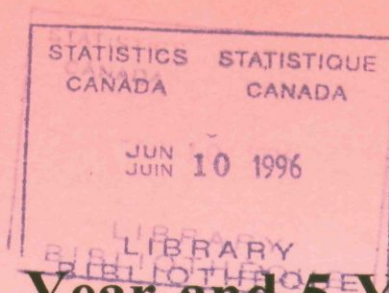


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**MBI-1**

## **Place of Residence 1 Year and 5 Years ago Inside Canada**

### **Procedures Manual**



**Automated Coding**



Statistics  
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**MBI-1**

**Place of Residence 1 Year and 5 Years Ago**

**Inside Canada**

**Procedures Manual**

Prepared by: Census Operations Division  
Social, Institutions and Labour Statistics Field



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# I. Introduction to Coding Procedures for the "Place of Residence 1 Year and 5 Years Ago - Inside Canada" Variable

In question 22 on the 2B Census form (long form), respondents are asked to mark the circle beside the response that best characterizes their place of residence 1 year ago, i.e. May 14, 1995. Respondents who mark answer circle 03 are required to specify their place of residence **inside Canada** by writing in the name of the city, town, village, township, municipality or Indian reserve in Canada, and the province or territory where they lived on May 14, 1995. Respondents who state that they lived **outside Canada** on that date (by marking answer circle 05), are asked to specify the name of the country.

MOBILITY	
<p><b>22. Where did this person live 1 year ago, that is, on May 14, 1995?</b></p> <p><i>Mark one circle only.</i></p> <p><b>Note:</b> Some large cities are made up of smaller cities or towns called municipalities. Where applicable, identify the municipality rather than the larger city, for example, Dorval rather than Montréal, Scarborough rather than Toronto, St. Albert rather than Edmonton, Saanich rather than Victoria.</p>	<p><b>25.</b></p> <p>01 <input type="radio"/> Lived at the same address as now</p> <p>02 <input type="radio"/> Lived at a different address in the same city, town, village, township, municipality or Indian reserve</p> <p>03 <input checked="" type="radio"/> Lived in a different city, town, village, township, municipality or Indian reserve in Canada Specify below City, town, village, township, municipality, or Indian reserve → <u>Victoriaville</u> Province/territory → <u>Quebec</u></p> <p>04 <input type="radio"/> Lived outside Canada Specify name of country →</p> <p>05 <input type="radio"/></p> <p>06 <input type="radio"/></p>

In question 23 on the 2B Census form, respondents are asked to mark the answer circle beside the response that best characterizes their place of residence 5 years ago, i.e. May 14, 1991. Respondents apply the same rules as for the preceding question.

<p><b>23. Where did this person live 5 years ago, that is, on May 14, 1991?</b></p> <p><i>Mark one circle only.</i></p> <p><b>Note:</b> Some large cities are made up of smaller cities or towns called municipalities. Where applicable, identify the municipality rather than the larger city, for example, Dorval rather than Montréal, Scarborough rather than Toronto, St. Albert rather than Edmonton, Saanich rather than Victoria.</p>	<p>07 <input type="radio"/> Lived at the same address as now</p> <p>08 <input type="radio"/> Lived at a different address in the same city, town, village, township, municipality, or Indian reserve</p> <p>09 <input checked="" type="radio"/> Lived in a different city, town, village, township, municipality or Indian reserve in Canada Specify below City, town, village, township, municipality or Indian reserve → <u>Camore</u> Province/territory → <u>Alberta</u></p> <p>10 <input type="radio"/> Lived outside Canada Specify name of country →</p> <p>11 <input type="radio"/></p> <p>12 <input type="radio"/></p>
--	---

The instructions provided with the 2B form to help respondents answer these two questions are shown below.

## **MOBILITY**

Questions 22 and 23 tell us where people living in Canada are moving to and from within Canada, and from outside Canada. This information is used to help estimate the population at the national, provincial and subprovincial levels between censuses. It is also used to identify future needs for housing, education, transportation and social services, and contributes to programs administered under the *Fiscal Arrangements Act*.

Mark one of the four circles provided to indicate each person's usual place of residence one year ago (on May 14, 1995) for Question 22 and five years ago (on May 14, 1991) for Question 23, even if the person was not at home on either date.

### **QUESTION 22 – Place of Residence One Year Ago**

For persons who lived in a **different** city, town, village, township, municipality or Indian reserve in **Canada** on May 14, 1995:

- mark that circle and print the name of the city, town, village, township, municipality or Indian reserve, **and**
- print the name of the province or territory it is in.

For persons who lived **outside Canada** on May 14, 1995:

- mark that circle and print the name of the country **according to present boundaries**.

