

# Making sense of the JESUS Video Project Paperwork

## Week 1 DVD Distribution

### DVD Distribution Record (DVD DR)

Completed on the doorstep when leaving a DVD

DVD DRs returned to project Co-ordinator immediately after transferring data to the DVD Questionnaire Record

### DVD Questionnaire Record (DVD QR)

Data transferred to first two columns upon returning from DVD distribution

Summary of each visit recorded on DVD QR on returning to the church

Returned at end of Week 1, DVD distribution

## Week 2 DVD Questionnaires

This form is retained by visiting team until all questionnaires are completed

### Opinion Questionnaire

Completed questionnaires returned to project Co-ordinator after transferring data to the DVD QR

### Contact Reports

Completed for each visit immediately on returning to the church

## Beyond Week 2

As viewers who were missed during Week 2 are interviewed in the coming days:

- Responses are summarised on the DVD QR
- Contact Reports are completed and immediately given to Project Co-ordinator
- DVD QR is returned when all visits are completed

Given to Project Co-ordinator as soon as completed

Returned at end of Week 2, questionnaire visits