How to Fill Out the Questionnaire Practice for ESOL Students
Lesson Packet #21 from The Change Agent

Purpose:
This beginner-level lesson packet supports students to fill out the 2020 census questionnaire in three different ways:

1) on paper (print out the form on pp. 3-6 of this packet),
2) in a fillable PDF: fill out this form here: nelrc.org/stand-up-and-be-counted/census2020/classroom-resources
3) fill out our practice online form, which you can find here: nelrc.org/courses/practice_census/story.html

Both the PDF and online questionnaires are near exact replicas of the Census Bureau's versions, except they are shorter. The paper copy has vocabulary and explanations on p. 2 of this packet. The online version has vocabulary and explanations embedded in the web pages.

Contents:
p. 2: Note to the Teacher + Vocabulary and Explanations + Extended Practice
pp. 3-6: Practice Census Form

College and Career Readiness Standards
Understanding and answering questions, navigating written and online forms, adding knowledge of vocabulary, and practice speaking and listening.
Before you answer Question 1...

A **mobile home** can be moved from place to place. It does not have a permanent foundation.

A **mortgage** is a loan you take out to buy a house. A **home equity loan** is a loan based on the value of your home.

1. To answer this question, read the information in the gray box above.
2. Use this list to make sure you counted everyone in #1. If you didn’t, go back and fix your answer. If you already counted everyone in #1, check the last box “No additional people.”
3. Check the first box if anyone in your household owes money to a bank for this home. Check the second box if no one in your household owes money to a bank for this home. Check the third box if this home is rented. Check the fourth box if you live there but don’t pay rent.

4. Write your phone number in the space provided. If you leave a question blank, the Census Bureau might call to find out the answer to that question.

**Person #1 Questions**

5. Write the name of Person #1 in space provided.

6. The census only recognizes two sexes. If you don’t identify as male or female, pick one that feels most appropriate.
7. Put “zero” for babies who are not yet 1.
8. **Origin** means your family roots. This question is asking if all or some of your family roots are in a Spanish-speaking country.
9. If you have diverse family roots, you can check more than one box. As always with the census, give the best answer you can.

**Person #2 (and #3, etc.) Questions**

1. Write the name of Person #2.

2. This question is here to make sure you are counting the people in your household correctly. Ideally, your answer is “No additional people.”

3. Here is some vocabulary to help you answer this question:
   - **Opposite-sex** means male and female.
   - **Same-sex** means female and female or male and male.
   - **Spouse** means husband or wife.
   - **Partner** means you are in a relationship together but you are not married.
   - **Biological** son or daughter means you helped create this child. The child has your genes.
   - **A stepson or stepdaughter** is the child of your partner or spouse.
   - **Adopted** means you became a parent of this child through a legal process
   - **To foster** a child means to have temporary legal guardianship of him or her.
   - **An in-law** is someone related to you through marriage.
   - **Roommate or housemate** is someone who lives with you but is not related to you.

Note: questions 4-7 for Person #2 (and #3, etc.) are the same as questions 6-9 for Person #1.

**Helpful hints:**

Sometimes you should “Mark x all that apply” and other times “Mark x one box.”

Some questions are set up in such a way that you are supposed to finish the sentence. For example, Question #3 on p. 3 starts with an unfinished sentence. Check the box that best finishes the sentence.

Keep a copy of this for your records. When you fill out the real census, copy your answers from this document. The census will be available online in 12 languages (besides English). The Census Bureau provides the written questionnaire in English and Spanish. More languages available by phone.

**Extended Practice:**

Role-play being a census worker and interview a classmate, filling out the form accordingly. The person being interviewed can make up a different identity if they want.
Background:
This practice form was created by NELRC at World Education. It is an (almost) exact replica of the first 4 pages of the Census Bureau's 8-page informational copy. You can find copies of both this version and the Census Bureau version here: nelrc.org/stand-up-and-be-counted/census2020/classroom-resources/

How to use this form:
1) You can print it out and fill it out using a blue or black pen. Or you can open the PDF on your computer and fill in the squares using your keyboard. Where you have to “Mark x” in a square, simply click on that square with your mouse. Where you have to fill in text, move your cursor to the appropriate box and type in the text. Use tab to jump to the next fillable box.
2) This form has room for you to fill out information on 3 people. If you have more people at your residence, you could make extra copies of the last page, and cross out “Person 3” and replace it with the proper number.
3) Keep your filled-out copy, so you can refer to it when it is time to fill out the real census form!

