

Time Use Survey

Looking at how we spend our time can tell us a tremendous amount about our quality of life in Kings County and the way we live in our community.

Time use surveys show us:

- *the balance we have between work, family and personal time;*
- *how we spend our leisure time;*
- *how we care for our children, and for elderly or sick parents;*
- *how we contribute to the community;*
- *time stresses on families;*
- *the way men and women divide up work;*

And much more.

Please take the time to fill out this survey carefully. Your response is very important if we want to work together to improve our quality of life in Kings County.

Your response is completely confidential. Do not hesitate to call us at 679-2584 or drop by our office at the Nova Scotia Community College, Kentville Campus, Room C144, if you have any difficulties filling this in.

It will take you just a few minutes a day for two days to do this. Here's the instructions on how to do it:

TIME USE SURVEY INSTRUCTIONS

Please indicate the time you actually spent on various activities during the day, by drawing a line from the time you began each activity to the time you finished it. Try to fill out this survey **at least** three times a day, so that you don't forget what you were doing.

Except for the five rows at the bottom of the diary page, your lines should NOT overlap. That is, you should choose only ONE activity for any period of the day to represent your MAIN activity at that time.

Each hour is broken into 15 minute blocks. Please don't draw a line for activities that lasted only a few minutes.

If you were doing more than one thing at a time, enter *only* your **main** activity at that time. For example, if you were washing dishes while having a conversation, and while your child was playing in the next room, draw a line **only** in the row that says "cooking, washing up."

If you were doing several "main activities" during the same time period, then divide up the time period between those activities:

Let's suppose it took you an hour to finish cooking and washing dishes, but *during* that time you spent 15 minutes attending to your child's needs, and 15 minutes changing loads of laundry. Then allocate only half an hour to "cooking, washing up," and 15 minutes each to "housekeeping, laundry" and to "primary child care."

Please see the attached sample day for an example of how to fill out the time diary.

Also please see below for definitions of activities and read these definitions carefully before filling out the survey. (Please note that "primary child care" refers to time spent exclusively with a child, while not engaged in any other activity.)

There are three rows that ask you to "specify" what the activity is: "Other leisure" (e.g. painting, playing music); "Other travel" (e.g. motor-bike, plane); and "Other activities" (like gardening, pet care, or anything else that is not listed in the time use survey). Please write the activity right in that row, next to where you draw the line.

Let's say you spent from 6pm to 6.30pm feeding the cat, changing the litter box, and washing the dog, you would write "pet care" right next to where you draw that 1/2 hour line. On the other hand, if you walk the dog and regard that as your daily exercise, draw the line in the row marked "active sport or exercise."

The only lines that can *overlap* others are those in the five rows at the bottom of the page. *Paid child care* and "*secondary*" *child and adult care* all occur *while* you are doing other activities.

"Secondary" care refers to times you are mainly engaged in other activities (e.g. cooking, reading, working) even though you are still responsible for a dependent child or adult. For example, the child or sick adult may be in another room, and you are not paying direct attention to them at the time, but you are available to them when they need you. The times you are paying *exclusive* attention to them are called *"primary care."*

In the bottom two rows, indicate *where* each activity took place -- at home or away from home. One of those two rows should be marked for *every* hour of the day.

ALSO, please be sure to fill out, at the end of each afternoon/evening page, the amount you paid that day for child care (if nothing, just write 0).

Thank you for your assistance and cooperation.

Do not hesitate to call us at 849-1458 if any questions, doubts and confusions arise as you are filling this in.

On the next page are some definitions of activities listed in the time use survey. Please read these carefully before completing the survey.

