East Asian Social Survey (EASS) Study Monitoring Questionnaire

RETURN TO: Seokho Kim, sosankim@gmail.com

This document is based on the ISSP SMQ developed by ZUMA.

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

Institute: | Institute of Regional Studies, Osaka University of Commerce | Country: | JAPAN

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

Principal Investigator: | Ichiro TANIOKA, Noriko IWAI, Michio NITTA, and Tokio YASUDA | Contact Person: | Noriko IWAI

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 ☒ x

Other (please write in details) ☐

_____

2b. Which institute carried out the fielding?

PI's institute itself ☐   OR   Institute name: | Central Research Services, Inc.

3a. Was the questionnaire fielded ...

only in English ☐ → Question 39

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

only in translation ☒ x → Question 3b

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

Please write in: Japanese

2

4. Was the questionnaire for language 1 …? (If you used more than five languages, please report on the five used by the most respondents.)

a written translation (a questionnaire/application)	X	→Question 5
an oral translation (interviewer translated on the spot)		→Question 11

5. Who carried out translation 1? Please tick all that apply.

A member or members of the research team	X
A translation bureau	
One or more specially trained translators	X
Other (please write in details)	

6. Was translation 1 checked?

Yes	X	→Question 7
No		→Question 8

7. How was translation 1 checked?

Group discussion	X
Expert checked it	
Back translation	
Other (please write in details)	

Please write in:

8. Was the translation 1 questionnaire pre-tested?

Yes	X
No	

9. Were there any questions, sections, words or concepts which caused problems when translating into language 1? Please tick all that apply.

No problems	☐	→Question 11
Answer scales	x	
Instructions	x	
Whole questions	x	
Words or concepts	x	
Other (please write in details)	☐	

Please write in details of problems checked/ticked above:

Although "adult" means those who are aged 18 or above in the original questionnaire, in the case of Japan, it means those who aged 20 or above. Therefore, the translation was complicated.

The original questions are premised on face-to face method. Some questions do not suite for self-completion method as JGSS conducts. Therefore, those translations into Japanese language were complicated.

The choice "strongly disagree" in answer scales is difficult to translate into Japanese in some questions.

10. What did you do about any problems in translation 1?

Please enter details:

JGSS choose the best translation based on group discussion. However, some translations were left with unnatural Japanese.

11. Was the questionnaire for language 2 …? (answer only if you have two or more translations/languages, otherwise continue with question 39)

a written translation (a questionnaire/application)	☐	→Question 12
an oral translation (interviewer translated on the spot)	☐	→Question 18

12. Who carried out translation 2? 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)	☐

_____

13. Was translation 2 checked?

Yes	☐	→Question 14
No	☐	→Question 15

14. How was translation 2 checked?

Group discussion ☐

Expert checked it ☐

Back translation ☐

Other (please write in details) ☐

Please write in:

15. Was the translation 2 questionnaire pre-tested?

Yes ☐

No ☐

16. Were there any questions, sections, words or concepts which caused problems when translating into language 2? Please tick all that apply.

No problems ☐ →Question 18

Answer scales ☐

Instructions ☐

Whole questions ☐

Words or concepts ☐

Other (please write in details) ☐

Please write in details of problems checked/ticked above:

17. What did you do about any problems in translation 2?

Please enter details:

18. Was the questionnaire for language 3 …? <mark>(answer only if you have three or more translations/languages, otherwise continue with question 39)</mark>

a written translation (a questionnaire/application) ☐ →Question 19

an oral translation (interviewer translated on the spot) ☐ →Question 25

19. Who carried out translation 3? 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) ☐

---

20. Was translation 3 checked?

Yes ☐ →Question 21

No ☐ →Question 22

21. How was translation 3 checked?

Group discussion ☐

Expert checked it ☐

Back translation ☐

Other (please write in details) ☐

Please write in:

22. Was the translation 3 questionnaire pre-tested?

Yes ☐

No ☐

23. Were there any questions, sections, words or concepts which caused problems when translating into language 3? Please tick all that apply.

No problems	☐	→Question 25
Answer scales	☐	
Instructions	☐	
Whole questions	☐	
Words or concepts	☐	
Other (please write in details)	☐	

Please write in details of problems checked/ticked above:

24. What did you do about any problems in translation 3?

Please enter details:

25. Was the questionnaire for language 4 …? (answer only if you have four or more translations/languages, otherwise continue with question 39)

a written translation (a questionnaire/application)	☐	→Question 26
an oral translation (interviewer translated on the spot)	☐	→Question 32

26. Who carried out translation 4? 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)	☐

27. Was translation 4 checked?

Yes	☐	→Question 28
No	☐	→Question 29

28. How was translation 4 checked?

Group discussion ☐

Expert checked it ☐

Back translation ☐

Other (please write in details) ☐

Please write in:

29. Was the translation 4 questionnaire pre-tested?

Yes ☐

No ☐

30. Were there any questions, sections, words or concepts which caused problems when translating into language 4? Please tick all that apply.