For more resources on teaching the census: https://nelrc.org/stand-up-and-be-counted/

Start here or go online at [url removed] to complete your 2020 Census questionnaire.
Use blue or black pen.

Before you answer Question 1, count the people living in this house, apartment, or mobile home using our guidelines.
• Count all people, including babies, who live and sleep here most of the time.
• If no one lives and sleeps at this address most of the time, go online at [url removed] or call the number on p. 8.

The census must also include people without a permanent place to live, so:
• If someone who does not have a permanent place to live is staying here on April 1, 2020, count that person.

The Census Bureau also conducts counts in institutions and other places, so:
• Do not count anyone living away from here, either at college or in the Armed Forces.
• Do not count anyone in a nursing home, jail, prison, detention facility, etc., on April 1, 2020.
• Leave these people off your questionnaire, even if they will return to live here after they leave college, the nursing home, the military, jail, etc. Otherwise, they may be counted twice.

1. How many people were living or staying in this house, apartment, or mobile home on April 1, 2020?
Number of people =  

2. Were there any additional people staying here on April 1, 2020 that you did not include in Question 1?
Mark ☑ all that apply.
☐ Children, related or unrelated, such as newborn babies, grandchildren, or foster children
☐ Relatives, such as adult children, cousins, or in-laws
☐ Nonrelatives, such as roommates or live-in babysitters
☐ People staying here temporarily
☐ No additional people

3. Is this house, apartment, or mobile home — Mark ☑ ONE box.
☐ Owned by you or someone in this household with a mortgage or loan? Include home equity loans.
☐ Owned by you or someone in this household free and clear (without a mortgage or loan)?
☐ Rented?
☐ Occupied without payment of rent?

4. What is your telephone number?
We will only contact you if needed for official Census Bureau business.
Telephone Number  

CENSUS PRACTICE QUESTIONNAIRE
United States Census 2020

This is a PRACTICE questionnaire for this address.
It includes all the same questions in the same format
that the Census Bureau uses.
5. Please provide information for each person living here. If there is someone living here who pays the rent or owns this residence, start by listing him or her as Person 1. If the owner or the person who pays the rent does not live here, start by listing any adult living here as Person 1.

What is Person 1’s name? Print name below.

First Name               MI

Last Name(s)

6. What is Person 1’s sex? Mark ☐ ONE box.

☐ Male

☐ Female

7. What is Person 1’s age and what is Person 1’s date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.

Print numbers in boxes.

Age on April 1, 2020       Month               Day                 Year of birth

8. Is Person 1 Hispanic, Latino, or Spanish origin?

☐ No, not of Hispanic, Latino, or Spanish origin

☐ Yes, Mexican, Mexican Am., Chicano

☐ Yes, Puerto Rican

☐ Yes, Cuban

☐ Yes, another Hispanic, Latino, or Spanish origin — Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc.

9. What is Person 1’s race?

Mark ☐ one or more boxes AND print origins.

☐ White — Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc.

☐ Black or African Am. — Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.

☐ American Indian or Alaska Native — Print name of enrolled or principal tribe(s), for example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc.

☐ Chinese

☐ Vietnamese

☐ Native Hawaiian

☐ Filipino

☐ Korean

☐ Samoan

☐ Asian Indian

☐ Japanese

☐ Chamorro

☐ Other Asian — Print, for example, Pakistani, Cambodian, Hmong, etc.

☐ Other Pacific Islander — Print, for example, Tongan, Fijian, Marshallese, etc.

