



**MARKING INSTRUCTIONS**

Demographic items are used for research purposes. To ensure anonymity, your organization does not receive any information which could identify an individual or group containing less than 5 people. You do not have to answer all items. ● **CORRECT**

<b>My highest educational level:</b>	<b>My annual salary:</b>	<b>My race/ethnicity:</b>	<b>My home zip</b>
<input type="radio"/> Did not finish high school	<input type="radio"/> Less than \$20,000	<input type="radio"/> African-American	
<input type="radio"/> High school or equivalent	<input type="radio"/> \$20,001 to \$30,000	<input type="radio"/> White	
<input type="radio"/> Some college	<input type="radio"/> \$30,001 to \$40,000	<input type="radio"/> Asian	0 0 0 0 0
<input type="radio"/> Associate's degree	<input type="radio"/> \$40,001 to \$50,000	<input type="radio"/> Native American/Pacific Islander	1 1 1 1 1
<input type="radio"/> Bachelor's degree	<input type="radio"/> \$50,001 to \$60,000	<input type="radio"/> Prefer to self-describe: <input type="text"/>	2 2 2 2 2
<input type="radio"/> Master's degree	<input type="radio"/> \$60,001 to \$70,000	<b>Are you of Latino/a/x or Spanish decent?</b>	3 3 3 3 3
<input type="radio"/> Doctoral degree	<input type="radio"/> \$70,001 to \$80,000	<input type="radio"/> Yes <input type="radio"/> No	4 4 4 4 4
<b>My age (in years):</b>	<input type="radio"/> \$80,001 to \$90,000	<b>I work:</b>	5 5 5 5 5
<input type="radio"/> 16-29	<input type="radio"/> More than \$90,000	<input type="radio"/> Full-time <input type="radio"/> Part-time	6 6 6 6 6
<input type="radio"/> 30-39	<b>I am:</b>	<b>I currently remote work:</b>	7 7 7 7 7
<input type="radio"/> 40-49	<input type="radio"/> Female	<input type="radio"/> None of the time <input type="radio"/> Some (1-2 days/week)	8 8 8 8 8
<input type="radio"/> 50-59	<input type="radio"/> Male	<input type="radio"/> Most (3-4 days/week) <input type="radio"/> All the time	9 9 9 9 9
<input type="radio"/> 60+	<input type="radio"/> Prefer to self-describe: <input type="text"/>		
<b>Years of service :</b>			
<input type="radio"/> Less than 1	<b>I am currently in a supervisory role.</b>	<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> 1-2	<b>I received a promotion during the past two years.</b>	<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> 3-5	<b>I received a merit increase during the past two years.</b>	<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> 6-10	<b>I plan to be working for this organization in one year.</b>	<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> 11-15	<b>I am eligible for retirement within the next two years.</b>	<input type="radio"/> Yes <input type="radio"/> No	
<input type="radio"/> 16+			

**Special Code Area**

Organizations Can Code Employees Into a Variety of Breakout Groups

**Marking in-**

**structions:** Please indicate how strongly you agree or disagree with the following statements. If you do not have any information about a particular statement or the statement is not applicable, indicate that by selecting N/A. For items referring to your work group,

