

Annex

4

CODEBOOK

The codebook gives a full and complete description of the ‘raw’ variables included in both ACCESS and SPSS databases and of the derived variables used in the report ‘*Completing the Foundation for Lifelong Learning - An OECD Survey of Upper Secondary Schools*’.

Codebook Part A: Questionnaire data

This gives a full description of the ‘raw’ variables that were included in the questionnaire and which are included in both ACCESS and SPSS databases. It shows for each variable its variable short name, its variable name, its source (the corresponding question on the Questionnaire), its value (the valid values that the variables could take in the questionnaire), its label (the description of these values) and description/notes. Missing values could be coded as follows: M/R (multiple or ambiguous response), N/ADM (not administered response) or MIS (item level non-response). Section III.4 of the Technical Report gives a full description of these missing values.

Codebook Part B: Derived variables

The list of derived variables used in the following report ‘*Completing the Foundation for Lifelong Learning - An OECD Survey of Upper Secondary School*’ is detailed in the next pages. It shows for each derived variable its name, its short name, its source (reference to one or more questions of the ISUSS questionnaire), its value and label as well as its description and its correspondence with the ISUSS tables provided in the ISUSS report.

Codebook Part A: Questionnaire data

Variable short name	Variable name	Source	Value	Label	Description / notes
School and Programme Questionnaire Part I: School Background Variables					
C_code	Country code	ISO 3166	001 to 900		ISO 3166 country code
Country	Country name	ISO 3166			Country's three-digit short name
CodeStrt	Stratum ID	Sampling forms			Stratum code
SchID	School ID	Sampling forms	0001 to 9999		School ID code
Samplewt	Sample weight	Sampling forms	1 - 800		Sample weights
			997	M/R	
			998	N/Adm	
			999	Mis	
SC01Q01	ISCED level 1- Q1a	Q1a	1	Yes	School offers ISCED 1 programme
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q02	ISCED level 2- Q1b	Q1b	1	Yes	School offers ISCED 2 programme
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q03	ISCED level 4- Q1c	Q1c	1	Yes	School offers ISCED 4 programme(s)
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q04	ISCED level 5- Q1d	Q1d	1	Yes	School offers ISCED 5 programme(s)
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q05	ISCED 3- Programme 1 - Q1e	Q1e	1	Yes	School offers ISCED 3 Programme 1
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q06	ISCED 3- Programme 2 - Q1f	Q1f	1	Yes	School offers ISCED 3 Programme 2
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q07	ISCED 3- Programme 3 - Q1g	Q1g	1	Yes	School offers ISCED 3 Programme 3
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q08	ISCED 3- Programme 4 - Q1h	Q1h	1	Yes	School offers ISCED 3 Programme 4
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q09	ISCED 3- Programme 5 - Q1i	Q1i	1	Yes	School offers ISCED 3 Programme 5
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC01Q10	ISCED 3- Programme 6 - Q1j	Q1j	1	Yes	School offers ISCED 3 Programme 6
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q11	ISCED 3- Programme 7 - Q1k	Q1k	1	Yes	School offers ISCED 3 Programme 7
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC01Q12	ISCED 3 - Programme 8 - Q1l	Q1l	1	Yes	School offers ISCED 3 Programme 8
			2	No	
			7	M/R	
			8	N/Adm	
			9	Mis	
SC02Q01	School public/private - Q2	Q2	1	Public	School governance
			2	Private	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC03Q01	Funds, government - Q3a	Q3a	0 to 100		Percentage of school funds from government resources
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC03Q02	Funds, student fees - Q3b	Q3b	0 to 100		Percentage of school funds from student fees
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC03Q03	Funds, benefactors - Q3c	Q3c	0 to 100		Percentage of school funds from benefactors
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC03Q04	Funds, other - Q3d	Q3d	0 to 100		Percentage of school funds from other resources
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC04Q01	School location - Q4	Q4	1	Village (less 3 000)	Location of the school
			2	Small town (3 000 to 15 000)	
			3	Town (15 000 to 100 000)	
			4	City (100 000 to 1 000 000)	
			5	City (more than 1 000 000) centre	
			6	City (more than 1 000 000) elsewhere	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC05Q01	Total number of Boys - Q5a1	Q5a1	0 to 15000		Total number of male students in the school
			99997	Ambiguous	
			99998	N/ADM	
			99999	Mis	
SC05Q02	Total number of Girls - Q5a2	Q5a2	0 to 15000		Total number of female students in the school
			99997	Ambiguous	
			99998	N/ADM	
			99999	Mis	
SC05Q03	Boys in Programme 1 - Q5b1	Q5b1	0 to 15000		Total number of male students in Programme 1
			99997	Ambiguous	
			99998	N/ADM	
			99999	Mis	
SC05Q04	Girls in Programme 1 - Q5b2	Q5b2	0 to 15000		Total number of female students in Programme 1
			99997	Ambiguous	
			99998	N/ADM	
			99999	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC05Q05	Boys in Programme 2 - Q5c1	Q5c1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 2
SC05Q06	Girls in Programme 2 - Q5c2	Q5c2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 2
SC05Q07	Boys in Programme 3 - Q5d1	Q5d1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 3
SC05Q08	Girls in Programme 3 - Q5d2	Q5d2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 3
SC05Q09	Boys in Programme 4 - Q5e1	Q5e1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 4
SC05Q10	Girls in Programme 4 - Q5e2	Q5e2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 4
SC05Q11	Boys in Programme 5 - Q5f1	Q5f1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 5
SC05Q12	Girls in Programme 5 - Q5f2	Q5f2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 5
SC05Q13	Boys in Programme 6 - Q5g1	Q5g1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 6
SC05Q14	Girls in Programme 6 - Q5g2	Q5g2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 6
SC05Q15	Boys in Programme 7 - Q5h1	Q5h1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 7
SC05Q16	Girls in Programme 7 - Q5h2	Q5h2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 7
SC05Q17	Boys in Programme 8 - Q5i1	Q5i1	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of male students in Programme 8
SC05Q18	Girls in Programme 8 - Q5i2	Q5i2	0 to 15000 99997 99998 99999	Ambiguous N/ADM Mis	Total number of female students in Programme 8
SC06Q01	Full-time Management - Q6a1	Q6a1	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of full-time staff in school management

Variable short name	Variable name	Source	Value	Label	Description / notes
SC06Q02	Part-time Management - Q6a2	Q6a2	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of part-time staff in school management
SC06Q03	Full-time classroom teachers - Q6b1	Q6b1	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of full-time classroom teachers
SC06Q04	Part-time classroom teachers - Q6b2	Q6b2	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of part-time classroom teachers
SC06Q05	Full-time teacher aides - Q6c1	Q6c1	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of full-time teacher aids
SC06Q06	Part-time teacher aides - Q6c2	Q6c2	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of part-time teacher aids
SC06Q07	Full-time professional support - Q6d1	Q6d1	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of full-time professional support
SC06Q08	Part-time professional support- Q6d2	Q6d2	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of part-time professional support
SC06Q09	Full-time other support - Q6e1	Q6e1	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of other full-time support personnel
SC06Q10	Part-time other support- Q6e2	Q6e2	0 to 900 997 998 999	Ambiguous N/ADM Mis	Number of other part-time support personnel
School and Programme Questionnaire Part II: Questions on Upper Secondary Education					
SC07Q01	Full-time temporary teachers - Q7a1	Q07a1	0 to 100 997 998 999	Ambiguous N/ADM Mis	Percentage of full-time teachers who are temporaries
SC07Q02	Part-time temporary teachers - Q7a2	Q07a2	0 to 100 997 998 999	Ambiguous N/ADM Mis	Percentage of part-time teachers who are temporaries
SC07Q03	Full-time fully qualified teachers - Q7b1	Q07b1	0 to 100 997 998 999	Ambiguous N/ADM Mis	Percentage of full-time teachers who are fully qualified
SC07Q04	Part-time fully qualified teachers - Q7b2	Q07b2	0 to 100 997 998 999	Ambiguous N/ADM Mis	Percentage of part-time teachers who are fully qualified
SC08Q01	Teacher hiring responsibility - Q8	Q08	1 2 7 8 9	Yes No M/R N/ADM Mis	School has responsibility in hiring teachers
SC09Q01	Teaching vacancies - Q9	Q09	0 to 500 997 998 999	Ambiguous N/ADM Mis	Number of vacant posts to be filled at the beginning of the school year

Variable short name	Variable name	Source	Value	Label	Description / notes
SC10Q01	Fully qualified teacher - Q10a	Q10a	1	Yes	Vacancy was covered by employing a fully qualified teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC10Q02	Less than full qualification - Q10b	Q10b	1	Yes	Vacancy was covered by employing a less than fully qualified teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC10Q03	Course was cancelled - Q10c	Q10d	1	Yes	Planned course was cancelled to manage vacancies
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC10Q04	Class sizes were expanded - Q10d	Q10d	1	Yes	Class sizes were expanded to manage vacancies
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC10Q05	Courses were added - Q10e	Q10e	1	Yes	Sections (courses) were added to other teachers' normal teaching hours to manage vacancies
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q01	Mother tongue - Q11a	Q11a	1	Yes	Mother tongue - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q02	Mathematics - Q11b	Q11b	1	Yes	Mathematics - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q03	Foreign languages - Q11c	Q11c	1	Yes	Foreign languages - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q04	Social studies - Q11d	Q11d	1	Yes	Social studies - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q05	Sciences - Q11e	Q11e	1	Yes	Sciences - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q06	Technology - Q11f	Q11f	1	Yes	Technology - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q07	Arts - Q11g	Q11g	1	Yes	Arts - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC11Q08	Physical education - Q11h	Q11h	1	Yes	Physical education - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q09	Computer/IT - Q11i	Q11i	1	Yes	Computer sciences /Information technology - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q10	Business studies - Q11j	Q11j	1	Yes	Business studies - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC11Q11	Other - Q11k	Q11k	1	Yes	Other subject - Principal perceives difficulty to hire a fully qualified upper secondary teacher
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC12Q01	Separate budget - Q12a	Q12a	1	Yes	School has a separate budget for the professional development of teachers
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC12Q02	Time - Q12b	Q12b	1	Yes	School provides time for teachers for professional development
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC12Q03	Activities - Q12c	Q12c	1	Yes	School organises staff development activities
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC12Q04	Information - Q12d	Q12d	1	Yes	School collects and circulates information on professional development courses in the school district
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC12Q05	Other - Q12e	Q12e	1	Box ticked	School supports teacher professional development in other ways
			2	Box not ticked	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC13Q01	ICT related activities - Q13a	Q13a	0 to 100		Percentage of upper secondary teachers who participated in ICT-related professional development
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC13Q02	Other activities - Q13b	Q13b	0 to 100		Percentage of upper secondary teachers who participated in other professional development activities
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC14Q01	Courses/Workshops - Q14a	Q14a	1	Yes	Course/workshop - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
9	Mis				

