**Comprehensive Commuter Survey Template**

This template was designed to aid in data collection for SIMAP and AASHE STARS but will likely need to be edited to fit the requirements, culture, and terms used at your college/university. You can customize many of the questions, remove questions that you deem unnecessary, and add questions to collect more transportation data. Please refer to the **Comprehensive Commuting Guidance Manual** for more information on using the survey template and data collection template.

Blue is student wording, Purple is faculty/staff wording

Yellow text boxes provide additional notes

**2022 Sample University Commuter Survey**

Thank you for participating in the Commuter survey. This survey aims to find out what mode of transportation you use when traveling to campus. This survey also aims to find out the number of days each week where you (work for the University/take a class at the University), but are able to telecommute (work remotely), thus not physically traveling to campus that day.

This survey is [anonymous](https://provost.tufts.edu/institutionalresearch/surveys/confidentiality/) and voluntary; your responses will not be linked to your identity and you do not have to take the survey.

Please click 'Next' to continue.

1. Which of the following best describes you?
	1. Student
	2. Faculty
	3. Staff
2. (Display if student) Are you:
	1. A graduate student
	2. An undergraduate student
3. Do you live on campus in University housing?
	1. Yes
	2. No
4. (Display if Yes to question 3): Which campus do you live on?
	1. Campus A

This question is only necessary if you want to calculate emissions from commuting people who happen to live in university housing AND you have multiple campuses. This may not apply to some schools.

* 1. Campus B
	2. Campus C
1. Are you a full-time or part-time (student, faculty, staff)?
	1. Full-time

This question is only necessary if you’re interested in analyzing commuting patterns of full-time people compared to part-time.

* 1. Part-time
1. On which campus do you typically take classes at/work on?
	1. Campus A
	2. Campus B
	3. Campus C
2. How many days a week do you (take university classes or come to campus/work for the university)? Please include the days you participate only in virtual classes /telecommute.
	1. 1
	2. 2
	3. 3
	4. 4
	5. 5
	6. 6
	7. 7
3. Of those, on average, how many days a week do you (participate only in virtual classes/telecommute), not traveling to campus? (Survey will not allow you to choose more days than in the previous question)
	1. 0
	2. Once every other week
	3. 1
	4. 2
	5. 3
	6. 4
	7. 5
	8. 6
	9. 7
4. (Display if telecommuting appears for 100% of days) Are you 100% remote student/worker?

This is an optional question. Use if you’re interested in calculating this rate in your survey responses.

* 1. Yes
	2. No
1. How many weeks per year do you (take classes or work for the university/work for the University)? If you are staff or faculty, account for the vacation time you take each year and university holidays. A typical semester is X number of weeks.

This could instead be a question about months, semesters, or quarters, depending on what the survey creator prefers but it may require a conversion to weeks for SIMAP.

Allowed answers can vary between 1 to 52 weeks.

1. (Display if answered “Less than X weeks a year”) How many months a year do you work for the university? Are you an adjunct faculty?

This is an optional question and helpful for analyzing data that could be user error.

1. Please list the percentage of trips per week, on average, you commute by each mode of transportation. Please ensure the total equals 100%. (For example, if you drive alone every time you come to campus, list 100% under “Drive a vehicle alone”. If you typically bike commute half the week and drive half the week, put 50% under “Bicycle” and 50% under “Drive a vehicle alone”)

Alternative options for “% of trips” include “number of days per week” or “number of one-way trips per week” but these alternatives may require an additional question about the number of trips per day.

An alternative format for Question 12 can be found at the end of this document.

Transportation modes related to family/friend drop off are optional and do not have an individual data entry field in SIMAP. Refer to the Comprehensive Guidance Manual for information about how to include these modes.

For a full list of mode types please refer to the Comprehensive Guidance Manual.

|  |  |  |
| --- | --- | --- |
|  |  | % of trips (on average) |
| Active Transport | Walk |  |
| Bicycle/scooter/skateboard |  |
| Non-motorized scooter, skateboard |  |
| Public Transport | Subway or Light Rail |  |
| Public Bus |  |
| Commuter Rail |  |
| Private Transport (in groups) | University shuttle |  |
| Carpool |  |
| Vanpool |  |
| Friend/family drops me off and drives back home |  |
| Friend/family drops me off on their way to work/school |  |
| Uber Pool or Lyft Line |  |
| Private Transport (alone) | Drive a vehicle alone |  |
| Take Uber/Lyft/taxi alone |  |
| Other | Other |  |

If your commute changes seasonally, provide data on an average week for you during each season.