DEFINITIONS

- ***“Personal services”*** includes visits to doctors, dentists, hairdressers, and other services for your personal care outside the home.
- ***“Shopping”*** includes buying groceries, clothes, appliances, home furnishings, going to repair shops, post office, etc.
- ***“Housekeeping”*** includes cleaning house, laundry, mending, ironing, arranging and straightening things, taking out garbage, etc.
- ***“Maintenance and repair”*** includes work on house, yard and car.
- ***“Other Household Work”*** includes household managing, -- like planning, household accounts, paying bills, problem-solving, making transportation and other arrangements, etc.
- ***“Education”*** includes attending classes or lectures, training and correspondence courses, homework, etc.
- ***“Movies and other entertainment”*** includes movies, theatre, sports events, fairs, concerts, museums, and other entertainment outside the home.
- ***“Non-work Computer Games/Internet”*** includes video games, surfing the Net, “chat” sessions, and other leisure uses. If you use the computer for your job or school, please include that time in “paid work” or “education.”
- ***“Spiritual/Religious practice”*** refers to actual prayer, meditation, church services or other spiritual practices. Include organizational church work, like fund-raising or running a church camp, under *“Formal civic and voluntary work”*.
- ***“Active Sport/Exercise”*** includes both group sports and also individual jogging, hiking, yoga, etc.
- ***“Other Leisure”*** includes pleasure trips, hobbies, painting, playing music, etc. Please write the activity right in the row, next to where you draw the line.
- ***“Socializing”*** includes time spent enjoyably chatting with family and friends, as well as social phone conversations, visiting or dinner with friends, neighbours or relatives, parties, dances, visits to nightclubs or bars, etc.
- The four ***Volunteer or Care Giving*** rows refer only to ***unpaid*** work. If you took care of children or adults for pay, please include that under "paid work."
- ***“Primary child care”*** refers to time spent directly and exclusively relating to a child, while ***not*** engaged in any other activity (e.g. housework, TV). Includes changing diapers, washing, dressing, teaching, reading to and playing with children, etc.
- ***“Primary adult care”*** refers to time spent directly helping and caring (dressing, bathing, grooming, etc.) for a sick, elderly or disabled relative or other adult. Also include here, not under "housekeeping," help given directly to these dependent adults with housekeeping tasks such as cleaning, laundry, shopping, and meal preparation.

- ***"Other formal civic & volunteer work"*** refers to unpaid activity for social, youth, religious, professional, political, sporting, non-profit and other organizations like unions and service clubs. If you offer volunteer adult care through a non-profit organization, count it under "adult care." Formal volunteer work here, therefore, includes all ***other*** types of voluntary work offered through formal organizations.
- ***"Other informal volunteer work"*** refers to unpaid activity that is not given through a formal organization (for example, unpaid babysitting, helping a neighbour put on a roof, etc.) Do *not* count voluntary work you provide for sick, elderly or disabled relatives or neighbours that you have already included in the "*adult care*" category.
- ***"Other travel"*** includes motor-cycle, truck, plane, train, etc. Please specify mode of transport directly in that row next to where you draw the line.
- ***"Other"*** includes pet care, gardening, and other activities that may not fit into any of the above categories. On the other hand, if you regard gardening as "leisure," then include it in the "other leisure" row. If you regard walking the dog as "active exercise," include it there. These are subjective choices. In a word or two, please specify each activity that you include under "other" directly in that row, next to where you draw the line.

Note: All the above activities do not overlap -- That is, you should choose only one activity for any period of the day to represent your main activity at that time.

However, the bottom five rows on the time use survey do overlap with the other activities, because they occur at the same time as the other activities:

- ***"Paid Child Care"***: Please include here the time for which you paid others to baby sit or care for your children. Do not count formal school time, but do include day care, extra-curricular (before or after school) classes, day camps, and other activities for which you paid. This overlaps other activities listed in the time use survey that you were presumably doing while paying someone to care for your child.
- ***"Secondary child care" and "secondary adult care"*** means that you are responsible for the well-being of children or adults, and are available to them if they need you; ***but*** you are engaged in other primary activities. For example, your child may be doing homework or watching TV, and a disabled or sick parent may be reading in the next room while you are doing dishes. Secondary child or adult care therefore also overlaps other activities.
- ***"Location"*** simply refers to whether each activity happened at home or away from home. So one of those two lines should be filled in for ***every*** activity during the 24 hours.

Time Use Survey Example

Background

Carol is a single mother of three children, Bobby is four years old, Kate is 14, and Thomas, her other son, is a 22-year-old, high-functioning autistic. This is how she filled out her time use diary (*see sample completed form attached*).