Variable short name	Variable name	Source	Value	Label	Description / notes
SC14Q02	Conferences - Q14b	Q14b	1	Yes	Methodological or research conferences - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q03	Degree program - Q14c	Q14c	1	Yes	Qualification or degree programme - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q04	Visits to other schools - Q14d	Q14d	1	Yes	Observational visits to other schools - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q05	Regularly-scheduled collaboration - Q14e	Q14e	1	Yes	Regularly scheduled collaboration among teachers - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q06	Mentoring/peer observation/coaching - Q14f	Q14f	1	Yes	Mentoring and/or peer observation - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q07	Research/development - Q14g	Q14g	1	Yes	Mentoring and/or peer observation and coaching - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q08	Participation in a network - Q14h	Q14h	1	Yes	Participation in a network of teachers - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC14Q09	Visits to companies/employers - Q14i	Q14i	1	Yes	Visit to companies/employers - At least one teacher participated in past school year
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC15Q01	Cancelled (not held) - Q15a	Q15a	0 to 100		Percentage of class periods cancelled because of the absence of the assigned teacher
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC15Q02	Covered by other teacher - Q15b	Q15b	0 to 100		Percentage of class periods covered by another teacher because of the absence of the assigned teacher
			997	Ambiguous	
			998	N/ADM	
			999	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC16Q01	Residence - Q16a	Q16a	1	Never or rarely	Admission policies - Residence in a particular area considered when students are admitted to school
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC16Q02	Student academic performance - Q16b	Q16b	1	Never or rarely	Admission policies - Student's record of academic performance considered when students are admitted to school
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC16Q03	Entrance examination - Q16c	Q16c	1	Never or rarely	Admission policies - Entrance examination results considered when students are admitted to school
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC16Q04	Recommendation of feeder schools - Q16d	Q16d	1	Never or rarely	Admission policies - Recommendation of feeder school considered when students are admitted to school
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC16Q05	Parents' endorsement - Q16e	Q16e	1	Never or rarely	Admission policies - Parents' endorsement of the school's philosophy considered when students are admitted to school
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC16Q06	Student- special program - Q16f	Q16f	1	Never or rarely	Admission policies - Students' interest in a special programme considered when students are admitted to school
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC16Q07	Preference given to family - Q16g	Q16g	1	Never or rarely	Admission policies - Preference is given to family members of current or former students
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC17Q01	Students are grouped randomly - Q17a	Q17a	1	Never or rarely	Grouping policies - Students are grouped randomly
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC17Q02	Similar ability levels - Q17b	Q17b	1	Never or rarely	Grouping policies - Students are grouped according to similar ability levels
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC17Q03	Mixture of ability levels - Q17c	Q17c	1	Never or rarely	Grouping policies - Students are grouped into classes with mixed ability levels
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC17Q04	Special expertise of teachers - Q17d	Q17d	1	Never or rarely	Grouping policies - Students are assigned to classes according to the special expertise of teachers
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC17Q05	Similar ages - Q17e	Q17e	1	Never or rarely	Grouping policies - Students are assigned to classes composed of students of similar ages
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC17Q06	Choice of program/subjects - Q17f	Q17f	1	Never or rarely	Grouping policies - Students are assigned to classed according to choice of programme or subject
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC17Q07	Requests of parents/guardians - Q17g	Q17g	1	Never or rarely	Grouping policies - Students are grouped according to the request of parents
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC18Q01	Student's choice of S/M - Q18a1	Q18a1	1	Yes	Student's choice of subjects/modules - Record kept centrally
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q02	Teachers-access to student's choice - Q18a2	Q18a2	1	Yes	Student's choice of subjects/modules - All teachers have access to records
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q03	Student performance - Q18b1	Q18b1	1	Yes	Student's performance in school - Record kept centrally
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q04	Teachers access - Std. performance - Q18b2	Q18b2	1	Yes	Student's performance in school - All teachers have access to records
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q05	Behavioural problems - Q18c1	Q18c1	1	Yes	Behavioural problems - Record kept centrally
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q06	Teachers access - behavioural problems - Q18c2	Q18c2	1	Yes	Behavioural problems - All teachers have access to records
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q07	Student absenteeism - Q18d1	Q18d1	1	Yes	Student's absenteeism - Record kept centrally
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC18Q08	Teaches access-student absenteeism - Q18d2	Q18d2	1	Yes	Student's absenteeism - All teachers have access to records
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q09	Performance out of school - Q18e1	Q18e1	1	Yes	Student's performance out of school - Record kept centrally
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q10	Teacher access - performance out of schools - Q18e2	Q18e2	1	Yes	Student's performance out of school - All teachers have access to records
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q11	Final examinations - Q18f1	Q18f1	1	Yes	Results of final examinations - Record kept centrally
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC18Q12	Teacher access - final examinations - Q18f2	Q18f2	1	Yes	Results of final examinations - All teachers have access to records
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC19Q01	Educational authorities - Q19a	Q19a	1	Yes	School receives information on functioning from national/regional education authorities
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC19Q02	School authorities/maintainer - Q19b	Q19b	1	Yes	School receives information on functioning from local school authorities
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC19Q03	Employers - Q19c	Q19c	1	Yes	School receives information on functioning from employers
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC19Q04	Parent groups - Q19d	Q19d	1	Yes	School receives information on functioning from parent groups
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC19Q05	Teacher groups - Q19e	Q19e	1	Yes	School receives information on functioning from teacher groups
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC19Q06	Student groups - Q19f	Q19f	1	Yes	School receives information on functioning from student groups
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC19Q07	External examination boards - Q19g	Q19g	1	Yes	School receives information on functioning from external examination boards
			2	No	
			3	Not Applicable / Don't Know	
			7	M/R	
			8	N/ADM	
SC20Q01	Computers/Workstations - Q20	Q20	1	Yes	The school provides computers (workstations) for students and/or the staff
			2	No	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC21Q01	In the school - Q21a	Q21a	0 to 3000		Number of computers available in the school altogether
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q02	For students altogether - Q21b	Q21b	0 to 3000		Number of computers available for students altogether
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q03	Only for upper secondary students - Q21c	Q21c	0 to 3000		Number of computers available only for upper secondary students
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q04	For teacher's use - Q21d	Q21d	0 to 3000		Number of computers available only for teachers' use
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q05	For the administrative staff - Q21e	Q21e	0 to 3000		Number of computers available for the administrative staff
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q06	Connected to Internet/World Wide Web - Q21f	Q21f	0 to 3000		Number of computers connected to the Internet
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q07	Connected to LAN/Intranet - Q21g	Q21g	0 to 3000		Number of computers connected to the Intranet
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC21Q08	Portable computers- Q21h	Q21h	0 to 3000		Number of portable computers
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC22Q01	Standard applications - Q22a	Q22a	1970 to 2002		Year of introducing standard computer applications for educational use
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC22Q02	World Wide Web - Q22b	Q22b	1970 to 2002		Year of introducing the Internet for educational use
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC22Q03	E-mail accessible - Q22c	Q22c	1970 to 2002		Year of introducing e-mail for educational use
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC23Q01	At least once a month - Q23a	Q23a	0 to 100		Percentage of upper secondary teachers using computer applications for educational purposes at least once a month
			997	Ambiguous	
			998	N/ADM	
			999	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC23Q02	The WWW - Q23b	Q23b	0 to 100		Percentage of upper secondary teachers using the Internet for educational purposes at least once a month
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC23Q03	E-mail for educational purposes - Q23c	Q23c	0 to 100		Percentage of upper secondary teachers using e-mail for educational purposes at least once a month
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC24Q01	Operating a computer - Q24a	Q24a	1	Yes	Operating a computer - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q02	With a word processor - Q24b	Q24b	1	Yes	Writing documents with a word processor - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q03	With graphical program - Q24c	Q24c	1	Yes	Making illustrations with graphical programmes - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q04	With spreadsheet programs - Q24d	Q24d	1	Yes	Calculating with spreadsheet programmes - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q05	Writing programs - Q24e	Q24e	1	Yes	Writing programmes - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q06	Communicating via e-mail - Q24f	Q24f	1	Yes	Communicating via e-mail with teachers and other students - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q07	Electronic forms of information - Q24g	Q24g	1	Yes	Sending, searching for and using electronic forms of information - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC24Q08	Using educational software - Q24h	Q24h	1	Yes	Using educational software (e.g., taking tests) - Part of students' assignment at least once a month
			2	No	
			3	Not applicable / Don't Know	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC25Q01	Develop skill of independent learning - Q25a	Q25a	1	Not at all	Educational purposes of ICT use - Computers used to develop skills of independent learning
			2	A little	
			3	A lot	
			7	M/R	
			8	N/ADM	
