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Navy-wide Personnel Survey (NPS) 1997:
Statistical Tables for Officers and Enlisted Personnel

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The eighth annual Navy-wide Personnel Survey (NPS) was mailed in August 1997 to a random sample of 14,958 active duty enlisted personnel and officers. Completed questionnaires were accepted through mid-November 1997. The adjusted return rate was 43 percent. Survey topics included detailing and the assignment process, organizational climate, and health issues. Responses were weighted by paygrade to allow generalization of sample results to the Navy population. Responses of enlisted personnel are broken out by paygrade and other important demographic variables.

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Foreword

Administered annually, the Navy-wide Personnel Survey (NPS), is a major product of the Navy Survey Resource Center (NSRC) at the Navy Personnel Research and Development Center. The 1997 NPS examined the perceptions of officers and enlisted personnel in a variety of areas including detailing and the assignment process, organizational climate, and health issues. This information is valuable to managers and policy makers in program formulation and evaluation.

NPS 1997 was conducted under the sponsorship of the Chief of Naval Personnel (PERS-00) within reimbursable Work Unit 97WRPS500. Data collection concluded in mid-November 1997, and the results of the survey were briefed to the Chief of Naval Personnel, his staff, and sponsors in February 1998.

This technical note presents statistical results for officers and enlisted personnel. Any questions regarding this report should be directed to Dr. John Kantor, (619) 553-7651 or DSN 553-7651.

THOMAS A. BLANCO
Director
Personnel and Organizational Assessment Department

Summary

The eighth annual Navy-wide Personnel Survey (NPS) was mailed in August 1997 to a random sample of 14,958 active duty enlisted personnel and officers. Completed questionnaires were accepted through mid-November 1997. The adjusted return rate was 43 percent. Survey topics included detailing and the assignment process, organizational climate, and health issues. Responses were weighted by paygrade to allow generalization of sample results to the Navy population. Responses of officers and enlisted personnel to the survey are broken out by paygrade and other important demographic variables.

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Introduction

Problem

The morale and job performance of Navy personnel take on added importance in an era of downsizing, where each individual must contribute to the increased efficiency required of a reduced force in a still-hostile world. Navy personnel attitudes and opinions represent input vital to the development and continuous improvement of Navy policies, procedures, and programs. Therefore, such opinions must be measured in a systematic and timely fashion, and furnish an accurate reflection of the views of the Navy's diverse and widespread membership.

Purpose

The annual Navy-wide Personnel Survey (NPS) was designed to collect opinion data on a systematic basis and to provide timely information on issues of importance to policy makers. The annual sampling, representative of the entire Navy population, allows the identification and analysis of trends in opinions and attitudes toward plans, programs, and policies that materially affect the performance and morale of Navy personnel. The survey was also designed to accommodate the study of topics of compelling interest on a one-time basis. This technical note provides results for officers of the NPS 1997, the eighth administration of the NPS.

Approach

NPS questionnaires were mailed in August 1997 to a random sample of 14,958 enlisted personnel and officers with a projected rotation date of January 1998 or later. Personnel who received the 1996 survey were not eligible for inclusion in the sample. The sampling represented approximately 3.1 percent of the total enlisted population and 7.1 percent of the total officer population. Of the original sample, approximately 1,996 surveys could not be delivered and were returned unanswered. Reminder/thank you postcards were mailed to the entire sample 4 weeks after the surveys were sent. The adjusted return rate was 43 percent. Unadjusted return rates for paygrade groups, total enlisted, and total officer groups are displayed in Table 1.

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Table 1

Return Rates for Paygrade Groups

Paygrade Group	Population N^a	Surveys Sent	Surveys Returned	Percent Return[b]
Enlisted				
E-2 and E-3	86,753	6,210	858	14
E-4 through E-6	223,254	2,841	1,137	40
E-7 through E-8	40,661	1,689	1,088	64
Total	**350,669**	**10,740**	**3,083**	**29**
Officers				
W-2 through W-4	2,100	883	578	65
O-1 through O-3[c]	34,346	1,895	995	53
O-4 and above	23,066	1,440	954	66
Total	**59,452**	**4,218**	**2,527**	**60**

[a]Population N = all personnel in the Navy eligible for participation in the survey. Many individuals were excluded because they were on TWAD or their PRD was scheduled soon.

[b]Percent return was calculated without adjustment for surveys that could not be delivered.

[c]Includes O-1E through O-3E.

The survey responses were weighted based on paygrade to adjust for the different levels of representation by each paygrade. Some paygrades—with smaller populations—are over-represented in the sample, while others are under-represented. Additional consideration to weight the responses was the differential return rate by paygrades. When looking at the statistical tables, the actual number of subjects in a cell represents 7.1 percent of the officer population and 3.1 percent of the enlisted personnel in the Navy, rather than the actual number of people who filled out the survey. Unless otherwise indicated, all statistics are weighted by paygrade. Weighting allows generalization of sample results to the entire Navy. Separate weighting schemes were employed for enlisted personnel and officers.

For statistical analyses, enlisted personnel were grouped together according to paygrade: (1) E-2 and E-3, (2) E-4 through E-6, and (3) E-7 through E-9. Personnel in paygrade E-1 were excluded because of their limited time in the Navy. Officers were assigned to one of three groups: (1) W-2 through W-5, (2) O-1E through O-3E and O-1 through O-3, and (3) O-4 and above.

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How to Read Statistical Tables

The information contained in each statistical table is described here in Figure 1.

1. Question number and description of question.
2. Number of question from which respondent groups are derived.
3. Respondent groups.
4. Respondent options.
5. (Weighted) number of responses.
6. Column percent: For a given (weighted) respondent gro· p, the column percent provides a distribution of responses across response options.
7. Total number of respondents (weighted) selecting option.
8. Percent of all respondents (weighted) selecting option.
9. Total nv mber (weighted) of respondents.
10. Total number (weighted) of respondents in group.
11. Percent of all respondents (weighted) in group.

1   2

Q10 Spouse Contribution to Family Income by Q20 Paygrade

3

Q10		E-2—E-3	E-4—E-6	E-7—E-9	Row Total
None	Count	87	638	133	858
		41.0%	37.2%	33.0%	36.8%
Half or Less	Count	61	667	186	914
		28.8%	38.9%	46.0%	39.2%
Three-fourths	Count	16	139	38	193
		7.7%	8.1%	9.3%	8.3%
Equal to Mine	Count	26	157	31	214
		12.2%	9.1%	7.7%	9.2%
More than Mine	Count	22	113	16	151
		10.3%	6.6%	4.0%	6.5%
Total	Count	**212**	**1,714**	**404**	**2,330**
		9.1%	**73.5%**	**17.4%**	**100.0%**

Note: The weighting procedure followed, of rounding to whole numbers, may so· ·etimes produce a ∠ero frequency combined with a non-zero percentage for a cell. For all practical purposes, such results may be ignored.

Figure 1. Statistical table for Question 10.

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Organization

The sequence of statistical tables in this report corresponds to the sequence of questions in the NPS 1997. A copy of the NPS 1997 appears in Appendix A. In the first analysis for each question, all response options were included. A second analysis was conducted in which the "Does Not Apply" option was omitted. Also, in the second analysis, response options were collapsed for agree/disagree questions, with "Strongly Disagree" and "Disagree" as one category and "Strongly Agree" and "Agree" as another. All questions were broken out by paygrade and at times by other important demographic variables.

Margin of Error

Tabulated results are a curate at the 95 percent level of confidence within the margins of error displayed in Table B-2. (See Appendix B for a discussion of margin of error in estimation of percentages.) In general, the error for the aggregated enlisted group would not exceed ±1 percent and would not exceed ±2 percent for the aggregated officer group.

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Appendix A

Navy-wide Personnel Survey
1997

Navy-wide

Personnel

Survey 1997

Chief of Naval Personnel   Washington, DC 20370-5000

PRIVACY ACT STATEMENT

Authority to request this information is granted under Title 5, U.S. Code 301 and Department of the Navy Regulations. Executive Order 9397. License to administer this survey is granted under OPNAV Report Control Symbol 1000-27, which expires on 18 Jul 2000. Personal identifiers will be used to conduct follow-on research.

PURPOSE: The purpose of this questionnaire is to collect data to evaluate existing and proposed Navy personnel policies, procedures, and programs.

ROUTINE USES: The information provided in this questionnaire will be analyzed by the Navy Personnel Research and Development Center. The data files will be maintained by the Navy Personnel Survey System at the Navy Personnel Research and Development Center, where they may be used to determine changing trends in the Navy.

CONFIDENTIALITY. All responses will be held in confidence by the Navy Personnel Research and Development Center. Information you provide will be considered only when statistically combined with the responses of others, and will not be identified with any single individual.

PARTICIPATION: Completion of this questionnaire is entirely voluntary. Failure to respond to any of the questions will NOT result in any penalties except lack of representation of your views in the final results and outcomes.

Please use the last page of this questionnaire for any comments you wish to make.
Please complete the survey and return it in the envelope provided.

If you have any questions, you may contact:
John Kantor
(619) 553-7651 or DSN 553-7651
FAX: (619) 553-9973
e-mail: kantor@nprdc.navy.mil
Navy Personnel Research and Development Center
Survey Operations Center
53335 Ryne Road
Code 122
San Diego, CA 92152-7250

THANK YOU FOR YOUR TIME AND EFFORT!

2

You have been randomly selected by computer to take part in this survey. Your participation is voluntary. Please take the time to give careful, frank answers. It should take about forty minutes to complete the survey.

IMPORTANT INSTRUCTIONS

* USE NO. 2 PENCIL ONLY.
* Do NOT use ink, ballpoint or felt tip pens.
* Erase cleanly and completely any changes you make.
* Make black marks that fill the circle.
* Do not make stray marks on the form.
* Do not fold, tear, or mutilate this form.

USE A NO. 2 PENCIL ONLY

CORRECT MARK: ●
INCORRECT MARK: ⊘ ⊗ ● ·

For questions that look like the following, print the required information in the boxes provided. Then blacken the corresponding circles under the numbers or letters you printed.

