

National Technical Summary 2004

Please fill in this form, save it as pdf, and include it in the deliverables you submit to NSD

A1 Key persons and institutions	
<i>Name and address of field work organisation</i>	A1.1 Data collector Name: _____
<i>Name of the person who provided the data to the archive.</i>	A1.2 Depositor National Coordinator <input type="checkbox"/> Survey Organisation <input type="checkbox"/> Name: _____
A2 Funding	
<i>Full name of the country's funding agency or agencies.</i>	A2.1 Funding agency (agencies)
<i>The grant number(s) connected to the funding agency or agencies.</i>	A2.2 Grant number(s)
A3 The collection of data	
<i>Field work period (DD/MM/YY).</i>	A3.1 Date of collection From: _____ To: _____
<i>Mode of data collection, main questionnaire</i>	A3.2 Mode of data collection, main questionnaire. <ul style="list-style-type: none"> • Computer assisted personal interview, CAPI <input type="checkbox"/> • Paper and pencil interview, PAPI <input type="checkbox"/> <ul style="list-style-type: none"> ○ Data keyed from questionnaire <input type="checkbox"/> ○ Data optically scanned from questionnaire <input type="checkbox"/>
<i>If PAPI used, please specify how the data were transferred to an electronic format</i>	
<i>The language or languages in which the survey was conducted.</i>	A3.3 Language(s)
<i>Experienced interviewers: have previously done one or more interviewing projects</i>	A3.4 Fieldwork procedures A3.4.1 Interviewer selection <ul style="list-style-type: none"> • Total number of interviewers: _____ • Number of experienced interviewers: _____ • Number of inexperienced interviewers: _____
<i>Inexperienced interviewers: interviewers with no previous interviewing experience</i>	
<i>Please give the exact number</i>	A3.4.2 Briefing of interviewers <ul style="list-style-type: none"> • How many of the interviewers received ESS specific personal briefing? _____ • Total length of ESS specific personal briefing(s) per interviewer: <ul style="list-style-type: none"> ○ ½ day or less <input type="checkbox"/> ○ ½-1 day <input type="checkbox"/> ○ more than 1 day <input type="checkbox"/> ○ no ESS specific briefing <input type="checkbox"/> • Written ESS specific instructions: Yes <input type="checkbox"/> No <input type="checkbox"/> • Training in refusal conversion: Yes <input type="checkbox"/> No <input type="checkbox"/>
<i>Did the interviewers receive training in refusal conversion, either as part of ESS specific personal briefings or otherwise?</i>	