The Scenario on Day 1 in Carol's World

Carol reads a little before bedtime, goes to sleep, wakes at 8 a.m., takes only a few minutes to dress, then takes care of and plays with Bobby. She then walks Bobby to child care a few blocks away, checks in, socializing with Mandy the child care worker. Carol walks back, fixes breakfast and eats it, then works at her home-based business for two hours.

At noon, she fixes lunch for herself, Kate, and Thomas, eats lunch with them, and washes up afterwards, putting a load of laundry in the washer. At 1 p.m., she pays bills for 15 minutes, then drives to the store to shop for food; drives back and works for half an hour, and at 2:45 p.m. takes a break for 15 minutes to play Free Cell on her computer. From 3 to 3:30, she plays cards with Thomas, then works another hour before walking over to the child care to get Bobby. She spends 15 minutes admiring the crafts he made, and then walks him back home. From 5:30 to 6 she prepares the evening dinner with Thomas. The family eats together for half an hour.

From 6:30 to 7 p.m., she takes a shower and gets dressed. Kate has agreed to watch Bobby while she goes to teach an evening class at her church, so she doesn't have to pay for child care. She takes the bus at 7 and gets there at 7:20, where she socializes for a few minutes, before going into meditate until class starts at 8 p.m. She teaches class until 9:30, then gets a ride home with a friend, arriving at 9:45 p.m. She checks in with Kate and then watches a video with Thomas until midnight, when she goes to bed.

Note how the bottom two categories (***Child and Adult Care Occurring at the Same Time as Your Main Activity*** and ***Location of Main Activity***) change as the day progresses.

See sample completed Day One time use diary attached.

Day 1, July 10, 2000

Time	Activity	Activity Box Marked
12-12:30 a.m.	read from a book before going to bed	Leisure /Reading
12:30 -8 a.m.	slept	Personal /Sleep
8 -8:30	Got up; then dressed, fed, and played with Bobby	Care Giving /Primary child care
8:30-9:00	Walked Bobby to the child care a few blocks away	Travel /walking
9:00-9:15	Socialized with child care provider	Free Time /Socializing
9:15-9:30	Walked back home	Travel /Walking
9:30-9:45	Prepared breakfast	Household /Cooking
9:45-10:00	Ate breakfast	Personal /Home meals
10-noon	Worked at home business	Work /Paid work
Noon-12:15	Prepared lunch	Household /Cooking
12:15-12:45	Ate lunch with Kate and Thomas	Personal /Home meals
12:45-1 p.m.	Cleans up from lunch, put laundry in washer	Household /Cooking and washing up
1-1:15	Paid bills	Other household work
1:15-1:30 p.m.	Drove to the store	Travel /By car
1:30-2 p.m.	Shopped	Household /Shopping
2-2:15 p.m.	Drove home	Travel /By car
2:15-2:45 p.m.	Worked at home business	Work /Paid work
2:45-3 p.m.	Played Freecell on her computer	Free Time /non-work computer games
3-3:30 p.m.	Played cards with Thomas	Volunteer or Care Giving /Primary Adult care
3:30-4:30 p.m.	Worked at home business	Work /paid work
4:30-4:45 p.m.	Walked to Mandy's to pick up Bobby	Travel /Walking
4:45-5 p.m.	Admired Bobby's crafts at day care	Volunteer or Care Giving /Primary child care
5-5:30 p.m.	Walked Bobby home from child care	Travel /Walking

5:30-6 p.m.	Prepared dinner with Thomas	Household/Cooking
6-6:30 p.m.	Ate dinner with the family	Personal/Home meals
6:30-7 p.m.	Takes a shower and gets dressed	Personal/Bathing, dressing
7-7:30 p.m.	Takes the bus to class at church, socializes a little on arriving	Travel/By public transport
7:30-8 p.m.	Meditates at church	Free Time/Spiritual practice
8-9:30 p.m.	Teaches class at church	Volunteer/Other formal volunteer work
9:30-9:45 p.m.	Gets a ride home with a friend	Travel/by car
9:45-10 p.m.	Checks in with Kate about Bobby	Volunteer or Care Giving/Primary child care
10 p.m-12 am	Watches video with Thomas	Free time/Watching VCR