For questions that look like the next two examples blacken the circle corresponding to the answer you selected.

EXAMPLE

1. How long have you been on active duty in the Navy?

```
0 9    0 1
●      ●
```

EXAMPLE

2. What is your current military status?
   ○ USN
   ○ USNR
   ● USNR (TAR)
   ○ USNR (OGS TEMAC — Recruiter ACDUTRA)

3. How much do you AGREE or DISAGREE with the following statements?

Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree

a. Medical-care facilities are easily accessible at my command   ●

b. The accessibility of medical facilities has had an impact on readiness   ●

c. I am satisfied with the quality of medical services I receive   ●

PERSONAL

1. What is your gender?
- ⚪ Male
- ⚪ Female

> **The answers for Questions 2 and 3 are based on the standard DoD race and ethnic categories. If you are of mixed heritage, please select the racial and ethnic group with which you MOST closely identify.**

2. What is your racial background?
- ⚪ White
- ⚪ Black/African-American
- ⚪ Asian/Pacific Islander
- ⚪ American Indian
- ⚪ Other

3. What is your ethnic background?
- ⚪ Mexican, Chicano, Mexican-American
- ⚪ Puerto Rican
- ⚪ Cuban
- ⚪ Other Spanish/Hispanic
- ⚪ Japanese
- ⚪ Chinese
- ⚪ Korean
- ⚪ Vietnamese
- ⚪ Asian Indian
- ⚪ Filipino
- ⚪ Pacific Islander (Guamanian, Samoan, etc)
- ⚪ Eskimo/Aleut
- ⚪ None of the above

4. What is your highest level of education?
- ⚪ Less than high school completion/no diploma
- ⚪ Alternate degree GED home study/adult school certification
- ⚪ High school diploma/graduate
- ⚪ Some college no degree
- ⚪ Associate's degree or other 2 year degree
- ⚪ Bachelor's degree
- ⚪ Master's degree
- ⚪ Doctorate or professional degree

5. What is your religious preference?
- ⚪ Catholic
- ⚪ Protestant (Baptist, Methodist, Lutheran, etc)
- ⚪ Jewish
- ⚪ Orthodox churches (Greek. Russian. etc)
- ⚪ Muslim
- ⚪ Buddhist
- ⚪ Mormon
- ⚪ Pentecostal
- ⚪ Other religion not listed
- ⚪ No religious preference

6. What is your current marital status?
- ⚪ Single and never married
- ⚪ Married for the first time
- ⚪ Remarried, was divorced
- ⚪ Legally separated or filing for divorce
- ⚪ Divorced
- ⚪ Widowed

7. What was your marital status when you entered the Navy?
- ⚪ Single and never married
- ⚪ Married for the first time
- ⚪ Remarried was divorced
- ⚪ Legally separated or filing for divorce
- ⚪ Divorced
- ⚪ Widowed

8. Did you get married this past year (CY96 or CY97)?
- ⚪ Yes
- ⚪ No (skip to Question 12)

9. If yes, who performed the ceremony?
- ⚪ Civilian clergy
- ⚪ Navy chaplain
- ⚪ Civil servant (Justice of the Peace etc)
- ⚪ Other

10. Did you receive premarital counseling?
- ⚪ Yes
- ⚪ No

11. If yes, from whom did you receive counseling? (Select ALL that apply)
- ⚪ Civilian clergy (minister, priest, rabbi, etc)
- ⚪ Navy chaplain
- ⚪ Counselor
- ⚪ Family member
- ⚪ Other

12. Were you divorced in the last year (CY96 or CY97)?
- ⚪ Yes
- ⚪ No

Dear Naval Service Member:

　　I need your help to provide us feedback on personnel policies and programs that affect you directly. You have been randomly selected to participate in the 1997 Navy-Wide Personnel Survey (NPS). The 1997 NPS is designed to take the pulse of the service and to measure and communicate the concerns, interests, priorities, and recommendations of Sailors, both officers and enlisted alike.

　　Your individual survey responses are very important to us in helping to improve our personnel policies and to ensure that our people programs are responsive to your needs. You are part of a limited number of Sailors that are receiving this survey, so this is your opportunity to have direct, confidential input on issues important to you, your family, and your shipmates.

　　The attached survey addresses career issues, detailing and assignment processes, organizational climate, force reduction and base closure issues, health promotion issues, and other relevant topics. It takes about 40 minutes to complete. The last page is provided for your personal comments on topics of concern to you, but not addressed in the survey.

　　The confidentiality of your responses is guaranteed; the Navy Personnel Research and Development Center releases only numerical results and representative comments, with all personnel and command identifiers removed. Please take time to help us help you, your family, and shipmates by returning the survey promptly in the postage paid envelope provided.

　　Thank you in advance for your help!

Sincerely,

L. R. MARSH
Rear Admiral, U.S. Navy

13. What is your spouse's employment situation? (Mark **ALL** that apply.)
    - ○ Not currently married
    - ○ Active Duty Military
    - ○ Military Reserve
    - ○ Civil Service
    - ○ Civilian job, private sector
    - ○ Self-employed
    - ○ Retired
    - ○ Not employed, by choice (e g , student, homemaker)
    - ○ Not employed, but actively job hunting
    - ○ Not employed for other reasons

14. If you have an ex-spouse, what is his/her employment situation? (Mark **ALL** that apply.)
    - ○ Do not have an ex-spouse
    - ○ Active Duty Military
    - ○ Military Reserve
    - ○ Civil Service
    - ○ Civilian job, private sector
    - ○ Self-employed
    - ○ Retired
    - ○ Not employed, by choice (e.g , student, homemaker)
    - ○ Not employed, but actively job hunting
    - ○ Not employed for other reasons
    - ○ Do not know

15. Is your spouse employed full-time or part-time?
    - ○ Not currently married
    - ○ Spouse is not employed
    - ○ Full-time
    - ○ Part-time

16. Is your ex-spouse employed full-time or part-time?
    - ○ Do not have an ex-spouse
    - ○ Ex-spouse is not employed
    - ○ Full-time
    - ○ Part-time
    - ○ Do not know

17. Your spouse's and/or ex-spouse's **combined** contribution to your family income, relative to your contribution (**excluding** children's income) is:
    - ○ None neither my spouse nor ex-spouse contribute to my family income
    - ○ Half or less than half of my contribution
    - ○ About three-fourths of my contribution
    - ○ About equal to my contribution
    - ○ Greater than my contribution

18. Do you personally have any family members enrolled in DEERS? *Dual military couples, only answer if you have children enrolled under your name.* (Select **ALL** that apply.)
    - ○ No, I personally have no family members enrolled in DEERS (skip to Question 20)
    - ○ Spouse (non-military)
    - ○ Child(ren) living with me
    - ○ Child(ren) not living with me
    - ○ Child(ren) living part-time with me (i.e., joint custody with ex-spouse)
    - ○ Legal ward(s) living with me
    - ○ Parent(s) or other relative(s)

19. How many of your children enrolled in DEERS under the age of 21, or under the age of 24 and enrolled full-time in college, live in your household? *Include children for whom you have joint custody.*

	AGE GROUP OF CHILDREN	NUMBER OF CHILDREN IN AGE GROUP
a.	Under 6 weeks	① ② ③ ④ ⑤
b	6 wks through 12 mos	① ② ③ ④ ⑤
c.	13 through 24 mos	① ② ③ ④ ⑤
d.	25 through 35 mos	① ② ③ ④ ⑤
e.	3 through 5 yrs	① ② ③ ④ ⑤
f	6 through 9 yrs	① ② ③ ④ ⑤
g.	10 through 12 yrs	① ② ③ ④ ⑤
h.	13 through 15 yrs	① ② ③ ④ ⑤
i.	16 through 20 yrs	① ② ③ ④ ⑤
j.	21 through 24 yrs	① ② ③ ④ ⑤

20. Are you or any of the family members in your household currently receiving assistance from any of the sources listed below? (Select **ALL** that apply.)
    - ○ No, do not receive any assistance (skip to Question 22)
    - ○ No, qualify for assistance, but currently are not receiving any (skip to Question 22)
    - ○ Food stamps
    - ○ Food Locker
    - ○ SHARE Program
    - ○ Woman Infant Children (WIC) Assistance
    - ○ Don't know if receiving any assistance

21. If you receive some form of assistance, do you draw BAQ/VHA?
    - ○ Yes
    - ○ No

22. Are you accompanied by the family members in your household on your present assignment?
- O Does not apply/no family members
- O Yes
- O Temporarily unaccompanied (family members will join me later)
- O Permanently unaccompanied because it was required for the billet
- O Permanently unaccompanied because family members were not command sponsored (overseas tour)
- O Permanently unaccompanied because Household Goods move was not authorized with PCS orders (i.e., BRAC closure, Precomm unit, change of homeport, etc.)
- → O Permanently unaccompanied by choice

Answer Question 23 only if you selected this option. Otherwise, skip to Question 24.

23. Select the top five (5) reasons which BEST describe why you are permanently unaccompanied by family members in your household, and rank them with one (1) being the most important.

