

Form 64-A10
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A10

1964

CENSUS

of

AGRICULTURE

Hooker
REFERENCE BOOK



U.S. DEPARTMENT OF COMMERCE

BUREAU OF THE CENSUS

REFERENCE BOOK

1964 Census of Agriculture

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INTRODUCTION

1. THIS BOOK IS YOUR GUIDE

USE IT DURING INTERVIEWS

USE IT BETWEEN INTERVIEWS

USE IT AT HOME

This book contains instructions for **you**—the Census Enumerator. It has 8 chapters and an appendix. Each chapter is divided into numbered paragraphs containing the explanations and instructions you need to do your job quickly and thoroughly. These instructions tell you—

WHAT TO DO and HOW TO DO IT

What rules to follow	How to explain the census
What places to visit	How to conduct interviews
What questions to ask	How to ask questions
What forms to fill	How to make entries and
What problems to expect	How to handle problems

Chapter I contains general instructions about your job, the reasons for the census, and definitions that you will learn during your self-study. The remainder of the book has detailed instructions for filling census forms and for handling problems. You will read and study many of these instructions in connection with your self-study training. Your self-study training will help you learn how to find instructions quickly in this book. Refer to them often to make sure that you are doing all parts of your job correctly.

No enumerator can hope to remember all the rules that he must follow, nor is he expected to do so. However, do not try to "get by" on the basis of what you **think** you know. Keep this book with you and use it! There are two indexes to help you locate instructions quickly.