☐ Some other race — Print race or origin

If more people were counted in Question 1 on the front page, continue with Person 2 on the next page.
1. Print name of **Person 2**

   First Name  MI
   ____________________________  ____________________________  ____________________________  ____________________________  ____________________________  ____________________________  ____________________________  ____________________________

   Last Name(s)
   ____________________________  ____________________________  ____________________________  ____________________________  ____________________________  ____________________________  ____________________________  ____________________________

2. Does this person usually live or stay somewhere else?  
   Mark X for all that apply.
   - NO
   - Yes, for college
   - Yes, for a military assignment
   - Yes, for a job or business
   - Yes, in a nursing home

3. How is this person related to Person 1?  Mark X ONE box.
   - Opposite-sex husband/wife/spouse
   - Opposite-sex unmarried partner
   - Same-sex husband/wife/spouse
   - Same-sex unmarried partner
   - Biological son or daughter
   - Adopted son or daughter
   - Stepson or stepdaughter
   - Brother or sister

4. What is this person’s sex?  Mark X ONE box.
   - Male
   - Female

5. What is this person’s age and what is this person’s date of birth?  For babies less than 1 year old, do not write the age in months. Write 0 as the age.
   Print number in boxes.

   Age on April 1, 2020  Month  Day  Year of birth
   ____________________________  ____________________________  ____________________________  ____________________________

   NOTE: Please answer BOTH Question 6 about Hispanic origin and Question 7 about race. For this census, Hispanic origins are not races.

6. Is this person Hispanic, Latino, or Spanish origin?  
   - No, not of Hispanic, Latino, or Spanish origin
   - Yes, Mexican, Mexican Am., Chicano
   - Yes, Puerto Rican
   - Yes, Cuban
   - Yes, another Hispanic, Latino, or Spanish origin —  
     Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc.

7. What is this person’s race?  
   Mark X one or more boxes AND print origins.
   - White —  Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc.
   - Black or African Am. —  Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.
   - American Indian or Alaska Native —  Print name of enrolled or principal tribe(s), for example, Navajo National, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc.
   - Chinese  Vietnamese  Native Hawaiian
   - Filipino  Korean  Samoan
   - Asian Indian  Japanese  Chamorro
   - Other Asian —  Print, for example, Pakistani, Cambodian, Hmong, etc.
   - Other Pacific Islander —  Print, for example, Tongan, Fijian, Marshallese, etc.

   If more people were counted in Question 1 on the front page, continue with Person 3 on the next page.
CENSUS PRACTICE QUESTIONNAIRE

1. Print name of **Person 3**
   First Name
   Last Name(s)

2. Does this person usually live or stay somewhere else?  
   Mark ✗ for all that apply.
   - NO
   - Yes, for college
   - Yes, for a military assignment
   - Yes, for a job or business
   - Yes, in a nursing home

3. How is this person related to Person 1? Mark ✗ ONE box.
   - Opposite-sex husband/wife/spouse
   - Opposite-sex unmarried partner
   - Same-sex husband/wife/spouse
   - Same-sex unmarried partner
   - Biological son or daughter
   - Adopted son or daughter
   - Stepson or stepdaughter
   - Brother or sister

4. What is this person’s sex? Mark ✗ ONE box.
   - Male
   - Female

5. What is this person’s age and what is this person’s date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.
   Print number in boxes.
   Age on April 1, 2020

6. Is this person Hispanic, Latino, or Spanish origin?  
   Mark ✗ No, not of Hispanic, Latino, or Spanish origin
   Yes, Mexican, Mexican Am., Chicano
   Yes, Puerto Rican
   Yes, Cuban
   Yes, another Hispanic, Latino, or Spanish origin — Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc.

7. What is this person’s race? Mark ✗ one or more boxes AND print origins.
   - White — Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc.
   - Black or African Am. — Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.
   - American Indian or Alaska Native — Print name of enrolled or principal tribe(s), for example, Navajo National, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc.
   - Chinese
   - Vietnamese
   - Native Hawaiian
   - Filipino
   - Korean
   - Samoan
   - Asian Indian
   - Japanese
   - Chamorro
   - Other Asian — Print, for example, Pakistani, Cambodian, Hmong, etc.
   - Other Pacific Islander — Print, for example, Tongan, Fijian, Marshallese, etc.

If more people were counted in Question 1 on the front page, continue with Person 3 on the next page.

NOTE: Please answer BOTH Question 6 about Hispanic origin and Question 7 about race. For this census, Hispanic origins are not races.