		1	2	3	4	5
a.	Spouse employment	O	O	O	O	O
b	Home ownership	O	O	O	O	O
c.	Availability of military family housing	O	O	O	O	O
d.	Availability of civilian housing	O	O	O	O	O
e.	Cost of civilian housing	O	O	O	O	O
f	Spouse's education	O	O	O	O	O
g.	Children's schools	O	O	O	O	O
h	Ties to the community	O	O	O	O	O
i.	Family members prefer to remain in another location	O	O	O	O	O
j	Costs associated with moving	O	O	O	O	O
k.	Your work schedule	O	O	O	O	O
l	Availability of health care and education services for special needs	O	O	O	O	O
m.	Availability of activities facilities for family members/child care	O	O	O	O	O
n	Inadequate time to make moving arrangements	O	O	O	O	O
o.	Length of new duty assignment	O	O	O	O	O
p	Personal reasons	O	O	O	O	O
q.	Other	O	O	O	O	O

CAREER

24. How long have you been on Active Duty in the Navy? *Count the time from the day you were sworn in.* **(Fill in all columns; i.e., 1 year = 01 and 9 months = 09)**

Years		Months	
0	0	0	0
1	1	1	1
2	2		2
3	3		3
4	4		4
	5		5
	6		6
	7		7
	8		8
	9		9

25. What is your paygrade?
- O E-1   O W-1   O O-1
- O E-2   O W-2   O O-2
- O E-3   O W-3   O O-3
- O E-4   O W-4   O O-4
- O E-5   O O-5
- O E-6   O O-6
- O E-7   O O-1E   O O-7 or above
- O E-8   O O-2E
- O E-9   O O-3E

26. What is your commissioned designator? (Begin numbering in the LEFT column.)
- O Does not apply/I am enlisted

0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

27. If you are a Chief Petty Officer, Petty Officer, or an officially DESIGNATED STRIKER (qualified to wear the striker rating badge), what is your general rating (i.e., AW, ET, CTI, etc.)? *Only use your rate, not paygrade, such as AW not AWC.* **(Begin lettering in the LEFT column.)**

○ Does not apply/I am an officer
○ Not rated/not designated striker

Ⓐ	Ⓐ	Ⓐ
Ⓑ	Ⓑ	Ⓑ
Ⓒ	Ⓒ	Ⓒ
Ⓓ	Ⓓ	Ⓓ
Ⓔ	Ⓔ	Ⓔ
Ⓕ	Ⓕ	Ⓕ
Ⓖ	Ⓖ	Ⓖ
Ⓗ	Ⓗ	Ⓗ
Ⓘ	Ⓘ	Ⓘ
Ⓙ	Ⓙ	Ⓙ
Ⓚ	Ⓚ	Ⓚ
Ⓛ	Ⓛ	Ⓛ
Ⓜ	Ⓜ	Ⓜ
Ⓝ	Ⓝ	Ⓝ
Ⓞ	Ⓞ	Ⓞ
Ⓟ	Ⓟ	Ⓟ
Ⓠ	Ⓠ	Ⓠ
Ⓡ	Ⓡ	Ⓡ
Ⓢ	Ⓢ	Ⓢ
Ⓣ	Ⓣ	Ⓣ
Ⓤ	Ⓤ	Ⓤ
Ⓥ	Ⓥ	Ⓥ
Ⓦ	Ⓦ	Ⓦ
Ⓧ	Ⓧ	Ⓧ
Ⓨ	Ⓨ	Ⓨ
Ⓩ	Ⓩ	Ⓩ

28. What is your current billet?
○ Sea duty
○ Shore duty
○ Other (e g , neutral duty, Duty Under Instruction)

29. What is the geographical location of your current assignment? *If deployed, where is your command homeported?*
○ Alaska or Hawaii
○ CONUS (East Coast)
○ CONUS (West Coast)
○ Europe (including Mediterranean)
○ Far East
○ Caribbean
○ Middle East (including African continent)
○ South or Central America

30. In which FLEET are you now homeported?
○ Does not apply
○ 2nd Fleet, Atlantic
○ 3rd Fleet, Pacific
○ 5th Fleet, Persian Gulf
○ 6th Fleet, Mediterranean
○ 7th Fleet, Far East

31. To what type of ship/activity are you currently assigned? (If applicable, select ALL that apply.)
○ Shore or Staff Command
○ Afloat staff
○ Training Command
○ Aviation Squadron (deployed to ships)
○ Aviation Squadron (deployed to shore)
○ Carrier-based Aviation Squadron/Detachment
○ Aircraft Carrier
○ Cruiser
○ Destroyer types (includes frigates)
○ Minecraft
○ Submarine
○ Tender/Repair ship
○ Reserve Unit
○ Service Force ship
○ Amphibious ship
○ Amphibious craft
○ Shore based deployable unit (Seabees, EOD, Sea OpDet, etc.)
○ Other

32. In which of the following sources do you find most of your general information about the Navy? (Select ONE answer.)
○ **Navy produced information sources** (your base/command newspaper, Navy/Marine Corps TV News, All Hands magazine, Navy messages, plans of the day/week, morning quarters, Captain's Call, word from your leading petty officer/division officer. other Navy information sources)
○ **Externally produced information sources** (Navy Times or other Navy focused publications)
○ **Local or national newspaper**
○ **Local or national television**

33. Where do you find most of your information about Navy personnel policies and programs which affect you? (Select ONE answer.)
○ **Navy produced information sources** (your base/command newspaper, Navy/Marine Corps TV News, All Hands magazine, Navy messages, plans of the day/week, morning quarters, Captain's Call, word from your leading petty officer/division officer, other Navy information sources)
○ **Externally produced information sources** (Navy Times or other Navy focused publications)
○ **Local or national newspaper**
○ **Local or national television**

DETAILING AND ASSIGNMENT PROCESS

PCS ORDERS

34. How far in advance of your last Projected Rotation Date (PRD) did you first contact your detailer?
- ○ 1 to 90 days
- ○ 91 days to under 6 months
- ○ 6 months to under 9 months
- ○ 9 months to under 12 months
- ○ Does not apply

35. How many assignment choices were available to you on your first call to your detailer?
- ○ Not applicable
- ○ More than 4
- ○ 4
- ○ 3
- ○ 2
- ○ 1
- ○ None told to call back at the next requisition date

36. How far in advance of your last PRD did you negotiate your orders?
- ○ Not applicable
- ○ 1 to 30 days
- ○ 31 to 60 days
- ○ 61 to 90 days
- ○ 91 days to 6 months
- ○ More than 6 months

37. How far in advance of your last change of station or actual rotation date did you receive your orders?
- ○ Not applicable
- ○ 1 to 30 days
- ○ 31 to 60 days
- ○ 61 to 90 days
- ○ 91 days to 6 months
- ○ More than 6 months
- ○ Did not receive orders in advance

38. Were your last orders issued early enough to allow you to easily complete preparations for your PCS move?
- ○ Move not required, new duty station was in same geographic location
- ○ Yes
- ○ No
- ○ Does not apply

39. When choosing your last assignment, what was your primary concern? (Pick the ONE most important reason.)
- ○ Future promotability
- ○ Type of duty
- ○ Geographic location
- ○ Platform/billet
- ○ Spouse's collocation
- ○ Family concerns
- ○ Geographic stability
- ○ Other

40. How receptive was your detailer to resolving conflicts between your personal desires and the needs of the Navy?
- ○ Very receptive
- ○ Receptive
- ○ Not very receptive
- ○ Not receptive at all
- ○ Does not apply

41. Do you have Internet access available to you at your current command?
- ○ Yes
- ○ No
- ○ Don't know

42. Since the Bureau of Naval Personnel (BUPERS) Home Page came on-line in September 1995, how many times have you used it? (Select ALL that apply.)
- ○ Never, I did not know it existed
- ○ Never, but I knew it existed
- ○ Never, I do not have Internet access at home
- ○ Never, I do not have Internet access at work
- ○ A few times, but I did not find it useful
- ○ A few times, and I was satisfied
- ○ Frequently I find it very useful and informative

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43. If you have used the BUPERS ACCESS computer bulletin board system (or if someone else operated it for you), please rate the extent to which you AGREE or DISAGREE with each of the following statements?

○ I have not used BUPERS ACCESS (skip to Question 44)

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. The system is easy to use	○	○	○	○	○
b. The system gave me the information I needed	○	○	○	○	○
c. The system made it easier to communicate with my detailer	○	○	○	○	○
d. The system has reduced the number of calls I make to my detailer	○	○	○	○	○

44. If you have used the BUPERS Interactive Voice Response (IVR) 1-800-951-NAVY system, please rate the extent to which you AGREE or DISAGREE with each of the following statements?

○ I have not used BUPERS IVR (skip to Question 45)

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. The system is easy to use	○	○	○	○	○
b. The system gave me the information I needed	○	○	○	○	○
c. The system made it easier to communicate with my detailer	○	○	○	○	○
d. The system has reduced the number of calls I make to my detailer	○	○	○	○	○

45. If you have used the Job Advertising and Selection System (JASS), please rate the extent to which you AGREE or DISAGREE with each of the following statements?

○ I have not used JASS (skip to Question 46)

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. The system is easy to use	○	○	○	○	○
b. The system gave me the information I needed	○	○	○	○	○
c. The system made it easier to communicate with my detailer	○	○	○	○	○
d. The system has reduced the number of calls I make to my detailer	○	○	○	○	○

46. How effective do you feel each of the following methods is for interacting with your detailer?

○ I have not negotiated a set of orders with my detailer (skip to Question 47)

	Very effective	Effective	Neither	Ineffective	Very ineffective	Don't know/never use it
a. Preference Card/Form	○	○	○	○	○	○
b. Enlisted Personnel Action Request (NAVPERS 1306/7)	○	○	○	○	○	○
c. Letter	○	○	○	○	○	○
d. FAX	○	○	○	○	○	○
e. Telephone (normal hours)	○	○	○	○	○	○
f. Telephone (after hours)	○	○	○	○	○	○
g. Voice Mail	○	○	○	○	○	○
h. Electronic Mail	○	○	○	○	○	○
i. BUPERS Interactive Voice Response (IVR) 1-800-951-NAVY system	○	○	○	○	○	○
j. Job Advertising and Selection System (JASS)	○	○	○	○	○	○
k. Personal visit	○	○	○	○	○	○
l. Detailer field trip	○	○	○	○	○	○
m. BUPERS ACCESS	○	○	○	○	○	○
n. Naval message	○	○	○	○	○	○
o. Command Career Counselor/Representative	○	○	○	○	○	○

47. Would you be willing to extend on sea duty in order to obtain a desired assignment ashore?

○ Does not apply/would not extend tour

	Yes	No
1-3 months	○	○
4-6 months	○	○
7-9 months	○	○
10-12 months	○	○

48. Would you be willing to curtail your shore tour in order to obtain a desired assignment at sea?

○ Does not apply/would not curtail tour

	Yes	No
1-3 months	○	○
4-6 months	○	○
7-9 months	○	○
10-12 months	○	○
13-18 months	○	○

49. Would you be interested in extending on sea duty for the amount of time listed below beyond your original PRD if your subsequent shore duty was extended the same amount of time?