No problems ☐ →Question 32

Answer scales ☐

Instructions ☐

Whole questions ☐

Words or concepts ☐

Other (please write in details) ☐

Please write in details of problems checked/ticked above:

31. What did you do about any problems in translation 4?

Please enter details:

32. Was the questionnaire for language 5 …?<mark>(answer only if you have five or more translations/languages, otherwise continue with question 39)</mark>

a written translation (a questionnaire/application) ☐ →Question 33

an oral translation (interviewer translated on the spot) ☐ →Question 39

33. Who carried out translation 5? 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) ☐

34. Was translation 5 checked?

Yes ☐ →Question 35

No ☐ →Question 36

35. How was translation 5 checked?

Group discussion ☐

Expert checked it ☐

Back translation ☐

Other (please write in details) ☐

Please write in:

36. Was the translation 5 questionnaire pre-tested?

Yes ☐

No ☐

37. Were there any questions, sections, words or concepts which caused problems when translating into language 5? Please tick all that apply.

No problems ☐ →Question 39

Answer scales ☐

Instructions ☐

Whole questions ☐

Words or concepts ☐

Other (please write in details) ☐

Please write in details of problems checked/ticked above:

38. What did you do about any problems in translation 5?

Please enter details:

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

Face-to-face ☐

Self-completion (with some interviewer involvement in delivering or collecting) ☐

'Mixed mode': part self-completion, part face-to-face (please write in details) ☒

Other (please write in details) ☐

If 'mixed mode' or other, please write in:
Face-to face method was applied to the questions which asked about complicated issues such as family structure, occupation and so on. On the contrary, self-completion method was applied to those questions on attitudes and everyday behaviors which can be answered easily.

40. Were postal or telephone components used at any point (e.g., advance contacts)?

Yes - postal ☐ →Question 41

Yes - telephone ☐ →Question 41

No ☒ →Question 42

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

Please enter details:

42. Were incentives offered?

Yes ☒

No ☐

43. How was the study fielded in your country?

As an <u>individual</u> survey (that is, the EASS was the whole survey) ☐ →Question 46

As part of a <u>larger</u> survey ☒ →Question 44

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

Please enter:
Japanese General Social Survey 2006 (JGSS-2006)

45. What was the approximate position of the EASS in the larger questionnaire?

Start of questionnaire ☐

Middle of questionnaire ☐

End of questionnaire ☒

46. Were the substantive questions in the EASS study all asked in the prescribed order?

Yes		→Question 48
Yes, apart from omissions		→Question 47
No	X	→Question 47

47. Why was the question order changed?

> *Please enter:*
> JGSS uses both interview and placement method. Therefore, the order and forms of questions differ from those of the original questionnaire. Values of some variables are constructed from responses to two or more questions.

48. Were all the <u>core</u> questions included in your questionnaire (by core we mean all required substantive and background questions)?

Yes – all substantive questions and background questions <u>included</u>	X	→Question 50
No – substantive question(s) <u>missing</u>		→Question 49
No – required background question(s) <u>missing</u>		→Question 49

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

> *Reason(s) why missing:*

Here we ask questions on sampling.

50. First, was your sample designed to be representative of …

Only adult citizens of your country?	X
Adults of any nationality residing in your country?	

51. Second, was your sample designed to be representative of ...

Only adults living in private accommodation? | x | → Question 52

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:*

52. Third, what was the <u>lower</u> age cut-off for your sample?

WRITE IN : | 2 | 0 |

53. Was there any <u>upper</u> age cut-off for your sample?

Yes - please write in cut-off | 8 | 9 |

No cut-off | |

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

No | x |

Yes (please write in details) | |

> *If yes, write in details:*

55. Did you use any variables for stratification?

Yes | x | →Question 55(56?)

No | | →Question 56(57?)

56. Please describe the stratification variables used?

> *Please write in:*
> Region:
>   Hokkaido or Tohoku, Kanto, Chubu, Kinki, Chugoku or Shikoku, Kyusyu
> Population size of cities/ districts:
>   large cities, medium-sized cities, small cities, towns/ villages

57. How many of stages does your sampling design have?

One stage	
Two stages	X
Three stages	
Four stages	

58. Does your sampling frame consist of…?

Addresses	
Households	
Named individuals (the target persons)	X
Named individuals (not the target persons)	
Areas	
Something else (please write in details)	

_____

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

> *Please write in:*
> Sampling frame is electoral roll of every municipality. This sampling frame includes all Japanese adults and is updated at any time within several months.

60. Please describe your sampling method and your sampled units for the first stage?

> *Please write in:*
> The Census tract is used as a sampling unit for the first stage. In accordance with the probability proportional to the population of each Census tract, 526 tracts were randomly sampled.

