



SSHOC
social sciences & humanities open cloud

WPSS

a Web Panel Sample Service

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conception & development

the team

Part of the Center for Socio-Political Data (CDSP)

A mixed research and service unit from

SciencesPo



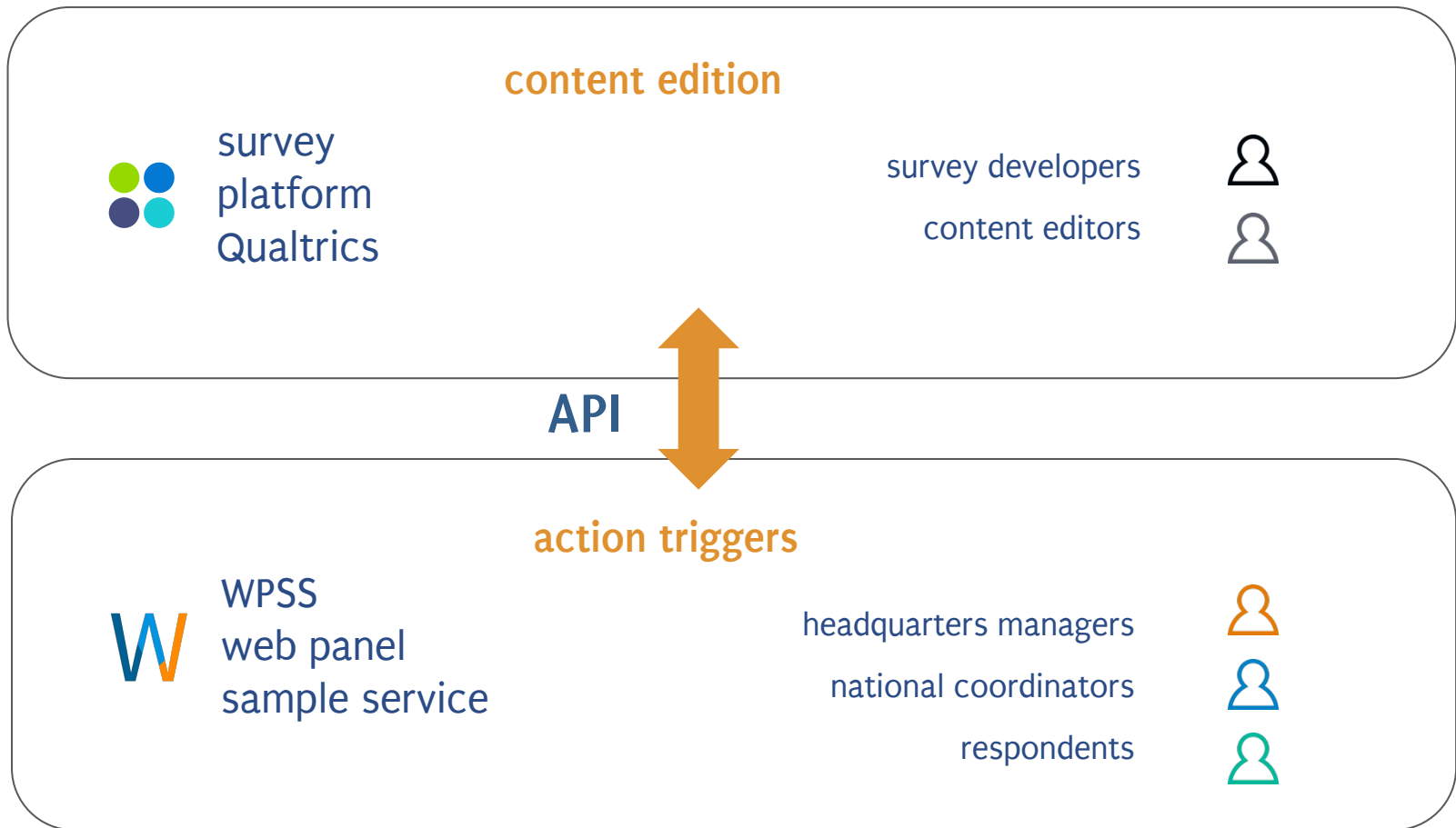
A follow-up on software produced for the [ELIPSS online panel](#)

A project manager, 2 developers, 1 apprentice

1 support engineer (end of march 2020)

Web Panel Sample Service architecture in a nutshell

2 communicating web applications



2 communicating web applications



WPSS holds respondents' personal data, and enforces appropriate access rights.



Qualtrics holds all survey related content (questionnaires, messages, and translations thereof)

Survey lifecycle actions are triggered from the WPSS and carried out by Qualtrics (think of WPSS as a remote control)



Only a relevant subset of respondent data is shared with Qualtrics (eg, variables required for question routing, email addresses for invitations).



survey platform user roles: content edition



user role: survey developers

User accounts on survey platform

Need not be aware of the WPSS

Limited privileges (e.g. no access to answers)

tasks:

Implement questionnaire design



user role: content editors

User accounts on survey platform

Need not be aware of the WPSS

tasks:

Draft and translate survey-related content:

Question texts

Email messages

WPSS user roles: action triggers



WPSS user roles

Users of the WPSS have two concerns:

managing respondent contact data in a
privacy-compliant manner

triggering survey lifecycle actions.

