

Handout Cost-of-Living Application – User guide

The Cost of Living Application is an offline application of the online web-survey. You can download it and put it on the desktop of your laptop, or you home-page of your smartphone.

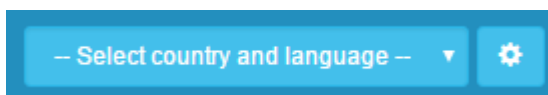
You can then use the app on your phone or laptop without needing credit, WiFi or another form of internet connection. You can use the app everywhere you go: the market, supermarket, in people's homes, while visiting friends, while hanging out with your family –

Ask away! Be in touch for help or more information: office@wageindicator.org.

Your new data is included every quarter, if you want it faster or more detailed, please be in touch!

How to install on your smartphone or laptop

- 1) Go to: costofliving.wageindicator.org
- 2) Select your country and language in the box

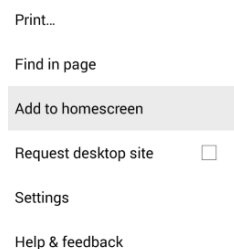


- 3) Once you've selected your country and language. **Please be aware that some countries have two options for language** – English/French and other national language, for example: US, Tanzania, Belgium, South Sudan, and Tunisia. Select the language you need!
>> the Cost of Living survey will load into your browser; you can now start using it online. But, we of course want you to be able to use it without internet too so...

Installing offline survey on your smartphone and laptop



Android / Chrome for your smartphone: Go to the three vertical dots (menu button) on the top-right part of your browser, click on "Add to home screen". Your phone will automatically install the website as an offline app on the home screen on your phone



Google Chrome for PC or laptop:

Go to the Cost of Living App in your browser. Then go to the top right in your browser and click on the 3 vertical stripes to open the menu button. Click on the button "More Tools...." > and then click on "Add to Home screen" – the webpage as an application will automatically be added to Start.

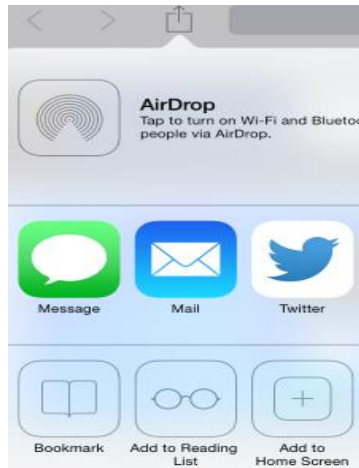




Safari on your laptop: Open the Cost of Living App in your browser, click on “File” and then “Save as”. You can then choose to save the browser as “format - web archive”. You save the page on your home screen, of desktop to have easy access.



Apple / Safari on your smartphone: Tap the share button [^] on your browser toolbar. On an Ipad it is on the bar at the top of the screen, for Ipad and Ipod Touch it is on the bar on the bottom of the screen. Click on the “Add to Home Screen” icon in the Share menu. For Apple you can place the App wherever you want and give it a different name, but it will automatically be available both online and offline from your phone.



Windows for your smartphone, laptop or PC:

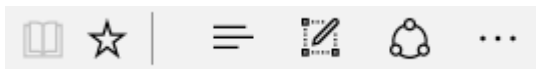
For Windows 8.0 and higher, on tablets, smartphones and laptop it works like this: Tablet / PC / Laptop: Internet Explorer: Pull up the app bar — for example, by right-clicking or swiping up from the bottom of your screen — and tap the star icon. Tap the pin icon, enter a name for the shortcut, and click Pin to Start. The website will appear as a tile on your Start screen.

Pin to Start

The process is similar on Windows Phone. First, open the website you want to pin in Internet Explorer. Tap the More (...) button and tap Pin to Start in the menu that appears. Windows Phone 8.1 supports live tile updates from websites that have configured the feature, just as Windows 8 does.



Internet Explorer on your PC or laptop: Go to the Cost of Living App in your browser. Then go to the top right in your browser and click on the 3 vertical dots to open the menu button. Click on the option “Add this tile to Start” or “Add to Home screen” – the webpage as an application will automatically be added to Start.



NB: Other browsers on smartphones (like Chrome for iOS) do not offer this feature

NB: Be aware that your smartphone should have at least a little bit of memory (on SD or internal) to store the data and to download the application!

How to use the App?

Once you have opened the App on your phone or laptop, you can start collecting data!

Places to go: go to your local supermarket, market, ask your friends, ask strangers on the bus, etc. etc. The options are endless, and since it is offline and anonymous,

How to approach people: Let people know that all data is anonymous and engage with them in conversation. We normally never give money for the survey, but be aware that some people might expect a little extra. Before you start the survey be sure to have the same expectancies as the interviewee.

Doing the survey:

- You can easily type in the answers in the survey. The survey will automatically put the numbers in the correct currency according to which country you are in.
- After doing 1, 2, or all of the question **make sure you always click on the submit button**

Submit 

- Before you start collecting data, on the top left you should see this:

•. Cost Of Living App 0 stored surveys

- After you collected data (maybe 1 - maybe 100 surveys) will be stored, and your database (offline) will look like this:

1 stored surveys

- Once you've reached a point where you have an internet connection or WiFi again, you can send your stored surveys to the online database by clicking on the top right corner on this:

Send to database

Congratulations! You have done Cost of Living data collection!