<p><i>The period in which the pretest interviews were held. (DD/MM/YY)</i></p> <p><i>Please indicate what type(s) of payment(s) the interviewers received</i></p> <p><i>Please state the number of minimum required visits or attempted visits as well as any specification on when they were to take place.</i></p> <p><i>Please state the number of minimum required calls as well as any specification on when they were to take place.</i></p> <p><i>Was there used any printed information material such as a brochure or a pamphlet?</i></p> <p><i>Respondent incentives such as money, gifts or other incentives. If yes, please give a short description of the type(s) of incentive(s).</i></p> <p><i>Were there any specific strategies for refusal conversion?</i></p> <p><i>Please include information on number and type of refusals that were selected, who made the decision and whether it was done by the same or a different interviewer.</i></p> <p><i>Please report the number of selected quality back-checks for each of the listed outcome groups. Refusals and non-contacts refer to what is considered as the final status of the sample unit</i></p> <p><i>For achieved back-checks, please report number of confirmed and not confirmed fieldwork outcomes</i></p> <p><i>Please indicate number of back-checks that could not be accomplished.</i></p>	<p>A3.4.3 Pretest From: _____ To: _____ Number of pretest interviews: _____</p> <p>A3.4.4 Payment of interviewers</p> <ul style="list-style-type: none"> • Hourly rate <input type="checkbox"/> • Per completed interview <input type="checkbox"/> • Bonus arrangement <input type="checkbox"/> <p>A3.4.5a Call schedules, visits</p> <ul style="list-style-type: none"> • Number of minimum required visits per respondent/sampling unit in total: _____ <ul style="list-style-type: none"> ○ Number of visits required to be on a weekend: _____ ○ Number of visits required to be in the evening: _____ <p style="background-color: #FFD700;">A3.4.5b ONLY FOR COUNTRIES QUALIFIED FOR FIRST CONTACT BY TELEPHONE</p> <p>A3.4.5b Call schedules, telephone</p> <ul style="list-style-type: none"> • Number of minimum required calls per respondent (in total): _____ <ul style="list-style-type: none"> ○ Number of calls required to be on a weekend: _____ ○ Number of calls required to be in the evening: _____ <p>A3.4.6 Use of advance letter Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>A3.4.7 Use of brochure Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>A3.4.8 Use of respondent incentives (money, gifts, other incentives). Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please specify type of incentive, if it was unconditional or promised, announced in the advance letter etc:</p> <p>A3.4.9 Strategies for refusal conversion Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please describe:</p> <p>A3.5 Control operations</p> <p>A3.5.1 Total number of sample units selected for quality back-checks: _____</p> <ul style="list-style-type: none"> ○ Number of realised interviews selected for back checks: _____ ○ Number of refusals selected for back checks: _____ ○ Number of non-contacts selected for back checks: _____ <p>A3.5.2 Outcome of attempted back-checks</p> <ul style="list-style-type: none"> • Back-checks achieved: <ul style="list-style-type: none"> ○ Outcome from fieldwork confirmed. Number: _____ ○ Outcome from fieldwork not confirmed. Number: _____ • Back-checks not achieved: <ul style="list-style-type: none"> ○ Outcome from fieldwork not possible to verify. Number: _____
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<p><i>Please indicate how the back-checks were conducted.</i></p>	<p>A3.5.3 Type(s) of control back-checks</p> <ul style="list-style-type: none"> • Personal <input type="checkbox"/> • Telephone <input type="checkbox"/> • Post-card <input type="checkbox"/> • Self completion questionnaire <input type="checkbox"/>
<p><i>Are respondents' ID numbers unique and consistent across all files?</i></p> <p><i>Please indicate which of the standards have been checked for out of range values and wild codes</i></p> <p><i>By consistency we mean correct use of filters, and coherent information provided by the respondent.</i></p> <p><i>If the data were edited, please indicate if the filter instructions always gave precedence.</i></p> <p>A3.6.4.a For countries using CAPI. <i>Please give a short description of the procedures for checking the CAPI program(s)</i></p> <p>A3.6.4.b For countries using PAPI <i>Please give the approximate proportion of the questionnaires verified.</i></p> <p><i>A3.6.4.c If the supplementary questionnaire was administered as PAPI or self completion.</i></p>	<p>A3.6 Checking of data</p> <p>A3.6.1 Checking of respondents' ID numbers</p> <ul style="list-style-type: none"> • Checked for uniqueness Yes <input type="checkbox"/> No <input type="checkbox"/> • Respondents' ID numbers consistent across all data files Yes <input type="checkbox"/> No <input type="checkbox"/> <p>A3.6.2 Wild code checking and out of range checks</p> <ul style="list-style-type: none"> • Standards <ul style="list-style-type: none"> ○ ISO 3166-1 Yes <input type="checkbox"/> No <input type="checkbox"/> ○ ISO 639-2 Yes <input type="checkbox"/> No <input type="checkbox"/> ○ NACE rev.1.1 Yes <input type="checkbox"/> No <input type="checkbox"/> ○ ISCO88 (COM) Yes <input type="checkbox"/> No <input type="checkbox"/> • All other variables Yes <input type="checkbox"/> No <input type="checkbox"/> <p>A3.6.3 Consistency checks</p> <p>Were data checked for consistency? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, were the data edited?</p> <ul style="list-style-type: none"> ○ Yes – data corrected individually <input type="checkbox"/> ○ Yes – data corrected automatically <input type="checkbox"/> ○ Yes – both individual and automatic corrections <input type="checkbox"/> ○ No – no corrections done <input type="checkbox"/> <p>Were corrections always done according to filter instructions? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>A3.6.4a Verification of main questionnaire CAPI program(s). Checking and control of main questionnaire CAPI program(s):</p> <p>A3.6.4.b Verification of optical scanning or keying of main questionnaire</p> <p>Was the scanning or keying of the main questionnaire verified? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Approximate proportion of the main questionnaires verified : _____</p> <p>A3.6.4.c Verification of supplementary questionnaire</p> <p>If the supplementary questionnaires were scanned or keyed, was the scanning or keying verified? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Approximate proportion of the supplementary questionnaires verified: _____</p>

