



ADMINISTRATION OF THE SUPPLEMENTARY QUESTIONNAIRE IN ROUND 5

As in Round 4, the ESS Supplementary Questionnaire contains two sets of items. It begins with the 21-item Schwartz Scale of Human Values which continues to be of excellent analytical value. There then follow a number of test questions devised by UPF in consultation with City in order to test different wordings or approaches to measuring the same variables. These methods experiments are an integral part of the ESS, which aim to inform future question design both in the ESS itself and more widely. There are three different versions of the test questions, each administered to a split ballot of one third of respondents.

In Round 5 all countries will use the same experimental design. The only difference allowed is that some countries prefer to administer this part of the ESS as face-to-face and others by self-completion, and this choice remains. However, the decision must be taken and communicated to City in advance of fieldwork (see below).

- All countries will field three versions of the supplementary questionnaire (whether face-to-face or self-completion) to a different group of respondents (see below). Each version will contain the same 21-point Schwartz scale of human values, followed by a DIFFERENT variant of the test questions
- As in Round 4, a split-ballot design is to be carried out, dividing the sample into three RANDOM SUB-GROUPS (A, B, and C), each of whom will get the appropriate version of the Supplementary Questionnaire.

The CCT have produced six different versions of the Supplementary Questionnaire – Versions F-2-F A, F-2-F B, and F-2-F C (face-to-face), and Versions S-C A, S-C B and S-C C (self-completion). **Each country needs to email City (ess@city.ac.uk) to request EITHER the three face-to-face versions OR the three self completion versions. As noted, this is not for interviewers to decide, but for National Coordinators (with survey houses) to determine in advance of fieldwork in each country.**

Occasionally respondents in countries using the self-completion method may in fact require interviewer help in administering the questions (say because of poor sight or literacy problems). **In these exceptional circumstances only**, interviewers would use the same self-completion version and would complete it with the respondent. This will be recorded in the interviewer questionnaire.

Specific information about translating the Supplementary Questionnaires

The test questions in Section I are primarily re-formulations of questions already asked in the Main questionnaire. Translators should refer back to the Main questionnaire for annotations and should be careful to be consistent in their translations where the formulation is identical. Questions which are exact repetitions are marked in the footnote as 'Identical to Qx' and teams should use the same

translation as in the Main questionnaire. Where questions are similar but not identical, the annotations and translations from the Main questionnaire should still be referred to, to ensure harmonisation where possible (these are marked in the footnote as 'Similar to Qx'). Sometimes there is only a very small amendment such as a change to the scale or to the introduction. For each question the corresponding question number in the Main questionnaire is given in a footnote. In addition, some new questions have been added to the supplementary questionnaire. These are marked in the footnote 'New Question'.

It is also important to note that some of the scales on the showcards and in the self-completion questionnaire have a HORIZONTAL layout and others a VERTICAL layout. It is **essential** when translating the scales that this layout is preserved. Scales that are horizontal/vertical on the source showcards should be horizontal/vertical on the translated showcards. The same rule applies to the layout of the self-completion questionnaire.

ACTION POINTS

1. NCs will consult and decide as soon as possible (if they have not already done so) whether the Round 5 Supplementary Questionnaire is to be administered in their country by face-to-face or self-completion methods and they will inform City accordingly.
2. As in R4, NCs will inform City (ess@city.ac.uk) in advance of fieldwork, their proposed method of randomly splitting the sample into Groups A, B and C for the Supplementary Questionnaire.
3. City will send the appropriate three versions (face-to-face or self-completion) to each NC for translation, etc.

Note that where a self-completion methodology is employed the evidence suggests that a significantly higher response rate is achieved if the interviewer waits whilst the respondent completes the questionnaire. Furthermore from a methodological perspective it is best if the time between completion of the main and supplementary interviews is as short as possible (and ideally if the supplementary is completed immediately after the main interview).