### **QUESTION 23 – Place of Residence Five Years Ago**

For persons who lived in a **different** city, town, village, township, municipality or Indian reserve in **Canada** on May 14, 1991:

- mark that circle and print the name of the city, town, village, township, municipality or Indian reserve, **and**
- print the name of the province or territory it is in.

For persons who lived **outside Canada** on May 14, 1991:

- mark that circle and print the name of the country **according to present boundaries**.

Source: Statistics Canada, Guide and Reasons, p. 10, 1996 Census.

Responses for **inside Canada** and **outside Canada** will be treated as two different variables.

This manual describes the automated coding procedures for responses with place of residence **inside Canada**, i.e. the first two write-in boxes in each question. Procedures for **outside Canada** responses (the last write-in box in each question) are covered in the manual entitled "Place of Residence 1 Year and 5 Years Ago – Outside Canada Procedures Manual"(MBO-1).

Through out this Procedures Manual the term "Place Name" is used to identify a City, Town, Village, Township, Municipality or Indian Reserve in Canada.



## **II. Standard Coding Procedures**

As a general coder, you are responsible for assigning a code to each response according to the instructions you are given.

You will see three categories of responses when manual coding "Place of Residence 1 Year and 5 Years Ago - Inside Canada":

- (a) responses containing both the place name and the province;**
- (b) responses containing the place name only;**
- (c) responses containing the name of the province only.**

Within each category of response, you will encounter the following difficulties:

- (a) misspelled responses;**
- (b) multiple responses;**
- (c) other responses.**

When the system shows you a response, you must:

- identify which category of response it is and determine whether it contains any difficulties;
- follow the processing steps for the category of response or difficulty identified.

These steps are described on pages 7 through 24 of this manual.

The system which helps you code uses Automated Coding by Text Recognition (ACTR). ACTR provides you with coding suggestions in the form of one or more phrases displayed under the response.

You must first use the Manual Coding Book (MCB) to find the proper codes for the responses displayed by the system.

## **A. The Codes**

This variable is coded with two types of codes: Standard Geographical Classification Codes (SGC) and Temporary Codes (TC). Both types are listed in the MCB.

### **Standard Geographical Classification Codes**

The Standard Geographical Classification codes used when coding contain seven digits. The first two digits represent the province, the next two represent the Census Division (CD), and the last three represent the Census Subdivision (CSD), i.e. the municipality, city, or town.

The province codes are as follows:

• Newfoundland / Terre-Neuve	10
• Prince Edward Island / Île-du-Prince-Édouard	11
• Nova Scotia / Nouvelle-Écosse	12
• New Brunswick / Nouveau-Brunswick	13
• Quebec / Québec	24
• Ontario	35
• Manitoba	46
• Saskatchewan	47
• Alberta	48
• British Columbia / Colombie-Britannique	59
• Yukon Territory / Territoire du Yukon	60
• Northwest Territories / Territoires du Nord-Ouest	61

If you encounter the response **MONTREAL, QUEBEC** on the screen, the **SGC** code will be 24 66 025. The 24 denotes the province of Quebec, 66 denotes the CD, and 025 denotes the CSD.

### **Temporary Codes**

Temporary codes were created to process places with the same name more efficiently. We use TCs when the geographical unit cannot be positively identified. Two types of TCs are used: national and provincial TCs.

#### **National TCs (99 00 XXX)**

National TCs have the same form as SGC codes, but they mean something different: the "99" indicates that it's a TC; the "00" shows that the province is unknown; and the "XXX" refers simply to the place name and not to a specific city or town.

National TCs are used to identify places with the same name in different provinces.

MMANUAL1		1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.		17/01/96 13:18:54.3	
Write-in to be coded KINGSTON				Type	Code
Phrases returned by ACTR				Codes	(S)elect
ID: 61001053 069 1 4					
Data for same question from each household member					
Check-boxes and Write-ins KINGSTON				Personr:	1
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A UALID CODE.					

As shown on the screen, the respondent has only given the name of the place but has not specified which province it is located in. Is it Kingston, Newfoundland; Kingston, Prince Edward Island; Kingston, New Brunswick; or Kingston, Ontario? In this case, the national TC 99 00 529 is assigned, since there is a Kingston in more than one province. The "99" indicates that it is a TC; the "00" shows that the province is unknown; and the "529" refers to the place named Kingston.

### Provincial TCs (99 province code XXX)

Provincial TCs are used to identify places with the same name in the same province.

MMANUAL1		1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.		17/01/96 13:18:54.3	
Write-in to be coded CARTIER MANITOBA				Type	Code
Phrases returned by ACTR				Codes	(S)elect
ID: 61001053 069 1 4					
Data for same question from each household member					
Check-boxes and Write-ins CARTIER MANITOBA				Personr:	1
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A UALID CODE.					

