

**INTERNATIONAL  
SOCIAL  
SURVEY  
PROGRAMME**

***Study Monitoring Questionnaire***

PLEASE COMPLETE THIS QUESTIONNAIRE FOR  
**FAMILY, WORK & GENDER ROLES 2012**  
ISSP MODULE

**NOTE:**

***If most of the details of your ISSP survey are the same as for your previous module, simply update the SMQ for this previous module with the information for the current module and highlight the changes you have made.***

***Change the title of the SMQ to the title of the current ISSP module and modify the footer as well. Then return the undated SMO as an email attachment.***

RETURN TO: philip.gendall@otago.ac.nz

## Details of Your Institute

1a. Please enter the name of your institute and your country:

Institute:

Aalborg University

Country:

Denmark

1b. Please enter the name of the principal investigator and your contact person for questions about the study:

Principal Investigator:

Sanne Lund Clement

Contact Person:

Sanne Lund Clement

2a. What kind of institute fielded the module?

An institute principally doing market research

An institute principally doing academic research

An institute doing both market and academic research

Other (please write in details)

2b. Which institute carried out the fielding?

Our ISSP member institute itself

OR

Institute name:

Rambøll

3a. Was the questionnaire fielded ...

only in English  → Question 11

in English plus other language(s)  → Question 3b

only in translation  → Question 3b

3b. Please enter the language(s) the module was fielded in.

Please write in:  
Danish

## Translation

**Note: If your translation process was different for different languages, please answer questions 4 to 10 for your most common practice and note any differences for other languages in question 11.**

4. Who carried out translation? Please tick all that apply.

A member or members of the research team

A translation bureau

One or more specially trained translators

Other (please write in details)

5. Was translation checked?

Yes, all of the questionnaire  → Question 6

Yes, but only the new questions  → Question 6

No  → Question 7

6. How was translation checked?

Group discussion

Expert checked it

Back translation

Other (please write in details)

*Please write in:*

Two members of the research team each made a translation that was given to a third member making the final translation.

7. Was the translation questionnaire pre-tested?

Yes

No

8. Were there any questions, sections, words or concepts which caused problems when translating into language?

**Please tick all that apply**

No problems  →Question 10

Answer scales

Instructions

Whole questions

Words or concepts

Other (please write in details)

*Please write in details of problems checked/ticked above:*

9. What did you do about any problems in translation?

*Please enter details:*

10. If your translation process was different for different languages, please note any differences for other languages in the box below.

*Please enter details:*

## Fielding the ISSP Module

11. How was the ISSP module fielded in your country?

As an individual survey (that is, the ISSP module was the whole survey)  →Question 14

As part of a larger survey  →Question 12

12. Please provide information about the other stud(ies) the ISSP was fielded with (e.g., topic, survey name).

<p><i>Please enter:</i> ISSP 2011 and ISSP 2012 where fielded in the same questionnaire. The order was: ISSP 2012 Background variables ISSP 2011</p>
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13. What was the approximate position of the module in the larger questionnaire?

Start of questionnaire

Middle of questionnaire

End of questionnaire

14. Were the substantive questions in the module all asked in the prescribed order?

Yes  →Question 16

Yes, apart from omissions  →Question 16

No  →Question 15

15. Why was the question order changed?

<p><i>Please enter:</i></p>
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16. Were all the core ISSP questions included in your questionnaire (by core we mean all required substantive and background questions)?

Yes – all questions and background questions included  →Question 18

No – substantive question(s) from module missing  →Question 17

No – required background ISSP question(s) missing  →Question 17

17. Please provide details of the questions missing and indicate why they are missing.

*ISSP source questionnaire: question number or description of question:*

NSUP

PARTLIV

TYPORG1

EMPREL: If you are working for own family's business

SPEMPREL: If you are working for own family's business

## Sampling

18. Was your sample designed to be representative of ...

Only adult citizens of your country?

Adults of any nationality residing in your country?

19. Was your sample designed to be representative of ...

Only adults living in private accommodation?  → Question 20

Adults living in private and in institutional accommodation  
(e.g., residential homes for the elderly, asylum accommodation)?

If private and institutional, please enter details in box below.

*Please enter in:*

Respondents were drawn from the Danish Central Population Register (CPR) and includes persons with a CPR-number and a Danish address.

