

Prepared by:

Date:

COMPARATIVE STUDY OF ELECTORAL SYSTEMS
Module 2: Sample Design and Data Collection Report
August 23, 2004

Country:

Date of Election:

Type of Election (e.g., presidential, parliamentary, legislative):

Organization that conducted the survey field work:

Investigators Responsible for Data Collection:

Name:

Name:

Affiliation:

Affiliation:

Address:

Address:

Fax:

Fax:

Phone:

Phone:

E-mail:

E-mail:

Name:

Name:

Affiliation:

Affiliation:

Address:

Address:

Fax:

Fax:

Phone:

Phone:

E-mail:

E-mail:

A. Study Design

- Post-Election Study
- Pre-/Post-Election Panel Study

Date Post-Election Interviewing Began:

Date Post-Election Interviewing Ended:

If Panel Study:

Date Pre-Election Interviewing Began:

Date Pre-Election Interviewing Ended:

Mode of (post-election) interview:

- In person, face-to-face
- Telephone
- Mail or self-completion supplement

Language(s) used in questionnaire(s) (Please provide copies of questionnaires in all languages used, as well as a version translated in English, if applicable, as part of the Election Study Deposit):

B. Sample Design and Sampling Procedures

1. Eligibility Requirements

a) Age: Minimum _____ Maximum _____

b) Citizenship: Yes _____ No _____

c) Other requirements:

2. Sample Frame:

a) Were any regions of the country excluded from the sample frame?

No _____ Yes _____

If yes, please explain:

b) Were institutionalized persons excluded from the sample?

No _____ Yes _____

Please explain:

c) Were military personnel excluded from the sample?

No _____ Yes _____

Please explain:

d) If interviews were conducted by telephone:

i. What is the estimated percentage of households without a phone: _____%

ii. Were unlisted telephone numbers included in the population sampled?

No _____ Yes _____

Please explain:

iii. Were substitution methods used for unproductive sample points?

No _____ Yes _____

Please explain:

e) Were other persons excluded from the sample frame?

No _____ Yes _____

Please explain:

f) Estimated total (a + b + c + d + e) percentage of the eligible population excluded from the sample frame: _____%

3. Sample Selection Procedures:

a) What were the primary sampling units?

b) Were the primary sampling units randomly selected?

No _____ Yes _____

Please explain:

c) Were there further stages of selection?

No _____ Yes _____

Please explain:

d) How were individual respondents identified?

e) Under what circumstances was a sample line designated non- sample?

Please check all that apply:

- Non-residential sample point
- All members of household are ineligible
- Housing unit is vacant
- No answer at housing unit after _____ callbacks
- Other (Please explain):

f) Were non-sample replacement methods used?

No _____ Yes _____

Please describe:

g). For surveys conducted by telephone:

i. Was the sample a random digit dial (RDD) sample? Yes _____ No _____

ii. Was the sample a listed sample? Yes _____ No _____

iii. Was the sample a dual frame sample? No _____ Yes _____

If yes, what % list frame _____ and what % RDD _____

h) For surveys conducted by mail:

Was the sample a listed sample?

Yes _____ No _____

Please describe:

4. Compliance:

Prior to the study:

a) Was a letter sent to respondent?

No _____ Yes _____

(If yes, please include a copy of the letter in the Deposit)

b) Was payment sent to respondent?

No _____ Yes _____

If yes, please describe:

c) Was a token gift sent to respondent?

No _____ Yes _____

If yes, please describe:

d) Were any other incentives used?

No _____ Yes _____

If yes, please describe:

5. During the Field Period:

- a) How many contacts were made with the household before declaring it **non-sample**?

- b) How many contacts were made with the household before declaring it **non-interview**?

- c) Maximum number of days over which a household was contacted?

- d) Did interviewers vary the time of day at which they re-contacted the household? No _____ Yes _____

Please describe:

e) Refusal Conversion:

- i. Were efforts made to persuade respondents who were reluctant to be interviewed?
No _____ Yes _____

Please describe:

- ii. Were respondents who were reluctant to be interviewed sent a letter persuading them to take part?
No _____ Yes _____

If so, please describe (in addition, please include a copy of the letter in the deposit):

- iii. Was payment offered to respondents who were reluctant to take part?
No _____ Yes _____

If yes, how much?

- iv. Were respondents who were reluctant to take part turned over to a more experienced interviewer? Yes _____ No _____

- v. What was the maximum number of re-contacts used to persuade respondent to be interviewed?

- vi. Were any other methods used to persuade respondents reluctant to be interviewed to take part?
No _____ Yes _____

Please describe:

6. Response Rate:

(Note: if a panel study, please report response rate of the first wave)

Total number of sample lines issued: _____
 Number of refusals: _____
 Number never contacted (no-contact): _____
 Other non-response: _____
 Number of lines of non-sample: _____
 Total number of completed interviews: _____

 Response Rate: _____

7. Panel Attrition:

(Note: This only applies if CSES questionnaire is administered as part of a 2-wave panel study):

Total number of respondents in Wave I of the study: _____
 Number of Wave I respondents re-interviewed in wave containing CSES Module: _____

 Percent total panel attrition: _____

8. Panel attrition by age and education (given as percentages; please indicate whether numbers provided are % re-interviewed or % attrition):

Age

18-25 _____ %
26-40 _____ %
41-65 _____ %
65 & over _____ %

Education

None _____ %
Incomplete primary _____ %
Primary completed _____ %
Incomplete secondary _____ %
Secondary completed _____ %
University incomplete _____ %
University degree _____ %

9. Sample Weights

a) Are weights included in the data file?
No _____ Yes _____

Please describe how the weights were constructed:

b) Are the weights designed to compensate for disproportionate probability of selection at the respondent/household level?
No _____ Yes _____

Please describe:

c) Are the weights designed to match known demographic characteristics of the population?
No _____ Yes _____

Please describe:

d) Are the data weighted to correct for non-response?
No _____ Yes _____

Please describe:

10. a) Please describe the interviewers (e.g., age, level of education, years of experience):

b) Please provide a description of interviewer training:

11. Comparison of Sample to Population

Characteristic	<u>Population Estimates</u>	<u>Sample Estimates</u>	
		Unweighted	Weighted
<u>Age</u>			
18-25			
26-40			
41-66			
65 and over			
<u>Education</u>			
None			
Incomplete Primary			
Primary Completed			
Incomplete Secondary			
Secondary Completed			
Post-Secondary Trade/ Vocational			
Incomplete University			
University Degree			
<u>Gender</u>			
Male			
Female			