Sample Completed Day One Time Use Diary

Morning

TIME USE DIARY

DAY 1 Morning: Monday Date: 10 (day) July (month), 2000

MAIN ACTIVITY	12 am	1 am	2 am	3 am	4 am	5 am	6 am	7 am	8 am	9 am	10 am	11 am
Personal												
Sleep, rest												
Bathing, dressing												
Home meals												
Personal services												
Household												
Cooking and washing up												
Shopping												
Housekeeping and laundry												
Maintenance and repair												
Other household work												
Work/Education												
Paid work												
Education												
Looking for work												
Free Time/Leisure												
Eating out												
Movies & other entertainment												
Watching TV/VCR												
Reading												
Non-work computer games/Net												
Spiritual/religious practice												
Active sport or exercise												
Socializing												
Other leisure (specify)												
Volunteer or Care Giving												
Primary child care												
Primary adult care												
Other formal volunteer work												
Other informal volunteer work												
Travel												
By car												
By public transport												
By walking or bicycling												
Other (specify)												
Other Activities (specify)												
CHILD AND ADULT CARE OCCURRING AT THE SAME TIME AS YOUR MAIN ACTIVITY												
Paid another for child care												
Secondary child care by you												
Secondary adult care by you												
LOCATION OF MAIN ACTIVITY (Each 15-minute time period should be marked)												
At home												
Away from home												

Sample Completed Day One Time Use Diary

Afternoon

TIME USE DIARY

DAY 1 Afternoon/evening: Monday Date: 10 (day) July (month), 2000

MAIN ACTIVITY	12 pm	1 pm	2 pm	3 pm	4 pm	5 pm	6 pm	7 pm	8 pm	9 pm	10 pm	11 pm
Personal												
Sleep, rest												
Bathing, dressing												
Home meals												
Personal services												
Household												
Cooking and washing up												
Shopping												
Housekeeping and laundry												
Maintenance and repair												
Other household work												
Work/Education												
Paid work												
Education												
Looking for work												
Free Time/Leisure												
Eating out												
Movies & other entertainment												
Watching TV/VCR												
Reading												
Non-work computer games/Net												
Spiritual/religious practice												
Active sport or exercise												
Socializing												
Other leisure (specify)												
Volunteer or Care Giving												
Primary child care												
Primary adult care												
Other formal volunteer work												
Other informal volunteer work												
Travel												
By car												
By public transport												
By walking or bicycling												
Other (specify)												
Other Activities (specify)												
CHILD AND ADULT CARE OCCURRING AT THE SAME TIME AS YOUR MAIN ACTIVITY												
Paid another for child care												
Secondary child care by you												
Secondary adult care by you												
LOCATION OF MAIN ACTIVITY (Each 15-minute time period should be marked)												
At home												
Away from home												

TOTAL AMOUNT PAID FOR CHILD CARE TODAY: \$20

TIME USE DIARY

DAY 1 Morning: _____ Date: _____ (day) _____ (month), 2000

MAIN ACTIVITY	12 am	1 am	2 am	3 am	4 am	5 am	6 am	7 am	8 am	9 am	10 am	11 am
Personal												
Sleep, rest												
Bathing, dressing												
Home meals												
Personal services												
Household												
Cooking and washing up												
Shopping												
Housekeeping and laundry												
Maintenance and repair												
Other household work												
Work/Education												
Paid work												
Education												
Looking for work												
Free Time/Leisure												
Eating out												
Movies & other entertainment												
Watching TV/VCR												
Reading												
Non-work computer games/Net												
Spiritual/religious practice												
Active sport or exercise												
Socializing												
Other leisure (specify)												
Volunteer or Care Giving												
Primary child care												
Primary adult care												
Other formal volunteer work												
Other informal volunteer work												
Travel												
By car												
By public transport												
By walking or bicycling												
Other (specify)												
Other Activities (specify)												
CHILD AND ADULT CARE OCCURRING AT THE SAME TIME AS YOUR MAIN ACTIVITY												
Paid another for child care												
Secondary child care by you												
Secondary adult care by you												
LOCATION OF MAIN ACTIVITY (Each 15-minute time period should be marked)												
At home												
Away from home												

