CESSDA Work Plan 2020

Annual version of User Guide

User Guide for the CESSDA Metadata Model version 2.0

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Abbreviations and Acronyms

CESSDA	Consortium of European Social Science Data Archives
CMM	CESSDA Metadata Model
MDO	Metadata Office
FSD	Finnish Social Science Data Archive
DDA	Danish Data Archive
NSD	NSD - Norwegian Centre for Research Data
SND	Swedish National Data Service
UKDS	UK Data Service
CSDA	Czech Social Science Data Archive
SODA	Social Sciences Data Archive
ELSST	European Language Social Science Thesaurus
UML	Unified Modeling Language
DDI	Data Documentation Initiative
EQB	European Question Bank
CDC	CESSDA Data Catalogue
CV	Controlled Vocabulary
PID	Persistent Identifier
ISO	International Organization for Standardization
CVS	CESSDA Vocabulary Service
SP	Service Provider
URN	Uniform Resource Name
URI	Uniform Resource Identifier
LTP	Long-term preservation
URL	Uniform Resource Locator
XML	Extensible Markup Language
ORCID	Open Researcher and Contributor ID
UG	User Guide

Introduction and background

This document includes guidelines for the usage and best practices for the [CESSDA Metadata Model version 2.0](). The guidelines address all relevant aspects of the elements in the CESSDA Metadata Model and serve to provide recommendations and guidance for usage. This is version 2.0 of the User Guide and is the result of further development of the User Guides created in 2018 & 2019.

Version 2.0 of CMM User Guide is a part of the CESSDA Metadata Portfolio and is the output of Metadata Office task 1 WP2020, deliverable 8.

CESSDA Metadata Management and CESSDA Metadata Office

The CESSDA Metadata Model and CESSDA Metadata Model User Guide are results of CESSDA Metadata Management projects and the CESSDA Metadata Office (MDO) project.

CMM project phases 1 and 2 were part of the CESSDA Work Plan in 2015-2018. The main objective of the CMM projects was to develop and implement a standardized metadata design and practice for CESSDA. The project partners were FSD (lead), ADP, DDA, GESIS, NSD, SND, UKDS, CSAD (first phase) and SODA (second phase).

CESSDA Metadata Office builds on the work in the CMM projects by developing the CESSDA Metadata Model, Controlled Vocabularies as well as the European Language Social Science Thesaurus (ELSST) and multilingual vocabulary service. It was included in the CESSDA Work Plan 2019 and the work started in January 2019. The project partners were GESIS/UKDS (joint lead), FORS, FSD, NSD and APIS/DCS.

The 2020 edition of MDO expanded the work from the previous year and has included the CESSDA Data Catalogue Profiles, CESSDA Metadata Validator and a UML model for CMM in its portfolio. The work started in January 2020 with GESIS/UKDS as joint lead and FSD and NSD as project partners.

CESSDA Metadata Portfolio

The CESSDA Metadata Portfolio (the Portfolio) consists of the CESSDA Metadata Model (the Model), User Guide, CESSDA Vocabulary Service, European Language Social Science Thesaurus (ELSST), CESSDA Data Catalogue Profiles, CESSDA Metadata Validator, UML model, Supplementary Materials and Management and Maintenance Plan. It aims to support resource discovery, question banks, preservation and data access. The Portfolio is compliant with the Data Documentation Initiative (DDI) international standard for describing statistical and social science data.
The use of the Portfolio is not limited to CESSDA. Moreover, it can support the description of data from different disciplines and can be adapted to changing requirements over time.

CESSDA Metadata Model

The CESSDA Metadata Model contains metadata elements, their definitions and information on other requirements, such as repeatability. The Model is built from the viewpoint of quantitative (social science) data and is based on the DDI Lifecycle 3.2 metadata standard. The CESSDA Metadata Model consists of the following top elements:

1. Information on Study
2. Information on Persons
3. Information on Organizations
4. Information on Dataset
5. Information on Instrument
6. Information on Questions and Responses
7. Information on Concepts
8. Information on further Documents
9. Information on Publications (publications where data have been used)
10. Information on Group of Studies
11. Information on Document Description ('metadata about metadata')

Outline of the User Guidelines

The User Guidelines are structured as explanatory tables based on the information in the CESSDA Metadata Model. The number and name of the elements in the User Guide refer to the number and name in the Model.

Best Practices

This section presents a set of best practices for the usage of the CESSDA Metadata Model. The best practices that will be included are as follows: DDI, CVs, PID, Language Code, Country Names, Dates, Coverage Elements, Long Term Preservation and Licenses.

Data Documentation Initiative (DDI)

DDI is at the core of the CESSDA Metadata Model. DDI is a well-established metadata standard for describing data produced by surveys and other observational methods in the social, behavioural, economic, and health sciences. Using DDI as the documentation standard allows metadata to be harvested and compared across different studies, archives and countries. The DDI includes its own Controlled Vocabularies (CVs) and supports the import of external CVs. This enables the creation of indexing and search tools (such as the CESSDA Data Catalogue), which increases the visibility and reusability of research data.

DDI Lifecycle 3.2 has been used as the baseline for the CESSDA Metadata Model. Even

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though DDI 3.2 is the basis for the model, Service Providers are free to choose the tool and technical solution they want for implementing the CESSDA Metadata Model.

Please note that when asked to transfer metadata to the CESSDA Data Catalogue or the Euro Question Bank there will be technical requirements:

Accepted formats for CESSDA Data Catalogue:
- DDI 2.5 - Guidance found in the CESSDA Metadata Model
- DDI 1.2.2 (Nesstar) – Profile to be published in 2021

Accepted formats for Euro Question Bank
- DDI 3.2 - Profile to be published in 2021
- DDI 2.5 - Profile to be published in 2021
- DDI 1.2.2. (Nesstar)

Controlled Vocabularies (CVs) and ISO standards

The CESSDA Metadata Model utilizes Controlled Vocabularies (CVs) wherever possible. The CVs consist of predefined terms and their associated codes (if applicable) that are used for indexing and/or information retrieval. The terms are descriptive and human-readable, while the codes are designed for machine interoperability.

The CESSDA Metadata Portfolio contains DDI and CESSDA Controlled Vocabularies as well as ISO Standards (e.g., for dates and languages). When CVs are used in metadata, the recommendation is to include the value of the code, the descriptive term in the relevant language, the CV Name, version, and URI. The CV Name should be the name in the source language, that is, in the case of the CVs used in the CMM, in English.

CVs should be used consistently. Consistent use requires that if a vocabulary term is used, it is also documented according to the recommendations above, or that the Service Providers (SPs) can produce this documentation for harvesting. It is also crucial to pay close attention to term definitions in order to keep their use consistent within and across organizations. This enables them to be used as efficient filters in user interfaces.

To promote the use of CVs, specifically DDI and CESSDA CVs, the CESSDA Vocabulary Service (CVS) has been developed by CESSDA. This tool provides an overview of all CVs included in the Model. All CVs are available in English, which is the source language, and SPs provide translations for their respective languages. The CVS provides information about:

- Code value - for machine interoperability (only source language)
- Code descriptive term - a human readable term of the code value (can be translated)
- Code definition - a complete definition of the Code value and user guidelines (can be translated)

The CVS also includes version history with a detailed change log; URN information for the vocabulary version; Agency information; Usage guidelines for DDI 3.3, 3.2 and DDI 2.5; Licence and citation information and Export/download to SKOS-, PDF-, and HTML-formats.

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The European Language Social Science Thesaurus (ELSST) is also included in the Model. ELSST is a broad-based multilingual thesaurus covering key concepts in the social sciences. Concepts are represented via terms in each language, and ELSST is currently available in 14 languages. Each ELSST concept is also associated with a URI. Content is continually reviewed and updated by a multilingual team, so that ELSST can respond to changes in the social science research landscape. New versions are released on an annual basis. Currently only ELSST terms, and not their associated IDs, are used for metadata descriptions.

An overview of the CVs included in the model is found below. Whenever you use an element that has a CV specified in the model, it is mandatory to use the specified CV for that element.

DDI CVs
- Contributor Role
- Analysis Unit
- Time Method
- Mode of Collection
- Sampling Procedure
- Data Source Type
- Type of Instrument
- Summary Statistic Type

CESSDA CVs
- ELSST
- Topic Classification
- Persistent Identifier Types
- Use of Note Field

For more information, see either the CDC Profiles or the attached CV Usage document which contains detailed information on the required content of controlled vocabulary elements included in the CESSDA Metadata Model. Further information is indicated in the explanatory tables below.

Persistent Identifier (PID)

A persistent identifier (PID) is a globally unique, long-lasting reference to a digital object. Each CESSDA SP shall use persistent identifiers to identify their data holdings. Persistent identifiers are mandatory for CESSDA SPs. According to the CESSDA Data Access Policy, the use of PIDs for resource-discovery metadata is required as of 2020. PIDs will become mandatory for CDC from 6/2021. Please adhere to the CESSDA ERIC PID Policy and the CESSDA Data Access Policy.

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Language Code

One of the most important elements in the CESSDA Metadata Model is providing information about the language of the metadata. This information is central for tools such as the CESSDA Data Catalogue (CDC) and Euro Question Databank (EQB). These tools enable users to sort and categorize studies and questions based on language, it is therefore important that the language used for certain elements is documented.

For the language code, use the lowercase two-letter ISO 639-1 if the language is included in this code list. The recommendation is to use the language code and, only when absolutely necessary, combine the language code and the country code. Some of the elements relevant for EQB require the combined language-country-code information (as is indicated in the CMM). For example, for cross-national survey questions, it is possible to use the ISO language code (ISO 639-1 - lower case) and the ISO country code (ISO 3166 - upper case) separated by a hyphen: German as spoken in Austria can be indicated with the following combination: de-AT. This will enable German questions fielded in Austria to be distinguished from questions fielded in Germany and Switzerland in the EQB for instance.