○ Does not apply/would not extend sea duty

	Yes	No
Extend by 1 year	○	○
Extend by 2 years	○	○
Extend by 3 years	○	○
Extend by 4 years	○	○

50. Would you be interested in extending on sea duty for the amount of time listed below beyond your original PRD if your homeport remained the same?

○ Does not apply/would not extend sea duty

	Yes	No
Extend by 1 year	○	○
Extend by 2 years	○	○
Extend by 3 years	○	○
Extend by 4 years	○	○

51. Would you be interested in extending on sea duty beyond your original PRD if, in addition to current pay provided, a bonus was established to increase sea pay? *Indicate the minimum monthly increase to sea pay you would accept to extend for each of the options (a-f).*

○ Does not apply
○ Would not extend for any incentive

	$100	$200	$300	$400	$500
a. Extend PRD for 1 year	○	○	○	○	○
b. Extend PRD for 2 years	○	○	○	○	○
c. Extend PRD for 3 years	○	○	○	○	○
d. Extend PRD for 4 years	○	○	○	○	○
e. Extend PRD for 5 years	○	○	○	○	○
f. Extend PRD for 6 years	○	○	○	○	○
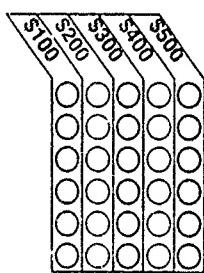
52. If Temporary Early Retirement Authority (TERA) were offered to your rate/designator, would you use it? *TERA is available only to people with 15 to 19.9 years of service.*

○ Yes
○ No
○ Undecided at this time
○ Does not apply

53. If a Variable Separation Incentive (VSI) or Special Separation Bonus (SSB) were offered to your rate/designator, would you use it? *VSI and SSB are one-time "buy-outs" for people below the fifteen year window.*

○ Yes
○ No
○ Undecided at this time
○ Does not apply

54. The "Chiefs to Sea" policy came about due to difficulties experienced in filling chief's billets at sea. How has this policy affected your decision to stay in the Navy?

○ Does not apply/I am not a Chief Petty Officer
○ Will remain in and go to sea if assigned
○ Will get out rather than go back to sea
○ Undecided at this time

55. Would you consider changing rates if it would provide you a better opportunity for retention/career advancement than exists in your current rate?

○ Yes
○ No
○ Undecided at this time
○ Does not apply, I am an E7 or above

56. How much do you AGREE or DISAGREE with the following statements?
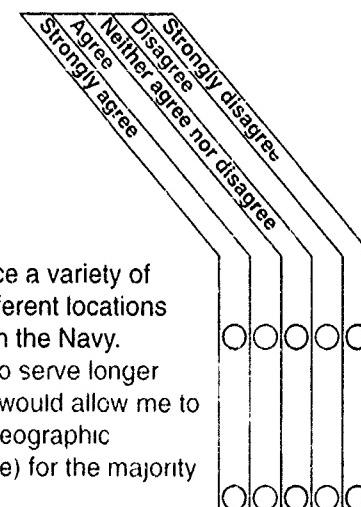
	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. I want to experience a variety of assignments in different locations during my career in the Navy.	○	○	○	○	○
b. I would be willing to serve longer sea duty tours if it would allow me to stay in a specific geographic location (homebase) for the majority of my tours.	○	○	○	○	○

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HOMEBASING

Homebasing is defined as "a good faith attempt to assign E4-E9 Sailors to the same geographic location for most of their tours."

57. How important is homebasing to you?
- ○ Does not apply/I am an officer (skip to Question 65)
- ○ Very important
- ○ Important
- ○ Neither important nor unimportant
- ○ Unimportant
- ○ Very unimportant

58. Do you think there is a conflict between homebasing and maintaining a promotable career path?
- ○ Yes
- ○ No
- ○ Don't know enough about policy to say

59. If homebasing is implemented as a policy, do you anticipate that your out-of-area tour will be:
- ○ Accompanied
- ○ Unaccompanied
- ○ Undecided/don't know

60. If you are homebased in a Fleet Concentration Area (FCA), what is the minimum time ashore between sea tours you would be willing to accept to remain in your homebase? *The alternative is a three year shore tour away from homebase.*
- ○ 6 months
- ○ 12 months
- ○ 18 months
- ○ 25 months
- ○ 30 months

61. If you are homebased in a Fleet Concentration Area (FCA), what is the maximum time you would be willing to spend at sea to remain in your homebase?
- ○ 36 months
- ○ 48 months
- ○ 60 months
- ○ 72 months
- ○ 84 months

62. Select five (5) homeports where you would want to spend the majority of your tours, and rank them in order of preference with one (1) being the highest. *Do not select an area in which your rating has little chance to serve such as an aviation rating in New London, etc.*

		1	2	3	4	5
a.	Bangor/Bremerton, WA	○	○	○	○	○
b.	Brunswick/Bath, ME	○	○	○	○	○
c.	Camp Pendleton, CA	○	○	○	○	○
d	Corpus Christi/Ingelside/ Kingsville, TX	○	○	○	○	○
e.	Earle, NJ	○	○	○	○	○
f.	Everett/Whidbey Island/ Seattle, WA	○	○	○	○	○
g.	Havelock/Cherry Point/ Camp Lejeune, NC	○	○	○	○	○
h.	Jacksonville/Mayport, FL/ Kings Bay, GA	○	○	○	○	○
i.	Lemoore, CA	○	○	○	○	○
j.	Naples, Italy	○	○	○	○	○
k.	New London/Groton, CT	○	○	○	○	○
l.	Norfolk/Portsmouth/ Tidewater Area, VA	○	○	○	○	○
m.	Pascagoula/Gulfport, MS	○	○	○	○	○
n.	Pearl Harbor, HI	○	○	○	○	○
o.	Port Hueneme/Point Mugu, CA	○	○	○	○	○
p.	Rota, Spain	○	○	○	○	○
q.	San Diego, CA	○	○	○	○	○
r.	Sasebo, Japan	○	○	○	○	○
s.	Tinker AFB/Oklahoma City, OK	○	○	○	○	○
t.	Yokosuka, Japan	○	○	○	○	○

63. Select five (5) reasons why you chose the homeports you did in Question 62, and rank them in order of importance with one (1) being the most important.

		1	2	3	4	5
a.	Cost of living	○	○	○	○	○
b.	Spouse employment	○	○	○	○	○
c.	Schools for family members	○	○	○	○	○
d	Medical care	○	○	○	○	○
e.	Relatives live close by	○	○	○	○	○
f	Climate/weather	○	○	○	○	○
g.	Military housing	○	○	○	○	○
h	Recreational activities	○	○	○	○	○
i.	Purchased a home	○	○	○	○	○
j	Availability of civilian housing	○	○	○	○	○
k.	Quality of command	○	○	○	○	○
l.	Availability of billet	○	○	○	○	○
m.	Other	○	○	○	○	○

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64. I would not reenlist if I were transferred to a command in the following locations (select **five** (5) locations and rank them with **one** (1) being the **least desirable**):

		1	2	3	4	5
a.	Bangor/Bremerton, WA	○	○	○	○	○
b.	Brunswick/Bath, ME	○	○	○	○	○
c.	Camp Pendleton, CA	○	○	○	○	○
d.	Corpus Christi/Ingelside/ Kingsville, TX	○	○	○	○	○
e.	Earle, NJ	○	○	○	○	○
f.	Everett/Whidbey Island/ Seattle, WA	○	○	○	○	○
g.	Havelock/Cherry Point/ Camp Lejeune, NC	○	○	○	○	○
h.	Jacksonville/Mayport, FL/ Kings Bay, GA	○	○	○	○	○
i.	Lemoore, CA	○	○	○	○	○
j.	Naples, Italy	○	○	○	○	○
k.	New London/Groton, CT	○	○	○	○	○
l.	Norfolk/Portsmouth/ Tidewater Area, VA	○	○	○	○	○
m.	Pascagoula/Gulfport, MS	○	○	○	○	○
n.	Pearl Harbor, HI	○	○	○	○	○
o.	Port Hueneme/Point Mugu, CA	○	○	○	○	○
p.	Rota, Spain	○	○	○	○	○
q.	San Diego, CA	○	○	○	○	○
r.	Sasebo, Japan	○	○	○	○	○
s.	Tinker AFB/Oklahoma City, OK	○	○	○	○	○
t.	Yokosuka, Japan	○	○	○	○	○

OVERSEAS TOURS

65. Do you expect to be stationed overseas (OCONUS) during your career in the Navy?
- ○ Yes
- ○ No

66. If you have been stationed overseas (OCONUS) on PCS orders, please indicate where you were stationed. (Mark **ALL** that apply.)
- ○ I have not been stationed overseas (skip to Question 71)
- ○ Europe
- ○ Western Pacific/Far East
- ○ Middle East
- ○ South or Central America
- ○ Caribbean
- ○ Alaska
- ○ Hawaii

67. Did you request your last overseas tour?
- ○ Yes (skip to Question 69)
- ○ No

68. If "No," why were you assigned to an overseas tour?
- ○ Part of the career path for my rate
- ○ Only choice given by detailer
- ○ Best option of choices given
- ○ Other

69. On my last overseas tour, I stayed:
- ○ Less than full length of orders
- ○ Full length of orders
- ○ 1 to less than 3 months beyond PRD
- ○ 3 to less than 6 months beyond PRD
- ○ 6 to less than 9 months beyond PRD
- ○ 9 to less than 12 months beyond PRD
- ○ 12 or more months beyond PRD

70. How satisfied were you with your overseas tour upon your return to CONUS?
- ○ Very satisfied
- ○ Satisfied
- ○ Neither satisfied nor dissatisfied
- ○ Dissatisfied
- ○ Very dissatisfied

Use the last page of the questionnaire to make any comments you wish about the Detailing and Assignment Process, including PCS Orders, Homebasing, and Overseas Tours.

