

Step	Instruction	Screenshot
How to calculate FSC Survey sample size		
1.	- Click on Dashboard, Sample Size calculator.	<p>The screenshot shows the 'Food Safety Management Platform' dashboard. On the left, there are account details for 'Andrea Watson' from 'Big Byte Company'. On the right, there's a 'Monthly statistical overview for March 2025' with four circular gauges showing course completion and refresher counts. Below these, there are several orange buttons: 'manage sites/users', 'training matrix', 'employee certificate', 'set refresher', 'food safety culture', 'sample size calculator' (circled in red), 'my courses', and 'my course access'.</p>
2.	- Enter the Number of employees, Confidence level and Margin of error.	<p>The screenshot shows the 'Sample size calculator' form. The input fields for 'Number of employees', 'Confidence Level (%)', and 'Margin of Error (%)' are highlighted with a red border. There are also 'calculate' and 'buy credits' buttons.</p>
3.	- Then click on Calculate.	<p>The screenshot shows the 'Sample size calculator' form with the 'Calculate' button circled in red. The input fields are now populated with values.</p>
4.	<p>In this example we have entered 300 employees, Confidence level 99% and Margin of error 5%. The system has calculated a minimum of surveys as 168.</p> <p>Its important that to get accurate survey results the employees have to be random select from the total employees of 400. Not forgetting nightshift dayshift etc.</p>	<p>The screenshot shows the 'Sample size calculator' form with the 'Calculate' button circled in red. Below the form, the text 'The minimum number of employees that need to be completed is' is followed by the number '168', which is also circled in red.</p>