

Tips for Reading your Reports

- **The Frequency report summarizes your survey results by question.** The report includes the survey question, the number (N), and the percentage for how seniors answered each question. For example, if you are interested in knowing how many people have had a flu shot, this report will show you the number and percentage of respondents that have answered yes, no, don't know, and refused.
- **Respondent reports display each respondents' answer to each question.** For example, if you would like to know who answered "no" to having a flu shot, it will give you a list of the specific respondents so that you can follow up with them.
- **Be sure to look at both the number of respondents and the percentage of respondents who answered each question.** For example 40% of 2,248 respondents is 899, which is a sizeable number, whereas 40% of 10 respondents is 4, which is most likely too small a number from which to draw definitive conclusions or trends.
- **Always pay attention to the N because it can change depending on the type of survey question.** Some questions are **follow-up questions**, where only certain seniors were asked to answer a specific question, so they include a subset of the entire N. For example, the N on question 27 asking if you have had a mammogram includes women respondents only.

Other questions are "**check all that apply**" and allow respondents to provide more than one answer per a question. For example, question 56 asks seniors if a doctor ever told them that they have any of the following conditions and they have the option to choose more than one answer such as arthritis and osteoporosis.

And then there are those questions that are a **combination** of the two. For example, question 54 includes only those seniors who have been told by a doctor that they have heart disease, but they may select several heart conditions in this check all that apply style question.

- **Be sure to pay attention to all footnotes.**