

# HOW-TO: Plan and Prepare for Data Collection



## ELOM Assessment Materials FAQs

### 1. How much does it cost to hire ELOM assessment materials?

R100/week to hire either the ELOM 4&5 Years or the ELOM 6&7 Years Assessment kits  
R150/week to hire a stadiometer; there is a refundable deposit of R1,500/stadiometer

### 2. How much does it cost to purchase ELOM assessment kits?

R1000/kit for the ELOM 4&5 Years Assessment kit  
R800/kit for the ELOM 6&7 Years Assessment kit (included both maths and literacy items)

### 3. How will I receive the ELOM assessment kits?

The courier fee to deliver the kits will be added to your final invoice. Please allow a 2-week lead time for delivery before fieldwork starts. Alternatively, you may collect the kits from our offices in Westlake, Cape Town.

### 4. What is in the ELOM assessment kits?

You can see the kit inventories of the two kits through the links below.

[ELOM 4&5 Years Assessment tool kit](#)

[ELOM 6&7 Years Assessment tool kit](#)

*IMPORTANT: The kits do not include tablets, they only contain the physical equipment that the assessor needs to complete the assessment.*

### 5. How do I maintain and store the ELOM assessment kits?

Always check kit contents against their inventory list post fieldwork and resupply what is missing. Ensure that you have wiped materials with a damp cloth, sharpened pencils, replenished paper supply, and removed any assessor notes. Store the kits safely, out of sight and reach of curious children, and don't allow the kits to be played with outside of assessment times.

## 6. Which ELOM Assessment tools require tablet administration?

The ELOM 4 & 5 Years Assessment tool, ELOM 4&5 Years Targeting tool and ELOM 6&7 Years Assessment tool are administered using the Survey CTO app which requires tablets with the following specifications:

- Minimum 4GB storage, 8GB is recommended
- Minimum of 2GB RAM, 4 GB or greater is recommended
- 5 megapixels rear camera
- 7 inch screen recommended at a minimum resolution of 1024x600, 1280x800 resolution recommended
- Minimum battery size of 3200mah, 4000mah is recommended
- Android 4.4 operating system (Android 5, 7 for [field plug-ins](#)) or higher, or iOS version 11 or higher.
- Minimum 3G and Wi-Fi connectivity, LTE and Wi-Fi recommended. SIM card is necessary for phone calls and mobile hotspot connection in areas with limited or no Wi-Fi
- Dedicated GPS chip for retrieving location

More information on the Survey CTO tablet requirements is [here](#).

Assessments using the other ELOM tools can be completed on any smart device.