When the response is found in the MCB, we find that Cartier, Manitoba has more than one code: 46 02 075 and 46 10 043. Is this the Cartier in CD 02, or the one in CD 10? The information supplied by the respondent, though correct, is insufficient to enable us to determine which code is the correct one. In this case, we assign the provincial TC 99 46 007. The "99" indicates that it is a TC; the "46" shows that the province is Manitoba; and the "007" denotes the name "Cartier".

## **B. Code Match**

When coding, you must carry out different steps depending on the category of response you are coding.

However, **code match**, the phase where a code is assigned to a response, is identical for all categories of responses.

Always refer to the table below when you are **code matching**.

CONDITION	ACTION
<b>STEP 1</b> <b>IF</b> there is a code match, <b>THEN</b>	(a) type the valid code; (b) validate the code; (c) verify that the valid code appears at the bottom of the screen.
<b>STEP 2</b> (i) <b>IF</b> a valid code appears at the bottom of the screen, <b>THEN</b>  (ii) <b>IF</b> an invalid code appears at the bottom of the screen, <b>THEN</b>	commit the code.  verify whether the code was input correctly. If an error has been made, correct the code and repeat <b>STEPS 1 and 2</b> .
<b>STEP 3</b> <b>IF</b> an invalid code still appears at the bottom of the screen, <b>THEN</b>	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>

On the following pages, you will find the standard coding procedure flow charts and situation/condition/action tables which will guide you through the various procedures needed when coding responses.

### III. Processing the Three Categories of Responses

#### A. Processing Responses Containing Both the Place Name and the Province

The examples below illustrate how this category of response will appear on your screen.

##### Place name and province – Example N°. 1

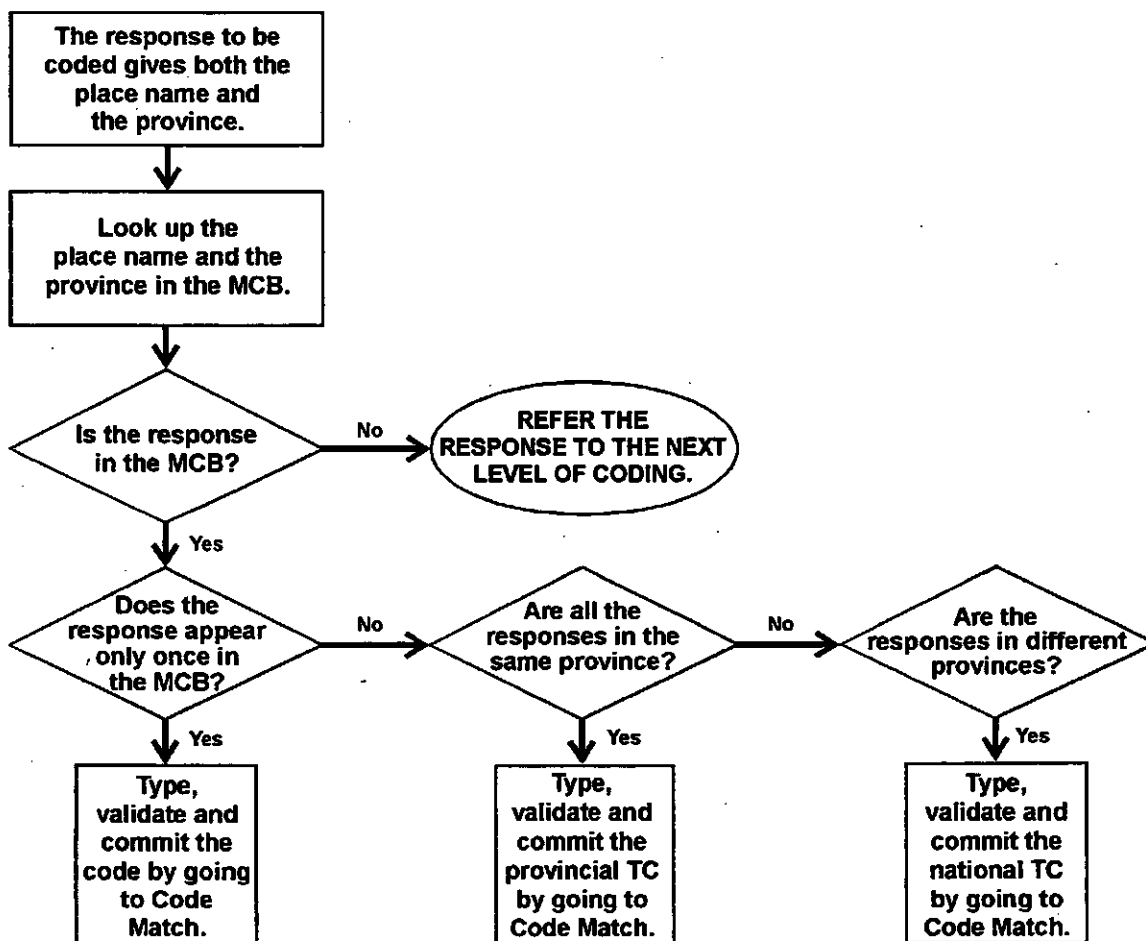
MHMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded ABITIBI PQ		Type Code
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 1 4		
Data for same question from each household member		
Check-boxes and Write-ins ABITIBI PQ		Persnr: 1
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT 1026 CODER IS AUTHORIZED TO KEY A VALID CODE.		