SC25Q02	Provide additional instruction....- Q25b	Q25b	1	Not at all	Educational purposes of ICT use - Computers used to provide additional instruction and practising opportunities for students with special needs
			2	A little	
			3	A lot	
			7	M/R	
			8	N/ADM	
SC25Q03	Allow students to learn/work ... - Q25c	Q25c	1	Not at all	Educational purposes of ICT use - Computers used to allow students to learn/work at their own pace during lessons
			2	A little	
			3	A lot	
			7	M/R	
			8	N/ADM	
SC25Q04	Combine parts of school subjects - Q25d	Q25d	1	Not at all	Educational purposes of ICT use - Computers used to combine parts of school subjects with one another
			2	A little	
			3	A lot	
			7	M/R	
			8	N/ADM	
SC25Q05	Learning by simulation - Q25e	Q25e	1	Not at all	Educational purposes of ICT use - Computers used to create opportunities for learning by simulation
			2	A little	
			3	A lot	
			7	M/R	
			8	N/ADM	
SC25Q06	Obtain information from the internet - Q25f	Q25f	1	Not at all	Educational purposes of ICT use - Computers used to obtain information from the Internet
			2	A little	
			3	A lot	
			7	M/R	
			8	N/ADM	
SC26Q01	Donation/exchange/joint purchase - None - Q26a1	Q26a1	1	Ticked	Donation, exchange and/or joint purchase of ICT-related items - School has NO co-operation
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q02	Donation/exchange/joint purchase – other education institution Q26a2	Q26a2	1	Ticked	Donation, exchange and/or joint purchase of ICT-related items - School co-operates with other education institutions
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q03	Donation/exchange/joint purchase - Private companies - Q26a3	Q26a3	1	Ticked	Donation, exchange and/or joint purchase of ICT-related items - School co-operates with private companies
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q04	Donation/exchange/joint purchase – other organisations - Q26a4	Q26a4	1	Ticked	Donation, exchange and/or joint purchase of ICT-related items - School co-operates with other organisations
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q05	Joint educational experience - None Q26b1	Q26b1	1	Ticked	Joint educational experience through ICT - School has NO co-operation
			2	Not Ticked	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC26Q06	Joint educational experience – other education institution - Q26b2	Q26b2	1	Ticked	Joint educational experience through ICT - School co-operates with other education institutions
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q07	Joint educational experience - Private companies - Q26b3	Q26b3	1	Ticked	Joint educational experience through ICT - School co-operates with private companies
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q08	Joint educational experience – other organisations - Q26b4	Q26b4	1	Ticked	Joint educational experience through ICT - School co-operates with other organisations
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q09	Professional development ICT - None Q26c1	Q26c1	1	Ticked	Professional development in ICT - School has NO co-operation
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q10	Professional development ICT – other education institutions - Q26c2	Q26c2	1	Ticked	Professional development in ICT - School co-operates with other education institutions
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q11	Professional development ICT - Private companies - Q26c3	Q26c3	1	Ticked	Professional development in ICT - School co-operates with private companies
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q12	Professional development ICT – other organisations - Q26c4	Q26c4	1	Ticked	Professional development in ICT - School co-operates with other organisations
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q13	Other development activities ICT – None Q26d1	Q26d1	1	Ticked	Other development activities with regard to ICT - School has NO co-operation
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q14	Other development activities ICT – other education institutions - Q26d2	Q26d2	1	Ticked	Other development activities with regard to ICT - School co-operates with other education institutions
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q15	Other development activities ICT - Private companies - Q26d3	Q26d3	1	Ticked	Other development activities with regard to ICT - School co-operates with private companies
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q16	Other development activities ICT – other organisations - Q26d4	Q26d4	1	Ticked	Other development activities with regard to ICT - School co-operates with other organisations
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q17	Joint computer network... None Q26e1	Q26e1	1	Ticked	Joint computer network or system maintenance - School has NO co-operation
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q18	Joint computer network. – other education institutions - Q26e2	Q26e2	1	Ticked	Joint computer network or system maintenance - School co-operates with other education institutions
			2	NotTicked	
			8	N/ADM	
			9	Mis	
SC26Q19	Joint computer network. - Private companies - Q26e3	Q26e3	1	Ticked	Joint computer network or system maintenance - School co-operates with private companies
			2	NotTicked	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC26Q20	Joint computer network. – other organisations - Q26e4	Q26e4	1	Ticked	Joint computer network or system maintenance - School co-operates with other organisations
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q21	Delivery of instruction - None - Q26f1	Q26f1	1	Ticked	Delivery of instruction - School has NO co-operation
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q22	Delivery of instruction – other education institutions - Q26f2	Q26f2	1	Ticked	Delivery of instruction - School co-operates with other education institutions
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q23	Delivery of instruction- Private companies - Q26f3	Q26f3	1	Ticked	Delivery of instruction - School co-operates with private companies
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q24	Delivery of instruction – other organisations - Q26f4	Q26f4	1	Ticked	Delivery of instruction - School co-operates with other organisations
			2	Not Ticked	
			8	N/ADM	
			9	Mis	
SC26Q25	Other - Q26g	Q26g	1	None	Other
			8	N/ADM	
			9	Mis	
SC27Q01	Insufficient number of computers for teacher - Q27a	Q27a	1	Obstacle	Obstacle to reaching the school's ICT related goals: insufficient number of computers for teachers' use
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q02	Insufficient number of computers for student - Q27b	Q27b	1	Obstacle	Obstacle to reaching the school's ICT related goals: insufficient number of computers for students' use
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q03	Outdated computers - Q27c	Q27c	1	Obstacle	Obstacle to reaching the school's ICT related goals: outdated computers
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q04	Shortage of maintenance/technical support - Q27d	Q28d	1	Obstacle	Obstacle to reaching the school's ICT related goals: shortage of maintenance and technical support
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q05	Not enough copies of software - Q27e	Q27e	1	Obstacle	Obstacle to reaching the school's ICT related goals: not enough copies of software for educational purposes
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q06	Not enough variety of software - Q27f	Q27f	1	Obstacle	Obstacle to reaching the school's ICT related goals: not enough variety of software
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q07	Poor quality of available software - Q27g	Q27g	1	Obstacle	Obstacle to reaching the school's ICT related goals: poor quality of available software
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC27Q08	Insufficient time for teachers - Q27h	Q27h	1	Obstacle	Obstacle to reaching the school's ICT related goals: insufficient time for teachers to prepare lessons in which computers are used
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q09	Difficult to integrate computers - Q27i	Q27i	1	Obstacle	Obstacle to reaching the school's ICT related goals: difficult to integrate computers into classroom instruction practices
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q10	Not enough staff to supervise - Q27j	Q27j	1	Obstacle	Obstacle to reaching the school's ICT related goals: not enough staff to supervise students using computers
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q11	Problems in scheduling enough computers - Q27k Q27k		1	Obstacle	Obstacle to reaching the school's ICT related goals: problems in scheduling enough computer time for different classes
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q12	Internet connection not available - Q27l	Q27l	1	Obstacle	Obstacle to reaching the school's ICT related goals: Internet connection not available
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q13	With low achievement students - Q27m	Q27m	1	Obstacle	Obstacle to reaching the school's ICT related goals: difficult to use with low achieving students
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q14	No time in school schedule for using internet - Q27n	Q27n	1	Obstacle	Obstacle to reaching the school's ICT related goals: no time in the school schedule for using the Internet
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q15	No time in teachers' schedule to explore opportunities for using the Internet - Q27o	Q27o	1	Obstacle	Obstacle to reaching the school's ICT related goals: no time in teachers' schedule to explore opportunities for using the Internet
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q16	Not enough space to locate - Q27p	Q27p	1	Obstacle	Obstacle to reaching the school's ICT related goals: not enough space to locate computers appropriately
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q17	Lack of interest/willingness of teachers - Q27q	Q27q	1	Obstacle	Obstacle to reaching the school's ICT related goals: lack of interest/willingness of teachers to use computers
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q18	Teachers' lack of knowledge/skills - Q27r	Q27r	1	Obstacle	Obstacle to reaching the school's ICT related goals: teachers' lack of knowledge/skills in using computers for instructional purposes
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q19	Not enough training opportunities - Q27s	Q27s	1	Obstacle	Obstacle to reaching the school's ICT related goals: not enough training opportunities for teachers
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC27Q20	Insufficient plans/resource to prevent - Q27t	Q27t	1	Obstacle	Obstacle to reaching the school's ICT related goals: insufficient plans and/or resources to prevent theft and vandalism of computers
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q21	Lack of support from governing/ community - Q27u	Q27u	1	Obstacle	Obstacle to reaching the school's ICT related goals: lack of support from the governing body or community
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC27Q22	Weak infrastructure - Q27v	Q27v	1	Obstacle	Obstacle to reaching the school's ICT related goals: weak infrastructure (telecommunications, electricity, etc.)
			2	Not an obstacle	
			7	M/R	
			8	N/ADM	
			9	Mis	
SC28Q01	The first most serious obstacle - Q28a	Q28a	01 to 22	Number of obstacle in Q27	The most serious obstacle (from the list in Question 27)
			97	M/R	
			98	N/ADM	
			99	Mis	
SC28Q02	The second most serious obstacle - Q28b	Q28b	01 to 22	Number of obstacle in Q27	The second most serious obstacle (from the list in Question 27)
			97	M/R	
			98	N/ADM	
			99	Mis	
SC28Q03	The third most serious obstacle - Q28c	Q28c	01 to 22	Number of obstacle in Q27	The third most serious obstacle (from the list in Question 27)
			97	M/R	
			98	N/ADM	
			99	Mis	