20. What was the lower age cut-off for your sample?

WRITE IN :

21. Was there any upper age cut-off for your sample?

Yes - please write in cut-off

No cut-off

22. Were any groups excluded or under-represented in your sample design, apart from the age cut-offs or citizenship requirements just asked about?

No

Yes (please write in details)

*If yes, write in details:*

23. Did you use any variables for stratification?

Yes

→Question 24

No

→Question 25

24. Please describe the stratification variables used?

*Please write in:*

In addition to the random representative sample of 2.352 named individuals drawn from the Danish population register, an extra 148 random sample of men between the ages of 18 to 35 was added.

25. How many of stages did your sampling design have?

One stage

Two stages

Three stages

Four stages

26. Did your sampling frame consist of...?

Addresses

Households

Named individuals (the target persons)

Named individuals (not the target persons)

Areas

Something else (please write in details)

27. Please describe your sampling frame (e.g., population register, electoral roll, telephone directory and its coverage and updating).

*Please write in:*

Named individuals was drawn randomly from the Central Population Register (CPR).

28a. Please describe your sampling method and your sampled units for the first stage.

*Please write in:*

A representative sample (simple random sample) of 2.352 named individuals was drawn from the Central Population Register (CPR) –which is a national register of all Danish citizens – from which respondent's name and address were identified.

28b. Please describe your sampling method and your sampled units for the second stage.

**(Only if you have two or more stages, otherwise continue with question 29.)**

*Please write in:*

An extra 148 randomly selected men between the ages of 18 to 35 was added.

28c. Please describe your sampling method and your sampled units for the third stage.

**(Only if you have three or more stages, otherwise continue with question 29.)**

*Please write in:*

28d. Please describe your sampling method and your sampled units for the fourth stage.

**(Only if you have four stages, otherwise continue with question 29.)**

*Please write in:*

29. What selection method was used to identify a respondent?

Kish grid

Last (or next) birthday

Quota

Other (please write in details)

→Question 30



30. Please describe your quota procedures.

(Only if you used quota, otherwise continue with question 31)

*Please write in:*

Named individuals from the Danish Central Population Register (CPR)

31. Was substitution or replacement permitted at any stage of your selection process or during fieldwork?

Yes

→Question 32

No

→Question 33

32. Please provide details of the substitution or replacement procedures used.

*Please write in:*

33. All in all, what are the known limitations (biases) of your net sample?  
For example: is there differential coverage of particular groups, either because of sample design or response differences?

*Please write in:*

Young men between the ages of 18 to 35 were oversampled due to previous experience with a low response rate in this group.

## Data Collection

34. What data collection methods were used for the module (substantive and background questions)?

Mail only

'Mixed mode': part mail, part on-line (please write in details)

Other (please write in details)

*If 'mixed mode' or other, please write in:*

Web based (self-completion). A postal introduction letter containing a link was mailed to all respondents.

If non-response then follow up by telephone (if possible, otherwise postal) where respondents were offered to do a telephone interview (CATI) or have the link send by email. Respondents aged 66 years or older were also offered to receive a postal questionnaire.

35. How many mailings were sent out during fielding? Please enter number:

36. What were the dates of mailings?  
(With multiple mailings, provide dates for the first three and the last)

1      d d m m y y y y

2      d d m m y y y y

3      d d m m y y y y

4      d d m m y y y y

37. When did the fielding period finish officially?

    d d m m y y y y

38. Were any contacts made by telephone or interviewer?

**Please tick all that apply**

Yes - precontacts by telephone

Yes - precontacts by personal visit

Yes - reminders by telephone

Yes - reminders by personal visit

Yes - Other (please write in details)

**No** - no telephone or personal (visit) contacts at all

39. Please give details of the postal and/or telephone components.

*Please enter details:*  
A postal introduction letter containing a link was mailed to all respondents.  
If non-response then follow up by telephone (if possible, otherwise postal) where respondents were offered to do a telephone interview (CATI) or have the link send by email. Respondents aged 66 years or older were also offered to receive a postal questionnaire.