##### Place name and province – Example N°. 2

MHMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded POINTE AUX TREMBLES QUEBEC		Type Code
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 1 4		
Data for same question from each household member		
Check-boxes and Write-ins POINTE AUX TREMBLES QUEBEC		Persnr: 1
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT 1026 CODER IS AUTHORIZED TO KEY A VALID CODE.		

The standard coding procedure flow chart below summarizes the operations involved in processing responses containing both the place name and the province.

**Standard coding procedure flow chart  
Place name and province**



**Situation/condition/action table for coding responses containing both the place name and the province**

**Place name and province**

<b>SITUATION</b>	<b>CONDITION</b>	<b>ACTION</b>
<b>STEP 1</b> The response to be coded contains both a place name and province.  Look up the place name and province in the MCB.	a) <b>IF</b> the response is in the MCB, <b>THEN</b>	go to <b>STEP 2</b> .
	(b) <b>IF</b> the response is not in the MCB, <b>THEN</b>	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>
<b>STEP 2</b> The place name and the province are listed in the MCB.	(a) <b>IF</b> the response appears only once, <b>THEN</b>	type, validate and commit the code by going to <b>Code Match</b> on page 6.
	(b) <b>IF</b> the response appears more than once, <b>THEN</b>	go to <b>STEP 3</b> .
<b>STEP 3</b> The response appears more than once.  Verify in the MCB to determine whether the responses are all in the same province.	(a) <b>IF</b> the responses are all in the same province, <b>THEN</b>	type, validate and commit the provincial TC by going to <b>Code Match</b> on page 6.
	(b) <b>IF</b> the responses are in different provinces, <b>THEN</b>	type, validate and commit the national TC by going to <b>Code Match</b> on page 6.

## B. Processing Responses Containing the Place Name Only

The examples below illustrate how this category of response will appear on your screen.

### Place name only – Example N°. 1

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS IN CAN.	17/01/96 13:26:51.3
Write-in to be coded CORNWALL	Type Code	
Phrases returned by ACTR	Codes	(\$)elect
ID: 61001060 129 1 10		
Data for same question from each household member Persnr: 1		
Check-boxes and Write-ins CORNWALL		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT 1026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