61. 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 64)

> *Please write in:*
> Sampling unit for the second stage is an individual. About 15 people were randomly sampled from each tract which had been sampled at the first stage.

62. 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 64)

Please write in:

63. Please describe your sampling method and your sampled units for the fourth stage? (only if you have four stages, otherwise continue with question 64)
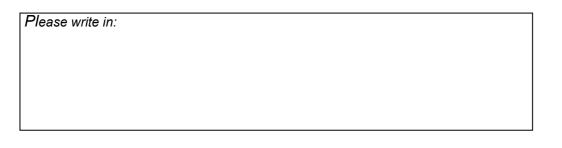
Please write in:

64. What selection method was used to identify a respondent?
    Please tick all that apply. (do <u>not</u> answer if your sampling frame consists of named individuals – which are the target persons. Then continue with question 66)

Kish grid ☐

Last (or next) birthday ☐

Quota ☐

Other (please write in details) ☐

_____

65. Please describe your quota procedures. (only if you used quota, otherwise continue with question 66)

Please write in:

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

Yes ☒ →Question 67

No ☐ →Question 68

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

> *Please write in:*
> In the case that a sampled municipality refused the reference of the electoral roll, the municipality was replaced to another municipality which is located at the same region and has similar size of population. Such replacement occurred quite rarely.

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

> *Please write in:*
> Some nonresponse biases exist in the net sample. The sample has fewer rates of males, youths in their 20s and 30s, and residents of big cities compared with the population.

69. Please fill in the following details about your issued sample.
Some categories may well 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)	3	9	9	8
- addresses which could not be traced at all / selected respondents who could not be traced		2	3	0
- addresses established as empty, demolished or containing no private dwellings				
- selected respondent too sick/incapacitated to participate		1	1	8
- selected respondent away during survey period			5	4
- selected respondent had inadequate understanding of language of survey				
- no contact at selected address				
- no contact with selected person		7	6	6
- personal refusal at selected address	1	0	4	0
- proxy refusal (on behalf of selected respondent)				
- other refusal at selected address				
- other type of unproductive reaction (please write in full details in the box below)			3	6
- full productive interview (net sample size)	2	1	3	0
- partial productive interview			8	0

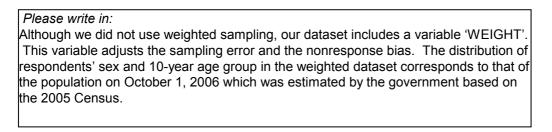More information or Other type of unproductive reaction

> *Please write in:*
>
> It was not able to visit because of the automatically lockable apartment. A sampled individual has already died, etc.

70. Here we ask for information about interviewer procedures.

a. Were interviewers paid according to realized cases?

Yes [x]

No [ ]

b. Which, if any, of these rules governed how an interviewer approached an address/household?
PLEASE TICK THOSE THAT APPLY

Calls/visits must be made at different times of day [ ]

Calls/visits must be made on different days of week [ ]

Neither of the above [x]

c. Were interviewers <u>required</u> to make a certain number of calls/ visits before they stopped approaching an address or household?

Minimum number of calls/visits required - please write in number [ ] [4]

No minimum call requirement [ ]

d. Were any interviews supervised (that is, supervisor accompanies interviewer)?

Yes - please write in approximate proportion [ ] [ ] %

No [x]

e. Were any interviews back-checked (e.g. supervisor checks later whether interview conducted)?

Yes - please write in approximate proportion [10] [0] %

No [ ]

71. Please write in the approximate start and end dates of fieldwork.

	D	D	M	M	Y	Y
Start date		3	1	0	0	6
End date		3	1	2	0	6

72. Were any measures of coding reliability employed?

Yes [x]

No [ ]

73. Was keying of the data verified?

Yes - please write in approximate level of verification [1] [0] [0] %

No [ ]

17

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

Yes [X]

No [ ]

No derived variables [ ]

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

Yes [X]

No [ ]

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

Yes [X]

No [ ]

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

Yes [X]

No [ ]

If you answered YES for <u>any</u> question from Q72 to Q77, continue with Question 78.
If you answered NO for <u>all</u> questions Q72 to Q77, continue with Question 79.

78. Were errors corrected?
Please tick all that apply.

Yes - individually [X]

Yes - automatically [X]

No - not corrected [ ]

79. Were the data weighted or post-stratified?

Yes [X] → Question 80

No [ ] → Question 81

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

Please write in:
Although we did not use weighted sampling, our dataset includes a variable 'WEIGHT'. This variable adjusts the sampling error and the nonresponse bias. The distribution of respondents' sex and 10-year age group in the weighted dataset corresponds to that of the population on October 1, 2006 which was estimated by the government based on the 2005 Census.

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

I don't know what 'a national methods report' is.

Yes ☐

No ☐

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

Please write in:

THAHK YOU VERY MUCH