School and Programme Questionnaire Part III: Programme Questionnaire

Prgmme	Programme Name	See Annex 2			
ProgID	Programme ID	See Annex 2			
SC29Q01	Enrolled in the final year - Q29a	Q29a	0 to 5000		Number of upper secondary students enrolled in the final year of the programme
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC29Q02	Completed the program successfully - Q29b	Q29b	0 to 5000		Number of students who completed the programme successfully
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC29Q03	Left the school without completing - Q29c	Q29c	0 to 5000		Number of students who left the school without completing this or any other programme successfully
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC29Q04	Studies in <ISCED 5> programs - Q29d	Q29d	0 to 5000		Number of students who continued their studies in ISCED 5 programmes
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC29Q05	Studies in <ISCED 4> programs - Q29e	Q29e	0 to 5000		Number of students who continued their studies in ISCED 4 programmes
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC29Q06	Studies in <ISCED 3> programs - Q29f	Q29f	0 to 5000		Number of students who continued their studies in other ISCED 3 programmes
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	
SC29Q07	Studies in the work-based part - Q29g	Q29g	0 to 5000		Number of students who continued their studies in the work-based part of the programme
			9997	Ambiguous	
			9998	N/ADM	
			9999	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC29Q08	Sought employment as primary activity - Q29h	Q29h	0 to 5000 9997 9998 9999	Ambiguous N/ADM Mis	Number of students who sought employment as a primary activity after leaving this school
SC30Q01	Specific classes are set aside - Q30a	Q30a	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - Specific classes set aside in the curriculum for this purpose
SC30Q02	Include a module in their teaching - Q30b	Q30b	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - Subject matter teachers include a module in their teaching schedule focused on career counselling related to the subject
SC30Q03	A specific guidance plan is provided - Q30c	Q30c	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - A specific guidance plan is provided for all students along the whole duration of the programme
SC30Q04	Information about possible careers - Q30d	Q30d	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - Information about possible careers is provided to all students through occasional classes or lectures
SC30Q05	Personal guidance is provided - Q30e	Q30e	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - Personal guidance is provided by a tutor and/or school counsellor
SC30Q06	Informal guidance is given - Q30f	Q30f	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - Informal guidance is given to students
SC30Q07	Invite employers/practioners to talk - Q30g	Q30g	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - The school invites employers and/or practitioners to talk to students within or outside instruction time
SC30Q08	Invite representatives further education institutions - Q30h	Q30h	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - The school invites representatives of further education institutions to talk to students
SC30Q09	Organise visits to employment... - Q30i	Q30i	1 2 3 7 8 9	Never or rarely Sometimes Often or always M/R N/ADM Mis	Career guidance activities - The school organises visits for students to employment organisations and/or counselling services

Variable short name	Variable name	Source	Value	Label	Description / notes
SC30Q10	Organise visits to institution of further education institutions - Q30j	Q30j	1	Never or rarely	Career guidance activities -The school organises visits for students to further education institutions
			2	Sometimes	
			3	Often or always	
			7	M/R	
			8	N/ADM	
SC31Q01	Received individual career counselling - Q31	Q31	0 to 100		Percentage of students who received individual career counselling in the final year of this programme in the past school year
			997	Ambiguous	
			998	N/ADM	
			999	Mis	
SC32Q01	Weeks - <Grade 9> - Q32a1	Q32a1	0 to 52		Number of weeks in the school year for Grade (Year) 9 of this programme
			97	Ambiguous	
			98	N/ADM	
			99	Mis	
SC32Q02	Weeks-<Grade 10> - Q32a2	Q32a2	0 to 52		Number of weeks in the school year for Grade (Year) 10 of this programme
			97	Ambiguous	
			98	N/ADM	
			99	Mis	
SC32Q03	Weeks-<Grade 11> - Q32a3	Q32a3	0 to 52		Number of weeks in the school year for Grade (Year) 11 of this programme
			97	Ambiguous	
			98	N/ADM	
			99	Mis	
SC32Q04	Weeks-<Grade 12> - Q32a4	Q32a4	0 to 52		Number of weeks in the school year for Grade (Year) 12 of this programme
			97	Ambiguous	
			98	N/ADM	
			99	Mis	
SC32Q05	Weeks-<Grade 13> - Q32a5	Q32a5	0 to 52		Number of weeks in the school year for Grade (Year) 13 of this programme
			97	Ambiguous	
			98	N/ADM	
			99	Mis	
SC32Q06	Weeks-<Grade 14> - Q32a6	Q32a6	0 to 52		Number of weeks in the school year for Grade (Year) 14 of this programme
			97	Ambiguous	
			98	N/ADM	
			99	Mis	
SC32Q07	Days a week <Grade 9> - Q32b1	Q32b1	0 to 7		Number of days of instruction in a week for Grade (Year) 9 of this programme
			7	Ambiguous	
			8	N/ADM	
			9	Mis	
SC32Q08	Days a week <Grade 10> - Q32b2	Q32b2	0 to 7		Number of days of instruction in a week for Grade (Year) 10 of this programme
			7	Ambiguous	
			8	N/ADM	
			9	Mis	
SC32Q09	Days a weeks <Grade 11> - Q32b3	Q32b3	0 to 7		Number of days of instruction in a week for Grade (Year) 11 of this programme
			7	Ambiguous	
			8	N/ADM	
			9	Mis	
SC32Q10	Days a week <Grade 12> - Q32b4	Q32b4	0 to 7		Number of days of instruction in a week for Grade (Year) 12 of this programme
			7	Ambiguous	
			8	N/ADM	
			9	Mis	
SC32Q11	Days a week <Grade 13> - Q32b5	Q32b5	0 to 7		Number of days of instruction in a week for Grade (Year) 13 of this programme
			7	Ambiguous	
			8	N/ADM	
			9	Mis	
SC32Q12	Days a week <Grade 14> - Q32b6	Q32b6	0 to 7		Number of days of instruction in a week for Grade (Year) 14 of this programme
			7	Ambiguous	
			8	N/ADM	
			9	Mis	

Variable short name	Variable name	Source	Value	Label	Description / notes
SC32Q13	Class periods a week <Grade 9> - Q32c1	Q32c1	0 to 90 97 98 99	Ambiguous N/ADM Mis	Number of class periods a week for (Year) 9 of this programme
SC32Q14	Class periods a week <Grade 10> - Q32c2	Q32c2	0 to 90 97 98 99	Ambiguous N/ADM Mis	Number of class periods a week for Grade (Year) 10 of this programme
SC32Q15	Class periods a week <Grade 11> - Q32c3	Q32c3	0 to 90 97 98 99	Ambiguous N/ADM Mis	Number of class periods a week for Grade (Year) 11 of this programme
SC32Q16	Class periods a week <Grade 12> - Q32c4	Q32c4	0 to 90 97 98 99	Ambiguous N/ADM Mis	Number of class periods a week for Grade (Year) 12 of this programme
SC32Q17	Class periods a week <Grade 13> - Q32c5	Q32c5	0 to 90 97 98 99	Ambiguous N/ADM Mis	Number of class periods a week for Grade (Year) 13 of this programme
SC32Q18	Class periods a week <Grade 14> - Q32c6	Q32c6	0 to 90 97 98 99	Ambiguous N/ADM Mis	Number of class periods a week for Grade (Year) 14 of this programme
SC32Q19	Minutes in a period <Grade 9> - Q32d1	Q32d1	0 to 240 997 998 999	Ambiguous N/ADM Mis	Number of minutes in a regular class period for Grade (Year) 9 of this programme
SC32Q20	Minutes in a period <Grade 10> - Q32d2	Q32d2	0 to 240 997 998 999	Ambiguous N/ADM Mis	Number of minutes in a regular class period for Grade (Year) 10 of this programme
SC32Q21	Minutes in a period <Grade 11> - Q32d3	Q32d3	0 to 240 997 998 999	Ambiguous N/ADM Mis	Number of minutes in a regular class period for Grade (Year) 11 of this programme
SC32Q22	Minutes in a period <Grade 12> - Q32d4	Q32d4	0 to 240 997 998 999	Ambiguous N/ADM Mis	Number of minutes in a regular class period for Grade (Year) 12 of this programme
SC32Q23	Minutes in a period <Grade 13> - Q32d5	Q32d5	0 to 240 997 998 999	Ambiguous N/ADM Mis	Number of minutes in a regular class period for Grade (Year) 13 of this programme
SC32Q24	Minutes in a period <Grade 14> - Q32d6	Q32d6	0 to 240 997 998 999	Ambiguous N/ADM Mis	Number of minutes in a regular class period for Grade (Year) 14 of this programme
SC33Q01	Days of <work based learning> <Grade 9> - Q33a1	Q33a1	0 to 300 997 998 999	Ambiguous N/ADM Mis	Number of days of work based learning in this programme - Year 9
SC33Q02	Days of <work based learning> <Grade 10> - Q33a2	Q33a2	0 to 300 997 998 999	Ambiguous N/ADM Mis	Number of days of work based learning in this programme - Year 10