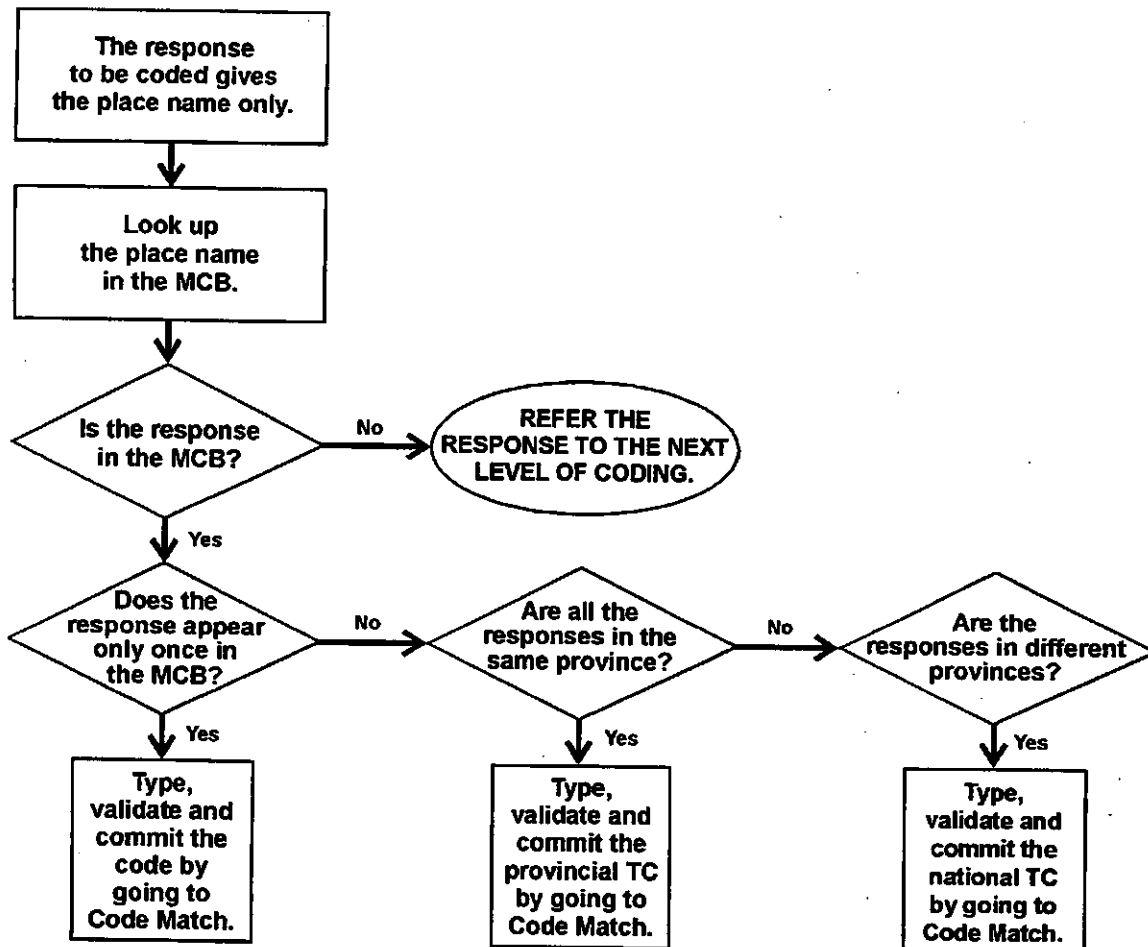
### Place name only – Example N°. 2

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS IN CAN.	17/01/96 13:26:51.3
Write-in to be coded ORLEANS	Type Code	
Phrases returned by ACTR	Codes	(\$)elect
ID: 61001060 129 1 10		
Data for same question from each household member Persnr: 1		
Check-boxes and Write-ins ORLEANS		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT 1026 CODER IS AUTHORIZED TO KEY A UALID CODE.		



The standard coding procedure flow chart below summarizes the operations involved in processing responses containing the place name only.

**Standard coding procedure flow chart  
Place name only**



**Situation/condition/action table for coding responses containing the place name only**

**Place name only**

<b>SITUATION</b>	<b>CONDITION</b>	<b>ACTION</b>
<b>STEP 1</b> The response to be coded contains a place name only.  Look up the place name in the MCB.	(a) <b>IF</b> the response is in the MCB, <b>THEN</b>	go to <b>STEP 2</b> .
	(b) <b>IF</b> the response is not in the MCB, <b>THEN</b>	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>
<b>STEP 2</b> The place name is listed in the MCB.	(a) <b>IF</b> the response appears only once in the MCB, <b>THEN</b>	type, validate and commit the code by going to <b>Code Match</b> on page 6.
	(b) <b>IF</b> the response appears more than once in the MCB, <b>THEN</b>	go to <b>STEP 3</b> .
<b>STEP 3</b> The response appears more than once.  Verify in the MCB to determine whether the responses are all in the same province.	(a) <b>IF</b> the responses are all in the same province, <b>THEN</b>	type, validate and commit the provincial TC by going to <b>Code Match</b> on page 6.
	(b) <b>IF</b> the responses are in different provinces, <b>THEN</b>	type, validate and commit the national TC by going to <b>Code Match</b> on page 6.

### C. Processing Responses Containing the Province Only

The examples below illustrate how this category of response will appear on your screen.

