

**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:	<input type="text" value="Aalborg University"/>	Country:	<input type="text" value="Denmark"/>
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1b. Please enter the name of the principal investigator and your contact person for questions about the study:

Principal Investigator:	<input type="text" value="Sanne Lund Clement"/>	Contact Person:	<input type="text" value="Sanne Lund Clement"/>
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2a. What kind of institute fielded the module?

<input type="checkbox"/>	An institute principally doing market research
<input type="checkbox"/>	An institute principally doing academic research
<input checked="" type="checkbox"/>	An institute doing both market and academic research
<input type="checkbox"/>	Other (please write in details)

2b. Which institute carried out the fielding?

<input type="checkbox"/>	Our ISSP member institute itself	OR	<input type="text" value="Rambøll"/>
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3a. Was the questionnaire fielded ...

<input type="checkbox"/>	only in English	→ Question 11
<input type="checkbox"/>	in English plus other language(s)	→ Question 3b
<input checked="" type="checkbox"/>	only in translation	→ Question 3b

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

<input type="text" value="Please write in: Danish"/>
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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

→ Question 10 ☒ No problems

☐ 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).

Please enter:

ISSP 2011 and ISSP 2012 where fielded in the same questionnaire.
The order was:
ISSP 2012
Background variables
ISSP 2011

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?

Please enter:

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

If yes, write in details:

☐ Yes (please write in details)

☒ No

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 cut-off

☐ Yes - please write in cut-off

79

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

18

WRITE IN :

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

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

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

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

☐ Only adults living in private accommodation? → Question 20

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

☒ Adults of any nationality residing in your country?

☐ Only adult citizens of your country?

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

Sampling

ISSP source questionnaire: question number or description of question:
NSUP
PARTLIV
TYPORGI
EMPREL: If you are working for own family's business
SPEMPREL: If you are working for own family's business

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

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
☒ No

→Question 32
→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 where 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.

What was sent out in each mailing?

☐ No

☒ Yes

40. Were incentives offered?

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.

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

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

☐ Yes - Other (please write in details)

☐ Yes - reminders by personal visit

☒ Yes - reminders by telephone

☐ Yes - precontacts by personal visit

☐ Yes - precontacts by telephone

Please tick all that apply

38. Were any contacts made by telephone or interviewer?

0	1	0	3	2	0	1	3
d	d	m	m	y	y	y	y

37. When did the fielding period finish officially?

4									
d	d	m	m	y	y	y	y	y	y

3									
d	d	m	m	y	y	y	y	y	y

2	0	8	0	2	2	0	1	3	
d	d	m	m	y	y	y	y	y	y

1	0	8	0	1	2	0	1	3	
d	d	m	m	y	y	y	y	y	y

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

35. How many mailings were sent out during fielding? Please enter number: 2

41a. Mailing 1:

Please tick all that apply

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

41b. Mailing 2:

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

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

41c. Mailing 3:

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

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

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	<input type="checkbox"/>	Questionnaire	<input type="checkbox"/>
NO	<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"/>

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 starting or issued 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

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
- ☒ No

→ Question 51

→ 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 SMC to: philip.gendall@otago.ac.nz