

Australian Social Science Data Archive

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STUDY DESCRIPTION FORM

A summary of the study is required to create an online catalogue record. Some of the required information may already be included in documentation accompanying the data. If not, please complete the appropriate section(s) below. If more space is required, please attach additional pages to this form.

1 Study title

2 Study abstract

3 Related data	<i>If the data are derived from or closely related to other data, list details</i>

4 Depositor	<i>Please give details of person(s) sending the materials</i>	
Full name	Address, telephone and fax	Email

5 Principal investigator(s)	<i>Please list the name(s) of each principal investigator and the organisation with which they are associated</i>
Full name	Organisation

6 Data collector(s)	<i>List if different from the principal investigator(s)</i>
Full name	Organisation

7 Research initiator(s)	<i>If the study was conducted for a particular person or organisation, please list them</i>
Full name	Organisation

8 Funding agency	<i>Please list the name(s) of all funding source(s) (include the grant number if appropriate)</i>

9 Other acknowledgements	<i>Please list the names of any other persons or organisations who played a significant role in the conduct of the study</i>	
Full name	Organisation	Role

10 Kind of data	<i>Please indicate the kind of data collected (e.g. survey; census data; textual data; clinical data; process-produced data; psychological tests)</i>

11 Time dimensions	<i>Tick whichever apply</i>
<p>one-time cross-sectional study follow-up to cross-sectional study repeated cross-sectional study longitudinal/panel/cohort study time series trend study other (please describe):</p>	

12 Sample population	<i>Please describe the universe that was being sampled in this study. Specify any limitations on the age, sex, location, occupation, etc. of the population</i>

13 Sampling procedures	<i>Tick whichever apply</i>
<p>no sampling (total universe) simple random sample one-stage stratified or systematic random sample multi-stage sample multi-stage stratified random sample one-stage cluster sample area-cluster sample quota sample quasi-random (e.g. random walk) sample purposive selection/case studies volunteer sample convenience sample other (please describe):</p>	

14 Method of data collection	<i>Tick whichever apply</i>
<p>clinical measurements compilation or synthesis of existing material diaries educational measurements email survey face-to-face interview observation physical measurements postal survey psychological measurements self-completion simulation telephone interview transcription of existing materials web-based self-completion other (please describe):</p>	

15 Date of data collection	
State date (dd/mm/yyyy)	End date (dd/mm/yyyy)

16 Period data refer to	<i>If the data pertains to a period prior to the time when it was collected (e.g. medical records for 1980-1990 collected in 1992) what period does the data come from?</i>

17 Actions to minimise losses	<i>Provide details of any actions that were taken to increase the response rate (e.g. follow-up letters, financial inducements, call-backs)</i>

18 Data files			
File name			
File format			
File contents			
Size of original (target) sample			
Number of losses (refusals, non-contacts etc.)			
Number of replacements			
Final no. of cases (unweighted)			
Is the file weighted? *			
Names of any weight variables included *			
No. of variables per case			

* remember to describe the weighting criteria and procedures in the accompanying documentation

19 Documentation, publications, and reports	<i>Please provide copies of questionnaires, user guides, technical reports, codebooks, and, if available, any published and / or unpublished reports</i>	
File name	File format	File contents/type

20 References to publications and URLs	<i>Please provide references to any publications / reports that have not been enclosed and links to any web site(s) containing information relevant to the data collection</i>