A4 Characteristics of the sample

<p><i>The final response rate will be calculated according to "European Social Survey, Round 2. Specification for participating countries" section 5.7 pg 11 and 12.</i></p> <p><i>For documentation of correspondence with the Contact Form please see footnote 1 on page 7.</i></p> <p><i>To assist in checking of table A4.1, X shows the difference $A - (\text{Sum of } B \text{ to } N)$</i></p> <p><i>If all sample units are accounted for, X will equal zero.</i></p>	<p>A4.1 Response and non response, main questionnaire¹</p> <p>Please report numbers not percentages</p> <p>A. Total number of issued sample units (addresses, households or individuals) _____</p> <p>B. Refusal by respondent _____</p> <p>C. Refusal by proxy (or household or address refusal) _____</p> <p>D. No contact (after at least 4 visits) _____</p> <p>E. Language barrier _____</p> <p>F. Respondent mentally or physically unable to co-operate throughout fieldwork period _____</p> <p>G. Respondent unavailable throughout the fieldwork period for other reasons _____</p> <p>H. Address not residential (institution, business/industrial purpose) _____</p> <p>I. Address not occupied (not occupied, demolished, not yet built) _____</p> <p>J. Address not traceable _____</p> <p>K. Other ineligible address _____</p> <p>L. Respondent moved abroad/unknown destination _____</p> <p>M. Respondent deceased _____</p> <p>N. Number of achieved interviews _____</p> <p>X) Number of sample units not accounted for ($A - [\text{Sum of } B \text{ to } N]$) _____</p>
	<p>A4.2 Response, supplementary questionnaire</p> <p>Number of completed supplementary questionnaires: _____</p>
<p><i>The population statistics tables can be deposited as one or several separate electronic documents at the Archive Web Site.</i></p> <p><i>Please indicate here which tables are/will be deposited.</i></p> <p><i>The tables can be deposited in one or several formats, like Word tables, SPSS output (spo), SAS output (lst)</i></p>	<p>A4.3 Representativity²</p> <p>Please indicate here which of the following population statistics are/will be made available:</p> <p>1) Age x gender, for the whole country <input type="checkbox"/></p> <p>2) Age x gender by region <input type="checkbox"/></p> <p>3) Highest obtained education (at least 4 levels), for the whole country <input type="checkbox"/></p> <p>4) Highest obtained education by region <input type="checkbox"/></p> <p>5) Degree of urbanisation, for the whole country <input type="checkbox"/></p> <p>6) Gender x age x education for the whole country <input type="checkbox"/></p>

A5 General documentation

<p>Please list the categories in the variable "Region" in the dataset.</p>	<p>A5.1.a Region</p> <p>Categories</p> <ol style="list-style-type: none"> 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____ 7. _____ 8. _____ 9. _____ 10. _____ 11. _____ 12. _____ 13. _____ 14. _____ 15. _____ 16. _____ 17. _____ 18. _____ 19. _____ 20. _____
<p>Please document the correspondence between each regional category and the NUTS classification³</p> <p>If "No" in A5.1b, please document how the regional categories can be grouped to produce representative samples for each regional unit.</p>	<p>Correspondence with NUTS</p> <p>A5.1.b Statistical inference at the regional level</p> <p>Statistical inference possible at the regional level Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Suggested grouping of the regional categories if "No" in A5.1b</p>
<p>Please provide a short description of the national categories and how they have been bridged to the ESS education standard classification (variable F6 "EDULVL")</p>	<p>A5.2 Educational system</p>