Country Code

For country, use ISO code 3166-2 wherever possible. For DDI 2.5, the country code is entered into the abbr attribute. In DDI 2.5, the country name can also be added in the language of the metadata. Use full, official names e.g., United Kingdom instead of UK, United States of America instead of USA. CESSDA provides a Country Names and Codes vocabulary which is useful for harmonising country names in English.

Dates

Use the ISO 8601 standard to document dates. ISO 8601 describes an internationally accepted way to represent dates using numbers. Use either the full date, the month and year, or the year only:

- Full date and time: the complete calendar date plus time plus time zone in the yyyy-MM-dd'T'HH:mm:ss'Z' format, e.g., 2018-03-24T13:45:55-5:00
- Full date: the complete calendar date in the yyyy-MM-dd format, e.g., 2018-03-24
- Month and year: the date in the yyyy-MM format, e.g., 2018-03
- Year: the date in the yyyy format, e.g., 2018

Coverage Elements

The geographical or temporal topic of the resource, the geographical applicability, or the authority/jurisdiction the resource is part of. These elements, e.g., "Topical", "Geographical", "Temporal", should be populated as fully as possible.

Long Term Preservation

The CESSDA Metadata Management project phase 2 produced a recommendation for long-term preservation (LTP) metadata that built on METS, PREMIS and the Finnish national

specifications for long-term digital preservation. The LTP recommendation document can be found in the Supplementary Materials.

Licences

Neither DDI Lifecycle 3.2 nor DDI Codebook 2.5 support explicit statement of licenses. To circumvent this, the recommendation is to include information related to licenses in the following elements:

- 1.4.2 Data Access Conditions
- 1.4.3 Metadata Access Conditions
- 6.3.1 Metadata Access Conditions (Questions)
- 11.4 Metadata Access Conditions (all)

Use element 1.4.2 for licenses related to the Data.

Use elements 1.4.3 & 6.3.1, respectively, if there are different licenses for Study-level metadata and Question-level metadata.

Use element 11.4 if Study-level metadata and Question-level metadata share the same license.

For metadata at Study-level the recommendation is to use a license as open as possible, ideally CC0. This will facilitate providing metadata included in the CESSDA Data Catalogue for other catalogues, for instance, in European Open Science Cloud.

User Guidelines

Notes about the CESSDA Metadata Model

- The CESSDA Metadata Model is based on the DDI Lifecycle 3.2 though the names or definitions of elements may differ. In some cases, the names selected during the creation of the Model were considered more intuitive and appropriate than those in DDI. For instance, element 9.3 uses the DDI element "CreatorReference" but is called "Author Name (reference)" in the Model.
- Funding refers to the act of providing financial resources. Surveys/projects can have more than one funding agency.
- Whenever possible, document the language of the metadata. You will find more information about this in the tables.
- Information on publications, further documents and instruments are separated in the CMM. Instrument has elements that are not applicable to information on publications and further documents.

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- All referenceable elements in DDI Lifecycle include a persistent identifier in the form of a Uniform Resource Name (URN). Unfortunately, the URNs of the controlled vocabularies included in the CESSDA Vocabulary Service are not resolvable. This is challenging for services such as CDC and CESSDA metadata validator. Therefore, for now, the CMM instead proposes using Uniform Resource Locators (URL) as persistent identifiers for CVs so that they can be resolved, or a resolvable URI. For other identifiers not related to CVs the recommendation is to use URN. SPs are free to use URNs for internal purposes for CVs, as long as they also provide URL/URI. For URN it is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is also possible to use only the URN of the vocabulary version or only the combination as an identifier.
  - o If an SP is using DDI 3.2, the occurrence is 1-2. If an SP is using DDI 2.5, the occurrence is 0. If an SP using DDI 3.2 has only the URN (or only the combination of Agency, ID and Version) as an identifier, the occurrence is 1. If an SP using DDI 3.2 has both the URN and the combination of Agency, ID and Version as an identifier, the occurrence is 2.
- References to an individual or organization refer to IDs that have been given to individuals or organizations within the DDI 3.2 XML. These references do not refer to PIDs external to DDI (e.g., ORCID). Please note that DDI 2.5 does not support referencing the way DDI 3.2 does.
- For the CESSDA Topic Classification please use the descriptive term in metadata language. Instructions for using the descriptive terms in metadata:
  - o Always use the narrower term if possible.
  - o Broader terms (in capital letters in the vocabulary) are only to be used if none of the narrower terms are suitable or if there are no narrower terms.
  - o When a narrower term is used, enter it in metadata on its own, without including the broader terms as well. Use sentence case for narrower and broader terms, that is, capital letter only in the beginning of the term, e.g., Occupational health, History, even if it were in capital letters in the vocabulary (e.g. HISTORY).
- DDI Lifecycle 3.2 does not support language specification of controlled vocabularies descriptive terms. This is not a problem in monolingual records for CDC where only one xml:lang is needed for the record but in multilingual records CDC takes the language code of the parent element, if such an element is available.

The Tables

The structure of the User Guidelines is in the format of a table. Each element and how to document it is described within its own table. The structure will be as follows:

| Number and element | The number and name of the element in the User Guide, for example "1.1 Study Number" and "2.1 Person Name", refer to the number and name in the Model. |

Child element(s)	E.g., top element is 1. "Study": 1.3 "Principal Investigator" is a child element of 1."Study" while 1.3.1 "Principal Investigator Reference" is a child element of 1.3 "Principal Investigator".
Description	Description of what the element refers to and what should be included within the metadata.
Mandatory/Recommended/Optional	Information about the mandatoriness of an element. Please note for child elements: A parent element can be defined as 'recommended', but the use of a recommended element makes some of its child elements mandatory. E.g., "Information on Dataset: Variables" - 4.3 "Variable" has status 'recommended', and 4.3.1.2 "Variable Name" has status 'mandatory'. If you use element 4.3 for a variable, the variable must have a variable name (meaning, the element 4.3.1.2 must be used as well).
Occurrence	The occurrence indicates cardinality/quantity constraints for the properties as follows: 0-n = optional or recommended and repeatable 0-1 = optional or recommended, but not repeatable 0-2 = optional or recommended, if used may occur once or twice 1-n = required and repeatable 1 = required, but not repeatable 1-2 = required, may occur once or twice Some fields are mandatory elements. All (child) elements with an occurence of 1-n, 1 or 1-2 are only mandatory if the parent element/container element is used.
Controlled vocabulary	Information about what kind of controlled vocabulary is to be used. See the CDC profiles for more information.
Usage notes	Additional information on how to document the element.

1. Information on Study

Number and element	1 Study
Child element	1.1 Bibliographic Information 1.2 Content Information 1.3 Methodical Information

	1.4 Access Information
Description	Information on the study/studies. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Information on Study: Bibliographic Information

Number and element	1.1 Bibliographic Information
Child element	1.1.1 Study DDI Identifier 1.1.2 Study Number 1.1.3 Study Title 1.1.4 Subtitle 1.1.5 Alternative Title 1.1.6 Funding Information 1.1.7 Principal Investigator Reference 1.1.8 Publisher 1.1.9 Publication Date (controlled) 1.1.10 Study Version 1.1.11 Contributor Reference 1.1.12 Reference Study to Document
Description	Bibliographic information. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.1 Study DDI Identifier
Child element	None

Description	Identifier of the study according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	1.1.2 Study Number
Child element	1.1.1.2 Type of Study Number (for DDI 3.2)
Description	Unique archival number
Mandatory/Recommended/Optional	Mandatory for DDI 3.2
Occurrence	1-n
Controlled vocabulary	-
Usage notes	E.g. NSD2567, FSD1292, SN 8090 (the examples are from NSD, FSD and UKDS). If there is no unique archival number available, a PID may be used alternatively (if a PID is used as study number, the information for this PID should however still be captured in the element 1.1.10.4 Study PID)

Number and element	1.1.2.1 Type of Study Number (for DDI 3.2)
Child element	None
Description	Required attribute containing the local user identification system that maintains and defines the UserID.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5

Controlled vocabulary	-
Usage notes	Type of UserID should be UniqueArchivalNumber

Number and element	1.1.3 Study Title
Child element	1.1.3.1 Language of Study Title 1.1.3.2 Translation status of Study Title
Description	The title of the project/survey.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.3.1 Language of Study Title
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.1.3.2 Translation Status of Study Title
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended

Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	**1.1.4 Subtitle**
Child element	1.1.4.1 Language of Subtitle 1.1.4.2 Translation Status of Subtitle
Description	Subtitle of the study
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	**1.1.4.1 Language of Subtitle**
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	**1.1.4.2 Translation Status of Subtitle**
Child element	None
Description	Indicates whether the content of the element is translated.

Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	1.1.5 Alternative Title
Child element	1.1.5.1 Language of Alternative Title 1.1.5.2 Translation Status of Alternative Title
Description	Alternative title of the study.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.5.1 Language of Alternative Title
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.1.5.2 Translation Status of Alternative Title

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Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	1.1.6 Funding Information
Child element	1.1.6.1 Funding Agency Reference 1.1.6.2 Grant Number 1.1.6.3 Grant Title
Description	Information about the agency which funded the described entity. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled Vocabulary	-
Usage notes	-

Number and element	1.1.6.1 Funding Agency Reference
Child element	1.1.6.1.1 Type of Funding Agency Reference (for DDI 3.2)
Description	Reference to the funding agency (the agency which funded the described entity).
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-

Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

Number and element	1.1.6.1.1 Type of Funding Agency Reference (for DDI 3.2)
Child element	None
Description	Type of funding agency reference for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	TypeOfObject is Organization

Number and element	1.1.6.2 Grant Number
Child element	None
Description	The identification code of the grant or other monetary award which provided funding for the described object.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.6.3 Grant Title
Child element	None
Description	Title of the grant.

Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.7 Principal Investigator Reference
Child element	1.1.7.1 Principal Investigator (Person Reference) 1.1.7.2 Principal Investigator (Institution Reference)
Description	Reference to individual/s and/or institution/s that is/are principal investigators. Principal Investigator/s is/are the main researchers involved in producing the data. No metadata element. The metadata elements concerning the principal investigator are the elements 1.3.1.1. and 1.3.1.2.
Mandatory/Recommended/Optional	Recommended
Occurrence	1-n for DDI 3.2, 0 for DDI 2.5
Usage notes	In order to capture the information for this element we use the DDI 3.2 reference. This references the information that have been captured within the section 'Person' or 'Organization / Consortium' of the individuals or organizations that are considered Principal Investigators (see also XPath). This reference does not refer to any kind of outside DDI PID (like ORCID etc.) but means that the ID that has been given to the individual/organization when capturing the metadata of that. Even if DDI 2.5 does not have references it is possible to document Principal Investigator by using the field AuthEnty.

Number and element	1.1.7.1 Principal Investigator (Person Reference)
Child element	1.1.7.1.1 Type of Principal Investigator (Person Reference for DDI 3.2)

Description	Reference to a person who is the principal investigator.
Mandatory/Recommended/Optional	Optional (Please note that there must be at least one person or one organization reference)
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	The principal investigators are the main researchers involved in producing the data. For institution reference see 1.3.1.2 Principal Investigator (Institution Reference). If there is more than one person, please reference the different principal investigators in priority order within the XML. The order in which they are referenced will determine the order they appear in. If there is more than one person, repeat the parent element. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

Even if DDI 2.5 does not have references it is possible to document Principal Investigator by using the field AuthEnty. |

Number and element	1.1.7.1.1 Type of Principal Investigator (Person Reference)
Child element	None
Description	Type of Principal Investigator (Person Reference) for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is individual.

Number and element	1.1.7.2 Principal Investigator (Institution Reference)

Child element	1.1.7.2.1 Type of Principal Investigator (Institution Reference) (for DDI 3.2)
Description	Reference to an organization that is a principal investigator.
Mandatory/Recommended/Optional	Optional (note that there must be at least one person or one organization reference)
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	The principal investigators are the main researchers involved in producing the data. When there is not a person (or persons) who are the principal investigator(s) but an organization, then reference the organization. If there is more than one organization, repeat the parent element. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

Even if DDI 2.5 does not have references it is possible to document Principal Investigator by using the field AuthEnty. |

Number and element	1.1.7.2.1 Type of Principal Investigator (Institution Reference)
Child element	None
Description	Type of Principal Investigator (Institution Reference) for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is Organization.

Number and element	1.1.8 Publisher
Child element	1.1.8.1 Language of Publisher

	1.1.8.2 Translation Status of Publisher
Description	Name of the institution publishing the research data.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	Freetext. Name of the actual CESSDA Service Provider providing the metadata information. The name of the entity that holds, archives, publishes, prints, distributes, releases, issues, or produces the resource, e.g. NSD - Norwegian Centre for Research Data.

Number and element	1.1.8.1 Language of Publisher
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory for DDI 3.2
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.1.8.2 Translation Status of Publisher
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	1.1.9 Publication Date (controlled)
Child element	None
Description	Date (date-time combination (YYYY-MM-DDTHH:MM:SS), date (YYYY-MM-DD), year-month (YYYY-MM), year (YYYY)) of publication (by publisher) of the study.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Extract the year if only this is needed (e.g. citation). This element refers to the date (ISO 8601) when the data of the study was or will be made publicly available. If there is an embargo on the data in effect, use the date when the embargo period ends.

Number and element	1.1.10 Study Version
Child element	1.1.10.1 Version Number of the Study (freetext) 1.1.10.2 Version Date of the Study (controlled) 1.1.10.3 Reason for Versioning the Study 1.1.10.4 Study PID 1.1.10.5 Study SPURL
Description	Information about the study version. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

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Number and element	1.1.10.1 Version Number of the Study (freetext)
Child element	None
Description	Number of the version of the study (freetext).
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Freetext. Use this element to document the version of the study/resource. E.g. first version, second version etc.

Number and element	1.1.10.2 Version Date of the Study (controlled)
Child element	None
Description	The date of the version (by Service Provider)
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Use ISO 8601. The complete calendar date in the YYYY-MM-DD format, e.g. 2018-03-24.

Number and element	1.1.10.3 Reason for Versioning the Study
Child element	1.1.10.3.1 Language of Versioning Reason
Description	Textual description of the rationale/purpose for the version change.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-

Usage notes	Freetext. E.g. new variable added to dataset.

Number and element	1.1.10.3.1 Language of Versioning Reason
Child element	None
Description	The language of the textual description of the rationale/purpose for the version change
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.1.10.4 Study PID
Child element	1.1.10.4.1 Study PID Type 1.1.10.4.2 Study PID URL
Description	PID of this study version.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	To capture information on PID(s) of the study. E.g. "DOI 10.XXXXX". Please adhere to the CESSDA PID policy.

Number and element	1.1.10.4.1 Study PID Type
Child element	None

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Description	The identification of the agency which assigns and manages the identifier.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	[CESSDA Persistent Identifier Types](#)
Usage notes	The following PID systems are accepted by CESSDA Tools and Services: DOI, Handle (including ePIC-handles), URN, ARK. As the type, enter the code value from the CV CESSDA Persistent Identifier Types.

Number and element	1.1.10.4.2 Study PID URL
Child element	None
Description	The URL of the PID.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	The URL of the PID should be generated automatically by CESSDA Data Catalogue (CDC) (SPs don't need to provide it). But it is a valuable field for the users of CDC and hence should be displayed there.

Number and element	1.1.10.5 Study SPURL
Child element	None
Description	A URL or URN (a reference to a web resource that specifies its location) linking to the study on the SP website.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n

Controlled vocabulary	-
Usage notes	This is the document the metadata refers to, i.e. URL of the study description at the Service Provider website. CDC and EQB provide a link from a study description to the study description on SP website. [Element not visible in the UI, only needed for the link].

Number and element	1.1.11 Contributor Reference
Child element	1.1.11.1 Contributor reference (Person) 1.1.11.2 Contributor reference (Institution) 1.1.11.3 Role of Contributor
Description	A contributor is a person or an institution that is responsible for collecting, managing, distributing or otherwise contributing to the development of the resource. It is any kind of contributor to the study, that is NOT the principal investigator - e.g. data collector, data manager, data depositor, project manager, sponsor etc. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Usage notes	In order to capture the information for this element we use the DDI 3.2 reference. This references the information that have been captured within the section 'Person' or 'Institution' of the individuals or organizations that are considered Further Contributor (see also XPath). The reference does not refer to any kind of outside DDI PID (like ORCID etc.) but means the ID that has been given to the individual/organization when capturing the metadata of that individual/organization within the DDI 3.2 XML.

Number and element	1.11.1.1 Contributor reference (Person)
Child element	1.1.11.1.1 Type of Contributor (Person Reference) (for DDI3.2)
Description	Reference in XML to the person that is the contributor.
Mandatory/Recommended/Optional	Optional
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5

Controlled vocabulary	-
Usage notes	A contributor is a person or an institution responsible for collecting, managing, distributing or otherwise contributing to the development of the resource. It is any kind of contributor to the study that is NOT the principal investigator, e.g. data collector, data manager, data depositor, project manager, sponsor etc. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

Number and element	1.1.11.1.1 Type of Contributor (Person Reference) (for DDI3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is Individual.

Number and element	1.1.11.2 Contributor reference (Institution)
Child element	1.1.11.2.1 Type of Contributor (Institution Reference) (for DDI 3.2)
Description	Reference in XML to the Institution that is the contributor.
Mandatory/Recommended/Optional	Optional
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	A contributor is a person or an institution responsible for collecting, managing, distributing or otherwise contributing to the development of the resource. It is any kind of contributor to the

	study, that is NOT the principal investigator, e.g. data collector, data manager, data depositor, project manager, sponsor etc. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

Number and element	1.1.11.2.1 Type of Contributor (Institution Reference) (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is Organization

Number and element	1.1.11.3 Role of Contributor
Child element	1.1.11.3.1 Role of Contributor (controlled/descriptive) 1.1.11.3.2 Role of Contributor Vocabulary 1.1.11.3.3 Role of Contributor Vocabulary Agency 1.1.11.3.4 Role of Contributor Vocabulary URL
Description	A classification of the role of the contributor
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	DDI Contributor Role
Usage notes	Includes a typology of classifications for contributor role. Code value is used in DDI 3.2. There is no corresponding element or attribute in DDI 2.5, use element 1.1.11.3 Role of Contributor (freetext)

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	For further information please see the attached CV usage document.

Number and element	1.1.11.3.1 Role of Contributor (controlled/descriptive)
Child element	None
Description	Code value of the CV "DDI Contributor Role"
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Contributor Role
Usage notes	Code value is used in DDI 3.2. In DDI 2.5 descriptive term is used for element.