Do you want to start a new survey? Just refresh your browser, and you can start again! As long as you remember to always click on the "Submit" button when you asked a question or entered data.

FAQ

Q: Do I have to fill in all the questions?

A: No you don't. You can even just fill in one question and send it to the database. For example when you are in the supermarket and see that the price of apples for a kilo went up last week, you can fill in the new price for apples. Be aware that you always click on SUBMIT to store your answers in the (offline) database.

Q: What if the price in the supermarket or the market is only 200 gram and my options are 500 gram, 1 kilo or 2 kilo?

A: Do not worry or skip the question. You can always calculate 200 gram to 1 kilo. For example when 200 grams of olives are € 3 or 1000 FCFA, you calculate 5×3 euro's = € 15 euro's for 1 kilo of olives or 5000 FCFA for 1 kilo of olives.

Q: What if there is an item on the list that I don't know or understand?

A: If you don't know or understand the item you can skip it.

Q: What if there is an item that a lot of people buy, and it is not on the list?

A: If there is a very prominent item that people use, or spend money on, you can fill their monthly dispenses in, in the last box on "page" 4.

Q: What if there is only milk in powder and not in litre?

A: Ask people how many litres of milk they get out of a package of 200 gram of milk power, and then calculate how much a litre would cost. The same goes for similar items that are listed in different measurements.

Q: Where do I put other monthly expenses such as mobile phone costs, cooking gas, and others?

A: You can fill in the monthly dispenses of other items at the last box on "page" 4.

Q: Can I exchange items on the list for similar items if I can't find the mentioned one?

A: Yes you can, but only if they are also very similar in price. For example, on this list there is the item "Bulgur" – you can exchange this for the price of 1 kilo of couscous.

Q: What do I do fill in at "Monthly pass" (for the use of public passenger transportation in urban place) if there is no monthly pass available?

A: Calculate how much you spend monthly on public transport. Otherwise you can skip the question.

Q: What if a 'typical' family in my country is bigger than four people?

A: For the question regarding the housing costs for a family, you can ask how much a typical apartment with two bedrooms, a salon, a bathroom and a kitchen will cost monthly in the region.

Q: Can I clear my local storage or download my data again? And will I lose my stored surveys if I do this?

A: No! You can download your data again, without deleting your stored surveys. Go to the "Settings" – page (The Gear Icon), and click on the 'Clear Local Storage' button. This will delete the caches in your browser, and the data will be downloaded again. When there has been additional survey questions, or if you want to start over in a completely different country, this could be useful. Don't press this button if you want to stay offline! Because you have to download the data again in a connected area. Your surveys that are stored will not be deleted.

ABOUT THE WAGEINDICATOR AND LIVING WAGE AND THE COST OF LIVING APP

WageIndicator Foundation

WageIndicator Foundation is an independent, not-for-profit, private organization, grown from an initiative to start a Salary Check in 1999. The Foundation has more than 100 committed local team members and has academic support of the University of Amsterdam and others. It has partners in many countries: trade unions and employer's organizations, media and universities. For information see www.wageindicator.org.

WageIndicator Living Wage calculations

The WageIndicator Living Wage calculations are based on the cost of living for a predefined food basket, for housing, for transportation and for unexpected expenses at a 10% margin. The food costs are calculated using specified amounts of the food categories needed for one month. These food categories are derived from the FAO database. The resulting food basket is checked and consistent with the WHO balance diet. See <http://www.wageindicator.org/main/salary/living-wage>.

WageIndicator presents its Living Wage calculations for an individual, for a 2*2 family and for a typical family. The individual Living Wage estimate permits a direct comparison with minimum wages and median wages. The Living Wage estimates for a 2*2 family and for a typical family are derived from the baseline estimates for individuals. The 'typical' family takes into account the average number of children in a family, referring to the family composition most common in the country at stake, calculated on the national fertility rates. In order to control for the average number of working adults in the typical family, a two-parent employment rate is assumed, adding up the national employment rates for men and women.

More information about the WageIndicator Cost-of-Living Survey

The data about the prices of the food, housing and transport items is collected through a survey. For this purpose the Internet is used, as it reaches out to large numbers of people, facilitates data collection on a global scale, and ensures that the data is up-to-date because data is collected continuously. Since October 2013 WageIndicator operates a Cost-of-Living Survey of 75 items to measure food, housing and transport prices. The Cost-of-Living Survey is posted on all national WageIndicator websites and is in the national languages. Web visitors are invited to complete the survey for a single item or for the entire list of items. They are also asked to identify their region and city to allow for regionally adapted Living Wages. A minimum of five observations per item is enough for properly estimating the item price in a region.

Wages in Context

On the WageIndicator home page a world map is available with Wages in Context information per country, derived from the WageIndicator Wages in Context database. This database includes poverty lines for individuals and families, minimum wage information, minimum and maximum paid wages, and living wages for individuals and families. For the latter the lower and upper bound Living Wage-levels are presented, reflecting respectively the 25th and the 50th percentiles of the collected price data. See <http://www.wageindicator.org/main/salary/wages-in-context>

- Complete the cost-of-living survey: <https://costofliving.wageindicator.org>
- www.wageindicator.org
- Contact: office@wageindicator.org