



Contact Guide

Category	Issue	Point of Contact
Human Resources	I am in an accident while working with NASDA	Manager
	I need supplies (business cards, etc.)	Manager
	I know someone interested in an enumerator job	Manager
	I would like to transition to a phone only enumerator	Manager
	I have questions about my performance review	Manager
Payroll	What Project Code to use	Coach
	I need a paper copy of my W2	Manager
Scheduling	I need to take time off work or change my workload	Manager
	I have an issue with my time sheet or pay	Manager
	I have an emergency and cannot complete my work	Coach
	I have questions about a survey timeline or calendar dates	Coach
Survey	I have questions about my assignments	Manager
	I need new contact information for an operator	Manager
	I have a question about a specific survey	Coach
	I need additional training on a survey	Coach
	I have a conflict of interest with an assigned respondent	Coach
	I see an error in assignments	Coach
	I need a survey reactivated	Trainer
Technical	I am locked out of my iPad	Trainer
	I am locked out of CAPI or CATI	Trainer
	I need help with iSolved	Trainer
	I am trying to join a ZOOM/Team training and am having problems	Trainer
	I am in a ZOOM/Team training and having technical difficulties	Trainer
	I am having trouble with my iPad	Trainer
	I need iPad supplies – charging cord, stylus, etc.	Trainer