Number and element	1.1.11.3.2 Role of Contributor Vocabulary
Child element	None
Description	The name of the vocabulary used for Contributor Role
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Contributor Role
Usage notes	-

Number and element	1.1.11.3.3 Role of Contributor Vocabulary Agency
Child element	None

Description	The name of the agency maintaining the vocabulary for Contributor Role.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

Number and element	1.1.11.3.4 Role of Contributor Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Contributor Role
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.12 Reference Study to Document
Child element	None
Description	Reference of a study to a document.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	E.g. reference of a study to a document, e.g questionnaire.

Information on Study: Content Information

Number and element	1.2 Content Information
Child element	1.2.1 Abstract 1.2.2 Study Topic 1.2.3 Keyword (controlled/descriptive)
Description	Content information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	1.2.1 Abstract
Child element	1.2.1.1 Language of Abstract
Description	Abstract that describes the content(s) of the study.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	Freetext. The abstract should describe the purpose, nature, and scope of the data collection, special characteristics of its contents, major subject areas covered, and questions investigated. The length may vary from study to study. Information for CDC - content must be provided at least in English, if study is supposed to show up in the CDC - other additional languages are welcome.

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Number and element	1.2.1.1 Language of Abstract
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.2.2 Study Topic
Child element	1.2.2.1 Study Topic (controlled/descriptive) 1.2.2.2 Topic Classification Vocabulary 1.2.2.3 Topic Classification Agency 1.2.2.4 Topic Classification URL
Description	-
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.2.2.1 Study Topic (controlled/descriptive)
Child element	1.2.2.1.1 Language of Study Topic (descriptive)
Description	Code value or descriptive term of the CV "CESSDA Topic Classification" or other
Mandatory/Recommended/Optional	Recommended

Occurrence	0-1
Controlled vocabulary	CESSDA Topic Classification or other
Usage notes	For CESSDA Topic Classification please use the descriptive term in metadata language. Always use the narrower term if possible, only use the broader term if no narrower term is suitable or if there are no narrower terms. When a narrower term is used, do not include the broader terms as well. Use sentence case for both narrower and broader terms in metadata, that is, capital letter only in the beginning, e.g. Occupational health, History. For further information please see the CDC Profile.

Number and element	1.2.2.1.1 Language of Study Topic (Descriptive Term)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.2.2.2 Topic Classification Vocabulary
Child element	None
Description	The name of the used classification system.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Always include the name of the vocabulary used. If the CESSDA classification is used, use as vocabulary name 'CESSDA Topic Classification', regardless of metadata language'.]

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Number and element	1.2.2.3 Topic Classification Agency
Child element	None
Description	The name of the agency maintaining the classification.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	If CESSDA Topic Classification is used, use 'CESSDA'. If other vocabulary is used, list the agency maintaining it.

Number and element	1.2.2.4 Topic Classification URL
Child element	None
Description	Persistent identifier of the Topic Classification
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	PID is the URL of the English CV version if English CV version exists. If not use URL of source language CV version.

Number and element	1.2.3 Keyword (controlled/descriptive)
Child element	1.2.3.1 Language of Keyword (descriptive) 1.2.3.2 Keyword Vocabulary 1.2.3.3 Keyword Vocabulary Agency 1.2.3.4 Keyword Vocabulary URL
Description	Value of the Code

Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	ELSST
Usage notes	Keywords from a thesaurus (ELSST strongly recommended) in the local language, to describe the main content of the study.

Number and element	1.2.3.1 Language of Keyword (descriptive)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.2.3.2 Keyword Vocabulary
Child element	None
Description	The name of the used thesauri or system for keywords
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	If ELSST is used, use ELSST as vocabulary name
Usage notes	The recommendation is to use ELSST, if possible. For further information please see the CDC Profile.

Number and element	1.2.3.3 Keyword Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the keyword vocabulary
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	If ELSST is used the agency is CESSDA. If another thesaurus or CV is used, insert the name of the agency maintaining that thesaurus or CV.

Number and element	1.2.3.4 Keyword Vocabulary URL
Child element	None
Description	Persistent identifier of the keyword system.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	If ELSST, use the URI: https://elsst.cessda.eu/id

Information on Study: Methodical Information

Number and element	1.3. Methodical Information
Child element	1.3.1 Time Method 1.3.2 Study Area as a Country (controlled) 1.3.3 Study Area as a Country (freetext) 1.3.4 Universe (freetext) 1.3.5 Unit of Analysis 1.3.6 Sampling Information 1.3.7 Survey Period

Description	Methodical information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.1 Time Method
Child element	1.3.1.1 Time Method (controlled) 1.3.1.2 Time Method (descriptive) 1.3.1.3 Time Method Vocabulary 1.3.1.4 Time Method Vocabulary Agency 1.3.1.5 Time Method Vocabulary URL
Description	No metadata element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.1.1 Time Method (controlled)
Child element	None
Description	Code value of the CV "DDI Time Method"
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Time Method
Usage notes	Use this element to describe the time dimension of the data collection. Controlled vocabulary includes a typology of time method

	e.g. longitudinal, time series, cross-section, other. For DDI 3.2 use the code value. For DDI 2.5 the descriptive term is used for the element content and code value is entered into the concept element. For further information please see the CDC Profile..

Number and element	1.3.1.2 Time Method (descriptive)
Child element	1.3.1.2.1 Language of Time Method (descriptive)
Description	Descriptive term of the CV "DDI Time Method"
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.1.2.1 Language of Time Method (descriptive)
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.3.1.3 Time Method Vocabulary
Child element	None

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Description	The name of the vocabulary used for Time
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Time Method
Usage notes	-

Number and element	1.3.1.4 Time Method Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Time Method.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

Number and element	1.3.1.5 Time Method Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Time Method.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

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Number and element	1.3.2 Study Area as a Country (controlled)
Child element	1.3.2.1 Study Area Vocabulary 1.3.2.2 Study Area Vocabulary Agency 1.3.2.3 Study Area Vocabulary URL
Description	Country in which the study took place.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Use ISO 3166-1 alpha 2. If that is not possible, use another ISO Code and state in the attribute which ISO-Code you are using. CDC recommends using both the free-text element and the code if the country is in the ISO 3166-1 alpha 2 list. If not in the code list, then use the free-text element only. For DDI 2.5, the country ISO code is entered into the abbr attribute. In DDI2, the country name in metadata language can be added as well. Use the short version of the full country name, e.g., United Kingdom instead of UK, United States of America instead of USA. CESSDA provides a Country Names and Codes vocabulary which is useful for harmonising country names in English. If the study took place in e.g. two different countries, repeat the element.

Number and element	1.3.2.1 Study Area Vocabulary
Child element	None
Description	The name of the vocabulary used for study area.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	ISO 3166-1 alpha 2

Number and element	1.3.2.2 Study Area Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for study area.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	ISO

Number and element	1.3.2.3 Study Area Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for study area.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.3 Study Area as a Country (freetext)
Child element	1.3.3.1 Language of Study Area (freetext)
Description	Country in which the study took place.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	Use the short version of the full country name, e.g., United Kingdom instead of UK, United States of America instead of USA. CESSDA

	provides a [Country Names and Codes](#) vocabulary which is useful for harmonising country names in English.
Usage notes	Freetext. E.g. Denmark.

Number and element	1.3.3.1 Language of Study Area (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.3.4 Universe (freetext)
Child element	1.3.4.1 Language of Universe (freetext)
Description	Description of the population of the study (freetext).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Freetext. E.g. persons aged 16 - 79 living in Sweden.

Number and element	1.3.4.1. Language of Universe (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory

Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.3.5 Unit of Analysis
Child element	1.3.5.1 Unit of Analysis (controlled) 1.3.5.2 Unit of Analysis (descriptive) 1.3.5.3 Unit of Analysis Vocabulary 1.3.5.4 Unit of Analysis Vocabulary Agency 1.3.5.5 Unit of Analysis Vocabulary URL
Description	No metadata element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	DDI Analysis Unit
Usage notes	Description of the unit sampled, type of units in the dataset, e.g. individual, organization, household. For DDI 3.2 use the code value. For DDI 2.5 the descriptive term is used for the element content and code value is entered into 'concept'. For further information please see the CDC Profile.

Number and element	1.3.5.1 Unit of Analysis (controlled)
Child element	None
Description	Describes the entity being analyzed in the study or in the variable. The unit sampled - type of units in the dataset, e.g. individual, organization.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-

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Usage notes	Code value is used in DDI 3.2. In DDI 2.5 descriptive term is used for element content and code value entered in concept element.

Number and element	1.3.5.2 Unit of Analysis (descriptive)
Child element	1.3.5.2.1 Language of Unit of Analysis (descriptive)
Description	Descriptive Term of classification of unit of analysis
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Descriptive term (from vocabulary)

Number and element	1.3.5.2.1 Language of Unit of Analysis (descriptive)
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory for DDI 2.5 not for DDI 3.2
Occurrence	1 for DDI 2.5, 0 for DDI 3.2
Controlled vocabulary	-
Usage notes	It is currently not possible to add an xml:lang to this element in DDI 3.2. For further information please see the CDC Profile.

Number and element	1.3.5.3 Unit of Analysis Vocabulary
Child element	None
Description	The name of the vocabulary used for unit of analysis

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Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Analysis Unit
Usage notes	-

Number and element	1.3.5.4 Unit of Analysis Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for unit of analysis.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

Number and element	1.3.5.5 Unit of Analysis Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for unit of analysis
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6 Sampling Information

Child element	1.3.6.1 Type of Data Source
	1.3.6.2 Type of Sampling Procedure
	1.3.6.3 Sampling Procedure (freetext)
	1.3.6.4 Mode Of Data Collection
	1.3.6.5 Mode of Data Collection (freetext)
Description	Sampling information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6.1 Type of Data Source
Child element	1.3.6.1.1 Type of Data Source (controlled)
	1.3.6.1.2 Type of Data Source (descriptive)
	1.3.6.1.3 Type of Data Source Vocabulary
	1.3.6.1.4 Type of Data Source Vocabulary Agency
	1.3.6.1.5 Type of Data Source Vocabulary URL
Description	Type of Data Source. No metadata element
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6.1.1 Type of Data Source (controlled)
Child element	None
Description	Describes the data source.

