

## **Instructions for “Text Messages SENT” Log Form**

**Please use the back of the forms if you need to make any comments. Just make sure you write the ID No. down so we know which message your comment refers to.**

### **ID No.**

The forms are pre-numbered (S1, S2, etc.) so there is room for you to enter information for 140 sent messages. Let us know if you think you’ll need more forms.

### **Date**

You only need to write in the day of the month here; e.g., for the 22nd of September, just write “22”.

### **Time**

Please enter the time as accurately as you can; use the 24-hour clock (“9.15”, “14.35”, “21.35”, etc.); this will help us to see the correct sequencing of messages.

### **Sent by phone (P) or Internet (I)**

If you sent the message from your phone, enter a “P”; if you sent the message from the Internet (Genie, Breathe.com, etc.), enter an “I”.

### **Reply to other rec’d msg? If yes, give ID**

If you sent this message as a reply to one of your RECEIVED messages, please write the ID of the received message, “R1”, “R13”, etc. If this was NOT a reply to another message, just write “No”.

### **Sent to?**

Write the name of the person you sent the message to. We’d prefer you to enter people’s real names (first name only). If you want to make up a name for someone, that’s okay. Just be consistent with the made-up name so we can tell whether you’ve sent messages to the same person several times.

### **Your physical location**

Enter this in as much detail as possible. For example, rather than just saying “home”, we’d like to know whether you were “at the table in the kitchen”; “lying on your bed”, etc. Or, rather than just saying “at school”, were you “sitting in Chemistry”, “eating in the lunchroom”, etc.

### **Briefly describe content**

Give us some idea of what the message is about. For example, was it a “goodnight message”, was it “to discuss where to meet”, was it to “tell someone about a new hair product”, whatever description will give us some idea about why you sent it.

### **Length (letters or lines of text)**

If your phone counts the number of letters you’ve typed in a message, just enter that number here. If it doesn’t, you can just tell us how many lines of text you’ve typed, and write a note somewhere about how many letters fit in one line of text so we can figure out the number of letters in your message.

### **List any abbreviations, shorthands, etc. in message**

We’re interested in finding out what kinds of abbreviations, etc. people use in text messages. Please enter any that you use; if you use the same ones over and over again, you don’t need to enter them each time you send a message. Just enter ones that you haven’t told us about before.

### **Did it lead to a phone conversation, meeting, etc? If yes, explain.**

Sometimes text message conversations lead to a phone call, meeting up, or a different sort of exchange. If this happened, please explain. If not, just enter “no”. You can go back in and fill this column in later, if it turns out that this message did lead to a phone call, meeting, etc.