

# Step 12. Conduct a Pilot Test

- Purposes of Pilot Testing
- Using Mixed-Methods in Pilot Testing
- General Pilot Testing Guidelines
- Piloting a Questionnaire
- Piloting an Observation



# Pilot Testing

*... a small scale, preliminary study to “rehearse” the research plan.*



# Purposes of Pilot Testing:

- Sampling strategy
- Adequacy of data collection instruments
- Procedures work
- Timing
- Adequacy of data analysis techniques
- Practice research skills
- Adequacy of resources
- Feasibility

# Using Mixed-Methods in Pilot Testing

- A qualitative pilot test to prepare for a quantitative study
- A quantitative pilot test to lay the groundwork for a qualitative study

# General Pilot Testing Guidelines:

- Permission
- Convenience sample
- Match sample
- Small sample size
- Pilot subjects not used in main study
- Pilot data not used in main study
- Acknowledge pilot test in final report

# Piloting an Interview:

*... to be sure the questions can and will be answered.*



## Strategies

1. Ask a few questions at a time and solicit feedback as you go.
2. After interview, ask respondents to rate each question.

# Piloting a Questionnaire:

*... helps increase response rates, reduce possibility of missing data, obtain more valid responses.*



## Strategies:

1. Administer the same way as for the main study.
2. Ask respondents to critique questions and directions.
3. Check thoroughness and accuracy of answers.
4. Check time adequacy.

# Piloting an Observation Plan

*... checking the ethical care, protocol, and access for an observation situation.*



## Strategies:

1. Check for whether subjects behaved in usual way.
2. Determine if ethical care, site access, and observation procedures could be carried out as planned.
3. Determine usefulness of observation recording plans.

# Step 13: Prepare for Data Collection

- Take Stock
- Recruit, Hire, and Train Staff
- Manage a Research Team

# "Be Prepared"



# Take Stock

- Special equipment
- Operator abilities
- Proofreading
- Space
- Supplies
- Printing / duplicating



# Recruit, Hire, and Train Staff

- Indigenous field workers
- Field worker orientation & training
- Field worker quality checks
- Field worker identification & letter of introduction



# Manage a Research Team

- Members
- Coordination



# Research Team Members

- Principle Investigator (PI)
- Project Coordinator
- Field Workers
- Statistician & Data Entry Specialists
- Administrative Assistant

# Research Team Coordination

- **Person-Loading Chart** = itemizes individuals assigned to each task and estimated number of hours needed
- **Gantt Chart** = illustrates the calendar time projected for each task