#### Province only – Example N°. 1

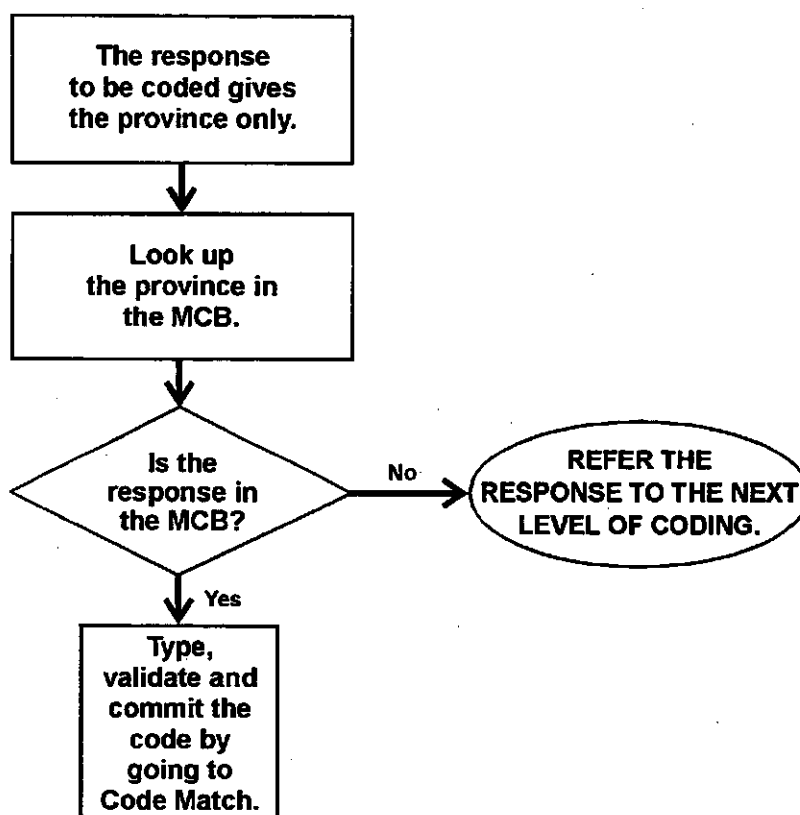
MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded NEWBRUNSWICK		Type Code
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 1 4		
=====		
Data for same question from each household member		Persnr: 1
Check-boxes and Write-ins NEWBRUNSWICK		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A VALID CODE.		

#### Province only – Example N°. 2

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded BRITISH COLUMBIA		Type Code
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 1 4		
=====		
Data for same question from each household member		Persnr: 1
Check-boxes and Write-ins BRITISH COLUMBIA		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A VALID CODE.		

The standard coding procedure flow chart below summarizes the operations involved in processing responses containing the province only.

**Standard coding procedure flow chart  
Province only**



**Situation/condition/action table for coding responses containing the province only****Province only**

<b>SITUATION</b>	<b>CONDITION</b>	<b>ACTION</b>
<b>STEP 1</b> The response to be coded gives the province only.  Look up the province in the MCB.	(a) <b>IF</b> the response is in the MCB, <b>THEN</b>	type, validate and commit the code by going to <b>Code Match</b> on page 6.
	(b) <b>IF</b> the response is not in the MCB, <b>THEN</b>	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>



#### IV. Processing Responses Containing Difficulties

##### A. Processing Misspelled Responses

The examples below illustrate how misspelled responses will appear on your screen.

##### Misspelled response – Example N°. 1

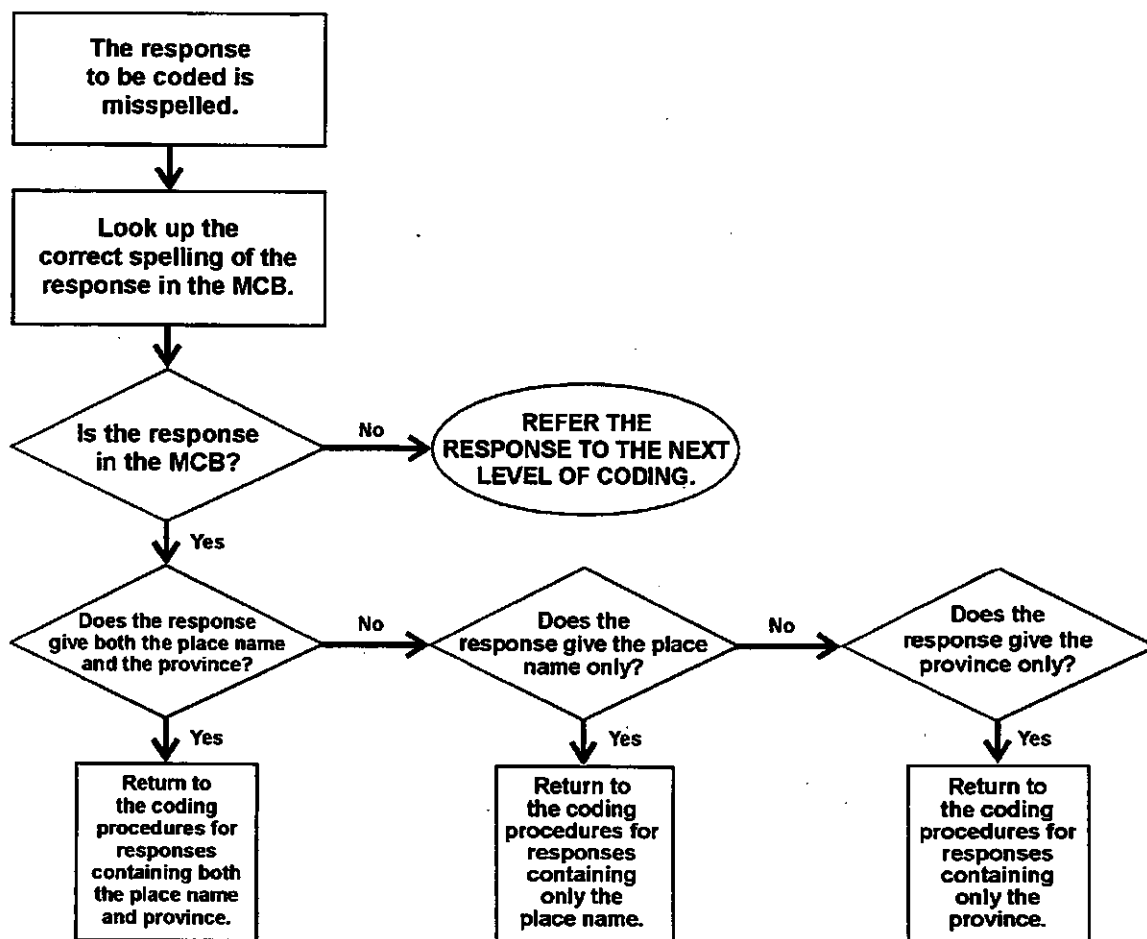
MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS IN CAN.	17/01/96 13:26:51.3
Write-in to be coded MISSISAUGUA		Type Code
Phrases returned by ACTR		Codes (S)elect
ID: 61001060 129 1 10		
=====		
Data for same question from each household member		Personr: 1
Check-boxes and Write-ins MISSISAUGUA		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

