



National Archives and Records Administration

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1940 Census: Symbols and Explanatory Notes

Census takers were given specific instructions and codes to use when entering data on the census schedules. Below is a list of instructions for some of the census questions.

- **Column 5: Value of Home, If Owned.**
 - Where owner's household occupies only a part of a structure, estimate value of portion occupied by owner's household. Thus the value of the unit occupied by the owner of a two-family house might be approximately one-half the total value of the structure.

- **Column 11: Age at Last Birthday.**
 - Enter age of children born on or after April 1, 1939, as follows. Born in: (see chart)

- **Column 21: Was This Person at Work?**
 - Enter "Yes" for persons at work for pay or profit in private or nonemergency Government work. Include unpaid family workers - that is, related members of the family working without money wages or salary on work (other than housework or incidental chores) which contributed to the family income.

- **Column 24: Did This Person Have A Job?**
 - Enter "Yes" for a person (not seeking work) who had a job, business, or professional enterprise, but did not work during week of March 24-30 for any of the following reasons: Vacation; temporary illness; industrial dispute; layoff not exceeding 4 weeks with instructions to return to work at a specific date; layoff due to temporarily bad weather conditions.

Column Number and Heading	Codes Used	Code Meaning
<i>Column 10:</i> Color or Race	W Neg In Chi Jp Fil Hin Kor	White Negro Indian Chinese Japanese Filipino Hindu Korean
<i>Column 11:</i> Age at Last Birthday	11/12 10/12 9/12 8/12 7/12 6/12 5/12 4/12 3/12 2/12 1/12	April 1939 May 1939 June 1939 July 1939 August 1939 September 1939 October 1939 November 1939 December 1939 January 1940 February 1940
<i>Column 14:</i> Highest Grade of School Completed	0 1 to 8 H-1 to H-4 C1 to C4 C-5	None Elementary School, 1st to 8th High School, 1st to 4th year College, 1st to 4th year College, 5th year or more
<i>Column 16:</i> Citizenship of the Foreign Born	Na Pa Al Am Cit	Naturalized Having First Papers Alien American Citizen Born Abroad
<i>Columns 30 and 47:</i> Class of Worker	PW GW E OA NP	Wage/Salary Worker in Private Work Wage/Salary Worker in Gov't Work Employer Working on Own Account Unpaid Family Worker
<i>Column 41:</i> War or Military Service	W S SW R Ot	World War Spanish-American War; Philippine Insurrection or Boxer Rebellion Spanish-American War & World War Regular Establishment or Peace-Time Service Other War or Expedition