Web Panel Sample Service

A multi-sample management system interfacing with the Qualtrics™ survey platform

Email or phone number

Example of expected phone number format: +12125552368

Password

Sign in

[Forgot password?](#)

Headquarters manager



- Create panels
- Assign NCs to panels
- Distribute Qualtrics surveys



National Coordinator



- Upload panelist data
- Manage panelists
- Publish surveys



Panelist



- Update personal information
- View available surveys
- Answer surveys





Headquarters managers

1. Create national **samples**

set of respondents

managed by national coordinator

no HQ access to sensitive respondent data

2. Manage national coordinator accounts

create national coordinators accounts

assign national coordinators to samples

3. Publish surveys to samples

access to all surveys available on the survey platform

manage survey lifecycle (dispatch surveys among samples,

send corresponding **invitations, reminders** and "thank you" notes)



Successfully created national coordinator **Simon le Corgne**

Headquarters →

National coordinators

All national coordinators registered in the application

+ New national coordinator

Email	Last name	First name	Phone	Panels	State	Action
Simon.Lecorgne@sciencespo.fr	le Corgne	Simon	None	0	Active	Edit Delete
nc@wpss.eu	Coordinator	National	None	5	Active	Edit Delete



Successfully created panel **Pilot_Panel_2020** managed by **Simon.Lecorgne@sciencespo.fr**

Headquarters →

Panels

All panels currently managed by the application

+ New panel

Name	National coordinators	Panelists	Qualtrics
test	1	1	
Test_CJ	1	2	
Test_JM	1	1	
test_2_GB	1	0	
test_3_GB	1	4	
Pilot_Panel_2020	1	0	



Headquarters → Surveys → Test Survey →

Invite

Panels associated with this invite

[Edit](#) [Send invites](#)

Not sent

test invite only french panel [✎](#)

Expiration date: 11/03/2020 14:03:55

Panel	Panelists
Pilot_Panel_2020	4

Follow-ups

[New reminder](#) [New thank you](#)

Follow-ups cannot be sent until invite is sent

No existing follow-ups



Headquarters → Surveys → Test Survey →

Invite

Panels associated with this invite

Delete invite

Sending

test invite only french panel

Expiration date: 11/03/2020 14:03:55

Panel	Invited	Started	Finished
Pilot_Panel_2020	4	0	0

Follow-ups

New reminder

New thank you

Follow-ups cannot be sent until invite is sent

No existing follow-ups



Respondents

Members of a sample

Update personal information

Access published surveys

animated gif to
be found in
dataset as:

PL_respondent.gif



WPSS Surveys Genevieve.Michaud@sciencespo.fr

Panelist →

Surveys

Surveys available for Genevieve Michaud

Name	Last accessed	Status
QxInvite; Test Survey - Pilot_Panel_2020	Feb. 10, 2020, 2:14 p.m.	Started

1

WPSS/ Web Panel Sample Service

v:2B48921



National coordinators

Manage national samples:

- Import respondent data in the WPSS

 - uploading initial sample data

 - sending welcome emails

- Access and edit data of the sample they manage

 - (individually or in batch)

- Follow response rates



sample batch import

Encoding: UTF8

File format: CSV

Missing values:

```
1 french_subsample.csv
first_name,last_name,email,phone,language
Quentin,Agren,Quentin.Agren@sciencespo.fr,,FR
Baptiste,Roûxel,Baptiste.Rouxel@sciencespo.fr,,FR
Keenen,R  mir,Keenen.Remir@sciencespo.fr,,FR
Genevi  ve,Michaud,Genevieve.Michaud@sciencespo.fr,,FR
```

animated gif to be found in
dataset as:
NC_import_sample.gif



National coordinators

Entry point for national coordinators

Panels

List of managed panels

1



animated gif to be found in
dataset as:
NC_send_welcome.gif



Panelists Invites

4 members created. 0 members updated. 0 rows skipped.

National coordinators → Panels → Pilot Panel 2020 Panel →

Panelists

Panelist accounts belonging to this panel

[+ New panelist](#) [↑ Import CSV](#) [Send welcome 4](#)

Search

Last name ^	First name ^	Email ^	Language ^	State ^	Qualtrics ^	Edit
Agren	Quentin	QuentinAgren@sciencespo.fr	FR	Not notified		Edit
Roûxel	Baptiste	BaptisteRouxel@sciencespo.fr	FR	Not notified		Edit
Rèmir	Keenen	KeenenRemir@sciencespo.fr	FR	Not notified		Edit
Michaud	Geneviève	GenevieveMichaud@sciencespo.fr	FR	Not notified		Edit

ref.

based on presentation:

Task 4.1 : Quentin Agren, Geneviève Michaud, Nicolas Sauger. 2nd SSHOC consortium meeting, Florence. 2019. "A sample management system for cross-national surveys"

SSHOC Deliverable D4.1:

[Rory Fitzgerald, Gianmaria Bottoni, Curtis Jessop, Øyvind Straume, Quentin Agren, Geneviève Michaud, and Nicolas Sauger. 2019. "SSHOC D4.1 A Sample Management System for Cross- National Web Survey". Zenodo. doi:10.5281/zenodo.3595982.](#)



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