##### Misspelled response – Example N°. 2

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded ONTARIO		Type Code
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 1 4		
=====		
Data for same question from each household member		Personr: 1
Check-boxes and Write-ins ONTARIO		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

The standard coding procedure flow chart below summarizes the operations involved in processing misspelled responses.

**Standard coding procedure flow chart  
Misspelled responses**





## Situation/condition/action table for coding misspelled responses

## Misspelled responses

SITUATION	CONDITION	ACTION
<b>STEP 1</b> The response to be coded is misspelled.  Look up the correct spelling of the response in the MCB.	(a) IF the response is in the MCB, THEN	go to <b>STEP 2</b> .
	(b) IF the response is not in the MCB, THEN	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>
<b>STEP 2</b> The correctly spelled response is listed in the MCB.	IF the response gives:	return to the coding procedures for responses containing both the place name and the province, on page 7.
	(a) both the place name and the province, THEN	
	(b) the place name only, THEN	return to the coding procedures for responses containing the place name only, on page 10.
	(c) the province only, THEN	return to the coding procedures for responses containing the province only, on page 13.

## B. Processing Multiple Responses

The examples below illustrate how multiples responses will appear on your screen.

### Multiple response – Example N°. 1

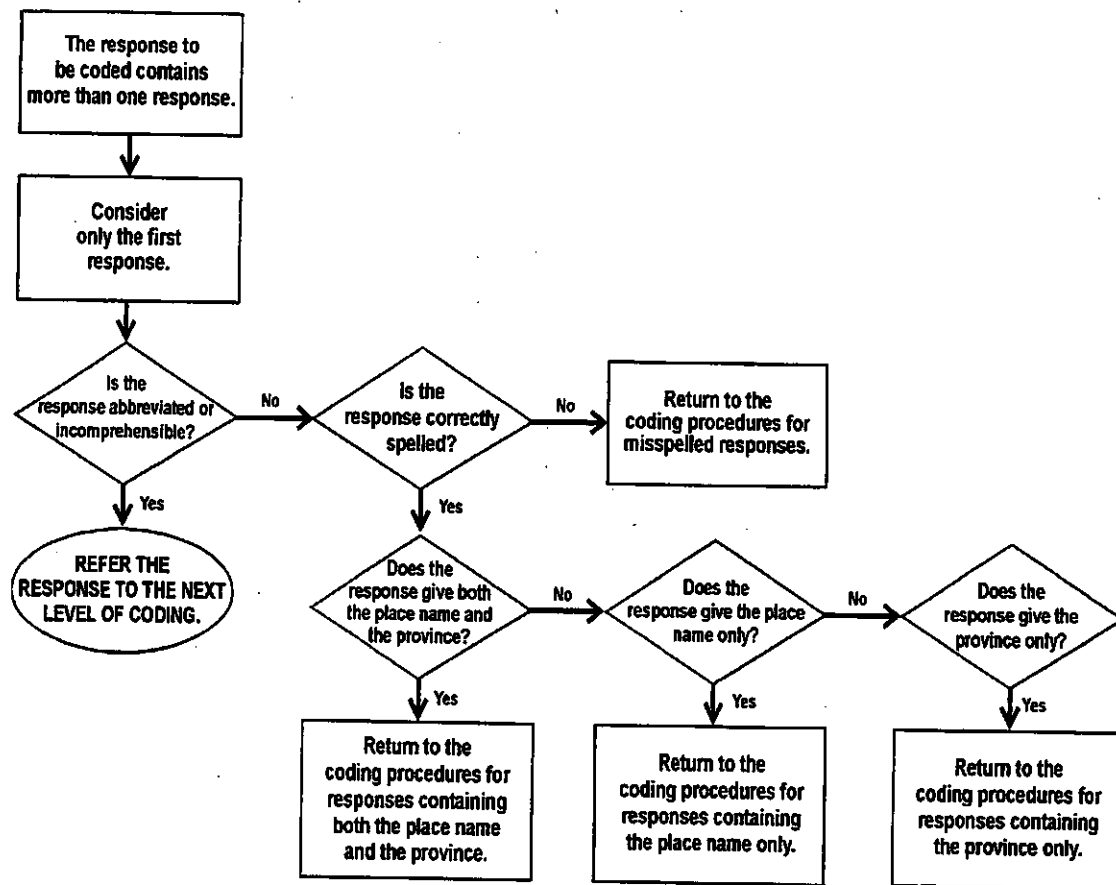
MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded MONTREAL ANJOU		Type Code -----
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 1 4		
-----		
Data for same question from each household member		Persnr: 1
Check-boxes and Write-ins MONTREAL ANJOU		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