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Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	[DDI Data Source Type](#)
Usage notes	Provides information on whether data are derived from register and/or survey data. For DDI 3.2 use the code value. For DDI 2.5 the descriptive term can be entered as element content, preferably in the beginning of it. Additional freetext description of the source can be added as content. There is no element for code value.

Number and element	1.3.6.1.2 Type of Data Source (descriptive)
Child element	1.3.6.1.2.1 Language of Type of Data Source (Descriptive Term)
Description	Descriptive term of the CV "DDI Data Source Type"
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	[-](#)
Usage notes	Descriptive term (from vocabulary)

Number and element	1.3.6.1.2.1 Language of Type of Data Source (descriptive)
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	[-](#)
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.3.6.1.3 Type of Data Source Vocabulary
Child element	None
Description	The name of the vocabulary used for Type of Data Source
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Data Source Type
Usage notes	-

Number and element	1.3.6.1.4 Type of Data Source Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Type of Data Source
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

Number and element	1.3.6.1.5 Type of Data Source Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Type of Data Source
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-

Usage notes	-

Number and element	1.3.6.2 Type of Sampling Procedure
Child element	1.3.6.2.1 Type of Sampling Procedure (controlled) 1.3.6.2.2 Type of Sampling Procedure (descriptive) 1.3.6.2.3 Type of Sampling Procedure Vocabulary 1.3.6.2.4 Type of Sampling Procedure Vocabulary Agency 1.3.6.2.5 Type of Sampling Procedure Vocabulary URL
Description	Type of sampling procedure used for data collection.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6.2.1 Type of Sampling Procedure (controlled)
Child element	None
Description	Type of sampling procedure used for data collection.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Sampling Procedure
Usage notes	Controlled vocabulary includes a typology of sampling methods. In many cases, users would benefit from having a more detailed description of the sampling procedure used. For DDI 3.2 use the code value. For DDI 2.5 the descriptive term can be entered as element content, preferably in the beginning of it. Additional, more detailed freetext description of the sampling procedure can be added as content. The code value is entered into 'concept'. For further information please see the CDC Profile.

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Number and element	1.3.6.2.2 Type of Sampling Procedure (descriptive)
Child element	1.3.6.2.2.1 Language of Type of Sampling Procedure
Description	Descriptive term of the CV "DDI Sampling Procedure"
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Descriptive term (from vocabulary)

Number and element	1.3.6.2.2.1 Language of Type of Sampling Procedure
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.3.6.2.3 Type of Sampling Procedure Vocabulary
Child element	None
Description	The name of the used vocabulary for sampling procedure.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Sampling Procedure
Usage notes	-

Number and element	1.3.6.2.4 Type of Sampling Procedure Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Sampling Procedure
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

Number and element	1.3.6.2.5 Type of Sampling Procedure Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Sampling Procedure
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6.3 Sampling Procedure (freetext)
Child element	1.3.6.3.1 Language of Sampling Procedure (freetext)
Description	Freetext description of the type of sampling procedure used for data collection.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n

Controlled vocabulary	-
Usage notes	Use in case additional information needs to be provided that cannot be covered with the categories of the CV. Either 1.3.6.2 (CV) or 1.3.6.3 (freetext) should be provided, or both.

Number and element	1.3.6.3.1 Language of Sampling Procedure (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.3.6.4 Mode of Data Collection
Child element	1.3.6.4.1 Mode of Data Collection (controlled) 1.3.6.4.2 Mode of Data Collection (descriptive) 1.3.6.4.3 Mode of Data Collection Vocabulary 1.3.6.4.4 Mode of Data Collection Vocabulary Agency 1.3.6.4.5 Mode of Data Collection Vocabulary URN
Description	Mode of Data Collection. No metadata element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6.4.1 Mode of Data Collection (controlled)
Child element	None
Description	Description of the method of data collection, the procedure, technique, or mode of inquiry used to attain the data.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Mode Of Collection
Usage notes	Enter the method(s) used in the data collection in the survey. Controlled vocabulary includes a typology of mode of collection. For DDI 3.2 use the code value. For DDI 2.5 the descriptive term is used for the element content and code value is entered into 'concept'. For further information please see the CDC Profile.

Number and element	1.3.6.4.2 Mode of Data Collection (descriptive)
Child element	1.3.6.4.2.1 Language of Mode of Data Collection (Descriptive Term)
Description	Descriptive term of the CV "DDI Mode of Data Collection"
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Descriptive term (from vocabulary)

Number and element	1.3.6.4.2.1 Language of Mode of Data Collection (Descriptive Term)
Child element	None
Description	The language of the content of the element

Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.3.6.4.3 Mode of Data Collection Vocabulary
Child element	None
Description	The name of the used vocabulary for Mode of Data Collection
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Mode of Collection
Usage notes	-

Number and element	1.3.6.4.4 Mode of Data Collection Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Mode of Data Collection
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

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Number and element	1.3.6.4.5 Mode of Data Collection Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Mode of Data Collection
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.6.5 Mode of Data Collection (freetext)
Child element	1.3.6.5.1 Language of Mode of Data Collection (freetext)
Description	Freetext element for the description of the method of data collection - the procedure, technique, or mode of inquiry used to attain the data.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Freetext.

Number and element	1.3.6.5.1 Language of Mode of Data Collection (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1

Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.3.7 Survey Period
Child element	1.3.7.1 Data Collection Period Startdate (controlled) 1.3.7.2 Data Collection Period Enddate (controlled) 1.3.7.3 Data Collection Single Date 1.3.7.4 Data Collection Period (freetext)
Description	Survey Period. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.7.1 Data Collection Period Startdate (controlled)
Child element	None
Description	Start of data collection.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Use ISO 8601. If there are multiple start dates, use the first date. If there is only one date available, use element 1.3.7.3. Use either the full date, the month and year or the year only. The complete calendar date in the YYYY-MM-DD format, e.g. 2018-03-24. Month and year: the date in the YYYY-MM format, e.g. 2018-03. Year: the date in the YYYY format, e.g. 2018.

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Number and element	1.3.7.2 Data Collection Period Enddate (controlled)
Child element	None
Description	End of data collection.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	This element is mandatory if survey period has already ended and Survey Period Startdate is used. Use ISO 8601. If there are multiple end dates, use the last date. If there is only one single date available for the date of collection (e.g. month and year but no start and end dates), use element 1.3.7.3. Use either the full date, the month and year or the year only. The complete calendar date in the YYYY-MM-DD format, e.g. 2018-03-24. Month and year: the date in the YYYY-MM format, e.g. 2018-03. Year: the date in the YYYY format, e.g. 2018.

Number and element	1.3.7.3 Data Collection Single Date
Child element	-
Description	If there is only one date available concerning the data collection this element is to be used. A single point in time. If a duration is expressed as a "SimpleDate", it is defining a period of time without a designated Start or End date.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Use ISO 8601. The complete calendar date in the YYYY-MM-DD format, e.g. 2018-03-24. Month and year: the date in the YYYY-MM format, e.g. 2018-03. Year: the date in the YYYY format, e.g. 2018.

Number and element	1.3.7.4 Data Collection Period (freetext)
Child element	1.3.7.4.1 Language of Data Collection Period (freetext)
Description	Freetext element to the period of the data collection.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Freetext.

Number and element	1.3.7.4.1 Language of Data Collection Period (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Information on Study: Legal Information

Number and element	1.4 Access Information
Child element	1.4.1 Data Access (freetext) 1.4.2 Data Access Conditions 1.4.3 Metadata Access Conditions (Study)
Description	Access Information. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n

Controlled vocabulary	-
Usage notes	-

Number and element	1.4.1 Data Access (freetext)
Child element	1.4.1.1 Language of Data Access (freetext)
Description	Freetext description of possibilities to access data.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	Freetext. Refers to any information relating to the access and use conditions of data. E.g. "Data is freely available".

Number and element	1.4.1.1 Language of Data Access (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages in the metadata record, repeat the element and specify the language for each.

Number and element	1.4.2 Data Access Conditions
Child element	1.4.2.1 Language of Data Access Conditions

Description	If the preserved content is subject to any access restrictions, those must be expressed in as much detail as possible in the information package in accordance with cataloguing rules and metadata formats used.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Examples of such restrictions are the copyright status, usage restrictions based on legislation, a licence, or other agreement concerning the content usage. Should the information package contain several digital objects with different restrictions, these restrictions should be attached correctly and individually to those objects that the restrictions concern.

Number and element	1.4.2.1 Language of Data Access Conditions
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	1.4.3 Metadata Access Conditions (Study)
Child element	1.4.3.1 Language of Metadata Access Conditions (Study)
Description	Freetext description on the metadata access conditions for the provided metadata for the study-related information only.
Mandatory/Recommended/Optional	Recommended

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Occurrence	0-1
Controlled vocabulary	-
Usage notes	Examples of such conditions are the copyright status, usage regulations based on legislation, a license, or other agreement concerning the metadata usage.

Number and element	1.4.3.1 Language of Metadata Access Conditions (Study)
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

2. Information on Person(s)

Number and element	2. Person
Child element	2.1 Person DDI Identifier 2.2 Person Name 2.3 Associated organization 2.4 Person PID
Description	Information on individual(s). No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-

Usage notes	-

Number and element	2.1 Person DDI Identifier
Child element	None
Description	Identifier of the person (individual) according to DDI 3.2 structure. ID that can be used in references related to this individual (e.g in relations).
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	2.2 Person Name
Child element	2.2.1 Person: First Given Name 2.2.2 Person: Middle Name 2.2.3 Person: Last / Family Name
Description	Name of the person the metadata information refer to. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Freetext. DDI 3.2 specific to separate persons and institutions and to reference them.