JOB SATISFACTION

71. How much do you AGREE or DISAGREE with the following statements?

Response columns (left to right): Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree

		SA	A	N	D	SD
a.	I am satisfied with the quality of leadership at my command	○	○	○	○	○
b.	I am generally satisfied with my current job	○	○	○	○	○
c.	In general, I like the work I do in the Navy	○	○	○	○	○
d	I am satisfied with my physical working conditions	○	○	○	○	○
e.	I am satisfied with my career development	○	○	○	○	○
f	I receive timely counseling on my career advancement opportunities	○	○	○	○	○
g.	I enjoy my career in the Navy	○	○	○	○	○
h.	I am glad I chose to join the Navy instead of other alternatives I was considering	○	○	○	○	○
i.	I think I am adequately paid for the job I do	○	○	○	○	○
j	The amount I am paid is an important reason for me to stay in the Navy	○	○	○	○	○
k.	The amount I would receive as retirement benefits is an important reason for me to stay in the Navy until retirement	○	○	○	○	○
l	I think the pay allowance given to Navy members with dependents relative to that given to members without dependents is fair	○	○	○	○	○

72. What are your CURRENT Navy career plans?
- ○ Definitely decided to stay in the Navy at least until eligible to retire
- ○ Probably will stay in the Navy at least until eligible to retire
- ○ Don't know if I will stay in the Navy until eligible to retire
- ○ Probably will not stay in the Navy until eligible to retire
- ○ Definitely will not stay in the Navy until eligible to retire
- ○ Eligible to retire now and have decided to leave
- ○ Eligible to retire now, but have made no decision to leave
- ○ Eligible to retire now and want to stay
- ○ Not being allowed to stay until retirement

73. What were your Navy career plans ONE YEAR AGO?
- ○ Definitely decided to stay in the Navy at least until eligible to retire
- ○ Probably would stay in the Navy at least until eligible to retire
- ○ Didn't know if I would stay in the Navy until eligible to retire
- ○ Probably would not stay in the Navy until eligible to retire
- ○ Definitely would not stay in the Navy until eligible to retire
- ○ Was eligible to retire and had decided to leave
- ○ Was eligible to retire, but had made no decision to leave
- ○ Was eligible to retire, but wanted to stay
- ○ Not allowed to stay until retirement
- ○ I was not in the Navy 12 months ago

74. Will you be taking a reenlistment action within the next 12 months?
- ○ Does not apply/I am an Officer (skip to Question 78)
- ○ Yes
- ○ No

75. How likely is it that you will reenlist at your next decision point?
- ○ Very likely
- ○ Likely
- ○ Undecided
- ○ Unlikely
- ○ Very unlikely

76. What influence did the Selective Reenlistment Bonus (SRB) have on your **LAST** decision to reenlist?
    ○ Does not apply/am serving my first enlistment
    ○ SRB not available in my rate
    ○ No influence at all
    ○ Minimal influence
    ○ Significant influence

77. What influence will the Selective Reenlistment Bonus (SRB) have on your **NEXT** decision to reenlist?
    ○ Does not apply/not planning to reenlist
    ○ SRB not available in my rate
    ○ No influence at all
    ○ Minimal influence
    ○ Significant influence

LEADERSHIP

78. How SATISFIED or DISSATISFIED are you with the following aspects of leadership quality?

    Very satisfied / Satisfied / Neither satisfied nor dissatisfied / Dissatisfied / Very dissatisfied

    a. Officer community   ○ ○ ○ ○ ○
    b. LDO community   ○ ○ ○ ○ ○
    c. Chiefs' community   ○ ○ ○ ○ ○
    d. Overall Navy   ○ ○ ○ ○ ○
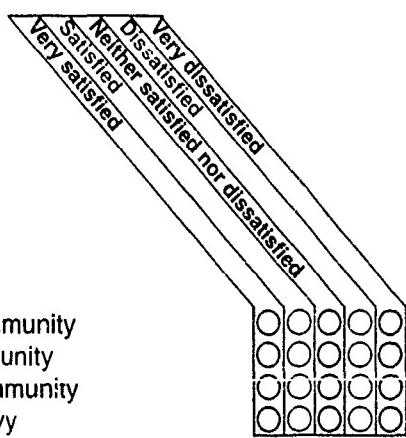
79. If you marked Dissatisfied or Very Dissatisfied in the above question, please indicate the **MOST** important reason why:

    Not applicable / Micro-management / Lack of concern for personnel / Lack of leadership ability / Lack of training / Lack of integrity

    a. Officer community   ○ ○ ○ ○ ○ ○
    b. LDO community   ○ ○ ○ ○ ○ ○
    c. Chiefs' community   ○ ○ ○ ○ ○ ○
    d. Overall Navy   ○ ○ ○ ○ ○ ○
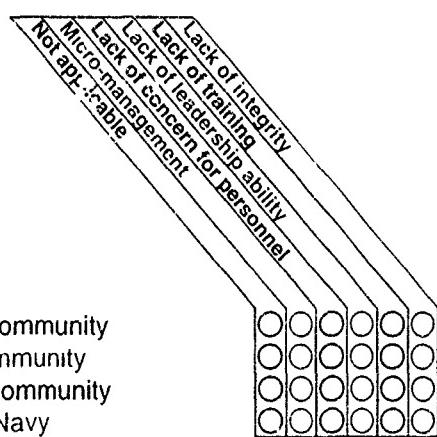
PERFORMANCE EVALUATIONS

80. Regarding the Performance Evaluation and Counseling System, did counseling for your last reporting period occur at mid-term?
    ○ Yes
    ○ No

81. Did counseling occur when your last evaluation was done?
    ○ Yes
    ○ No

82. Were you given an opportunity to submit input to your last evaluation?
    ○ Yes
    ○ No

83. Who conducted your counseling for your last evaluation?
    ○ Immediate supervisor
    ○ Second level supervisor
    ○ Higher level supervisor
    ○ Not applicable, no counseling occurred

84a. How do you feel about the **fairness** of the trait grades assigned in your last evaluation?
    ○ Very fair
    ○ Fair
    ○ Neither fair nor unfair
    ○ Unfair
    ○ Very unfair

84b. How do you feel about the **accuracy** of the trait grades assigned in your last evaluation?
    ○ Very accurate
    ○ Accurate
    ○ Neither accurate nor inaccurate
    ○ Inaccurate
    ○ Very inaccurate

85a. How do you feel about the **fairness** of the promotion recommendation in your last evaluation?
    ○ Very fair
    ○ Fair
    ○ Neither fair nor unfair
    ○ Unfair
    ○ Very unfair

85b. How do you feel about the **accuracy** of the promotion recommendation in your last evaluation?
    ○ Very accurate
    ○ Accurate
    ○ Neither accurate nor inaccurate
    ○ Inaccurate
    ○ Very inaccurate

215042-6/6

86. Based upon your perceptions of how the new fitness report/evaluation system is being implemented at your command, how much do you AGREE or DISAGREE with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. Mid-term counseling addressed both strengths and weaknesses	○	○	○	○	○
b. The new system improves communication	○	○	○	○	○
c. The new system improves teamwork	○	○	○	○	○
d. Counseling was done in a timely manner based upon the reporting period	○	○	○	○	○
e. Fitness/evaluation report was conducted in a timely manner based upon the reporting period	○	○	○	○	○

87. Has your command provided you with timely guidance regarding your career advancement opportunities or rate change eligibility?
○ Yes
○ No

VALUES

88. The Navy Core Values (NCV) are (select **ONE** option):
○ Tradition, service, commitment
○ Integrity, loyalty, courage
○ Honor, courage, commitment
○ Truth, fidelity, honor

89. Have you attended Navy Core Values training in the last year (GMT, NR&R, formal school, etc.)?
○ Yes
○ No
○ Not sure

90. How much do you AGREE or DISAGREE with the following statements?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. People should always tell the truth even though it may hurt them or other people	○	○	○	○	○
b. Sometimes you have to bend or break the rules in order to get the job done	○	○	○	○	○
c. Responsibility is a key quality of an effective sailor	○	○	○	○	○
d. It is important that people know their jobs well	○	○	○	○	○
e. It is important that people do their jobs well	○	○	○	○	○
f. Being a team player is more important than individual accomplishment	○	○	○	○	○
g. Loyalty to the Navy is ultimately more important than loyalty to my peers, subordinates, and superiors	○	○	○	○	○
h. Concern for the well-being of shipmates is important	○	○	○	○	○
i. Everyone should serve his or her country in some way or another	○	○	○	○	○
j. People should always report others who engage in sexual harassment	○	○	○	○	○
k. When faced with difficult ethical, moral, and/or life choices, people should rely on their religious/spiritual faith in their decision making	○	○	○	○	○
l. Navy core values have helped me in my career	○	○	○	○	○
m. Navy core values have helped me when I have been faced with tough moral decisions	○	○	○	○	○

GENDER INTEGRATION

91. How much do you AGREE   DISAGREE that women have the ability to successfully carry out the duties of their combat roles in the Navy?
○ Strongly agree
○ Agree
○ Neither agree nor disagree
○ Disagree
○ Strongly disagree

92. Have you been assigned to a gender integrated, deployable command? (Mark **ALL** that apply.)
- ○ No, I have never been assigned to a gender integrated ship/shipboard deployed squadron (skip to Question 94)
- ○ Yes, I have previously been assigned to a gender integrated ship/shipboard deployed squadron
- ○ Yes, I am currently assigned to a gender integrated ship/shipboard deployed squadron

93. How much do you AGREE or DISAGREE with the following statements?

Column headers (diagonal): Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree
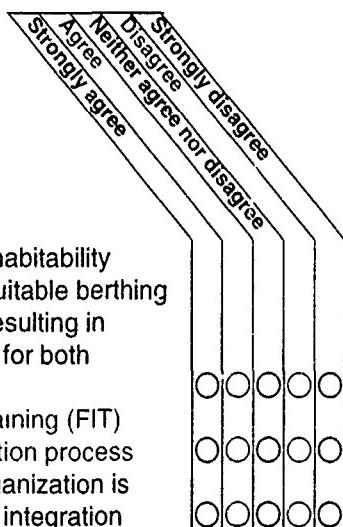
	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
a. The Women at Sea habitability alteration provided suitable berthing and head facilities, resulting in equivalent amenities for both genders	○	○	○	○	○
b. Fleet Introduction Training (FIT) improved the integration process	○	○	○	○	○
c. Leadership in my organization is supportive of gender integration	○	○	○	○	○

HAZING

Hazing is defined as any non-command approved ceremony, ritual, initiation, rite of passage, or unauthorized assumption of authority that is to any degree physically or psychologically harmful, abusive, or demeaning.