### Multiple response – Example N°. 2

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS IN CAN.	17/01/96 13:26:51.3
Write-in to be coded SHERBROOKE TROIS-RIVIERES		Type Code -----
Phrases returned by ACTR		Codes (S)elect
ID: 61001060 129 1 10		
-----		
Data for same question from each household member		Persnr: 1
Check-boxes and Write-ins SHERBROOKE TROIS-RIVIERES		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT I026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

The standard coding process flow chart below summarizes the operations involved in processing multiple responses.

**Standard coding process flow chart  
Multiple responses**



Situation/condition/action table for coding multiple responses

Multiple responses

SITUATION	CONDITION	ACTION
<b>STEP 1</b> The response to be coded contains more than one response.  Consider only the first response.	a) IF the response is abbreviated or incomprehensible, THEN	REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.
	b) IF the response is misspelled, THEN	return to the coding procedures for misspelled responses on page 17.
	c) IF the response is correctly spelt, THEN	go to STEP 2.
<b>STEP 2</b> The response to be coded is correctly spelled.	IF the response gives:	return to the coding procedures for responses containing both the place name and the province, on page 7.
	(a) both the place name and the province, THEN	
	(b) the place name only, THEN	return to the coding procedures for responses containing the place name only, on page 10.
	(c) the province only, THEN	return to the coding procedures for responses containing the province only, on page 13.

### C. Processing Other Responses

When processing other responses, you will find three types of responses:

- 1) abbreviated responses;
- 2) "same as", "same as person 1", "même que", "même que la Personne 1";
- 3) incomprehensible responses.

The examples below illustrate how these types of responses will appear on your screen.

#### Abbreviated response

MNANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS IN CAN.	17/01/96 13:26:51.3
Write-in to be coded		Type Code
YKN		-----
Phrases returned by ACTR		Codes (S)elect
ID: 61001060 129 1 10		
=====		
Data for same question from each household member		Personr: 1
Check-boxes and Write-ins		
YKN		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT		
1026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

#### Response "same as", "same as Person 1", "même que", "même que la Personne 1"

MNANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.	17/01/96 13:18:54.3
Write-in to be coded		Type Code
SAME AS PERSON 1		-----
Phrases returned by ACTR		Codes (S)elect
ID: 61001053 069 2 4		
=====		
Data for same question from each household member		Personr: 1
Check-boxes and Write-ins		
MONTREAL QUE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT		
1026 CODER IS AUTHORIZED TO KEY A UALID CODE.		

### Other type of response

1996 CENSUS OF POPULATION / AUTOMATED CODING		17/01/96
INTERACTIVE CODING - MOBILITY 1 YEAR IN CAN.		13:18:54.3
MMANUAL1		
Write-in to be coded	Type	Code
FORGET IT		
Phrases returned by ACTR	Codes	(S)elect
ID: 61001053 069 1 4		
Data for same question from each household member		
Check-boxes and Write-ins		Person: 1
FORGET IT		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER VALID COMIT QUIT		
1926 CODER IS AUTHORIZED TO KEY A VALID CODE.		

These types of responses are not dealt with in this Procedures Manual. Such responses must be analyzed by expert coders. You must **REFER THESE TYPES OF RESPONSES TO THE NEXT LEVEL OF CODING.**

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