Number and element	2.2.1 Person: First Given Name
Child element	None
Description	First given name of a person.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Freetext.

Number and element	2.2.2 Person: Middle Name
Child element	None
Description	Middle name of a person.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Freetext.

Number and element	2.2.3 Person: Last / Family Name
Child element	None
Description	Last/family name of a person.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Freetext.

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Number and element	2.3 Associated organization
Child element	2.3.1 Associated Organization (Individual) Reference 2.3.2 Role of the Target Object (Organization) in this Relation 2.3.3 Associated Organization (Organization)
Description	Describes the organization affiliated to the person. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	2.3.1 Associated Organization (Individual) Reference
Child element	2.3.1.1 Type of Associated Organization (Individual) (for DDI 3.2)
Description	Reference to organization that is affiliation to the person.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	DDI 3.2 specific to separate persons and institutions and to reference them. In DDI 3.2 you need to create relation between referenced source object (individual) and referenced target object (organization) to affiliate organization and individual (person) together. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

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Number and element	2.3.1.1 Type of Associated Organization (Individual) (for DDI3.2)
Child element	None
Description	Type of Associated Organization (Individual) for DDI3.2
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is Individual

Number and element	2.3.2 Role of the Target Object (Organization) in this Relation
Child element	None
Description	Role of the target object (Organization) in this relation.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Role of the target object (organization) is affiliation.

Number and element	2.3.3 Associated Organization (Organization)
Child element	2.3.3.1 Type of Associated Organization (Organization) (for DDI 3.2)
Description	Associated Organization (Organization).
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-

Usage notes	In DDI 3.2 you need to create relation between referenced source object (individual) and referenced target object (organization) to affiliate organization and individual (person) together. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI 3.2. However, it is also possible to use only the URN or only the combination as a referenced identifier.

Number and element	2.3.3.1 Type of Associated Organization (Organization)
Child element	None
Description	Type of Associated Organization for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is Organization

Number and element	2.4 Person PID
Child element	2.4.1 Person PID Type 2.4.2 Person PID URL
Description	The persistent identifier of the person. To capture information - type and PID value - on PID(s) of a person.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Content = PID value

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Number and element	2.4.1 Person PID Type
Child element	None
Description	Type of the PID used for the person.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	2.4.2 Person PID URL
Child element	None
Description	Person PID URL.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled Vocabulary	-
Usage notes	The URL of the PID should be generated automatically by CESSDA Data Catalogue (CDC) (SPs don't need to provide it). But it is a valuable field for the users of CDC and hence it should be displayed there.

3. Information on Organizations

Number and element	3 Organization / Consortium
Child element	3.1 Organization DDI Identifier 3.2 Full Name of Organization 3.3 Organization Name Abbreviation/Acronym 3.4 Country

Description	Organizations and Consortia. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	3.1 Organization ID
Child element	None
Description	Identifier of the organization according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	3.2 Full Name of Organization
Child element	3.2.1 Language of Full Name of Organization
Description	Name of the organization the metadata information refer to.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	DDI 3.2 specific to separate persons and institutions and to reference them.

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Number and element	3.2.1 Language of Full Name of Organization
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	3.3 Organization Name Abbreviation/Acronym
Child element	None
Description	If applicable: abbreviation of the organization's name the metadata information refer to.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI 3.2 specific to separate persons and institutions and to reference them. If the institution have an abbreviation/acronym, use this element to document it. Examples of abbreviation: FSD (Finnish Social Science Data Archive), UCLA (University of California, Los Angeles).

Number and element	3.4 Country
Child element	3.4.1 Country Vocabulary 3.4.2 Country Vocabulary Agency 3.4.3 Country Vocabulary URL

Description	Country of the organization the metadata information refer to.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Use the ISO 3166-2 whenever possible. For DDI 2.5, the country code is entered into the abbr attribute. In DDI2, the country name in metadata language can be added as well. Use full, official names e.g. United Kingdom instead of UK, United States instead of USA. If the study to place in e.g. two different countries, repeat the element.

Number and element	3.4.1 Country Vocabulary
Child element	None
Description	The name of the used vocabulary for country.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	ISO 3166 2-letter code/which ISO code you are using.

Number and element	3.4.2 Country Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for country.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	ISO

Number and element	3.4.3 Country Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for country.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

4. Information on Dataset

Number and element	4. Dataset
Child element	4.1 Identification Information 4.2 Content Information 4.3 Variable 4.4 Technical Information
Description	Information on dataset(s). No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	A collection of data, where every column of the statistical data matrix represents a particular variable, and each row corresponds to a given member of the data set in question.

Information on Dataset: Identification Information

Number and element	4.1 Identification information
Child element	4.1.1 Dataset DDI Identifier 4.1.2 Dataset PID

	4.1.3 Reference of Study to Dataset 4.1.4 Dataset Publication Date 4.1.5 Dataset Version 4.1.6 Dataset Version Description 4.1.7 Dataset Language
Description	Identification information on dataset(s). No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	4.1.1 Dataset DDI Identifier
Child element	None
Description	Identifier of the Dataset according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	4.1.2 Dataset PID
Child element	4.1.2.1 Dataset PID Type 4.1.2.2 Dataset PID URL
Description	To capture information - type and PID value - on PID(s) of the dataset.
Mandatory/Recommended/Optional	Recommended

Occurrence	0-n
Controlled vocabulary	-
Usage notes	Content = PID value.

Number and element	4.1.2.1 Dataset PID Type
Child element	None
Description	The identification of the Agency which assigns and manages the identifier.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	i.e., ISBN, ISSN, DOI, etc.

Number and element	4.1.2.2 Dataset PID URL
Child element	None
Description	Dataset PID URL.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	The URL of the PID should be generated automatically by CDC (SPs don't need to provide it). But it is a valuable field for the users of CDC and hence should be displayed there.

Number and element	4.1.3 Reference of Study to Dataset

Child element	4.1.3.1 Type of Reference between Study and Dataset (for DDI 3.2)
Description	Reference of a study with a dataset.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	4.1.3.1 Type of Reference between Study and Dataset (for DDI 3.2)
Child element	None
Description	Type of Reference between Study and Dataset for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	LogicalProduct

Number and element	4.1.4 Dataset Publication Date
Child element	None
Description	The date this specific version of the dataset was published (different dates of publication of different datasets of study).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Number and element	4.1.5 Dataset Version
Child element	None
Description	Version of dataset.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Use this element to document the version of the dataset. E.g. first version, second version etc.

Number and element	4.1.6 Dataset Version Description
Child element	4.1.6.1 Language of Dataset Version Description
Description	A description of the rationale for the new version of the dataset expressed using an International string to support multiple language versions of the same content.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	4.1.6.1 Language of Dataset Version Description
Child element	None
Description	The language of the content of the element.

Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	4.1.7 Dataset Language
Child element	None
Description	The language of the dataset itself
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Information on Dataset: Content Information

Number and element	4.2 Content Information
Child element	4.2.1 Dataset File Description 4.2.2 File Name 4.2.3 Number of Units 4.2.4 Number of Variables
Description	Content Information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	4.2.1 Dataset File Description
Child element	4.2.1.1 Language of Dataset File Description 4.2.1.2 Translation Status of Dataset File Description
Description	Description of the file content.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.2.1.1 Language of Dataset File Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	4.2.1.2 Translation Status of Dataset File Description
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	True/false

Number and element	4.2.2 File Name
Child element	4.2.2.1 Language of File Name 4.2.2.2 Translation Status of File Name
Description	File name of the dataset.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.2.2.1 Language of File Name
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Language of the file name. Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	4.2.2.2 Translation Status of File Name
Child element	None
Description	Indicates whether the content of the element is translated.

Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	4.2.3 Number of Units
Child element	None
Description	Number of units in the dataset.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	4.2.4 Number of Variables
Child element	None
Description	Number of variables in the dataset.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Information on Dataset: Variables

Number and element	4.3 Variable

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Child element	4.3.1 Basic Information about Variable 4.3.2 Reference Information 4.3.3 Statistical Information 4.3.4 Codelist
Description	Variable. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1 Basic Information about Variable
Child element	4.3.1.1 Variable DDI Identifier 4.3.1.2 Variable Name 4.3.1.3 Variable Label 4.3.1.4 Derivation Instructions 4.3.1.5 Variable Description 4.3.1.6 Variable Note 4.3.1.7 Variable Type 4.3.1.8 Measurement Level 4.3.1.9 Weighting Variable
Description	Basic information about variable. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1.1 Variable DDI Identifier
Child element	None

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Description	Identifier of the variable according to DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	4.3.1.2 Variable Name
Child element	4.3.1.2.1 Language of Variable Name 4.3.1.2.2 Translation Status of Variable Name
Description	Name of variable within a dataset.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1.2.1 Language of Variable Name
Child element	None
Description	The language of the content of the element, meaning: language of the variable names/labels and the metadata within the dataset.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	4.3.1.2.2 Translation Status of Variable Name
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	4.3.1.3 Variable Label
Child element	4.3.1.3.1 Language of Variable Label 4.3.1.3.2 Translation Status of Variable label
Description	Label of variable for display.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1.3.1 Language of Variable Label
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1

Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code) If you have used different languages, repeat the element.