94. Are you aware of the Navy's policy on hazing?
- ○ Yes
- ○ No
- ○ Not sure

95. Are hazing activities occurring at this command?
- ○ Yes
- ○ No
- ○ Not sure

96. While at this command, have you been the target or victim of hazing activities?
- ○ Yes
- ○ No (skip to Question 99)

97. Did the hazing occur within the last 12 months?
- ○ Yes
- ○ No

98. What kind of hazing did you experience? (Select **ALL** that apply.)
- ○ Playing abusive or ridiculous tricks
- ○ Threatening of offering violence or bodily harm
- ○ Striking
- ○ Branding
- ○ Tattooing
- ○ Shaving
- ○ Greasing
- ○ Painting
- ○ "Tacking on"
- ○ "Pinning"
- ○ Damaging or destroying property
- ○ Forcing or requiring the consumption of any food, alcohol, drug, or other substance
- ○ Requiring excessive physical exercise beyond what is required to meet Navy standards
- ○ Sleep deprivation
- ○ Exposure to the elements
- ○ Any activity which could result in extreme embarrassment
- ○ Exclusion from social contact or shunning

99. Have you participated in hazing activities?
- ○ Yes
- ○ No

EXTREMIST/HATE GROUP ISSUES

Extremist/hate group organizations support supremacist causes; attempt to create illegal discrimination based on race, creed, color, gender, religion, or national origin; and advocate the use of force or violence, or otherwise engage in efforts to deprive individuals of their civil rights.

100. Is extremist/hate group activity occurring at this command?
- ○ Yes
- ○ No
- ○ Not sure

101. Extremist/hate group activity is not tolerated at this command.
   ○ True
   ○ False

102. Are you aware of the Navy's policy on participation in extremist/hate group activity?
   ○ Yes
   ○ No

103. Have you seen extremist/hate group material (e.g., fliers, announcements, tattoos) at this command?
   ○ Yes
   ○ No
   ○ Not sure

104. While at this command, have you been asked by another person to participate in extremist/hate group activity?
   ○ Yes
   ○ No

105. While at this command, have you been the target or victim of extremist/hate group activity?
   ○ Yes
   ○ No

106. Do you know anyone assigned to this command who is a member of an extremist/hate group?
   ○ Yes
   ○ No

VOLUNTARY EDUCATION (VOLED)

107. Which of the following statements indicate how you would prefer to take a college course? You may choose more than one, but rank them in order of preference with **one** (1) being the **most preferred.**

   ○ I am not interested in taking college courses (skip to Question 109)

	One (1)	Two (2)	Three (3)	Four (4)	Five (5)	Six (6)
a. I prefer taking courses with an instructor in the classroom	○	○	○	○	○	○
b. I would like to take courses via the Internet, on base	○	○	○	○	○	○
c. I would like to take courses at home with my own computer	○	○	○	○	○	○
d. I would like to take courses via computer interactive video, as in the PACE program	○	○	○	○	○	○
e. I would like Video Teleconferencing Training	○	○	○	○	○	○
f. Other	○	○	○	○	○	○

108. Which **three** (3) phrases describe why you are taking college courses right now? Select **three** (3) and rank them in order of preference with **one** (1) being the **most important.**

   ○ I am not taking college courses right now (skip to Question 109)

	1	2	3
a. To improve my chances for promotion	○	○	○
b. To prepare for when I leave the Navy	○	○	○
c. To learn something	○	○	○
d. To be able to do my Navy job better	○	○	○
e. To satisfy my own personal goals	○	○	○
f. To ensure that I can have a good quality of life	○	○	○
g. To raise my level of education	○	○	○
h. Other	○	○	○

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109. Which **one** (1) phrase **best** describes the level of support for VOLED in your command? (Select **ONE** answer.)

- ○ Command supports VOLED as long as it does not interfere with work
- ○ Command supports my educational goals and goes out of its way to let me adapt my work schedule to school schedules
- ○ Do it when you're ashore
- ○ Your Navy job comes first; fit education in when you can, on your own time
- ○ Command pushes education
- ○ Do it at your next command

110. How many years do you **expect** to be in the Navy? (Total number of years.)

- ○ 3-6 years
- ○ 7-9 years
- ○ 10-15 years
- ○ 16-20 years
- ○ Over 20 years
- ○ Undecided

111. What is the **highest** level of education you would like to achieve before you leave the Navy? (Select **ONE** answer.)

- ○ Associate's degree
- ○ Technical certificate
- ○ Bachelor's degree
- ○ Master's degree
- ○ Doctorate or professional degree
- ○ Not interested in pursuing a degree/certificate
- ○ Have completed all degrees I intend to

Use the last page of the questionnaire to make any comments you wish about Organizational Climate, including Job Satisfaction, Leadership, Performance Evaluations, Values, Gender Integration, Hazing, Extremist/Hate Group Issues, and VOLED.

HEALTH ISSUES

NAVY DRUG/ALCOHOL AND OBESITY PROGRAM POLICIES

112. Attendance at Alcohol and Drug Abuse for Managers/Supervisors (ADAMS) for E-6 and above personnel is encouraged at my command.

- ○ ADAMS is not available at my command
- ○ Don't know
- ○ Strongly disagree
- ○ Disagree
- ○ Neither agree nor disagree
- ○ Agree
- ○ Strongly agree

113. How much do you AGREE or DISAGREE with the following statements on the Navy's drug/alcohol and obesity program policies?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know
a. Existing regulations on the use and abuse of alcohol should be more strictly enforced	○	○	○	○	○	
b. Penalties for the abuse of alcohol at my command are sufficient	○	○	○	○	○	
c. At my command, the Navy's policies on alcohol use/abuse are applied fairly across all paygrades	○	○	○	○	○	
d. At my command, the difference between alcohol use and alcohol abuse is clearly understood	○	○	○	○	○	
e. Treatment for problems related to alcoholism and alcohol abuse has a negative effect on a member's Navy career (e g , makes it more difficult to obtain choice assignments, receive promotions, and be retained in the Navy)	○	○	○	○	○	
f There is immediate intervention and referral to treatment for those with alcohol problems	○	○	○	○	○	
g. Alcohol abuse awareness and deglamorization/education efforts are important at my command	○	○	○	○	○	

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113. cont'd
How much do you AGREE or DISAGREE with the following statements on the Navy's drug/alcohol and obesity program policies?

(Response columns: Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree / Don't know)

h. The Navy needs to improve its alcohol abuse prevention efforts ○○○○○○

i. I have access to enough nutrition information to make healthy food choices ○○○○○○

j. There is immediate intervention and referral to treatment for those with obesity/compulsive overeating problems ○○○○○○

114. I have attended alcohol- and/or drug-related General Military Training (GMT) or alcohol-awareness training in the last six months at this command.
- ○ Yes
- ○ No
- ○ I have been at this command less than 6 months

115. I have attended the 4-hour alcohol-awareness course given by command DAPAs.
- ○ Yes
- ○ No
- ○ Plan to attend

116. I am familiar with the Navy Right Spirit campaign to reduce alcohol abuse and deglamorize alcohol use.
- ○ Very familiar
- ○ Somewhat familiar
- ○ Heard about it, but don't know what it is
- ○ Never heard of it

117. How much do you AGREE or DISAGREE with the following statements about drug/alcohol use/abuse in the Navy?

(Response columns: Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree / Not applicable)

a. I know the Navy's policy about alcohol abuse ○○○○○○

b. I know the Navy's policy about drug abuse ○○○○○○

c. I know my command Drug and Alcohol Program Advisor (DAPA) and feel free to contact him/her for assistance ○○○○○○

d. I feel free to report an alcohol-related incident which I have witnessed to my chain of command without fear of reprisal ○○○○○○

e. I feel free to report a drug-related incident which I have witnessed to my chain of command without fear of reprisal ○○○○○○

f. I feel free to request support from my chain of command if I have a problem with alcohol ○○○○○○

g. I feel free to request support from my chain of command if I have a problem with drugs ○○○○○○

h. This command's DAPA is proactive in educating the command about alcohol ○○○○○○

i. This command's DAPA is proactive in educating the command about drugs ○○○○○○

j. The command DAPA is supportive of anyone with an alcohol problem ○○○○○○

k. The command DAPA is supportive of anyone with a drug problem ○○○○○○

l. This command deglamorizes alcohol (e.g. does not promote alcohol at command functions) ○○○○○○

m. Alcohol-related incidents are promptly addressed by leadership in my chain of command ○○○○○○

n. Drug-related incidents are promptly addressed by leadership in my chain of command ○○○○○○

o. The leadership in my command sets the proper example regarding responsible alcohol use ○○○○○○

p. My command always provides alternatives to alcohol at command events ○○○○○○

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118. How much do you AGREE or DISAGREE with the following statements about health promotion programs?

Scale columns: Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree | Don't know

a. A tobacco user can get assistance in quitting tobacco use ○○○○○○

b. My command enforces the restricted-smoking policy ○○○○○○

c. My command restricts the use of smokeless tobacco ○○○○○○

d. Physical Training periods on duty time are supported ○○○○○○

e. The use of healthy stress management/stress reduction skills is encouraged at my command ○○○○○○

f. Programs to teach coping and stress management skills are available at my command ○○○○○○

g. Individuals believed to be suicidal can get counseling at my command ○○○○○○

h. I would exercise more if time were provided in my work schedule ○○○○○○

119. Rank the reasons for you to stop using tobacco products. For the **MOST** important reason, fill in the circle under the "**1**". For the **LEAST** important reason, fill in the circle under the "**6**", etc.

