

Corn and Soybean OY Coach Field Training Checklist

Prepping to Go to the Field:

- ☐ Labeling stakes
- ☐ Setting up Packets
- ☐ Make a route

Corn and Soybean:

- ☐ Starting corner and mark with flagging ribbon
 - ☐ How to select/what to do with pivots
- ☐ Rows and paces
- ☐ Laying out Sample Unit 1 and Unit 2
 - ☐ Work outside unit
 - ☐ Flagging Ribbon
 - ☐ Buffer Zone
 - ☐ Label Stakes
- ☐ Practice completing Form B
 - ☐ What plants are included/excluded?
 - ☐ How to determine corn/soybean status; when between 2, go lower.
- ☐ Sample Packaging

Corn:

- ☐ Safety in field: how to find way out, trees, flagging ribbon trail.
- ☐ Practice measurements:
 - ☐ What ear(s) should be included/excluded
 - ☐ Caliper
 - ☐ Measuring tape
- ☐ Calibrate Corn Scales

Soybean:

- ☐ Bamboo Sticks/Bike flags
- ☐ Soybean Bar (Frame)
- ☐ Practice counts on soybean plant

Discussion Topics:

- ☐ Timeline and Due Dates – NASDA Webpage go over for each collection phase (have Enums put in phone or write on packets)
- ☐ Discuss Form A questions. Being efficient at calling/visiting farmers.
 - ☐ All operators need 4 calls before an attempted visit. (AM, noon, afternoon, PM).
 - ☐ Plan route to visit inaccessible operators.
- ☐ Do NOT take iPad into the field
- ☐ Practice dropping pin on field entrance, saving as sample number, and sending to coach.

- ☐ Form B Notes
 - ☐ Record data (MMDD) you made field counts; not the date you laid out sample!
 - ☐ Review skips and decimal points
 - ☐ Within 24 hours, enter data into CAPI with comments.
 - ☐ Within 24 hours, ship bundle to St. Louis. Write UPS tracking number on form and submit in CAPI.
 - ☐ Review harvest videos before first harvest.
- ☐ Survey Materials
 - ☐ Assemble packets
 - ☐ Enumerators should keep all their OY supplies each year. Including satchels/buckets and their supplies, and unused sample bundles.
 - ☐ Additional supplies needed if not purchased by coach:
 - New Enumerators: bucket, mallet, sheers
 - Soybean Enumerators: bamboo (if needed)
 - Corn Enumerators: potentially scale battery

Safety:

- ☐ Weather Related Safety Practices
 - ☐ Check the weather before going into the field. If severe weather is in the area, don't go out.
 - ☐ Avoid working in the heat of the day. Try to lay out units and do counts in the morning or early evening.
 - ☐ Stay hydrated. Drink water before going out and bring plenty of water with you.
 - ☐ Protect yourself from the sun. Wear a hat, sunscreen, and loose clothing with good coverage.
- ☐ Safety Supplies Checklist
 - ☐ Cell phone and emergency numbers
 - ☐ Inform coach or family member of your schedule
 - ☐ Drinking water
 - ☐ Sunscreen and insect repellent
 - ☐ Extra water and soap for cleaning
 - ☐ Proper clothes for the field – e.g. during hunting season wear blaze orange so you can be seen.
 - ☐ Extra change of clothes
- ☐ If a pesticide was sprayed within 3 days, do not go into the field, even if it means missing not getting field counts that month.
- ☐ If An Accident Occurs, Remember To
 - ☐ Seek medical help if necessary.
 - ☐ Report incident to coach and manager as soon as possible.
 - ☐ Fill out accident report form, even if the incident seems minor at the time.

Other Items:

- ☐ You should take time to talk to new/struggling enumerators about going out with them.
- ☐ Quality Control Recommendations
- ☐ Overtime issues
- ☐ Average number of samples touched per day