**Survey, Questionnaire instructions: Inhabitant dwelling capacity evaluation on Mount Elgon**

**Questionnaire instructions**

February 2017

Client: Mount Elgon Trust of Kenya

Partner Applicant: Stichting Elimu Mount Elgon.

Location: Chepchoina, at the slopes of Mount Elgon in Western Kenya

Catchment area approximately 5 km around the projects.

Researcher: Ir.-arch. Michiel Smits PhD Candidate

The department of Architecture, Chair of Methods & Analysis

Faculty of Architecture and the Built Environment, Delft University of Technology

**RESEARCH INFORMATION**

**Central Research Question:**

Which capacities determine the self-reliance of inhabitants towards their built environment and how can PDIs improve and sustain inhabitant’s self-reliance towards their built environment?

**Objective:** Assess and evaluate existing capacities of the community

**Aim:** Before we can start offering training programs to the inhabitants we need to better understand the differences in current (habitat housing project) and past (local independent communities) housing practices. Evaluating how introduced building techniques and materials influence the self-reliance of the inhabitants towards their built environment. As a result we can learn from past housing development practices and restrategise the future development approach (training inhabitants).

**QUESTIONNAIRE INSTRUCTIONS**

**Introduction**

This document gives some practical instructions on the questionnaire to be conducted as a part of field research 1; *Inhabitant dwelling capacity evaluation on Mount Elgon*. The aim of the questionnaire is twofold. First of all, they should provide insight into current self-building practices on Mount Elgon. Second, if and how self-building practice could play are role in constructing/maintaining of future private and public projects (houses and schools). An questionnaire guide is provided in a separate document.

**Composition of the questionnaire**

The questionnaires are intended not to yield a generalizable result per community, therefore it is important that they have a spread composition (age-income). All people that will participate in the focus groups should be home owners (25-60 years). Moreover, within this group of people there should be variation according to income (both lower and average income people) in order to get as much variation in answers as possible. In addition to this, there should be variation in household type (households with and households without children).

**Practicalities of the focus groups**

Organizing questionnaires involves taking a lot of practical decisions. Below, we will deal with some practical elements of questionnaire research.

*Location*

For this research three different communities are targeted for both the questionnaires as the focus group. It is vital that you only involve people from the targeted communities, which will be set at the beginning of the research. This through local senior stakeholders; village elder, chief or social workers. The Mount Elgon trust staff; Andy Dean or Geoffrey Ngeywo, are asked to locate the three communities and communicate these with main researchers; Michiel, Sophie and Pauline.

*Recruitment of participants*

We ask the male researchers (Anyonge Michael Nyangugu & Khisa Hamphrey M.) to recruit male inhabitants for the questionnaires. We ask the female researchers (Billian Sawenja & Pauline Nabalayo) to recruit female inhabitants for the questionnaires. When you recruit participants make sure you properly introduce yourself and use the introduction section of the questionnaire guide to explain people what its about. Don’t pressure people into the research but offer the reward (to be decided with Andy: sugar/flour/KSh.)

*Picture Recording*

As soon as people agree to participate in the questionnaire ask if you could make a picture of the participant in front of their house. In this way we can better understand the context the person lives in. If there is an opportunity to take a picture of the inside setting (where you will conduct the questionnaire) that would be a valuable addition.

***Make your recording devise has the right date and time stamp to track when the information was taken!***

*Audio Recording*

While being inside make sure you have a comfortable sitting spot with a table or chair between you and the interviewee to place the audio recorder. Be aware that without the audio recording we lack fundamental proof of our findings! Make sure the recording is running, you have sufficient battery and sufficient memory to record.

***Make your recording devise has the right date and time stamp to track when the information was taken!***

*Venue*

To make the participants comfortable we ask to conduct the questionnaires inside people their homes. Make sure that you conduct the questionnaire with a single person at a time to guaranty the privacy of the answers given.

*Number of participants*

Ever researchers has a daily target of 5 questionnaires = 5 participants. When you are able to conduct more questionnaires per day, it is even better for the research. Please be aware that you do not rush the questionnaire and that you take time to listen and write the answers down; especially the open questions.

*Duration of the focus groups*

The questionnaire typically should last between 1 and 1,5 hour.

*Breaks*

There are no scheduled breaks; it is up to the individual researcher to plan the break. The lunch costs are covered in your wage (total of 750,- per day). We advise to take lunch in the visiting community. In this way the lunch money could benefit people from the community and you will possibly find future participants.

*Financial compensation for participants*

We feel that all participants should at least be compensated for time spend during the questionnaire, we would advise to give the respondents a small present at the end of the focus group, for example a small amount of maize, sugar, flour or money. This present is to be set (amount and costs; per individual) with the Mount Elgon trust manager: Andy Dean.

**Analysis of the focus group results**

*Coding*

At the end of every day it is vital that you organise your research data. In this case, made pictures and audio recording. For the purpose of this field research I use Googledrive to upload all your audio and picture recordings. Everyone gets their own folder put their data. I named the folder: Family 1, Family 2, Family 3, etc. By simply selecting and dragging the files into the right folder your upload will start automatically.

*Transcription of the questionnaire*

The questionnaire discussion should be recorded by an electronic device (a good mobile phone) so that transcripts of the sessions can be made. Most of the questionnaire answers are automatically produced. Only the open questions and answers will need to be transcribed later on. How to transcribe the answers of the questionnaires is explained in the interview transcription guide. You will receive all open questions for translations at the end of the research.

**Ethical issues and how to use quotations[[1]](#footnote-1)**

In our opinion, the most important ethical issue concerns the fact that the questionnaire participants should remain anonymous when reporting on the results. As Lee & Hume-Pratuch (2013) point out:

On the one hand all sources must provide retrievable data, yet, on the other hand ethical reporting requires that you prevent the reader from identifying the source of information. ‘The value of protecting participants’ confidentiality must always win out’. One can discuss data gathered from research participants, provided that neither the subject nor third parties of the subject (e.g., family members, employers) are identifiable.

*How to deal with quotations?*

As Corden and Sainsbury (2006) point out there is a difference between the approach taken in discourse and narrative analysis, where the exact content of the verbal interaction is the material for analysis, and the approach in applied social research (such as this research project), where the general commitment to relatively little editing is often balanced against issues of readability, issues of confidentiality and ethical practice. Based on their findings we formulate the following guidelines for the editing, the format and the attributions of quotes of participants.

*Editing*

To enhance readability, the researcher can:

* do some re-punctuation.
* take out the ‘ums’ and ‘ers’, phrases such as ‘I mean’ and ‘you know’, and the word repetitions which pepper most people’s speech.
* Remark: the researcher can leave in verbal hesitations, which are important for the analysis. However, this can be a ‘subjective decision’.

*Other ethical issues*

We leave it to the session host to decide on whether they want the focus group participants and researchers to sign a consent form. The form is given below.

**Bibliography**

Corden, A., & Sainsbury, R. (2006). Exploring “Quality”: Research Participants’ Perspectives on Verbatim Quotations. *International Journal of Social Research Methodology*, *9*(2), 97–110. http://doi.org/10.1080/13645570600595264

Lee, C., & Hume-Pratuch, J. (2013). Let’s Talk About Research Participants. Retrieved January 4, 2017, from http://blog.apastyle.org/apastyle/2013/08/lets-talk-about-research-participants.html

1. The guidelines outlined in this Section have been largely copied from the European RE-Invest project: <http://www.re-invest.eu/about-us> [↑](#footnote-ref-1)