Usage regulations – GESIS Dept. Data Archive and Data Analysis

Please note: Neither the depositor (individual(s), institute(s) etc.) nor GESIS bear any responsibility for the analysis or interpretation of the data which is supplied by GESIS.

For further information (e.g. on access categories, exact charges for special studies) please turn to:

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1. Introduction

Data Archive and Data Analysis, in short "Data Archive", is a department of GESIS. The Data Archive preserves scientific data and document, especially from survey research, and makes this material available for further use.

The archive holdings include the data depositor's original data and documents as well as additional Data Archive material, which is the result of standardized documentation and processing (e.g. codebook, adjusted data sets, etc.).

Data and documents are made available exclusively on the basis of these regulations for use.

In the context of the international archive convention, users living outside Germany are asked to direct their requests regarding data to their home archive first.

2. General access conditions

As far as not explicitly indicated differently, the Data Archive makes data and documents available only for scientific analysis carried out in academic research and teaching. Institutes and individuals outside academic research and teaching can apply for provision in written form.

The acquisition of data and documents is done within the limits of access categories (please see 3.). The respective data depositor determines access limitations.

Independent of these access limitations for the use of data and documents, everybody is allowed to take a look at the documents – as far as not decided differently.

3. Access categories

The provision of data and documents is regulated by the following access categories. They are indicated in the respective study description in the Data Catalogue.
<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
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<tbody>
<tr>
<td>0</td>
<td>Data and documents are released for everybody.</td>
</tr>
<tr>
<td>A</td>
<td>Data and documents are released for academic research and teaching.</td>
</tr>
<tr>
<td>B</td>
<td>Data and documents are released for academic research and teaching, if the results won't be published. If any publications, or any further work on the results is planned, a permission must be obtained by the Data Archive.</td>
</tr>
<tr>
<td>C</td>
<td>Data and documents are only released for academic research and teaching after the data depositor's written authorization. For this purpose the Data Archive obtains a written permission with specification of the user and the analysis intention.</td>
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4. Request and provision of material

To order material from the archive holding, forms are provided in which all necessary information for the request processing can be entered. The material is only made available for the purpose provided to the Data Archive or the data supplier. Passing on material to a third party is not allowed.

5. Completion of the project

The user is responsible to inform the Data Archive about the completion of the project for which the material was used. To prevent misuse the data has to be deleted and the medium carrying the data has to be made unreadable after completion of the project. In case further usage is intended, the user must apply to the Data Archive for new use permission.

6. Obligation to quote, specimen copy

The user is obliged to quote all used documents according to scientific conventions and to send two specimen copies of his/her publication to the Data Archive.

7. Charges

The charging regulations specify fees for the provision of data and documents from the Data Archive.

8. Final clause

Changes of the regulations for use and the scale of charges become effective from 24.04.2007.