Variable short name	Variable name	Source	Value	Label	Description / notes
SC33Q03	Days of <work based learning> <Grade 11> - Q33a3	Q33a3	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of work based learning in this programme -Year 11
SC33Q04	Days of <work based learning> <Grade 12> - Q33a4	Q33a4	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of work based learning in this programme -Year 12
SC33Q05	Days of <work based learning> <Grade 13> - Q33a5	Q33a5	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of work based learning in this programme -Year 13
SC33Q06	Days of <work based learning> <Grade 14> - Q33a6	Q33a6	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of work based learning in this programme -Year 14
SC33Q07	Days of <work experience> <Grade 9> - Q33b1	Q33b1	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of organised work experience in this programme -Year 9
SC33Q08	Days of <work experience> <Grade 10> Q33b2	Q33b2	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of organised work experience in this programme -Year 10
SC33Q09	Days of <work experience> <Grade 11> Q33b3	Q33b3	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of organised work experience in this programme -Year 11
SC33Q10	Days of <work experience> <Grade 12> Q33b4	Q33b4	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of organised work experience in this programme -Year 12
SC33Q11	Days of <work experience> <Grade 13> Q33b5	Q33b5	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of organised work experience in this programme -Year 13
SC33Q12	Days of <work experience> <Grade 14> Q33b6	Q33b6	0 to300 997 998 999	Ambiguous N/ADM Mis	Number of days of organised work experience in this programme -Year 14

Codebook Part B: Derived variables

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
Weights (used in all ISUSS Tables)						
WGHT	Sample adjusted weights	Sampling forms	numeric	Sample adjusted weights	Adjusted weights from variable SAMPLEWT previously provided by countries. See detailed notes in the Technical report	
IS3ENRWT	Weights by upper secondary enrolments		numeric		See detailed notes in the Technical report	
IS3TOTWT	Weights by upper secondary enrolments (to calculate standardised indices)		numeric		See detailed notes in the Technical report	
PRGENRWT	Weights by programme enrolments		numeric		See detailed notes in the Technical report	
PRGTOTWT	Weights by programme enrolments (to calculate standardised indices)		numeric		See detailed notes in the Technical report	
Institution and programme-related variables						
DEST	Programme destination	Table A2.1		<i>Programme destination</i>		T2.4a, T2.4b, T2.5, T2.6
			1	A (Higher education)		
			2	B (ISCED 5B)		
			3	C (Labour market)		
ORIENT	Programme orientation	Table A2.1		<i>Programme orientation</i>		T2.4a, T2.4b, T2.5, T2.6
			1	General		
			2	Pre-vocational		
			3	Vocational		
TYPROG	Programme type			<i>Programme type</i>		T2.4a, T2.4b, T2.5, T2.6
			1	Academic general programme	IF (DEST = 1 and ORIENT = 1)	
			2	Academic vocational programme	IF (DEST = 1 and (ORIENT = 2 or ORIENT = 3))	
			3	Non-academic general programme	IF (DEST = 2 or DEST = 3) and ORIENT = 1	
			4	Non-academic (pre-) vocational programme	IF (DEST = 2 or DEST = 3) and (ORIENT = 2 or ORIENT = 3)	
PROVSMILT	Single/multiple provider	Q1		<i>Single/multiple provider</i>		A2.2
			1	Single programme provider	One of SC01Q05 to SC01Q14 = 1, all others 2 or 8	
			2	Multiple programme provider	At least two of SC01Q05 to SC01Q14 = 1, all others 2 or 8	
PG_TYPn n = 1 to 8	ISCED programme type	Table A2.1		<i>ISCED programme type</i>		A2.2
			311	3AG	Academic general	
			312	3AP	Academic programmes with prevocational orientation	
			313	3AV	Academic programmes with vocational orientation	
			321	3BG	Higher non-academic general	
			322	3BP	Higher non-academic prevocational	
			323	3BV	Higher non-academic vocational	
			331	3CG	Lower general (transition) programmes	
			332	3CP	Lower pre-vocational programmes	
			333	3CV	Labour market oriented vocational programmes	
Note: Table A2.1 is available from the following report 'Completing the Foundation for Lifelong Learning - An OECD Survey of Upper Secondary Schools'.						
PROVLEVL	Providers by levels taught together	Q1		<i>Programme levels offered</i>		A2.3
			1	Upper secondary school	Only ISCED 3 programmes (SC01Q01 to SC01Q04 = 2 or 8 and at least one of SC01Q05 to SC01Q14 = 1)	
			2	Secondary school	ISCED 2 and ISCED 3/4 programmes (SC01Q01 = 2 or 8, SC01Q02 and at least one of SC01Q05 to SC01Q14 = 1)	
			3	Upper secondary and post-secondary	ISCED 3 and ISCED 4/5 programmes (SC01Q01 and SC01Q02 = 2 or 8, SC01Q03 and/or SC01 = 1, and at least one of SC01Q05 to SC01Q14 = 1)	
			4	Primary and secondary	ISCED 1 to 3/4 programmes (SC01Q01 and SC01Q02 and at least one of SC01Q05 to SC01Q14 = 1)	

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
PROVPG	Providers by programme combinations (other classification)	Q1		<i>Programme combinations offered</i>		A2.4
			1	General provider / only academic programmes	Only 3AG programmes (destination: higher education, orientation: general)	
			2	General provider / both academic and non-academic programmes	Only 3CG programmes (destination: varies, orientation: general) or 3AG and 3BG or 3CG programmes (destination: varies, orientation: general)	
			3	Comprehensive academic providers offering general and (pre-)vocational programmes	3AG and 3AV or 3AP programmes (destination: higher ed., orientation: varies)	
			4	(Pre-)vocational provider / non-academic vocational programmes	Only 3CP or 3CV programmes (destination: labour market, orientation: vocational)	
			5	(Pre-)vocational provider / both academic and non-academic vocational programmes	Only 3AP or 3AV programmes (destination: higher education, orientation: vocational) or 3AV, 3AP and 3BV, 3BP, 3CV, 3CP (destination varies orientation: vocational)	
			6	Other comprehensive providers offering programmes with multiple destinations and orientations	3BG or 3CG and 3BP or 3CP or 3BV or 3CV programmes (destination: labour market, orientation: varies) or All other combinations: (destination: varies, orientation: varies)	
PROVGOVN	Type of provider by governance and funding	Q2, Q3		<i>Type of provider</i>		A2.5
			1	Public	SC02Q01 = 1 (public)	
			2	Private - receiving less than 50 per cent of fundings from private sources	SC02Q01 = 2, AND $\sum(SC03Q02 \text{ to } SC03Q04) = \text{max. } 50\%$	
			3	Private - receiving more than 50 per cent of fundings from private sources	SC02Q01 = 2, AND $\sum(SC03Q02 \text{ to } SC03Q04) = \text{more than } 50\%$	
SCHSIZE	Size of school	Q5a		<i>School size</i>	Question 5a; SCH_T=SC05Q01 + SC05Q02; see below in enrolment variables	A2.5
			1	< 100	SCH_T = < 100	
			2	100 to 299	SCH_T = 100 to 299	
			3	300 to 499	SCH_T = 300 to 499	
			4	500 to 999	SCH_T = 500 to 999	
			5	1 000 to 1 499	SCH_T = 1000 to 1499	
			6	1 500 to 1 999	SCH_T = 1500 to 1999	
			7	2 000 or more	SCH_T = 2000 or more	
SCHSIZE2	Size of school (based on median division)	Q5a		<i>School size</i>	Relative school size based on median division within each country	T3.1b, T3.2b
			1	Small schools		
			2	Big schools		
CITYSIZE	Size of city	Q4		<i>City size</i>	Question 4	T3.1c, T3.2c
			1	Under 100 000	SC04Q01 = 1, 2 or 3	
			2	Over 100 000	SC04Q01 = 4, 5 or 6	
Enrolment variables (used in all ISUSS Tables)						
SCH_B	Total number of boys in schools	Q5b	numeric	Total number of boys in school	Calculation: SC05Q01	
SCH_G	Total number of girls in schools	Q5b	numeric	Total number of girls in school	Calculation: SC05Q02	
SCH_T	Total number of students in schools	Q5a	numeric	Total enrolment in school	Calculation: SC05Q01 + SC05Q02	
ISCED3_B	Total number of boys in upper secondary (ISCED 3) programmes	Q5b to 5k	numeric	Total number of boys in ISCED 3 programmes	Calculation: $\sum(SC05Q03, SC05Q05, SC05Q07, SC05Q09, SC05Q11, SC05Q13, SC05Q15, SC05Q17, SC05Q19, SC05Q21)$	
ISCED3_G	Total number of girls in upper secondary (ISCED 3) programmes	Q5b to 5k	numeric	Total number of girls in ISCED 3 programmes	Calculation: $\sum(SC05Q04, SC05Q06, SC05Q08, SC05Q10, SC05Q12, SC05Q14, SC05Q16, SC05Q18, SC05Q20, SC05Q22)$	
ISCED3_T	Total number of students in ISCED 3 programmes	Q5b to 5k	numeric	Total enrolment in ISCED 3 programmes	Calculation: $\sum(SC05Q03 \text{ to } SC05Q22)$	
PRG_B	Number of boys in programme	Q5b-h	numeric	Number of boys in the programme	Taken from SC05Q03 or SC05Q05 or SC05Q07, etc. depending on the programme number	
PRG_G	Number of girls in programme	Q5b-h	numeric	Number of girls in the programme	Taken from SC05Q04 or SC05Q06 or SC05Q08, etc. depending on the programme number	
PRG_T	Total number of students in programme	Q5b-h	numeric	Total number of students in the programme	Calculation: prg_b + prg_g	

