

## ASAQ: Potential data entry errors

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This document provides examples of potential errors which may occur when students complete ASAQ.

It is important to check each student's questionnaire responses at the time of administering the questionnaire to clarify any unclear responses.

Ask students to put their hand up when they have finished completing the questionnaire so that it can be checked before collecting it.

**For most school students there are approximately 6-7 hours discretionary time each school day. That is each week day total should not exceed 6-7 hours, however it is important to remember that students may also engage in other physical activities, so this time may be less.**

The following areas and potential errors which may occur and need to be clarified with the student include:

- Over-reporting time spent in an activity. Check that the student has not doubled up on activities such as TV and video watching
- Doubling up of other activities – eg doing home work in front of a TV. Student needs to write down the time spent in each of these activities – say 45 minutes on homework and 15 minutes watching TV.
- Ensure times are written in minutes.
- Students should write 0 if they do not do an activity to ensure that the data are not missing. Clarify blank responses.
- If students report 0 for travel on weekdays, check that they actively travelled to school (ie walk, or cycle) and did not use passive transport (ie car, train, bus etc)
- Ensure all times reported are feasible.

7. Think about a normal *school week*, and write down how long you spend doing the following activities before and after school each day. Please write down the time in minutes.

	Monday	Tuesday	Wednesday	Thursday	Friday	COMMON MISTAKES TO CHECK WITH STUDENTS
Watching TV?	4	4	4	4	4	Minutes or hours? This is a lot of screen time – 8 hours every school day. Do they really spend this much time EVERY school day? Check - have 'doubled up' did they have spent 2 hours on TV AND DVD's/videos combined?
Watching videos/DVDs?	4	4	4	4	4	
Using the computer for fun?	60	60	60	60	0	Check that this is minutes
Using the computer for doing homework?	0	0	0	0	0	Check that these fields are not 'empty'; most high school students have homework to do during the week.
Doing homework not on the computer?	0	0	0	0	0	
Reading for fun?	5	0	5	0	0	Is this 5 hours or 5 mins?
Being tutored?						No responses recorded here – if student does not do the activity they need to write a '0'.
Travel (car/bus/train)?	0	0	0	0	0	Check how the student gets to and from school – ie do they use active transport (walk, cycle)
Doing crafts or hobbies?	0		0			Responses are not recorded for every day
Sitting around (chatting with friends/on the phone/chilling)?	10	10	10	10	10	Is this 10 hours or 10 mins? If hours, this is not plausible on a school day.
Playing/practicing a musical instrument?	0	1/2	0	0	0	Does this mean half an hour – ie 30 mins?
Common mistakes to check with students	Total sedentary time for most days > 24 hrs – not plausible!		Check that the total time reported for each school day is feasible. Most students go to school, (including their travel) for ~ 7-7.5 hours, sleep for ~ 8-9 hrs, and may also play some sport or other physical activity, leaving around 6-7 hours per day for sedentary activities.			

8. Think about a *normal weekend*, write down how long you spend doing the following activities on the *weekend*. Please write down the time in minutes.

	<i>Saturday</i>	<i>Sunday</i>	<b>Common mistakes to check with students at time of administering the questionnaire</b>
<i>Watching TV?</i>	10	10	Minutes or hours? If hours this might be plausible, but is a lot of time to spend watching TV.
<i>Watching videos/DVDs?</i>	60	fr	Illegible number.
<i>Using the computer for fun?</i>	100		Blank field – student needs to write '0' if they don't do the activity.
<i>Using the computer for doing homework?</i>	10	1	Minutes or hours?
<i>Doing homework not on the computer?</i>	200	1	Minutes or hours?
<i>Reading for fun?</i>	0	1	The same number (1) has been reported for 9 activities - check that students are not reporting a particular time consistently – ie not accurately reporting their time.
<i>Being tutored?</i>	0	1	
<i>Travel (car/bus/train)?</i>	1	1	
<i>Doing crafts or hobbies?</i>	45	1	
<i>Sitting around (chatting with friends/on the phone/chilling)?</i>	10	1	
<i>Playing/practicing a musical instrument?</i>	0	1	
<i>Going to church or Saturday school?</i>	10	1	
<b>Common mistakes to check with students</b>	Total time for Saturday is not plausible		