



Doing a Survey

How to get the questions for a survey

What questions to ask?

- ◆ Think of some yourself.
- ◆ Ask friends.
- ◆ Ask people where you live and work
- ◆ Run a focus group.




Focus Group


- ◆ A chance for 6 – 10 people to talk about something.
- ◆ This will help you know the sorts of questions to ask when you write your survey



Preparing for the Focus Group

- ◆ Work out 5 or 6 questions you want to ask.
 - ◆ Ask someone to record what is said.
 - ◆ Invite the people to come – let them know the time and place.
 - ◆ Remind people a couple of days before.
 - ◆ Get some drinks and biscuits!
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Running the group

- ◆ Welcome everybody and help them relax.
 - ◆ Ask everyone to introduce themselves.
 - ◆ Agree on a group culture.
 - ◆ Explain about the recording.
 - ◆ Use your **facilitation skills** to make sure everybody has their chance to speak.
 - ◆ Thank people for coming.
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- A decorative silhouette of a mountain range in a teal color, located at the bottom right of the slide.

Writing a survey about transport ...

- ◆ Some ideas you might have:
 1. Poor bus service.
 2. Trains are always full.
 3. Etc



At the focus group

When people talk about buses people say..

- ◆ No late buses so I can't go out in the evenings.
- ◆ Country people are worse off.
- ◆ I don't like buses 'cos people are sometimes rude to me.
- ◆ Bus drivers don't let my companion travel with me.
- ◆ I lost my travel pass and it took a long time to get a new one.

My Survey

1. Where you live, there are:

plenty of buses in the morning

just enough buses in the morning

very few buses in the morning

no buses in the morning

My Survey

2. The last bus I can catch home on a Saturday night is

5pm

9pm

6pm

10pm

7pm

11pm

8pm

midnight

Survey

- ◆ You now have lots of questions to get information from people who fill in your questionnaire.
- ◆ Send out the questionnaires and ask people to return them to you.



Not just in a written form...

- ◆ You can read your questions into an audio recorder for people who have difficulties with print.
- ◆ People can also answer the questionnaire using a recorder.



Your results

- ◆ Count up the answers that are the same.
- ◆ Write a report.
- ◆ Let everyone know what results you found.