<p>Please indicate how the ISCO88 (com) was derived.</p> <p>Please provide a short description of the post coding procedures.</p>	<p>A5.3a Occupation</p> <ol style="list-style-type: none"> 1. First coded to a national classification <i>based on ISCO</i> and then bridged to match the ISCO88 (com) <input type="checkbox"/> 2. First coded to a national classification and then bridged to match the ISCO88 (com) <input type="checkbox"/> 3. No previous coding, occupation coded directly into the 4-digit ISCO88 (com) <input type="checkbox"/> <p>A5.3b Post coding procedures</p>																		
<p>A) Please provide a short description of each political party in the data set.</p> <p>If relevant, please indicate the left right position of the political parties in relation to each other.</p> <p>Please indicate the party size, by providing each party's share of the votes in the last national election.</p>	<p>A5.4 Political parties</p> <p>a) Political parties</p> <p>b) Left right position of the political parties</p> <p>c) Party size</p>																		
<p>Please indicate the number of votes registered in the election for the primary legislative assembly at the national level.</p> <p>Please provide a brief description of the electoral system for this assembly</p>	<p>A5.5a Electoral system, votes</p> <ul style="list-style-type: none"> • Only one single vote registered <input type="checkbox"/> • Two or more votes registered <input type="checkbox"/> <p>A5.5b Description of electoral system</p>																		
<p>NB! For non Euro currency countries only</p> <p>Please provide the Euro exchange rate used for show card 46, questions G91 and G92.</p>	<p>A5.6 Euro exchange rate</p> <p>€1 = National currency</p>																		
<p>A6 Anonymised data</p>																			
<p>In accordance with data protection regulations in the participating countries, only anonymised data will be made available to users. Before depositing data to NSD each national team is responsible for checking their data with confidentiality in mind. For further detail please see the ESS 2004 Data Protocol section B5.</p>																			
<p>Please confirm that the listed files have been anonymised according to the national or EU regulations on protection of individuals with regard to processing of individual data.</p> <p>NB! The checking of anonymity has to be done under the premise that all data files will be merged.</p>	<table border="0"> <thead> <tr> <th style="text-align: left;">Data Files</th> <th colspan="2" style="text-align: left;">Anonymity ensured</th> </tr> </thead> <tbody> <tr> <td>A6.1 Main and supplementary questionnaire, including administrative variables</td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td>A6.2 Interviewer questionnaire</td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td>A6.3 Contact form</td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td>A6.4 Parents' occupation</td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td>A6.5 Sample data (deposited to the sample team)</td> <td>Yes <input type="checkbox"/></td> <td>No <input type="checkbox"/></td> </tr> </tbody> </table>	Data Files	Anonymity ensured		A6.1 Main and supplementary questionnaire, including administrative variables	Yes <input type="checkbox"/>	No <input type="checkbox"/>	A6.2 Interviewer questionnaire	Yes <input type="checkbox"/>	No <input type="checkbox"/>	A6.3 Contact form	Yes <input type="checkbox"/>	No <input type="checkbox"/>	A6.4 Parents' occupation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	A6.5 Sample data (deposited to the sample team)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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¹ **A4.1 Response and non response, main questionnaire**

The categories B – M correspond with the following "items" in the Contact Forms:

NTS A4.1	Final Contact Form reference
B	CF6 code 2
C	CF6 code 3 or code 4
D	CF5 code 6 as the final outcome
E	CF6 code 10
F	CF6 code 6
G	CF6 code 11 or code 5
H	CF12 code 4 or code 5, or for individual sample only CF13 code 2.
I	CF12 code 1 or code 2 or code 6
J	CF12 code 3
K	CF12 code 7
L	CF6 code 8 (individual sample only)
M	CF6 code 7

² **A4.3 Representativity**

Please provide population statistics at the country and regional levels as indicated in the table below.

Please report numbers not percentages.

	Distributions / tables	Country	Region
	Age x gender	•	•
	Highest obtained education	•	• (if possible)
	Degree of urbanisation (if possible)	•	
	Gender x age x education	•	

Recommended categories :

Age: 15-24, 25-34, 35-44, 45-54, 55-64, 65-74, 75 and older.

Education: Please provide educational categories that correspond with the country specific educational variable (EDLVXX) (at least 4 levels).

Region: Use the same categories as the region variable in the data set.

³ **NUTS:** http://europa.eu.int/comm/eurostat/ramon/nuts/codelist_en.cfm