Number and element	4.3.1.3.2 Translation Status of Variable label
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	4.3.1.4 Derivation Instructions
Child element	None
Description	Derivation instruction for derived variable.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1.5 Variable Description
Child element	4.3.1.5.1 Language of the Variable Description 4.3.1.5.2 Translation Status of the Variable Description

Description	Description of the variable content.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1.5.1 Language of the Variable Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	4.3.1.5.2 Translation Status of the Variable Description
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	4.3.1.6 Variable Note
Child element	4.3.1.6.1 Language of Variable Note 4.3.1.6.2 Translation Status of Variable Note
Description	Any kind of further information that needs to be provided concerning the referenced variable.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	CMMUseOfNoteField
Usage notes	Please see the attached CV UseOfNoteField

Number and element	4.3.1.6.1 Language of Variable Note
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	4.3.1.6.2 Translation Status of Variable Note
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1

Controlled vocabulary	-
Usage notes	True/false

Number and element	4.3.1.7 Variable Type
Child element	None
Description	Type of the variable.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	"variableType"= numeric

Number and element	4.3.1.8 Measurement Level
Child element	None
Description	Refers to the highest level of measurement applicable.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	The possible levels of measurements are defined by the attribute @classificationLevel of DDI 3.2. Possible values are: nominal, ordinal, interval, ratio, continuous.

Number and element	4.3.1.9 Weighting Variable
Child element	None

Description	Indicates if the variable in question is a weighting variable or not.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	4.3.2 Reference Information
Child element	4.3.2.1 Reference Variable to Concept 4.3.2.2 Reference Variable to Question 4.3.2.3 Reference Variable to Codelist
Description	Reference information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.2.1 Reference Variable to Concept
Child element	4.3.2.1.1 Type of Reference between Variable and Code List (for DDI 3.2)
Description	Reference of a variable to a concept.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	E.g. ELSST, CESSDA Topic Classification.

Number and element	4.3.2.1.1 Type of Reference between Variable and Concept (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is Concept

Number and element	4.3.2.2 Reference Variable to Question
Child element	4.3.2.2.1 Type of Reference Variable to Question (for DDI 3.2)
Description	Reference of a variable to a question.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	4.3.2.2.1 Type of Reference Variable to Question (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.

Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is QuestionItem

Number and element	4.3.2.3 Reference Variable to Codelist
Child element	4.3.2.3.1 Type of Reference between Variable and Codelist (for DDI 3.2)
Description	Reference of a variable to a codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	4.3.2.3.1 Type of Reference between Variable and Codelist (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is CodeList

Number and element	4.3.3 Statistical Information
Child element	4.3.3.1 Minimum (Summary Statistics) 4.3.3.2 Maximum (Summary Statistics) 4.3.3.3 Arithmetic Mean (Summary Statistics) 4.3.3.4 Standard Deviation (Summary Statistics)
Description	Statistical information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.3.1 Minimum (Summary Statistics)
Child element	4.3.3.1.1 Minimum Summary Statistics Vocabulary 4.3.3.1.2 Minimum Summary Statistics Vocabulary Agency 4.3.3.1.3 Minimum Summary Statistics Vocabulary URL 4.3.3.1.4 Minimum Summary Statistics Value
Description	The lowest valid value in a variable. Use DDI Summary Statistic Type and "Minimum".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	Use CodeValueType for Minimum. For DDI 3.2 use the code value. DDI vocabulary cannot be used in DDI 2.5 as it specifies what can be entered as sumStatType. It is already enumerated by the DDI standard. For further information please see the attached CV usage document.

Number and element	4.3.3.1.1 Minimum Summary Statistics Vocabulary
Child element	None
Description	The name of the used vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	-

Number and element	4.3.3.1.2 Minimum Summary Statistics Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	DDI Alliance
Usage notes	-

Number and element	4.3.3.1.3 Minimum Summary Statistics Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Number and element	4.3.3.1.4 Minimum Summary Statistics Value
Child element	None
Description	The value of the Summary Statistics
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.3.2 Maximum (Summary Statistics)
Child element	4.3.3.2.1 Maximum Summary Statistics Vocabulary 4.3.3.2.2 Maximum Summary Statistics Vocabulary Agency 4.3.3.2.3 Maximum Summary Statistics Vocabulary URL 4.3.3.2.4 Maximum Summary Statistics Value
Description	The highest valid value in a variable. Use DDI Summary Statistic Type and "Maximum".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	Use CodeValueType for Maximum. For DDI 3.2 use the code value. DDI vocabulary cannot be used in DDI 2.5 as it specifies what can be entered as sumStatType. It is already enumerated by the DDI standard. For further information please see the attached CV usage document.

Number and element	4.3.3.2.1 Maximum Summary Statistics Vocabulary
Child element	None
Description	The name of the used vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	-

Number and element	4.3.3.2.2 Maximum Summary Statistics Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	DDI Alliance
Usage notes	-

Number and element	4.3.3.2.3 Maximum Summary Statistics Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

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Usage notes	-

Number and element	4.3.3.2.4 Maximum Summary Statistics Value
Child element	None
Description	The value of the Summary Statistics.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.3.3 Arithmetic Mean (Summary Statistics)
Child element	4.3.3.3.1 Arithmetic Mean Summary Statistics Vocabulary 4.3.3.3.2 Arithmetic Mean Summary Statistics Vocabulary Agency 4.3.3.3.3 Arithmetic Mean Summary Statistics Vocabulary URL 4.3.3.3.4 Arithmetic Mean Summary Statistics Value
Description	Mathematical average of a set of values. Use DDI Summary Statistic Type and "ArithmeticMean".
Mandatory/Recommended/Optional	Recommended.
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	Use CodeValueType for Arithmetic Mean For DDI 3.2 use the code value. DDI vocabulary cannot be used in DDI 2.5 as it specifies what can be entered as sumStatType. It is already enumerated by the DDI standard. For further information please see the attached CV usage document.

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Number and element	4.3.3.3.1 Arithmetic mean Summary Statistics Vocabulary
Child element	None
Description	The name of the used vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	-

Number and element	4.3.3.3.2 Arithmetic mean Summary Statistics Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	DDI Alliance
Usage notes	-

Number and element	4.3.3.3.3 Arithmetic mean Summary Statistics Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

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Usage notes	-

Number and element	4.3.3.3.4 Arithmetic mean Summary Statistics Value
Child element	None
Description	The value of the Summary Statistics.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.3.4 Standard Deviation (Summary Statistics)
Child element	4.3.3.4.1 Standard Deviation Summary Statistics Vocabulary 4.3.3.4.2 Standard Deviation Summary Statistics Vocabulary Agency 4.3.3.4.3 Standard Deviation Summary Statistics Vocabulary URL 4.3.3.4.4. Standard Deviation Summary Statistics Value
Description	Indicates the degree to which entities within the sample differ from the sample mean. Use DDI CV SummaryStatisticType and "StandardDeviation".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	Use CodeValueType for Standard Deviation. For DDI 3.2 use the code value. DDI vocabulary cannot be used in DDI 2.5 as it specifies what can be entered as sumStatType. It is already enumerated by the DDI standard. For further information please see the attached CV usage document.

Number and element	4.3.3.4.1 Standard Deviation Summary Statistics Vocabulary
Child element	None
Description	The name of the used vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Summary Statistic Type
Usage notes	-

Number and element	4.3.3.4.2 Standard Deviation Summary Statistics Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Summary Statistics
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	DDI Alliance
Usage notes	-

Number and element	4.3.3.4.3 Standard Deviation Summary Statistics Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Summary Statistics.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Number and element	4.3.3.4.4 Standard Deviation Summary Statistics Value
Child element	None
Description	The value of the Summary Statistics.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.4 Codelist
Child element	4.3.4.1 Codelist DDI Identifier 4.3.4.2 Variable Value Code 4.3.4.3 Category DDI Identifier 4.3.4.4 Category Name 4.3.4.5 Reference Code to Category Name
Description	Code list. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.4.1 Codelist DDI Identifier
Child element	None

Description	Identifier of the codelist according to the DDI 3.2 structure. A codelistis a structure used to associate a list of code values to specified categories.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	4.3.4.2 Variable Value Code
Child element	None
Description	Value of the code.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.4.3 Category DDI Identifier
Child element	None
Description	Identifier of the category according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-

Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	4.3.4.4 Category Name
Child element	4.3.4.4.1 Language of Category Name
Description	Label for the code value.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.4.4.1 Language of Category Name
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	4.3.4.5 Reference Code to Category Name
Child element	4.3.4.5.1 Type of Reference between Code and Category Name (for DDI 3.2)

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Description	Reference of a code to a category.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	4.3.4.5.1 Type of Reference between Code and Category Name (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2 , 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is Category

Information on Dataset: Technical Information

Number and element	4.4 Technical Information
Child element	4.4.1 Dataset Software 4.4.2 Dataset File Checksum Value
Description	Technical Information. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Number and element	4.4.1 Dataset Software
Child element	None
Description	Software needed to use the dataset - including version number etc. If necessary: information on specific packages that are not automatically included in the software, need to be installed, purchased or imported etc.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.4.2 Dataset File Checksum Value
Child element	4.4.2.1 Dataset Checksum Algorithm
Description	Value of a check routine for the dataset file to ensure integrity.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	4.4.2.1 Dataset Checksum Algorithm
Child element	None
Description	Procedure/algorithm used to create the checksum of the dataset.

Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

5. Information on Instrument

Number and element	5. Instrument
Child element	5.1 Instrument DDI Identifier 5.2 Reference Instrument to Study 5.3 Content Information 5.4 Technical Information
Description	A tool to obtain data from respondents. For most social and behavioral surveys, the instrument involves a questionnaire with questions and response options. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled Vocabulary	-
Usage notes	-

Number and element	5.1 Instrument DDI Identifier
Child element	None
Description	Identifier of the Instrument according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-

Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	5.2 Reference Instrument to Study
Child element	5.2.1 Type of Reference Instrument to Study (for DDI 3.2)
Description	Reference of an instrument to a study.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	5.2.1 Type of Reference Instrument to Study (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is Instrument.

