



## 2021 MIYHS – Classroom Script

(For ONLINE survey administration)

### [PASS OUT THE ACCESS CODE CARDS AND READ THE FOLLOWING ALOUD TO THE CLASS:]

*“Today, you will have an opportunity to complete the Maine Integrated Youth Health Survey. This survey is part of a study being done by the Maine Department of Health and Human Services and the Maine Department of Education to help us gather the information needed to plan important health-based programs to deal with problems such as drug use or violence in our school and community. This information will also help us to learn how well current programs are working.”*

*“I’m going to read some instructions to you about completing the survey. Please listen carefully.”*

“This survey is about your health behavior and things that affect it. It will tell us what you and other students do that may affect your health. About 95,000 students in Maine are being asked to take this survey. The answers you give will be used to create better health education and programs for young people like yourself.

“The answers you give will be kept private. No one will know what you answer. Answer the questions based on what you really do.

“You may choose to take the survey or not take it. Your choice will not affect your grade in this class. There is some risk that some questions may make you feel uncomfortable. If you are not comfortable answering a question, just leave it blank. You can stop answering questions at any time you want. There is no penalty for not completing the survey. It should not take you longer than this class period.

“The benefit to you in taking this survey is that your school and community may be better able to create programs that help you stay healthy.

“Some questions ask about your background such as your race, age and gender. These will be used only to describe the types of students completing the survey. No answers will be used to find out your name. No names will ever be reported. The survey is research. This means that we will use your answers to help us learn about Maine students in general.

“Be sure to read every question. When you are finished, click the SUBMIT button to submit your answers and follow the instructions of your teacher.

“If you have questions about the survey, I have contact names for you to e-mail or call.

“THANK YOU very much for your help.

*"If you do not wish to do the survey, please leave the Access Code Card on your desk, and read or work quietly instead. If you choose to participate, please answer the questions as honestly as you can, so that the information from these surveys is correct and useful."*

*"The first thing that we are going to do is go to the online survey by carefully typing in the URL or using the QR code"*  
**[IF IT DOESN'T WORK, RE-TYPE THE URL AGAIN CAREFULLY]**

*"Please double check that the Survey Code on your Access Code Card has the same Survey Code as the survey on your screen."* **[THIS IS THE SAME SURVEY CODE ON THE FRONT OF EACH CLASSROOM ENVELOPE.]**

*"Carefully enter the Access Code in the space provided and proceed with the survey. If the survey gives you an error message, please try again, making sure you carefully enter the Access Code. If it still does not work, please get a new Access Code Card."* **[THE CLASSROOM ENVELOPE CONTAINS EXTRA ACCESS CODE CARDS.]**

**[AFTER STUDENTS HAVE SUCCESSFULLY ENTERED THEIR ACCESS CODE AND CAN BEGIN, SAY:]**

*"You may begin."*

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## **\*\* ANSWERING STUDENT QUESTIONS \*\***

The general responses listed below should be used when a student has a question about a particular item or set of items on the survey. Choose the most appropriate general response from the set of responses listed below:

### ***Student does not understand the question or a particular word in the question:***

- *"If you are not sure what a particular word or question means, try to answer it to the best of your ability or leave it blank."*

### ***Student is not sure if they know the right answer:***

- *"I want to stress that there are no right or wrong answers. Answer the best that you can."*

### ***Student cannot find a response option that fits exactly:***

- *"If you can't find an answer that fits exactly, choose the one that comes closest."*

### ***Student says the question doesn't apply:***

- *"If the question does not apply to you, try to answer it to the best of your ability or leave it blank."*

### ***Student asks why there are no skip patterns:***

- *"There are no skip patterns in the survey to make sure that student confidentiality is protected."*

**[READ TO CLASS AT THE END OF THE SURVEY CLASS PERIOD:]**

*“The survey time is over now. If you have not finished the survey, please stop where you are and click to the end of the survey and click the SUBMIT button. It is important that you click the SUBMIT button to exit the survey. Please recycle the Access Code Card you used on your way out of the classroom.”*

*“If this survey has raised concerns about alcohol or drug use or any other issue, please speak to a school counselor or other trusted adult. You can also call the State Crisis Hotline at 888-568-1112. There is also a poster in the School Nurse or Guidance Offices with a variety of crisis hotline numbers. If you have questions about your rights related to the survey, I can give you information on whom to call. On behalf of our school, the Maine Department of Health and Human Services, and the Maine Department of Education, I would like to thank you for your participation in this important study.”*

**[IMMEDIATELY RETURN SURVEYS IN THE SEALED ENVELOPE TO THE SAFE, CONFIDENTIAL COLLECTION AREA THAT WAS DESIGNATED BY YOUR SCHOOL’S MIYHS COORDINATOR.]**