

# **PLANNING FOR AN APRM NATIONAL SAMPLE SURVEY**

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## **STEPS IN SAMPLE SURVEY PLANNING**

Planning a national sample survey starts with the definition of objectives, followed by a definition of the study population and then making the technical preparations to realize the study objectives. The entire process of sample survey planning involves several steps:

- 1. DEFINITION OF SAMPLE SURVEY OBJECTIVES BY SPONSORING INSTITUTION**
- 2. DEFINITION OF THE SPECIFIC GOALS OF THE SAMPLE SURVEY BY THE SPONSORING INSTITUTION**
- 3. DEFINITION OF THE STUDY POPULATION/UNIVERSE BY THE SPONSORING INSTITUTION**
- 4. PLANNING THE SAMPLE SURVEY IMPLEMENTATION (BY THE SAMPLE SURVEY ORGANIZATION)**
  - 4.1. Administrative Preparations**
  - 4.2. Technical Preparations**

- ❖ Definition of study variables/indicators
- ❖ **Design output tables in accordance with study goals in close collaboration with the sponsoring institution**
- ❖ Design of Schedule/Questionnaire:
- ❖ Preparation of interviewers' and supervisors'
  - Instructions: How to present the questions, fill out the responses, attend to non-response or invalid responses, etc...
- ❖ Training of interviewers and supervisors
- ❖ Preparation of the Sampling Design

4.3. **Pretests:** This is a “*dress rehearsal*” of the entire study to learn if the Questionnaire and field methods are right for the study objectives.

4.3.1. **Preparations for pretest**

4.3.2. **Review the Pretest report and make adjustments, where necessary**

## 5. **UNDERTAKE FILED WORK**

## 6. **DATA PROCESSING**

## 7. **TECHNICAL REPORT WRITING**

The purpose of the technical report is to build readers' confidence in the sample survey and gain acceptability for the study findings. The report will include output tables, technical and non-technical descriptions of the sampling design, an overview of study errors, a few measures of sampling error, and the schedule(s)/questionnaire(s) used in the sample survey.