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
Personnel variables						
PERSFTE	Total number of school personnel (full-time equivalents)	Q6a to 6e	numeric	Total school personnel (FTE)	Calculation: $\sum(SC06Q01, SC06Q03, SC06Q05, SC06Q07, SC06Q09) + \sum(SC06Q02, SC06Q04, SC06Q06, SC06Q08, SC06Q10) * 0,5$	(T3.2a, T3.2b, T3.2c, T3.2d)
PERSHDC	Total number of school personnel (headcounts)	Q6a to 6e	numeric	Total school personnel (headcounts)	Calculation: $\sum(S06Q01 \text{ to } S06Q10)$	
STAFFFTE	Number of professional staff (full-time equivalents)	Q6a, b, d	numeric	Professional staff (FTE)	Calculation: $\sum(SC06Q01, SC06Q03, SC06Q07) + \sum(SC06Q02, SC06Q04, SC06Q08) * 0,5$	(T3.2a, T3.2b, T3.2c, T3.2d)
STAFFHDC	Number of professional staff (headcounts)	Q6a, b, d	numeric	Professional staff (headcounts)	Calculation: $\sum(SC06Q01, SC06Q03, SC06Q07) + \sum(SC06Q02, SC06Q04, SC06Q08)$	
MNGFTE	Number of school management personnel (full-time equivalents)	Q6a	numeric	School management personnel (FTE)	Calculation: $SC06Q01 + (SC06Q02 * 0,5)$	(T3.2a, T3.2b, T3.2c, T3.2d)
MNGHDC	Number of school management personnel (headcounts)	Q6a	numeric	School management personnel (headcounts)	Calculation: $SC06Q01 + SC06Q02$	
TCHFTE	Number of classroom teachers (full-time equivalents)	Q6b	numeric	Classroom teachers (FTE)	Calculation: $SC06Q03 + (SC06Q04 * 0,5)$	(T3.2a, T3.2b, T3.2c, T3.2d)
TCHHDC	Number of classroom teachers (headcounts)	Q6b	numeric	Classroom teachers (headcounts)	Calculation: $SC06Q03 + SC06Q04$	
AIDFTE	Number of teacher aids (full-time equivalents)	Q6c	numeric	Teacher aids (FTE)	Calculation: $SC06Q05 + (SC06Q06 * 0,5)$	(T3.2a, T3.2b, T3.2c, T3.2d)
AIDHDC	Number of teacher aids (headcounts)	Q6c	numeric	Teacher aids (headcounts)	Calculation: $SC06Q05 + SC06Q06$	
PRSUPFTE	Number of professional support personnel (full-time equivalents)	Q6d	numeric	Professional support personnel (FTE)	Calculation: $SC06Q07 + (SC06Q08 * 0,5)$	(T3.2a, T3.2b, T3.2c, T3.2d)
PRSUPHDC	Number of professional support personnel (headcounts)	Q6d	numeric	Professional support personnel (headcounts)	Calculation: $SC06Q07 + SC06Q08$	
OTHERFTE	Number of other support personnel (full-time equivalents)	Q6e	numeric	Other support personnel (FTE)	Calculation: $SC06Q09 + (SC06Q10 * 0,5)$	(T3.2a, T3.2b, T3.2c, T3.2d)
OTHERHDC	Number of other support personnel (headcounts)	Q6e	numeric	Other support personnel (headcounts)	Calculation: $SC06Q09 + SC06Q10$	
MNGPERFT	Management personnel to total personnel (full-time equivalents)	Q6a, Q6a to 6e	numeric	Management personnel to total personnel (FTE)	Calculation: $MNGFTE / PERSFTE$	T3.2a, T3.2b, T3.2c, T3.2d
TCHPERFT	Teachers to total personnel (full-time equivalents)	Q6b, Q6a to 6e	numeric	Teachers to total personnel (FTE)	Calculation: $TCHFTE / PERSFTE$	T3.2a, T3.2b, T3.2c, T3.2d
AIDPERFT	Teacher aids to total personnel (full-time equivalents)	Q6c, Q6a to 6e	numeric	Teacher aids to total personnel (FTE)	Calculation: $AIDFTE / PERSFTE$	T3.2a, T3.2b, T3.2c, T3.2d
PSUPERFT	Professional support staff to total personnel (full-time equivalents)	Q6d, Q6a to 6e	numeric	Professional support staff to total personnel (FTE)	Calculation: $PRSUPFTE / PERSFTE$	T3.2a, T3.2b, T3.2c, T3.2d
OSUPERFT	Other support personnel to total personnel (full-time equivalents)	Q6e, Q6a to 6e	numeric	Other support personnel to total personnel (FTE)	Calculation: $OTHERFTE / PERSFTE$	T3.2a, T3.2b, T3.2c, T3.2d
STAPERFT	Professional staff to total personnel (full-time equivalents)	Q6 a, b, d Q6a to 6e	numeric	Professional staff to total personnel (FTE)	Calculation: $STAFFFTE / PERSFTE$	T3.2a, T3.2b, T3.2c, T3.2d
SUPERFT	Aid teachers and other support personnel to total personnel (full-time equivalents)	Q6 c, e Q6a to 6e	numeric	Professional staff to total personnel (FTE)	Calculation: $AIDPERFT + OSUPERFT$	T3.2a, T3.2b, T3.2c, T3.2d
RSTDPEFS	Ratio of students to total personnel (FTE)	Q5a, Q6a	numeric	Ratio of students to total personnel (FTE)	Calculation: $SCH_T / PERSFTE$	T3.1a, T3.1b, T3.1c, T3.1d
RSTDTC	Ratio of students to teachers (FTE)	Q5a, Q6b	numeric	Ratio of students to teachers (FTE)	Calculation: $SCH_T / TCHFTE$	T3.1a, T3.1b, T3.1c, T3.1d
RSTDPROF	Ratio of students to professional personnel (FTE)	Q5a, Q6a, Q6b, Q6d	numeric	Ratio of students to professional personnel (FTE)	Calculation: $SCH_T / STAFFFTE$	T3.1a, T3.1b, T3.1c, T3.1d
RTEMPFT	Full-time temporary teachers as a percentage of full-time teachers	Q7a	numeric	Full-time temporary teachers as a percentage of full-time teachers	Calculation: $SC07Q01$	T3.1a, T3.1b, T3.1c, T3.1d
RTEMPPT	Part-time temporary teachers as a percentage of part-time teachers	Q7a	numeric	Part-time temporary teachers as a percentage of part-time teachers	Calculation: $SC07Q02$	T3.1a, T3.1b, T3.1c, T3.1d
RNQUALFT	Full-time not fully-qualified teachers as a percentage of full-time teachers	Q7b	numeric	Full-time not fully qualified teachers as a percentage of full-time teachers	Calculation: $1 - SC07Q03$	T3.1a, T3.1b, T3.1c, T3.1d
RNQUALPT	Part-time not fully-qualified teachers as a percentage of part-time teachers	Q7b	numeric	Part-time not fully qualified teachers as a percentage of part-time teachers	Calculation: $1 - SC07Q04$	T3.3
TCHPT	Part-time teachers as a percentage of total teachers	Q6	numeric	Part-time teachers as a percentage of total teachers	Calculation: $SC06Q04 / (SC06Q03 + SC06Q04)$	T3.3
RTCHVAC	Teacher vacancies as a percentage of full-time equivalent teachers	Q6b, Q9	numeric	Teacher vacancies as a percentage of full-time equivalent teachers	Calculation: $SC09Q01 / TCHFTE$	T3.4a
Q10VALID	Number of valid values in Question 10	Q10a to 10e	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range (Q10a - Q10e) Calculation: $NVALID(SC10Q01, SC10Q02, \dots, SC10Q05)$	(T3.4b)
Q10INDEX	Composite index for Q10 (or index of difficulty to cover vacancies)	Q10a, Q10b, Q11c, Q10d, Q10e	numeric	Index of difficulty to cover vacancies Recode 2, 8 = 0	This index is calculated by summing Q10a, Q10b, Q10c, Q10d and Q10e when $Q10VALID > 0$ Calculation: $\sum(SC10Q01 \text{ to } SC10Q05)$	T3.4b
CLP_CANC	Percentage of class periods that had to be cancelled	Q15a	numeric	Percentage of class periods that had to be cancelled	Calculation: $SC15Q01$	T3.5
CLP_COV	Percentage of class periods that had to be covered by another teacher	Q15b	numeric	Percentage of class periods that had to be covered by another teacher	Calculation: $SC15Q02$	T3.5
Q11VALID	Number of valid values in Question 11	Q11a to 11j	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range (Q11a - Q11j) Calculation: $NVALID(SC11Q01, SC10Q02, \dots, SC11Q10)$	(T3.6b)
Q11INDEX	Composite index for Q11 (or index of difficulty by subject)	Q11a to 11j	numeric	Index of difficulty by subject Recode 2, 8 = 0	This index is calculated by summing Q11a to Q11j when $Q11VALID \geq 0$ Calculation: $\sum(SC11Q01 \text{ to } SC11Q10)$	T3.6b