○ Does not apply do not use tobacco products

○ I am not trying do not plan to stop using tobacco products

	1	2	3	4	5	6
a. Expense of tobacco products	○	○	○	○	○	○
b. Peer pressure/social pressure	○	○	○	○	○	○
c. Detriment to my health/my family's health	○	○	○	○	○	○
d. Inconvenience	○	○	○	○	○	○
e. My command is a smoke-free/tobacco-free command	○	○	○	○	○	○
f. Personal desire to quit smoking/using tobacco products	○	○	○	○	○	○

120. Rank the reasons you exercise on a regular basis (at least three times a week). For the **MOST** important reason, fill in the circle under the "**1**". For the **LEAST** important reason, fill in the circle under the "**8**", etc.

○ I do not exercise on a regular basis

	1	2	3	4	5	6	7	8
a. To pass/do well on the PRT	○	○	○	○	○	○	○	○
b. To control my weight	○	○	○	○	○	○	○	○
c. To become/remain fit and healthy	○	○	○	○	○	○	○	○
d. To reduce stress/make me feel better	○	○	○	○	○	○	○	○
e. For the enjoyment of participating in sports	○	○	○	○	○	○	○	○
f. Regular exercise is required at my command	○	○	○	○	○	○	○	○
g. To present a professional military appearance	○	○	○	○	○	○	○	○
h. To get a good grade on PFT and consequently on FITREP/EVAL	○	○	○	○	○	○	○	○

121. How SATISFIED or DISSATISFIED are you with the overall quality of Navy-sponsored fitness facilities at your base?

○ I do not use Navy-sponsored fitness facilities

Scale columns: Very satisfied | Satisfied | Neither satisfied nor dissatisfied | Dissatisfied | Very dissatisfied

a. Cleanliness/maintenance (facility and equipment) ○○○○○

b. Variety of strength equipment ○○○○○

c. Variety of cardio-vascular equipment ○○○○○

d. Crowding/capacity ○○○○○

e. Hours of operation ○○○○○

f. Staff knowledge and customer service ○○○○○

ACCESS TO MEDICAL FACILITIES

122a. When considering your PERSONAL use of medical facilities, how much do you AGREE or DISAGREE with the following statements about access to medical facilities?

Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree

a. Medical-care facilities are easily accessible at my command ○○○○○
b. The accessibility of medical-care facilities has had a positive impact on my readiness ○○○○○
c. I am satisfied with the quality of medical services I receive ○○○○○

122b. If you answered Strongly disagree or Disagree to part "a" of the previous question regarding your access to medical-care facilities, what reasons contribute to the lack of accessibility? (Select ALL that apply.)

○ Not applicable
○ Medical facilities are not available at my command/I must commute
○ Medical facilities are not open at convenient times for me
○ Medical facilities are too overcrowded to allow me convenient access
○ Other

123. The approximate number of times you visit medical-care centers per year is:

○ Does not apply
○ 0
○ 1-4
○ 5-10
○ 11-20
○ 21-30
○ More than 30

124a. When considering your FAMILY's use of medical facilities, how much do you AGREE or DISAGREE with the following statements about access to medical facilities?

○ Not applicable, I do not have family members (skip to Question 126)

Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree

a. Medical-care facilities are easily accessible to my family ○○○○○
b The accessibility of medical-care facilities for my family has had a positive impact on my readiness ○○○○○
c. I am satisfied with the quality of medical services my family receives ○○○○○

124b. If you answered Strongly disagree or Disagree to part "a" of the previous question regarding your family's access to medical-care facilities, what reasons contribute to the lack of accessibility? (Select ALL that apply.)

○ Not applicable
○ Medical facilities are not available locally/ my family must commute
○ Medical facilities are not open at convenient times for my family
○ Medical facilities are too overcrowded to allow my family convenient access
○ Other

125. The approximate number of times your family members visit medical-care centers per year is:

○ Does not apply
○ 0
○ 1-4
○ 5-10
○ 11-20
○ 21-30
○ More than 30

126. How frequently do your medical-care providers refer you and/or your family members to other health care providers?

○ Never
○ Seldom
○ Often
○ Depends on the nature of the visit

LEGAL ASSISTANCE SERVICES

127. If you have used Legal Assistance Services at your present command, please rate their quality.
- ○ Very good
- ○ Good
- ○ Average
- ○ Poor
- ○ Very poor
- ○ Never heard of program
- ○ Not used/no experience

> If you marked "Not used/no experience", indicate the **most** important reason why you have not used the service:
> - ○ Don't need service
> - ○ Prefer off-base alternative
> - ○ Not informed of service
> - ○ Not accessible
> - ○ Not available
> - ○ Other

128. How many times have you or your family used Legal Assistance Services in the last 24 months?
- ○ 0
- ○ 1 (skip to Question 130)
- ○ 2 (skip to Question 130)
- ○ 3 (skip to Question 130)
- ○ 4 or more (skip to Question 130)

129. If you or your family did not use Legal Assistance Services in the past 24 months, indicate the MOST important reason why you did not use the program/service:
- ○ I did not need legal services
- ○ The Navy doesn't handle my kind of case
- ○ I needed an attorney to go into civilian court
- ○ I'm not satisfied with the quality of service
- ○ I didn't know I could get legal assistance
- ○ Other
- ○ The services were not accessible nor available

> If you marked "The services were not accessible nor available", what reasons contributed to the lack of accessibility or availability? (Select **ALL** that apply.)
> - ○ Services were not available at convenient times
> - ○ Services were not available at convenient locations
> - ○ Appointments were already booked/scheduled and did not allow for convenient access
> - ○ Other

130. If you or your family used Legal Assistance Services in the last 24 months, how much do you AGREE or DISAGREE with the following statements?

- ○ I/we have not used legal services in the last 24 months

Columns: Strongly agree / Agree / Neither agree nor disagree / Disagree / Strongly disagree

a. I am satisfied that I got good advice from my attorney — ○○○○○

b. I am satisfied with the knowledge level and customer service attitude of the non-attorney staff — ○○○○○

c. The office hours for Legal Assistance Services at my current station are adequate — ○○○○○

d. The legal assistance office at my current duty station is easily accessible — ○○○○○

e. The length of time that I had to wait to get an appointment to see an attorney was reasonable — ○○○○○

131. Which of these Legal Assistance Services have you or your family used in the last 24 months? (Select ALL that apply.)
- ○ Have not used services in the last 24 months
- ○ Wills/Estate Planning
- ○ SGLI (Servicemen's Group Life Insurance) Counseling
- ○ Separation/Divorce
- ○ Child Support/Custody
- ○ Tax Assistance/Preparation
- ○ Landlord-Tenant/Real Estate
- ○ Financial Counseling/Bankruptcy
- ○ Consumer Affairs/Contract Disputes
- ○ Adoption/Name Change
- ○ Notary Public
- ○ Power of Attorney
- ○ Other

132. How often have personal legal matters impacted on your readiness/job performance?
- ○ Very often
- ○ Often
- ○ Sometimes
- ○ Rarely
- ○ Never

133. In what way do personal legal matters interfere with your performance? (Select the MOST important answer.)
- ○ Does not apply/do not interfere
- ○ Distractions while on duty
- ○ Require me to take time off from work
- ○ Creditors or other people have complained to my chain of command
- ○ Raises my general stress level/anxiety

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PERSONNEL SUPPORT DETACHMENT (PSD) AND TRANSPORTATION

134. How would you evaluate each of the following?

Rating scale (left to right): Very good | Good | Fair | Poor | Very poor | Does not apply/have not used
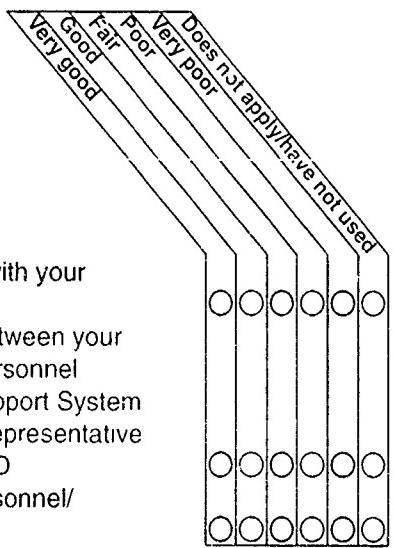
a. Your experience with your servicing PSD
   ○ ○ ○ ○ ○ ○

b. The interaction between your command Pay/Personnel Administrative Support System (PASS) Liaison Representative (PLR) and the PSD
   ○ ○ ○ ○ ○ ○

c. On ship, your Personnel/ Disbursing Office
   ○ ○ ○ ○ ○ ○

135. The transportation support provided by the Navy Passenger Transportation Office (NAVPTO) is responsive to my needs.
○ Does not apply/have not used NAVPTO
○ Strongly agree
○ Agree
○ Neither agree nor disagree
○ Disagree
○ Strongly disagree

136. My TAD/TDY travel claim(s) was processed in a timely manner.
○ Strongly agree
○ Agree
○ Neither agree nor disagree
○ Disagree
○ Strongly disagree
○ Does not apply/have not filed a claim this year

137. I was able to obtain a military ID card for myself and/or my family members at a convenient time and place.
○ Strongly agree
○ Agree
○ Neithe. agree nor disagree
○ Disagree
○ Strongly disagree
○ Not applicable

Comments

Use the space below to make any comments you wish about ANY of the topics addressed in this survey. (Please label your comments by section name or question number.)

_____

_____

_____

_____

_____

_____

_____

_____

_____

Thank you for completing this survey!
Please place it in the envelope provided and mail it as soon as possible.

Appendix B

Margin of Error

Margin of Error

Tables B-1 and B-2 are used to estimate confidence intervals, or "margins of error," around the survey percentage results presented in this report. Table B-1 displays the unweighted sample sizes, and Table B-2 provides the margin of error around the estimated population percentages represented by obtained survey results. Obtained results are accurate at the 95 percent level of confidence within the margins of error displayed in Table B-2.

To find the margin of error for a given survey percentage result, first consult Table B-1 to determine sample size, then look up the margin or error in Table B-2. The margin or error from Table B-2 is added to and subtracted from the survey percentage result. In this way, one determines the interval within which one would expect the percentage for the entire Navy to fall.