40. Were incentives offered?

Yes

No

**What was sent out in each mailing?**

41a. **Mailing 1:**

Please tick all that apply

	YES	NO
Questionnaire	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Data protection information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Explanatory letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Incentive	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other material (Please write in details)	<input type="checkbox"/>	<input type="checkbox"/>

41b. **Mailing 2:**

(Answer only if you have two or more mailings, otherwise continue with question 42):

	YES	NO
Thank you and reminder combined	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Thank you sent only to respondents	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reminder sent only to non-respondents	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Questionnaire	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Data protection information	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Explanatory letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Incentive	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other material (Please write in details)	<input type="checkbox"/>	<input type="checkbox"/>

41c. **Mailing 3:**

(Answer only if you have three or more mailings, otherwise continue with question 42):

	YES	NO
Questionnaire	<input type="checkbox"/>	<input type="checkbox"/>
Data protection information	<input type="checkbox"/>	<input type="checkbox"/>
Explanatory letter	<input type="checkbox"/>	<input type="checkbox"/>
Incentive	<input type="checkbox"/>	<input type="checkbox"/>
Other material (Please write in details)	<input type="checkbox"/>	<input type="checkbox"/>

41d. **Mailing 4 (or last, if more than four mailings):**

(Answer only if you have four or more mailings, otherwise continue with question 42):

	YES	NO
Questionnaire	<input type="checkbox"/>	<input type="checkbox"/>
Data protection information	<input type="checkbox"/>	<input type="checkbox"/>
Explanatory letter	<input type="checkbox"/>	<input type="checkbox"/>
Incentive	<input type="checkbox"/>	<input type="checkbox"/>
Other material (Please write in details)	<input type="checkbox"/>	<input type="checkbox"/>

## Response and Outcome Information

42. Please fill in the following details about your issued sample.

**Some categories may not apply, but please complete to the highest level of detail possible.**

Total number of <u>starting</u> or <u>issued</u> names/addresses (gross sample size)	2	5	0	0
- addresses which could not be traced				
- addresses established as empty, demolished or containing no private dwellings				
- details of address wrong (street numbers, post codes, etc.)				
- addresses with no letter boxes				
selected respondent unknown at address				
- selected respondent moved, no forwarding address				
- selected respondent too sick / incapacitated to participate		3	8	
- selected respondent deceased			6	
- selected respondent had inadequate understanding of language of survey		4	7	
- selected respondent away during survey period		2	0	
- refusal by selected respondent	3	6	4	
- refusal by another person				
- partial productive interview				
- implicit refusals (empty envelopes, empty questionnaires returned)	1	0	1	
- other type of unproductive reaction (please write in full details in the box over)			3	
- completed returned questionnaires (net sample size)	1	4	0	3
- partially completed returned questionnaires		7	0	
- no contact	4	4	8	

More information or Other type of unproductive reaction

Please write in:

### Coding and Verifying

43. Were any measures of coding reliability employed?

Yes

No

44. Was keying of the data verified?

Yes - please write in approximate level of verification  %

No

45. Were any reliability checks made on derived variables (that is variables constructed on the basis of other variables collected)?

Yes

No

No derived variables

46. Were data checked/edited to ensure that filter instructions were followed correctly?

Yes

No

47. Were data checked/edited for logic or consistency?

Yes

No

48. Were data checked/edited to ensure they fell within permitted ranges?

Yes

No

**If you answered YES for any question from Q43 to Q48, continue with Question 49.  
If you answered NO for all questions Q43 to Q48, continue with Question 50**

49. Were errors corrected?

**Tick all that apply**

Yes - individually

Yes - automatically

No - not corrected

50. Were the data weighted or post-stratified?

Yes  → Question 51

No  → Question 52

51. Please briefly describe the weighting or post-stratification strategy used.

*Please write in:*

52. Is a national methods report available for your study?

Yes

No

53. If there is anything you would like to comment on, please do so here.

*Please write in:*

Three respondents have stated that they are 80 years or older even though the cut off age was set at 79 years when the sample was drawn from the Danish Central Population Register.

There are some discrepancies between for how long some respondents have gone to school (EDUCYRS) and their level of education even though it was clearly stated that both primary school, higher education etc. should be included.

**THANK YOU VERY MUCH**

**Please send your completed SMQ to: [philip.gendall@otago.ac.nz](mailto:philip.gendall@otago.ac.nz)**