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
Professional development variables						
TCH_ICT	Percentage of teachers who have participated in ICT-related professional development activities	Q13a	numeric	Percentage of teachers who have participated in ICT-related professional development activities		T3.12
TCH_ACT	Percentage of teachers who have participated in other than ICT-related professional development activities	Q13b	numeric	Percentage of teachers who have participated in other than ICT-related professional development activities		T3.12
TCHICTDB	Distribution of teachers who have participated in ICT-related professional development activities	Q13a		<i>Distribution of teachers who have participated in ICT-related professional development activities</i>		T3.12
			1	Less than 25%	SC13Q01 = 0 to 24	
			2	25 - 49%	SC13Q01 = 25 to 49	
			3	50 - 74%	SC13Q01 = 50 to 74	
			4	75% and more	SC13Q01 = 75 and more	
TCHACTDB	Distribution of teachers who have participated in other than ICT-related professional development activities	Q13b		<i>Distribution of teachers who have participated in other than ICT-related professional development activities</i>		T3.12
			1	Less than 25%	SC13Q02 = 0 to 24	
			2	25 - 49%	SC13Q02 = 25 to 49	
			3	50 - 74%	SC13Q02 = 50 to 74	
			4	75% and more	SC13Q02 = 75 and more	
Q12VALID	Number of valid values in Question 12	Q12a to 12d	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range (Q12a to 12d) Calculation: NVALID(SC12Q01, SC12Q02, ..., SC12Q04)	
Q12INDEX	Composite index for Q12 (or index of variety of schools supporting professional development activities in the school)	Q12a to 12d	numeric	Index of variety of schools supporting professional development activities Recode 2 = 0	This index is calculated by assigning a value of 1 to all methods of support marked 'Yes' and a value of 0 to all methods marked 'No' and 'Don't know'. M/R; N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC14Q01 \text{ to } SC14Q08)$	
Q14VALID	Number of valid values in Question 14	Q14a to 14i	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range(Q14a to 14i) Calculation: NVALID(SC14Q01, SC14Q02, ..., SC14Q08)	(T3.11b)
Q14INDEX	Composite index for Q14 (or index of variety of professional development activities in the school)	Q14a to 14i	numeric	Index of variety of professional development activities in the school Recode 2, 3 = 0	This index is calculated by assigning a value of 1 to all methods of support marked 'Yes' and a value of 0 to all methods marked 'No' and 'Don't know'. M/R; N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC14Q01 \text{ to } SC14Q08)$	T3.11b
Variables related to school functioning						
Q16VAL1	Number of valid values in Question 16	Q16b, 16c, 16d	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range (Q16b, 16c, 16d) Calculation: NVALID(SC16Q02, SC16Q03, SC16Q04)	(T2.1b)
Q16ACHIE	Index of achievement related admission policy	Q16b, 16c, 16d	numeric	Achievement related admission policy Recode 3 = 2, 2 = 1, 1 = 0	This index is calculated by assigning a score of 2 to all items marked 'Often', a score of 1 to all marked 'Sometimes' and a score of 0 marked 'Never'. M/R, N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC16Q02 \text{ to } SC16Q04)$	T2.1b
Q16VAL2	Number of valid values in Question 16	Q16e, 16g	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range (Q16e, 16g) Calculation: NVALID(SC16Q05, SC16Q07)	(T2.1b)
Q16LOYAL	Index of loyalty related admission policy	Q16e, 16g	numeric	Loyalty related admission policy Recode 3 = 2, 2 = 1, 1 = 0	This index is calculated by assigning a score of 2 to all items marked 'Often', a score of 1 to all marked 'Sometimes' and a score of 0 marked 'Never'. M/R, N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC16Q05 + SC16Q07)$	T2.1b
Q17VALID	Number of valid values in Question 17	Q17a, 17b, 17c, 17g	numeric	Number of valid values in the range Recode 2, 8 = 0	Number of non-missing values in the range (Q17a, 17b, 17c, 17g) Calculation: NVALID(SC17Q01, SC17Q02, ..., SC17Q05)	(T2.2b)

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
Q17INDEX	Composite index for Q17 (or index of grouping policies within schools)	Q17a, 17b, 17c, 17g	numeric	Index of streaming related grouping policies within schools	This index is calculated by assigning a value of 1 to all methods of support marked 'Yes' and a value of 0 to all methods marked 'No' or 'Don't know'. M/R, N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC19Q01 \text{ to } SC19Q07)$	T2.2b
				For Q17a, 17c, recode 3 = 0, 2 = 1, 1 = 2 For Q17b, 17g, recode 3 = 2, 2 = 1, 1 = 0		
	Student's choice of subjects/modules	Q18a		Kept centrally or Kept centrally and teachers have access	First, recode both SC18Q01 and SC18Q02 into Q18a IF (SC18Q01 = 1 and SC18Q02 = 1) Q18a = 1 IF (SC18Q01 = 1 and SC18Q02 = 2) Q18a = 2 IF (SC18Q01 = 2) Q18a = 3 Q18a (1=1) (2=1) (3=0) (ELSE=SYSMIS)	T2.3
Q18a1			1, 0, Mis	Kept centrally		
Q18a2			1, 0, Mis	Kept centrally and teachers have access	Q18a (1=1) (2=0) (3=0) (ELSE=SYSMIS)	
	Student performance	Q18b		Kept centrally or Kept centrally and teachers have access	First, recode both SC18Q03 and SC18Q04 into Q18b IF (SC18Q03 = 1 and SC18Q04 = 1) Q18b = 1 IF (SC18Q03 = 1 and SC18Q04 = 2) Q18b = 2 IF (SC18Q03 = 2) Q18b = 3 Q18b (1=1) (2=1) (3=0) (ELSE=SYSMIS)	T2.3
Q18b1			1, 0, Mis	Kept centrally		
Q18b2			1, 0, Mis	Kept centrally and teachers have access	Q18b (1=1) (2=0) (3=0) (ELSE=SYSMIS)	
	Behavioral problems	Q18c		Kept centrally or Kept centrally and teachers have access	First, recode both SC18Q05 and SC18Q06 into Q18c IF (SC18Q05 = 1 and SC18Q06 = 1) Q18c = 1 IF (SC18Q05 = 1 and SC18Q06 = 2) Q18c = 2 IF (SC18Q05 = 2) Q18c = 3 Q18c (1=1) (2=1) (3=0) (ELSE=SYSMIS)	T2.3
Q18c1			1, 0, Mis	Kept centrally		
Q18c2			1, 0, Mis	Kept centrally and teachers have access	Q18c (1=1) (2=0) (3=0) (ELSE=SYSMIS)	
	Student's absenteeism	Q18d		Kept centrally or Kept centrally and teachers have access	First, recode both SC18Q07 and SC18Q08 into Q18d IF (SC18Q07 = 1 and SC18Q08 = 1) Q18d = 1 IF (SC18Q07 = 1 and SC18Q08 = 2) Q18d = 2 IF (SC18Q07 = 2) Q18d = 3 Q18d (1=1) (2=1) (3=0) (ELSE=SYSMIS)	T2.3
Q18d1			1, 0, Mis	Kept centrally		
Q18d2			1, 0, Mis	Kept centrally and teachers have access	Q18d (1=1) (2=0) (3=0) (ELSE=SYSMIS)	
	Community work (projects or internships)	Q18e		Kept centrally or Kept centrally and teachers have access	First, recode both SC18Q09 and SC18Q10 into Q18e IF (SC18Q09 = 1 and SC18Q10 = 1) Q18e = 1 IF (SC18Q09 = 1 and SC18Q10 = 2) Q18e = 2 IF (SC18Q09 = 2) Q18e = 3 Q18e (1=1) (2=1) (3=0) (ELSE=SYSMIS)	T2.3
Q18e1			1, 0, Mis	Kept centrally		
Q18e2			1, 0, Mis	Kept centrally and teachers have access	Q18e (1=1) (2=0) (3=0) (ELSE=SYSMIS)	
	Examinations	Q18f		Kept centrally or Kept centrally and teachers have access	First, recode both SC18Q11 and SC18Q12 into Q18f IF (SC18Q11 = 1 and SC18Q12 = 1) Q18f = 1 IF (SC18Q11 = 1 and SC18Q12 = 2) Q18f = 2 IF (SC18Q11 = 2) Q18f = 3 Q18f (1=1) (2=1) (3=0) (ELSE=SYSMIS)	T2.3
Q18f1			1, 0, Mis	Kept centrally		
Q18f2			1, 0, Mis	Kept centrally and teachers have access	Q18f (1=1) (2=0) (3=0) (ELSE=SYSMIS)	
Q19VALID	Number of valid values in Question 19	Q19a to 19f	numeric	Number of valid values in the range	Number of non-missing values in the range (Q19a to 19f) Calculation: $NVALID(SC19Q01, SC19Q02, \dots, SC19Q07)$	(T2.7, T2.8, T2.9)
				Recode 2, 8 = 0		
Q19INDEX	Composite index for Q19 (or index of feedback from various stakeholders)	Q19a to 19f	numeric	Index of feedback	This index is calculated by assigning a value of 1 to all methods of support marked 'Yes' and a value of 0 to all methods marked 'No' or 'Don't know'. M/R, N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC19Q01 \text{ to } SC19Q07)$	T2.7, T2.8, T2.9
				Recode 3 = 2, 2 = 1, 1 = 0		
Q30VAL1	Number of valid values in Question 30	Q30a to 30f	numeric	Number of valid values in the range	Number of non-missing values in the range (Q30a, ..., 30f) Calculation: $NVALID(SC30Q01, SC30Q02, \dots, SC30Q06)$	(T2.6)
				Recode 3 = 2, 2 = 1, 1 = 0		
Q30IND1	Composite index for Q30 (or index of school-related career counselling methods)	Q30a to 30f	numeric	Index of internal career counselling methods	This index is calculated by assigning a value of 1 to all methods of support marked 'Yes' and a value of 0 to all methods marked 'No' or 'Don't know'. M/R, N/ADM and Mis are coded as «Missing» Calculation: $\sum(SC30Q01 \text{ to } SC30Q06)$	T2.6
				Recode 3 = 2, 2 = 1, 1 = 0		

