTER DATE AND TIME ON WORKER 3 COVER SHEET.)
Than	k you very much for your cooperation.

£.,	
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	INTERVIEWER COMPLETE:
	GENDER OF RESPONDENT:
	 Female Male
	TIME OF DAY OF INTERVIEW:
	 Morning Afternoon Evening
	DATE OF INTERVIEW: /////-93
	TOTAL TIME OF INTERVIEW IN MINUTES: //
	IN GENERAL, THE RESPONDENT'S UNDERSTANDING OF THE QUESTIONS WAS:
	1. Excellent 2. Good
	3. Fair 4. Poor
	HOW MANY TIMES WAS THIS NUMBER CALLED (BE SURE TO INCLUDE INITIAL CALL AND ANY CALLBACK ATTEMPTS)?
1	//
	WAS THIS INTERVIEW COMPLETED:
	 On the first contact On a callback appointment After an initial refusal
	SUPERVISOR ID #: ///

	3RD WORKER	SURVEY			ID #	////	/
MARCH, UK SURV	1993 EY RESEARCH	I CENTER		,		3	
	COME	PANY NAME:			· · · · · · · · · · · · · · · · · · ·		
	CII	Y, STATE:					
NAME OF	SUPERVISOR	R/TRAINER:					
	NAME OF	EMPLOYEE:					
	PHON	E NUMBER:	()		<u> </u>	S	
	DATE	OF HIRE:		- 93			
DATE O	F INITIAL I	NTERVIEW:		93			•
intervieus focuses weeks of the interview	ew. This i on how you f employmen	nterview s have beer t. Is thi	should take n trained f	about the	ree or four ob during t	the final minutes and the second sportion of	two
			CALL REC	ORD:			
FIRST Day: Time: Disp: Int:	SECOND Day: Time: Disp: Int:		FOURTH Day: Time: Disp: Int: L BACK TIM	•	SIXTH Day: Time: Disp: Int:	SEVENTH Day: Time: Disp: Int:	
TIME:		DAY	:		INTERVIE	EWER:	
							
 				· · · · · · · · · · · · · · · · · · ·			-

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Upj	ohn	Thi	.rd	Worker		Surve	У
MAF	RCH,	199	3				
UK	SURV	ΈY	RES	EARCH	C	ENTER	_

3

I'd like to assure you that all responses you give to any of the questions in this study will be kept strictly confidential and will be used in the aggregate only. Your responses will not be released in any way that might permit you to be identified. We realize that you may not have all of the information requested. In those cases, please provide your best estimate.

1. Are you still working at this job?

1. Yes 2. No 8. DK 9. REF V

2. When did you leave? (ENTER DATE BELOW)

/<u>M</u>/<u>M</u>/ - /<u>D</u>/_D/ - 93

2a. Why did you leave?

3. During the second 2 weeks of your employment, has there been formal training, such as self-paced learning programs or training done by specially trained personnel inside or outside the firm, for people hired in your position, or is all the training done as informal on the job training?

1. Formal
training
8. DK
9. REF
SKIP TO Q6

3. (VOLUNTEERED)
No additional
training during
2nd two weeks

SKIP TO Q9

NOTE: FOR THE FOLLOWING QUESTIONS, IF DK, ASK R FOR BEST GUESS

4. During the second 2 weeks of work what was the total number of hours you spent at <u>on-site formal</u> training such as self-paced learning programs or training or classes given by specially trained personnel?

/___/__/ HOURS

Some, DK #=996 DK=998 REF=999

5.	off-site formal training pro	ograms?	now many n	ours ara	you spend of
	/// HOURS	Some,	DK #=996	DK=998	REF=999
6.	The next set of questions a you by management, supervise 2 weeks of work, what was to management and supervisors you informal individualized	ors, and he total spent av	l coworkers L number of way from ot	During hours the her active	y the second nat vities giving
•	/// Hours	Some, Di	K #=996 DK	=998 REI	?=999
7.	During the second 2 weeks o hours that coworkers who ar normal work giving you info supervision?	e not si	pervisors	spent awa	ay from their
	/// Hours S	ome, DK	#=996 DK=	998 REF	=999
8.	During the second 2 weeks o hours you spent observing c required for this position?	oworker	what was t s in order	the total to learn	number of skills
	/// Hours S	ome, DK	#=996 DK=	998 REF	=999
9.	How many weeks would it tak position to become fully tr previous experience in this provided training?	ained a	nd qualifie	ed if he o	or she had no
	/// WEEKS	IF D	K OR REF CI NUMBER BEI		ROPRIATE
	/// MONTHS		DK=998	REF:	=999
	/// YEARS				
10.	How many of the skills lear useful outside of your comp	ned by :	new employe ould you sa	es in you	ır job are
	 almost all, most, some or almost none? DK 		•		

11.	If you remain with the firm for two years, what are the chances that you will receive a promotion to another position? By that mean, do you feel you have a 5 percent chance of being promoted, 50 percent chance or some other percent chance?	[a		
	/// % DK = 998 REF = 999			
12.	The next two questions are about employee productivity. Please rate yourself on a productivity scale of zero to 100, where 100 equals your productivity when you are fully trained in this job and zero is absolutely no productivity by you. First, what was your productivity during:			
	a. your first 2 weeks of employment? /_/_/_/ 998=DK 999=REI	/ F		
	SKIP Q12b IF EMPLOYEE HAS LEFT THE COMPANY			
	b. your last 2 weeks of employment? /_/_/ 998=DK 999=REF			
13.	Finally, we've covered a variety of issues about your training at your new job during these past 3 interviews. Is there anything else you would like to add about any of the topics we've discussed?			

Those are all the questions I have for you. Thank you very much for your cooperation.

*******	****	
INTERVIEWER COMPLETE:		
GENDER OF RESPONDENT:	 Female Male 	
TIME OF DAY OF INTERVIEW:	 Morning Afternoon Evening 	
DATE OF INTERVIEW:	///-///-93	
TOTAL TIME OF INTERVIEW IN	N MINUTES: //	
IN GENERAL, THE RESPONDENT	r's understanding of the quest	IONS WAS:
	 Excellent Good Fair Poor 	
HOW MANY TIMES WAS THIS NO AND ANY CALLBACK ATTEMPTS)	UMBER CALLED (BE SURE TO INCLU:	DE INITIAL CALL
	/// 9	9=missing
WAS THIS INTERVIEW COMPLET	TED:	·
2. (n the first contact On a callback appointment After an initial refusal	
SUPERVISOR ID #:	//	