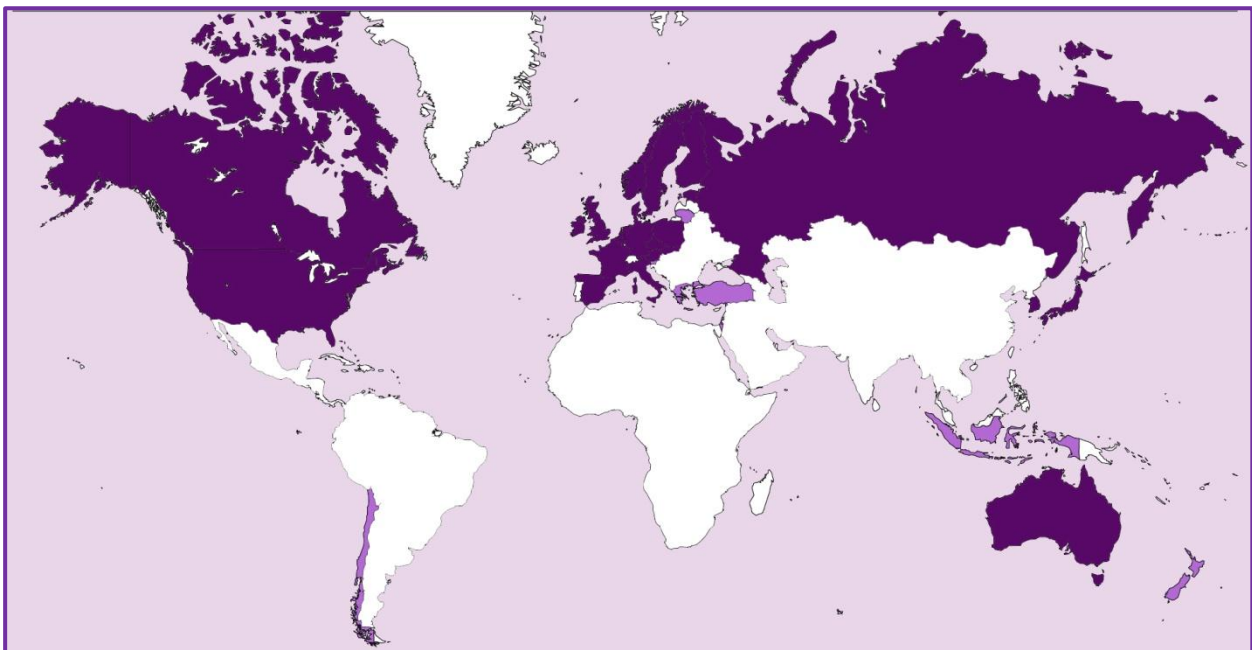


CAPACITY BUILDING WORKSHOPS (PIAAC)


- ▶ **Training on the translation and adaptation processes and tools for the cognitive assessment:** In order to collect internationally comparable data in the study, the equivalence of all national versions is an essential requirement, which means that the translation of materials must be of extremely high quality in each of the national versions used by participating countries. Within the assessment context, an additional goal is to retain the cognitive equivalency of tasks as much as possible, so that each item examines the same skills and invokes the same cognitive processes as the original version, while being culturally appropriate within the target country. It is particularly important to ensure that the translation process does not introduce biases likely to distort international comparisons. Therefore, this training will provide specific guidelines and procedures that countries are expected to follow. It also explains the process of ensuring linguistic equivalence across versions, known as linguistic verification. As PIAAC is a computer-based survey, several tools have been developed to facilitate this process so this training will also explain to countries how to use these to complete their work.
- ▶ **Training on translation and adaptation process and tools for the background questionnaires:** Countries are responsible for adapting their background questionnaires to ensure it is appropriately fit to the national situation of countries. Some adaptations are focused on education, dropdown lists for countries and languages and adaptation of wage categories. Other adaptations are also possible upon approval. It should also be noted that the translation of the background questionnaires should aim to convey the equivalent meaning of the original text rather than a literal transcription. As a consequence, the translation process will involve some 'adaptation' of the text as well. As PIAAC's questionnaires are delivered through a computer-assisted personal interviewing (CAPI) method, several tools have been developed to facilitate this process so this training will also explain to countries how to use these to complete their work.
- ▶ **Sampling workshops:** These workshops cover the technical aspects of the sample design and selection for the field test and the main survey with a review of relevant PIAAC Standards and Guidelines. These workshops review the OECD roles and responsibilities, the communication structure and a description of all sampling activities. In addition, these also cover an overview of the Sample Design International File and instructions for filling out sampling Quality Control forms.
- ▶ **Field operations quality control training:** This training: i) covers forms and procedures to be used during the field test to support field Quality Control (e.g., validation, observation, audio-tape review); ii) reviews forms and procedures associated with monthly Quality Control reports and calls involving countries and OECD; iii) provides examples of additional forms/reports countries may want to use to monitor other important aspects of data collection. Participants must include the person(s) managing/directing data collection, including those adapting international training materials to meet country needs and those who will participate in data collection Quality Control process (completion of monthly reports and calls).
- ▶ **Training for the interviewer trainers:** This training includes a hands-on interviewer training. Country representatives are trained exactly as future interviewers should be trained. Participants must have training experience and must include the person(s) in charge of PIAAC interviewer training and person(s) adapting international training materials to meet country needs. Individual(s) with CAPI experience is preferable.

- ▶ **Training on paper scoring:** This training explains the importance and the process of scoring paper booklets, including an item-by-item scoring training. In particular, it emphasizes the importance of the National Scoring Supervisor who will be responsible for: i) hiring and training scorers within the country; ii) monitoring the scoring process, iii) consulting with the international experts if scoring issues arise and iv) reporting scoring results and providing status.
- ▶ **Training on coding industry and occupation:** This training explains the procedures for coding Industry and Occupation and how to map these to the international specifications. It is intended for the person responsible for coordinating the coding of industry and occupation within the country.
- ▶ **Training on data management:** This workshop is specifically targeted to the National Data Manager (NDM), the person within the country who is responsible for all data management activities, and focuses on all aspects of data entry, data cleaning and database preparation.
- ▶ **Data analysis workshops:** These workshops are designed to assist countries on conducting analysis using the PIAAC data as well as other international large scale assessment databases. They consist of a mixture of presentations and hands-on practical assignments. In particular, these workshops are designed to: i) familiarize participants with the statistical complexities involved in using international large scale assessment databases, ii) familiarize participants with the hierarchical data structure of these international large scale assessment databases; iii) familiarize participants with software currently available to take into account statistical and data complexities of these international large scale assessment databases; and iv) prepare the users to take into account the statistical complexities and complex data structure when using the databases with commercially available software. Participants are expected to have knowledge of statistical analysis techniques, and bring their own laptop computer with SPSS 15.0 or higher installed.

PIAAC PARTICIPATING COUNTRIES



Round 1 (2008 – 13) 

Round 2 (2012 – 16) 

ROUND 1: Australia, Austria, Belgium, Canada, *Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Ireland, Italy, Japan, Korea, the Netherlands, Norway, Poland, *the Russian Federation, the Slovak Republic, Spain, Sweden, the United Kingdom, the United States.

ROUND 2: Chile, Greece, *Indonesia, Israel, *Lithuania, New Zealand, *Singapore, Slovenia, Turkey.