

Shortened instructions for interviewers on AHM 2003

1. Scope of the survey and its form

The survey of AHM 2003 is conducted on the whole sample of dwellings selected for LFS for 2nd quarter 2003. It involves all households that started to be surveyed in 2nd quarter 2002 at the earliest.

The reference period is defined with calendar weeks 14 – 26 of 2003 (from 31/3/2003 – 29/6/2003). The survey will be carried out in the same period as standard LFS, i.e. in calendar weeks 15-28 of 2003 year (from 7/4/2003 – 11/7/2003).

Target population involves all persons aged 15 and more. It excludes conscripts on military service. The questions on education of respondents are sorted onto 2 groups by the length of reference period: 4 weeks (arranged core variables) and 12 months (questions of AHM 2003). In terms of contents the questions are targeted to collection of data on formal, non-formal and informal education. For facilitating the work of interviewers the questions related to 12 months follows the questions related to 4 weeks within the same type of education. According to relations of AHM on core educational variables we did not include the question on the willingness of respondent to participate in the survey. In case that respondent minds the length of the survey, the interviewers may emphasize the willingness of answers relating to 12 months reference period.

For the survey there is exclusive tool – survey with use of notebook. Regarding the single nature of the survey the majority of interviews should be done within the personal contact.

2. Questionnaire

In the chapter of education 3 types of education are distinguished:

- formal education
- non-formal education
- informal education (self-study) – surveyed only within the AHM 2003

Formal education is such a type of education which student usually attend within the regular school institutions and which usually leads to attainment of certain level of education (rising or keeping completed level). Typical example involves pupils, apprentices and students. It also cover the cases of distance (remote) study.

Non-formal education is targeted at gaining the skills and knowledge that can improve the position of respondent on labour market, deepen and reach the new skills and qualifications. This kind of education is usually provided in specialised institutions or the establishment of employers. It includes the cases when respondent attend the similar courses at the private teacher (e.g. language lesson). It might cover both educations: one leading to reaching some certificate and the education where the certificate is not issued after completion. It includes e.g. lessons of foreign language, computer courses, driving lessons, mailing courses, courses under active employment policy, short-term training, lecture etc. It disregards the actual length of these courses. The necessary condition for this type of education is the presence of

expert or teacher. In the cases where it is unclear whether the respondent's activity should be considered as education, there might be used the view of general usage of skills and knowledge gained.

Informal education includes self-study, i.e. education where the expert or teacher is not present or does not have a possibility to verify the gained knowledge (e.g. tv language courses). It corresponds to education that can be classified non as formal neither as non-formal.

a) Questions related to formal education - E0902, F0301-F0307

The questions refer to both period of 4 weeks and 12 months. The person who took an education in last 4 weeks will always belong to persons who took an education in last 12 months and both reference periods should concern the same education.

In case that respondent participated in more than one formal education, he should answer for education that he attended (finished) as the latest or that he still attends. It disregards whether he finished successfully or not. If the education finished at the same time or he still attend both (all) of them, he should answer for an education that he consider as the most significant in terms of his professional and personal requirements (if he does not know, he will decide according to the number of weekly hours in the reference period).

F0301 and F0305

The definition of levels corresponds to question on the highest completed education, it represents the more rough distinction based on ISCED-97.

However, the level of education will usually differ from the level of highest completed education.

Code 3 includes all forms of higher upper secondary education, i.e. general programmes, professional programs, programmes with/without leaving exam. It means that apprentices and students of schools are considered as being on the same level.

F0302-3 and F0306-7

The international classification of fields of education (ISCED-97) is used. From the reason of using the result for the needs of Czech Statistical Office and Ministry of Education it is necessary to find out the field of respondent's education in requested detail of 3 digits. In cases of unsure or proxy-answers it is necessary to fulfil at least 1 digit detail. The following fields are exceptional and should be fulfilled for 3 digits:

222 – foreign languages, 420 – science on live nature, 440 – science on unlive nature, 460 – mathematics and statistics, 481 – computer science a 482 – computer usage.

b) The questions related to non-formal education – E0904, E0906, F0308-F0328

The questions on reference period of 4 weeks concerns the participation in one course only.

The reference period of 12 months involves three most important courses. Furthermore there is a question on number of hours spent in other courses above these ones. The questions are put subsequently in blocks referring to each course.

For reference period of 4 weeks: In case of concurrence of two or more courses, the respondent should declare that one which he attended (finished) as the latest or which he still attends. It disregards whether the respondent finished the course successfully or not. If the courses finished at the same time or respondent still attends both (all) of them, he should declare that one which he considers as the most significant in terms of his professional or personal requirements (if he does not know, the highest number of weekly hours attended during the reference period should be a criterion).

For reference period of 12 months: In case of concurrence of more courses, the respondent should declare as the first one the course which he attended (finished) as the latest or which he still attends. Then he should declare other attended courses (at most 3) in the chronological order backwards from the other freshest course to the course attended as the earliest. E.g. the other course attended before 3 months will be noticed as the second one, the course attended before 9 months will be noticed as the third one. It disregards whether the course(s) was(were) finished successfully or not. If the courses finished at the same time or he still attends all of them, he should declare 1, 2 or 3 courses that he considers as the most significant in terms of his professional or personal needs (if he does not know, he should decide according to number of hours spent in course during the last 12 months). The course declared for the reference period of 4 weeks should appear as the course 1 for reference period of 12 months (except the number of hours that might differ).

E0906, F0313, F0318, F0323 and F0328

The number of hours refers exclusively to the educational activity and excludes all the time spent for home preparation and transport. Furthermore it concerns the particular reference period and does not necessary correspond to total length of the course. Regarding the nature of questions we assume that the respondent will mostly use the expert estimates of these hours. The questions aim to find out the burden of respondents by this additional improvement of his skills. The figure will be declared in hours (rounded on hours).

F0308, F0314, F0319 and F0324

Code 1 will be used for classification of activities that leads or led to gaining of knowledge or skills for current, close or future employment, to increase the earning or carrier in current or future employment.

Code 2 includes all other reasons, mainly the personal or social/community reasons to attend the education.

F0311, F0317, F0322 and F0327

The question is targeted at the level of support from the side of employer when attending the course. Codes 1-2 include also the cases when the course is attended outside of the working time but the time of its attendance is financially compensated to respondent. Similar approach should be used when the time is compensated by "compensatory leave".

The contributing family workers who cannot be considered as partners, voluntary social workers and other persons working who work without requesting the reward for it, should be classified as code 4.

c) Questions related to informal education - F0329-F0333

F0329

This question allows quantifying the total extent of educational activities of respondent regardless the way and form of this education.

F0330-F0333

These questions concern all activities that might be classified as self-study together. If at least one of them involves the form of self-study mentioned in these questions, the code 1 should be used in this particular form. Respondent might answer all 4 questions with code 1.