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
Q30VAL2	Number of valid values in Question 30	Q30g to 30j	numeric	Number of valid values in the range	Number of non-missing values in the range (Q30g to 30j) Recode 3 = 2, 2 = 1, 1 = 0	(T2.6)
Q30IND2	Composite index for Q30 (or index of career counselling methods involving external contacts)	Q30g to 30j	numeric	Index of external career counselling methods	This index is calculated by assigning a value of 1 to all methods of support marked 'Yes' and a value of 0 to all methods marked 'No' or 'Don't know'. M/R, N/ADM and Mis are coded as «Missing» Recode 3 = 2, 2 = 1, 1 = 0 Calculation: $\sum(SC30Q07 \text{ to } SC30Q10)$	T2.6
ICT-related variables						
FCSTDRAT		Q21b, SCH_T	numeric	Computer/student ratio	Calculation: SC21Q02/SCH_T	T3.8
PCTCHRAT	Ratio of computers for teachers' exclusive use to number of teachers in the school (full-time equivalents)	Q21d, TCHFTE	numeric	Computer/teacher ratio	Calculation: SC21Q04/TCHFTE	T3.8
RATPCWWW	Ratio of computers connected to the Internet	Q21a, 21f	numeric	Ratio of Internet connected computers	Calculation: SC21Q06/ SC21Q01	T3.9
RATPCLAN	Ratio of computers connected to the Intranet	Q21a, 21g	numeric	Ratio of Intranet connected computers	Calculation: SC21Q07/ SC21Q01	T3.9
TCHUSEPC	Percentage of teachers using computers in teaching	Q23a		Percentage of teachers using computers at least once a month	This variable should be used to report distributions SC23Q01 = 0	T3.13
			1	0%		
			2	1 – 19%	SC23Q01 = 1 to 19	
			3	20 – 39%	SC23Q01 = 20 to 39	
			4	40 – 59%	SC23Q01 = 40 to 59	
			5	60 – 79%	SC23Q01 = 60 to 79	
			6	80 – 100%	SC23Q01 = 80 to 100	
					SC23Q01 = N/ADM is coded as 'Missing'	
TCHUSEWW	Percentage of teachers using WWW in teaching	Q23b		Percentage of teachers using Internet at least once a month	This variable should be used for reporting distributions SC23Q02 = 0	T3.13
			1	0%		
			2	1 – 19%	SC23Q02 = 1 to 19	
			3	20 – 39%	SC23Q02 = 20 to 39	
			4	40 – 59%	SC23Q02 = 40 to 59	
			5	60 – 79%	SC23Q02 = 60 to 79	
			6	80 – 100%	SC23Q02 = 80 to 100	
					SC23Q02 = N/ADM is coded as 'Missing'	
TCHUSEML	Percentage of teachers using e-mail in teaching	Q23c		Percentage of teachers using e-mail at least once a month	This variable should be used for reporting distributions SC23Q03 = 0	T3.13
			1	0%		
			2	1 – 19%	SC23Q03 = 1 to 19	
			3	20 – 39%	SC23Q03 = 20 to 39	
			4	40 – 59%	SC23Q03 = 40 to 59	
			5	60 – 79%	SC23Q03 = 60 to 79	
			6	80 – 100%	SC23Q03 = 80 to 100	
					SC23Q03 = N/ADM is coded as 'Missing'	
Q24VALID	Number of valid values in Question 24	Q24a to 24e	numeric	Number of valid values in Q24a to 24e	Number of non-missing values in this range Recode 2, 8 = 0 Calculation: NVALID(SC24Q01, SC24Q02, ..., SC24Q08)	(T3.14b)
Q24INDEX	Index of variety of computer related activities	Q24	numeric	Index of variety of computer related activities	This index is calculated by assigning a value of 1 to all activities marked 'Yes' and a value of 0 to all methods marked 'No' or N/ADM Recode 2, 3, 8 = 0 Calculation: $\sum(SC24Q01 \text{ to } SC24Q08)$	T3.14b
Q25VALID	Number of valid values in Question 25	Q25a to 25f	numeric	Number of valid values in Q25a to 25f	Number of non-missing values in this range Recode 2, 8 = 0 Calculation: NVALID(SC25Q01, SC25Q02, ..., SC25Q06)	(T3.15b)
Q25INDEX	Index of variety of computer uses	Q25a to 25f		Index of variety of computer uses	This index is calculated by assigning a score of 2 to all uses marked 'A lot' and a score of 1 to all methods marked 'A little' and a score of 0 marked 'Not at all' or N/ADM Recode 2, 8 = 0 Calculation: $\sum(SC25Q01 \text{ to } SC25Q06)$	T3.15b
Q26VALED	Number of valid values in Question 26	Q26a to 26e	numeric	Number of valid values in Q26a to 26e	Number of non-missing values in this range Recode 2, 8 = 0 Calculation: NVALID(SC26Q02, ..., SC26Q22)	

Variable short name	Variable name	Source	Value	Label	Description / notes	Table reference
Q26EDUCA	Index of co-operation with other educational institutions in ICT	Q26		Co-operation with other educational institutions	This index is calculated by assigning a score of 1 to all items ticked and a 0 to items that are not ticked Recode 2, 8 = 0	
			1	Yes		
			0	No	Calculation: $\sum(\text{SC26Q02} + \text{SC26Q06} + \text{SC26Q10} + \text{SC26Q14} + \text{SC26Q18} + \text{SC26Q22})$	
Q26VALPR	Number of valid values in Question 26	Q26a to 26e	numeric	Number of valid values in Q26a to 26e Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC26Q03}, \dots, \text{SC26Q23})$	
Q26PRIVA	Index of co-operation with private companies in ICT	Q26		Co-operation with private companies	This index is calculated by assigning a score of 1 to all items ticked and a 0 to items that are not ticked Recode 2, 8 = 0	
			1	Yes		
			0	No	Calculation: $\sum(\text{SC26Q03} + \text{SC26Q07} + \text{SC26Q11} + \text{SC26Q15} + \text{SC26Q19} + \text{SC26Q23})$	
Q26VALOT	Number of valid values in Question 26	Q26a to 26e	numeric	Number of valid values in Q26a to 26e Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC26Q04}, \dots, \text{SC26Q24})$	
Q26OTHER	Index of co-operation with other organisations in ICT	Q26		Co-operation with other organisations	This index is calculated by assigning a score of 1 to all items ticked and a 0 to items that are not ticked Recode 2, 8 = 0	
			1	Yes		
			0	No	Calculation: $\sum(\text{SC26Q04} + \text{SC26Q08} + \text{SC26Q12} + \text{SC26Q16} + \text{SC26Q20} + \text{SC26Q24})$	
Q26INDEX	Composite index				Calculation: $\text{Q26EDUCA} + \text{Q26PRIVA} + \text{Q26OTHER}$	
Q27VALHA	Number of valid values in Question 27	Q27a, 27b, 27c, 27l, 27p, 27v	numeric	Number of valid values in the range (Q27a, 27b, 27c, 27l, 27p, 27v) Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC27Q01}, \dots, \text{SC27Q22})$	(T3.16b)
Q27HARD	Index of hardware and infrastructure-related obstacles to ICT use	Q27a, 27b, 27c, 27l, 27p, 27v		Hardware and infrastructure-related obstacles	This index is calculating by summing the values of 1 for all items listed Calculation: $\sum(\text{SC27Q01}, \text{SC27Q02}, \text{SC27Q03}, \text{SC27Q12}, \text{SC27Q16}, \text{SC27Q22})$ if value = 1	T3.16b
			1	Obstacle		
Q27VALSO	Number of valid values in Question 27	Q27e, 27f, 27g	numeric	Number of valid values in the range (Q27e, 27f, 27g) Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC27Q05}, \text{SC27Q06}, \text{SC27Q07})$	(T3.16b)
Q27SOFT	Index of software-related obstacles to ICT use	Q27e, 27f, 27g		Software-related obstacles	This index is calculating by summing the values of 1 for all items listed Calculation: $\sum(\text{SC27Q05}, \text{SC27Q06}, \text{SC27Q07})$ if value = 1	T3.16b
			1	Obstacle		
Q27VALTC	Number of valid values in Question 27	Q27h, 27i, 27m, 27o, 27q, 27r, 27s		Number of valid values in the range (Q27h, 27i, 27m, 27o, 27q, 27r, 27s) Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC27Q08}, \dots, \text{SC27Q19})$	(T3.16b)
Q27TCH	Index of teacher-related obstacles to ICT use	Q27h, 27i, 27m, 27o, 27q, 27r, 27s		Teacher-related obstacles	This index is calculating by summing the values of 1 for all items listed Calculation: $\sum(\text{SC27Q08}, \text{SC27Q09}, \text{SC27Q13}, \text{SC27Q15}, \text{SC27Q17}, \text{SC27Q18}, \text{SC27Q19})$ if value = 1	T3.16b
			1	Obstacle		
Q27VALPL	Number of valid values in Question 27	Q27d, 27j, 27k, 27n, 27t	numeric	Number of valid values in the range (Q27d, 27j, 27k, 27n, 27t) Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC27Q04}, \dots, \text{SC27Q21})$	(T3.16b)
Q27PLAN	Index of organisation and planning-related obstacles to ICT use	Q27d, 27j, 27k, 27n, 27t		Planning-related obstacles	This index is calculating by summing the values of 1 for all items listed Calculation: $\sum(\text{SC2704}, \text{SC2710}, \text{SC27Q11}, \text{SC27Q14}, \text{SC27Q20}, \text{SC27Q21})$ if value = 1	T3.16b
			1	Obstacle		
Q27VALSU	Number of valid values in Question 27	Q27u	numeric	Number of valid values in the range (Q27u) Recode 2, 8 = 0	Number of non-missing values in this range Calculation: $\text{NVALID}(\text{SC27Q22})$	(T3.16b)
Q27SUPP	Lack of support	Q27u		Lack of support	This index is calculating by summing the values of 1 for all items listed Calculation: SC27Q22 if value = 1	T3.16b
			1	Obstacle		
Q27INDEX	Composite index				Calculation: $\text{Q27HARD} + \text{Q27SOFT} + \text{Q27TCH} + \text{Q27PLAN} + \text{Q27SUPP}$	