To obtain data about seasonal commuting patterns, the mode share table can be used several times in the survey. Refer to the Comprehensive Guidance Manual for information on how to use seasonal data. For example:

|  |  |  |
| --- | --- | --- |
| **Winter Commuting**  |  | % of trips each week (on average) |
| Active Transport | Walk |  |
| Bicycle/scooter/skateboard |  |
| Non-motorized scooter, skateboard |  |
| Public Transport | Subway or Light Rail |  |
| Public Bus |  |
| Commuter Rail |  |
| Private Transport (in groups) | University shuttle |  |
| Carpool |  |
| Vanpool |  |
| Friend/family drops me off and drives back home |  |
| Friend/family drops me off on their way to work/school |  |
| Uber Pool or Lyft Line |  |
| Private Transport (alone) | Drive a vehicle alone |  |
| Take Uber/Lyft/taxi alone |  |
| Other | Other |  |

|  |  |  |
| --- | --- | --- |
| **Summer Commuting**  |  | % of trips each week (on average) |
| Active Transport | Walk |  |
| Bicycle/scooter/skateboard |  |
| Non-motorized scooter, skateboard |  |
| Public Transport | Subway or Light Rail |  |
| Public Bus |  |
| Commuter Rail |  |
| Private Transport (in groups) | University shuttle |  |
| Carpool |  |
| Vanpool |  |
| Friend/family drops me off and drives back home |  |
| Friend/family drops me off on their way to work/school |  |
| Uber Pool or Lyft Line |  |
| Private Transport (alone) | Drive a vehicle alone |  |
| Take Uber/Lyft/taxi alone |  |
| Other | Other |  |

1. (If Other was answered) Please list your mode of transportation:
2. (Display to those who answered “Drive a vehicle alone” or “Carpool”) Do you drive one of the following vehicles for your commute?
	1. Plug-in electric vehicle
	2. Motorcycle or moped
	3. Neither
3. (Display if “Plug-in electric vehicle” answered in question 15) What percentage of your driving commutes do you drive an EV?
4. (Display if “Plug-in electric vehicle” answered in question 15) What percentage of the time do you charge your EV on campus?
5. (Could just display to those who live off-campus) Determining daily commute length (3 options):

How many miles is your daily ONE-WAY commute from home to campus? Look up your route via Google Maps (linked).

This option makes it so you don’t have to do any work on the back-end. However, this method could be inaccurate since survey participants are not great at calculating the mileage of their commute, unless they take the time to go to Google Maps.

OR

What is your home address? If you are a student, please list the address where you are living during the school year, not your parents'/guardians' address. We ask for your address because it allows us to calculate the length (in miles) of your commute to the university.

This option means you have someone who could calculate the commute mileage using a GIS tool. It is very easy for the survey participant to answer correctly.

OR

 What is the five-digit ZIP code of your home address? If you are a student, please input the ZIP code of the house/apartment where you are living during the school year, not your parents'/guardians' ZIP code. We ask for your ZIP code because it allows us to calculate the length (in miles) of your commute to the university.

This option means you need to manually search for the distance from a point in that zip code to your campus in Google Maps OR use a formula for calculating spherical distance based on latitude and longitude of zip code locations.

You can find tools online to convert zip codes to latitude and longitude and use the formula below in Excel.

=3959\*ACOS(SIN(RADIANS(Latitude1))\*SIN(RADIANS(Latitude2))+COS(RADIANS(Latitude1))\*COS(RADIANS(Latitude2))\*COS(RADIANS(Longitude2)-RADIANS(Longitude1)))

It is very easy for the survey participant to answer correctly.

***Alternative for Question 12 (Mode Share):***

**What mode of transportation did you use for the majority of your commute to (Insert University Name) during the week of XXth - XXth, 2022? (Last week)**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Insert Mode** | **Insert Mode** | **Insert Mode** | **Insert Mode** | **Insert Mode** | **Insert Mode** | *Are you... = Faculty**Or Are you... = Staff***Vanpool** | *Are you... = Faculty**Or Are you... = Staff***Worked remotely** | *Are you... = Faculty**Or Are you... = Staff***I was not working/On vacation** | *Are you... = A student***I was not on campus** |
| Monday, XXXX Xth  |  |  |  |  |  |  |  |  |  |  |
| Tuesday, XXXX Xth  |  |  |  |  |  |  |  |  |  |  |
| Wednesday, XXXX Xth  |  |  |  |  |  |  |  |  |  |  |
| Thursday, XXXX Xth  |  |  |  |  |  |  |  |  |  |  |
| Friday, XXXX Xth  |  |  |  |  |  |  |  |  |  |  |
| Saturday, XXXX Xth |  |  |  |  |  |  |  |  |  |  |
| Sunday, XXXX Xth |  |  |  |  |  |  |  |  |  |  |