TIME USE DIARY

DAY 1 Afternoon/evening:

Date:

(day)

(month), 2000

MAIN ACTIVITY	12 pm	1 pm	2 pm	3 pm	4 pm	5 pm	6 pm	7 pm	8 pm	9 pm	10 pm	11 pm
Personal												
Sleep, rest												
Bathing, dressing												
Home meals												
Personal services												
Household												
Cooking and washing up												
Shopping												
Housekeeping and laundry												
Maintenance and repair												
Other household work												
Work/Education												
Paid work												
Education												
Looking for work												
Free Time/Leisure												
Eating out												
Movies & other entertainment												
Watching TV/VCR												
Reading												
Non-work computer games/Net												
Spiritual/religious practice												
Active sport or exercise												
Socializing												
Other leisure (specify)												
Volunteer or Care Giving												
Primary child care												
Primary adult care												
Other formal volunteer work												
Other informal volunteer work												
Travel												
By car												
By public transport												
By walking or bicycling												
Other (specify)												
Other Activities (specify)												
CHILD AND ADULT CARE OCCURRING AT THE SAME TIME AS YOUR MAIN ACTIVITY												
Paid another for child care												
Secondary child care by you												
Secondary adult care by you												
LOCATION OF MAIN ACTIVITY (Each 15-minute time period should be marked)												
At home												
Away from home												

TOTAL AMOUNT PAID FOR CHILD CARE TODAY: \$ _____

TIME USE DIARY

DAY 2 Morning: _____ Date: _____ (day) _____ (month), 2000

MAIN ACTIVITY	12 am	1 am	2 am	3 am	4 am	5 am	6 am	7 am	8 am	9 am	10 am	11 am
Personal												
Sleep, rest												
Bathing, dressing												
Home meals												
Personal services												
Household												
Cooking and washing up												
Shopping												
Housekeeping and laundry												
Maintenance and repair												
Other household work												
Work/Education												
Paid work												
Education												
Looking for work												
Free Time/Leisure												
Eating out												
Movies & other entertainment												
Watching TV/VCR												
Reading												
Non-work computer games/Net												
Spiritual/religious practice												
Active sport or exercise												
Socializing												
Other leisure (specify)												
Volunteer or Care Giving												
Primary child care												
Primary adult care												
Other formal volunteer work												
Other informal volunteer work												
Travel												
By car												
By public transport												
By walking or bicycling												
Other (specify)												
Other Activities (specify)												
CHILD AND ADULT CARE OCCURRING AT THE SAME TIME AS YOUR MAIN ACTIVITY												
Paid another for child care												
Secondary child care by you												
Secondary adult care by you												
LOCATION OF MAIN ACTIVITY (Each 15-minute time period should be marked)												
At home												
Away from home												

TIME USE DIARY

DAY 2 Afternoon/evening: _____ Date: _____ (day) _____ (month), 2000

MAIN ACTIVITY	12 pm	1 pm	2 pm	3 pm	4 pm	5 pm	6 pm	7 pm	8 pm	9 pm	10 pm	11 pm
Personal												
Sleep, rest												
Bathing, dressing												
Home meals												
Personal services												
Household												
Cooking and washing up												
Shopping												
Housekeeping and laundry												
Maintenance and repair												
Other household work												
Work/Education												
Paid work												
Education												
Looking for work												
Free Time/Leisure												
Eating out												
Movies & other entertainment												
Watching TV/VCR												
Reading												
Non-work computer games/Net												
Spiritual/religious practice												
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Travel												
By car												
By public transport												
By walking or bicycling												
Other (specify)												
Other Activities (specify)												
CHILD AND ADULT CARE OCCURRING AT THE SAME TIME AS YOUR MAIN ACTIVITY												
Paid another for child care												
Secondary child care by you												
Secondary adult care by you												
LOCATION OF MAIN ACTIVITY (Each 15-minute time period should be marked)												
At home												
Away from home												

TOTAL AMOUNT PAID FOR CHILD CARE TODAY: \$ _____