For example, consider the survey question, "I enjoy my career in the Navy." Ninety-one percent of warrant officers agreed, 67 percent of 0-1s through O-3s, and 88 percent of O-4s and above. Total officer sample agreement was 76 percent. To find the margin of error for these percentages, first find the unweighted sample sizes from Table B-1. For all officers, total sample size was 2,527; for warrant officers, 578; for O-1s through O-3s, 995; and for O-4s and above, 954. Then, consult Table B-2, locate the closest percentage split at the top of the table (percent agreement with the statement/all other responses), and the sample size in the first column. For the total sample (75% agreed), 80/20 represents the closest split; for warrant officers, 90/10, the closest split; for O-1s through O-3s, 70/30; and for O-4s and above, 90/10.

The intersection of sample size and split provides the margin of error for the survey result. For the total officer group, the error would be approximately ±2 percent; thus, the true population percentage would probably fall within the interval of 74 percent to 78 percent. For warrant officers, the interval would be 88 percent to 94 percent; for O-1s through O-3s, 64 percent to 70 percent; and for O-4s and above, 86 percent to 90 percent.

Note that the margin of error increases as sample size decreases and the percentage split approaches 50/50. Thus, the margin of error can vary from 14 points (sample size of 50 and a percentage split of 50/50) to zero points (sample size of 3,500 or above and a percentage split of 98/2). *Extreme caution* must be used for survey results with a large margin of error.

Table B-1

Distribution of Unweighted Sample Sizes by Demographic Groups

Group	Unweighted Sample n Enlisted	Officer	Group	Unweighted Sample n Enlisted	Officer
Gender			**Paygrade**		
Males	2,476	2,180	E-2 and E-3	858	
Females	571	326	E-4—E-6	1,137	
			E-7—E-9	1,088	
			Warrant Officers		578
Race					
Whites	2,167	2,159	O-1—O-3		995
Blacks	414	172	O-4 and above		954
Others	478	185			
Marital Status			**Billet**		
Married	1,809	1,941	Sea duty	1,333	1,078
Single	972	413	Shore duty	1,554	1,402
Separated/ Divorced/ Widowed	293	169	Other duty	180	44
Dependent Status					
No dependents	1,084	548			
Dependents	1,888	1,946			

Note: Sample n = Number of respondents in sample.

Table B-2

Confidence Intervals Around Estimated Percentages

Sample Size	PERCENTAGE SPLIT						
	98/2	95/5	90/10	80/20	70/30	60/40	50/50
50	4	6	8	11	13	14	14
100	3	4	6	8	9	10	10
200	2	3	4	6	6	7	7
300	2	2	3	5	5	6	6
400	1	2	3	4	4	5	5
500	1	2	3	4	4	4	4
700	1	2	2	3	3	4	4
1000	1	1	2	2	3	3	3
1500	1	1	2	2	2	2	3
2000	1	1	1	2	2	2	2
2500	1	1	1	2	2	2	2
3000	1	1	1	1	2	2	2
3500	0	1	1	1	2	2	2
4000	0	1	1	1	1	2	2
4500	0	1	1	1	1	1	1
5000	0	1	1	1	1	1	1
5500	0	1	1	1	1	1	1
6000	0	1	1	1	1	1	1

Note: Confidence intervals calculated at the ninety-five percent level.

Appendix C

Instructions for Reading Statistical Tables on Disks

NAVY-WIDE PERSONNEL SURVEY (NPS) 97

Navy Personnel Research & Development Center
Navy Personnel Survey System
CODE 12
53335 Ryne Road
San Diego, CA 92152-7250

John Kantor, Ph.D.
Project Coordinator
(619) 553 7651
DSN 553-7651

Welcome to the Naval Personnel Survey 1997 (NPS 97). The Naval Personnel Survey is given to a stratified sample of personnel across the Navy every year to evaluate a broad array of questions about Navy life ranging from demographics. health care, and organizational climate indicators. This document will give you information about the NPS 97 results and instructions on how to use the new electronic report format.

What Format Are The NPS 97 Results In?

This year, instead of the traditional printed crosstab books, we are distributing the NPS 97 results in an electronic format. We believe that this new electronic format will offer several advantages over the traditional printed report format which has been used over the last few years. The advantages are:

- We can save paper by making it possible for users of the report to print only those analyses that they want to see (instead of printing numerous copies of the 500-700 page crosstab books). In addition, all documents will look just the same as they did on our computers when they were created.
- The new format is flexible, allowing users to view, read, print and import information into other documents on their computer (see documentation provided with Adobe Acrobat Reader or the World Wide Web site for instructions).
- The new format is also very portable and can be used on any computer that can run Adobe Acrobat Reader. A copy of the Adobe reader for Windows 3.1/95 is included on a disk with the report disk.

The new NPS 97 crosstab books are being sent to you this year in Adobe Acrobat ".pdf" format. This is a portable document format which allows users to view, navigate and print the contents of the report on just about any computer and printer running Microsoft Windows. For more information on this type of electronic document or to download updates to the Adobe Acrobat documents in the future, visit the Adobe Systems Inc. World Wide Web site by typing the following address in your browser: http://www.adobe.com/prodindex/acrooat/main.html.

How Do I Install The NPS 97 Results On My Computer?

The NPS 97 crosstab results books can be installed on any computer running Microsoft Windows 3.1 or Windows 95/NT. Use the following directions to install the Adobe Acrobat Reader program onto your computer.

Windows 3.1/3.11
1. Place the Adobe Reader disk in the diskette drive.
2. Start the File Manager.
3. Select Run from the File menu and type "a:acroread.exe" (substitute "b" if the disk is in the "b" drive).
4. Click on OK.
5. The setup program will begin and install Reader in the directory you indicate.
6. Files that are electronically published in Acrobat will have the extension ".pdf". Click on the Acrobat Reader icon and open the file with extension ".pdf" that you wish to view.

Windows 95/NT
1. Place the Adobe Reader disk in the diskette drive.
2. Click on Start.
3. Click on Run.
4. Type "a:acroread.exe" (substitute "b" if the disk is in the "b" drive).
5. The setup program will begin and install Reader in the directory you indicate.
6. Files that are electronically published in Acrobat will have the extension ".pdf". Click on the Acrobat Reader icon and open the file with extension ".pdf" that you wish to view.

Once Adobe Acrobat Reader has been installed in Windows on your computer, you can access the report files either on the floppy disks or by copying them to your computer's hard-disk. We recommend that you create a new directory in Windows called "NPS97" (or whatever you like) and that you copy the contents of the crosstab results books to this sub-directory; having the files on your hard-disk will ensure quicker, more efficient and reliable access and printing.

How Do I View The NPS 97 Results?

After you have installed the Adobe Acrobat Reader software and crosstab results documents onto your hard-disk, you are ready to begin viewing and printing the NPS 97 report. To view the documents, simply open the program by either double clicking on the Adobe Acrobat Reader icon by using the run command in the Windows Program Manager. The files can then be opened by using the "Open" command under the "File" menu. For additional instructions or help on how to view, navigate and print documents, view the on-line help under the "Help" menu of the Adobe Acrobat Reader program.

Use the following key to help you locate the analysis that you are interested in viewing. The crosstab books have been broken down into 4 parts each to decrease the space and memory requirements for viewing and printing.

Enlisted Respondents			**Officer Respondents**	
File Name	Contents		File Name	Contents
Enl-Int.pdf	Introduction		Off-Int.pdf	Introduction
Enl-1.pdf	Analysis questions of 1-50		Off-1.pdf	Analysis questions of 1-50
Enl-2.pdf	Analysis questions of 51-100		Off-2.pdf	Analysis questions of 51-73
Enl-3.pdf	Analysis questions of 101-135		Off-3.pdf	Analysis questions of 74-135

How Do I View A Specific Analysis?

There are basically three ways to get the analysis you are looking for when you are viewing the crosstab results documents. All approaches work equally well, however, you may choose to use one or the other to navigate your way around the reports. The three approaches are as follows:

1. **Arrow Keys:** You can use the arrow keys found on the icon menu at the top of your screen to navigate your way through the documents. The right arrow key is used to move forward, while the left arrow key is used to back-up in the document.
2. **Bookmarks:** This is probably the easiest way to navigate through the documents. To use the bookmarks function, go to the "View" menu and select the "Bookmarks and Page" function; this will make a contents list appear at the left of your viewing space. Now to navigate, simply scroll down the contents list and click on the title of the analysis you wish to view. Once you have clicked on your chosen analysis, the program will jump to the page containing the analysis you selected.
3. **Find Function:** You can also use the "Find" function which is found under the "Tools" menu. When this function is selected, a pop-up menu will appear which asks what you wish to search for. Type in either the name or number of the analysis that you wish to find and press the "OK" button or the "Enter" key. This will cause the program to jump to any analysis with that title.

What If I Have Problems Of Need Additional Information?

If you have any problems with installing or running the software, please check the on-line help and/or documentation provided with the report first. If you still have questions or need additional information, please feel free to contact John Kantor, Ph.D., the project coordinator at the address/phone number(s) listed above.

Appendix D

Statistical Tables on Disks

Distribution List

Assistant Secretary of the Navy (Manpower and Reserve Affairs)
Deputy Assistant Secretary of the Navy (Manpower and Reserve Affairs)
Chief of Naval Operations (N1), (N1B), (N091), (N813)
Office of Naval Research (Code 342)
Chief of Naval Personnel (PERS-00), (PERS-00B), (PERS-00W), (PERS-00H), (PERS-02), (PERS-20), (PERS-22), (PERS-234), (PERS-4), (PERS-46), (PERS-05), (PERS-6), (PERS-6C), (PERS-6E), (PERS-63), (PERS-662D4), (PERS-7)
Commander in Chief, U.S. Atlantic Fleet (N1)
Commander in Chief, U.S. Pacific Fleet (N1)
Commander in Chief, U.S. Naval Forces, Europe (2)
Naval Postgraduate School
Director of Research, U.S. Naval Academy
Pentagon Library
Defense Technical Information Center (DTIC) (4)