DON'T KNOW/NOT APPLICABLE

STRONGLY DISAGREE

DISAGREE

NEUTRAL

AGREE

1. My workgroup cooperates to get the job done.	SA	A	N	D	SD	NA
2. In my workgroup, I can share my opinions and ideas.	SA	A	N	D	SD	NA
3. In my workgroup, we encourage each other to learn from our mistakes.	SA	A	N	D	SD	NA
4. In my workgroup, there is a real feeling of teamwork.	SA	A	N	D	SD	NA
5. Our institution is known for the quality of work we provide.	SA	A	N	D	SD	NA
6. I know how my work impacts others in the institution	SA	A	N	D	SD	NA
7. We develop services to match the needs of those we serve.	SA	A	N	D	SD	NA
8. Our institution communicates effectively with the public.	SA	A	N	D	SD	NA
9. I have a good understanding of our mission, vision, and strategic plan.	SA	A	N	D	SD	NA
10. I have a clear understanding about my work responsibilities.	SA	A	N	D	SD	NA
11. My supervisor recognizes outstanding work.	SA	A	N	D	SD	NA
12. I am given the opportunity to do my best work.	SA	A	N	D	SD	NA
13. My supervisor is consistent when administering policies concerning employees.	SA	A	N	D	SD	NA
14. My supervisor evaluates my performance fairly.	SA	A	N	D	SD	NA
15. Given the type of work I do, my physical workplace meets my needs.	SA	A	N	D	SD	NA
16. My workplace is well maintained.	SA	A	N	D	SD	NA
17. There are sufficient procedures to ensure the safety of employees in the workplace.	SA	A	N	D	SD	NA
18. I have adequate resources and equipment to do my job.	SA	A	N	D	SD	NA
19. The people I work with treat each other with respect.	SA	A	N	D	SD	NA
20. The people I work with come from diverse backgrounds.	SA	A	N	D	SD	NA
21. The people I work with care about my personal well-being.	SA	A	N	D	SD	NA

**Marking instructions:** Please indicate how strongly you agree or disagree with the following statements. If you do not have any information about a particular statement or the statement is not applicable, indicate that by selecting N/A. For items referring to your work group, please answer from the perspective of your immediate workplace (those individuals or areas that you interact with most often).

DON'T KNOW/NOT APPLICABLE					
STRONGLY DISAGREE					
DISAGREE					
NEUTRAL					
AGREE					
STRONGLY AGREE					

- 22. I trust the people in my workplace. SA A N D SD NA
- 23. My workgroup uses the latest technologies to communicate and interact. SA A N D SD NA
- 24. We receive regular and useful updates on how to keep our computer and sensitive information secure from cyber-attack. SA A N D SD NA
- 25. Support is available for the technologies we use. SA A N D SD NA
- 26. Our computer systems enable me to quickly find the information I need. SA A N D SD NA
- 27. The communication channels I must go through at work are reasonable. SA A N D SD NA
- 28. My work atmosphere encourages open and honest communication. SA A N D SD NA
- 29. The communications I receive at work are timely and informative. SA A N D SD NA
- 30. My pay keeps pace with the cost of living. SA A N D SD NA
- 31. Salaries are competitive with similar jobs in the community or comparable institutions. SA A N D SD NA
- 32. I feel I am paid fairly for the work I do. SA A N D SD NA
- 33. Retirement benefits are competitive with similar jobs in the community. SA A N D SD NA
- 34. Health insurance benefits are competitive with similar jobs in the community. SA A N D SD NA
- 35. Benefits can be selected to meet individual needs. SA A N D SD NA
- 36. I believe I have a career with this institution. SA A N D SD NA
- 37. Learning opportunities/training are made available to me so that I can do my job better. SA A N D SD NA
- 38. Learning opportunities/training are made available to me for professional growth/skills development. SA A N D SD NA
- 39. My work environment supports a balance between work and personal life. SA A N D SD NA
- 40. I feel free to be myself at work. SA A N D SD NA
- 41. The pace of work enables employees to effectively perform their job. SA A N D SD NA
- 42. I am proud to tell people that I work for this institution. SA A N D SD NA
- 43. Harassment is not tolerated at my workplace. SA A N D SD NA
- 44. Employees are generally ethical in my workplace. SA A N D SD NA
- 45. I believe we will use the information from this survey to improve our workplace. SA A N D SD NA
- 46. I am satisfied with the opportunities I have to give feedback on my supervisor's performance. SA A N D SD NA
- 47. Our administration effectively communicates important information. SA A N D SD NA
- 48. I am treated fairly in my workplace. SA A N D SD NA

SAMPLE

Organizations  
 Can Include Up To  
 20 Additional Items.

**THANK YOU FOR YOUR PARTICIPATION.**