

Coding for economic class of farm and type of farm.—The coding of farms by economic class of farm and by type of farm required estimating the total value of farm products sold. The estimates for the various groups of farm products sold were entered when required under the "Remarks" section of the Agriculture Questionnaire. The questionnaire contained the value of farm products sold for:

- Vegetables
- Other field crops
- Forest products
- Nursery and greenhouse products
- Dairy products
- Livestock
- Poultry and poultry products

For many crops the quantity sold was shown in Section III. The value of each crop sold was calculated by multiplying the quantity sold by State average prices. The State average prices were obtained in cooperation with the Agricultural Marketing Service of the United States Department of Agriculture, from a sample of dealers, buyers, farmers, etc.

For crops for which the quantity sold was not shown in Section III, the value of sales was to be calculated by multiplying the quantity harvested by State average prices, if the calculated value for the crop would amount to \$100 or more.

Except for farms operated by institutions, etc. (those were coded 9 for economic class), the economic class of farm for questionnaires with a total value of \$1,200 or more or under \$250 was determined by the amount of the value of all farm products sold. The code was as follows:

Total value of farm products sold	Code
\$25,000.....	1
\$10,000 to \$24,999.....	2
\$5,000 to \$9,999.....	3
\$2,500 to \$4,999.....	4
\$1,200 to \$2,499.....	5
Under \$250.....	8

If the total value of farm products sold was \$250 to \$1,199, the code for economic class was determined by the entries for questions 104 and 105. If the entry for question 104 was 100 days or more or if the answer for question 105 was "Yes", the code for economic class was 7. All other questionnaires with a total value of farm products sold of \$250 to \$1,199 were coded 6 for economic class.

The coding of type of farm was performed only for questionnaires with an economic class code 1 to 6, or 9. The type of farm was determined by comparing the value of the sales for a farm product or a group of farm products with the total value of all farm products sold. Usually, the type of farm was determined by the farm product or group of farm products that accounted for 50 percent or more of the value of all farm products sold.

Training of editing and coding clerks.—At the beginning of the training period each employee was given a memorandum outlining the work requirements for the training period. Briefly these requirements were as follows:

- (1) Editing and coding 10 training questionnaires during the training period with not more than six coding errors, nor more than ten other errors.
- (2) Editing and coding a portfolio of 350 or more Agriculture Questionnaires in 5½ working days with less than 15 coding errors per 100 questionnaires and less than 50 other errors per 100 questionnaires.

Each employee was provided with the following materials:

- (1) Instructions for editing and coding A1's.
- (2) A code card giving all the codes to be used.
- (3) A copy of a reference note for referring questions. (See fig. 27.)
- (4) A sheet containing various conversion factors for weights and measures.
- (5) A slip to be inserted in place of questionnaire removed from a portfolio
- (6) A training questionnaire.
- (7) A Landlord-Tenant Questionnaire.
- (8) Red pencils.

FORM 2-36 (11-6-54)		U.S. DEPARTMENT OF COMMERCE BUREAU OF THE CENSUS		STATE	
REFERENCE NOTE (Folio) <input type="checkbox"/> EDITING <input type="checkbox"/> REVIEWING				COUNTY	
				FOLIO NO.	
E. D.	A2 LINE NOS.				
E. D.	A2 LINE NOS.				
E. D.	A2 LINE NOS.				
E. D.	A2 LINE NOS.				
E. D.	A2 LINE NOS.				
REMARKS <hr/> <hr/> <hr/>					
TECHNICIAN (Name)				DATE	

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FIGURE 27.—Reference note (Form 2-36). Used for referring questions for technical review.