Information on Instrument: Content Information

Number and element	5.3 Content Information
Child element	5.3.1 Type of Instrument 5.3.2 Instrument Name 5.3.3 Instrument Language (controlled) 5.3.4 Instrument Source 5.3.5 Instrument Source Reference
Description	Content Information. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled Vocabulary	-
Usage notes	-

Number and element	5.3.1 Type of Instrument
Child element	5.3.1.1 Type of Instrument (controlled) 5.3.1.2 Type of Instrument (descriptive) 5.3.1.3 Instrument Type Vocabulary 5.3.1.4 Instrument Type Vocabulary Agency 5.3.1.5 Type of Instrument Vocabulary URL
Description	Type of the instrument (measurement device(s) of a study.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Type Of Instrument
Usage notes	CV Includes a typology of data collection instruments, e.g. a questionnaire. For DDI 3.2 use the code value. For DDI 2.5 the descriptive term is used for the element content and code value is entered into 'concept'. For further information please see the attached CV usage document.

Number and element	5.3.1.1 Type of Instrument (controlled)
Child element	None
Description	Type of the instrument (measurment device(s) of a study e.g. questionnaire. CV includes a typology of data collection instruments. .
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Type Of Instrument
Usage notes	Code value of the CV "DDI Type of Instrument". Code value is used in DDI 3.2. In DDI 2.5 descriptive term is used for element content and code value entered in concept element.

Number and element	5.3.1.2 Type of Instrument (descriptive)
Child element	5.3.1.2.1 Language of Type of Instrument (descriptive)
Description	Descriptive Term of classification of Instrument Type.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	DDI Type Of Instrument
Usage notes	Descriptive term (from vocabulary)

Number and element	5.3.1.2.1 Language of Type of Instrument (Descriptive Term)
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory

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Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 (Language Code)

Number and element	5.3.1.3 Type of Instrument Vocabulary
Child element	None
Description	The name of the used vocabulary for Instrument Type
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Type of Instrument
Usage notes	-

Number and element	5.3.1.4 Type of Instrument Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Instrument Type
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI Alliance

Number and element	5.3.1.5 Type of Instrument Vocabulary URL
Child element	None

Description	Persistent identifier of the vocabulary for Instrument Type
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	5.3.2 Instrument Name
Child element	5.3.2.1 Language of Instrument Name 5.3.2.2 Translation Status of Instrument Name
Description	Name of the instrument the metadata refer to.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	5.3.2.1 Language of Instrument Name
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional)
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	5.3.2.2 Translation Status of Instrument Name
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	5.3.3 Instrument Language (controlled)
Child element	None
Description	A language for the instrument that is being used in the study containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. Language does not refer to computer language in this case, but spoken language by humans.

Number and element	5.3.4 Instrument Source
Child element	None
Description	Description of other instruments on which the instrument in question is based.

Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	5.3.5 Instrument Source Reference
Child element	5.3.5.1 Type of Instrument Source Reference (for DDI 3.2)
Description	Reference to other instrument on which this instrument is based.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	5.3.5.1 Type of Instrument Source Reference (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is Instrument.

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Information on Instrument: Technical Information

Number and element	5.4 Technical information
Child element	5.4.1 Reference of Instrument to Question 5.4.2 Instrument PID 5.4.3 Instrument Description 5.4.4 Instrument File Checksum Value
Description	Technical information. No metadata element
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	5.4.1 Reference of Instrument to Question
Child element	5.4.1.1 Type of Reference of Instrument to Question.
Description	A reference of the instrument to a question using the DDI reference structure (ID, Version, Agency).
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	5.4.1.1 Type of Reference of Instrument to Question

Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	The type of object is QuestionItem

Number and element	5.4.2 Instrument PID
Child element	5.4.2.1 Instrument PID Type 5.4.2.2 Instrument PID URL
Description	To capture information - type and PID value - on PID(s) of the instrument.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Content = PID value.

Number and element	5.4.2.1 Instrument PID Type
Child element	None
Description	Type of UserID for instrument PID for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	5.4.2.2 Instrument PID URL
Child element	None
Description	Information for CDC and possibly EQB: The URL of the PID should be generated automatically by CDC (SPs don't need to provide it). But it is a valuable field for the users of CDC and hence should be displayed there.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	No corresponding element in DDI 3.2

Number and element	5.4.3 Instrument Description
Child element	None
Description	A description of the instrument.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	5.4.4 Instrument File Checksum Value
Child element	5.4.4.1 Instrument Checksum Algorithm
Description	Value of a check routine for the instrument file to ensure integrity.
Mandatory/Recommended/Optional	Optional

Occurrence	0-1
Controlled vocabulary	-
Usage notes	type="data/dataFile".

Number and element	5.4.4.1 Instrument Checksum Algorithm
Child element	None
Description	Procedure/algorithm used to create the checksum of the instrument.
Mandatory/Recommended/Optional	Mandatory if checksum is used.
Occurrence	Mandatory
Controlled vocabulary	1
Usage notes	-

6. Information on Questions and Responses

Number and element	6 Questions and Responses
Child element	6.1 Questions 6.2 Response Domain Type 6.3 Access Information
Description	Questions and Responses. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Information on Questions and Responses: Questions

Number and element	6.1 Questions
Child element	6.1.1 Question Item 6.1.2 Questions - Question Grid
Description	Information on Question(s). No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	Questions are mandatory for EQB.

Number and element	6.1.1 Question Item
Child element	6.1.1.1 Question Item DDI Identifier 6.1.1.2 Question Item Version 6.1.1.3 User ID for Question Item 6.1.1.4 Question Item Name 6.1.1.5 Question Item Text 6.1.1.6 Question Item Statement 6.1.1.7 Question Item Interviewer Instruction 6.1.1.8 Question Item Number 6.1.1.9 Reference of Question Item to Response Domain 6.1.1.10 Reference of Question Item to Concept 6.1.1.11 Showcards
Description	A question item is a term for a single question that contains a version, ID, title, text, statement, interviewer instructions and number. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.1 Question Item DDI Identifier
Child element	None
Description	Identifier of question according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	6.1.1.2 Question Item Version
Child element	None
Description	Version number of the question item.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.3 User ID for Question Item
Child element	6.1.1.3.1 Type of User ID for Question Item
Description	An identifier provided by the user for the question.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n

Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.3.1 Type of User ID for Question Item
Child element	None
Description	Type of UserID for question for (DDI 3.2)
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	The type of User ID is QuestionID

Number and element	6.1.1.4 Question Item Name
Child element	6.1.1.4.1 Context for the Question Item Name 6.1.1.4.2 Language of Question Item Name 6.1.1.4.3 Translation Status of Question Item Name
Description	Label of the question the metadata refers to for display.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.4.1 Context for the Question Item Name
Child element	None

Description	Identify the context related to the question item name, in this case to separate between number and label for DDI 3.2
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Examples: title-english, title-originallang

Number and element	6.1.1.4.2 Language of Question Item Name
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.1.4.3 Translation Status of Question Item Name
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.5 Question Item Text
Child element	6.1.1.5.1 Language of Question Text 6.1.1.5.2 Translation Status of Question Text
Description	A literal question item text.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.5.1 Language of Question Text
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.1.5.2 Translation Status of Question Text
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended

Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.6 Question Item Statement
Child element	6.1.1.6.1 Language of Question Item Statement 6.1.1.6.2 Translation Status of Question Item Statement
Description	A prequestion and/or postquestion and other statements as part of the question item text.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Prequestion text: can be used to supplement certain questions, explain how something should be understood or transition to new themes. Postquestion text: can be used to clarify words, terms or concepts used in the literal question text. It can also be used to provide further instructions on answering the question or skipping to another question in the questionnaire.

Number and element	6.1.1.6.1 Language of Question Item Statement
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1

Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.1.6.2 Translation Status of Question Item Statement
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.7 Question Item Interviewer Instruction
Child element	6.1.1.7.1 Language of Question Item Interviewer Instruction 6.1.1.7.2 Translation Status of Question Item Interviewer Instruction
Description	Instructions for the interviewer.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Interviewer instructions: can be used in cases where an interviewer poses questions to the respondent, either face to face or over the phone and the original questionnaire contains instructions on how the questions should be asked and how to proceed after each response.

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Number and element	6.1.1.7.1 Language of Question Item Interviewer Instruction
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.1.7.2 Translation Status of Question Item Interviewer Instruction
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.8 Question Item Number
Child element	6.1.1.8.1 Context for the Question Item Number 6.1.1.8.2 Language of Question Item Number 6.1.1.8.3 Translation Status of Question Item Number
Description	A number of the question item the metadata refer to within the associated instrument.
Mandatory/Recommended/Optional	Recommended

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Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.8.1 Context for the Question Item Number
Child element	None
Description	Number of the question item within the associated instrument to separate label and number for DDI 3.2
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	questionNumber

Number and element	6.1.1.8.2 Language of Question Item Number
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.1.8.3 Translation Status of Question Item Number
Child element	None
Description	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.9 Reference of Question Item to Response Domain
Child element	6.1.1.9.1 Type of Response Domain (Domain Reference)
Description	A reference of a specific question item to an existing Response Domain type (e.g., Code Domain, Numeric Domain or Text Domain) using the DDI reference structure (Agency, ID, Version).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	6.1.1.9.1 Type of Response Domain (Domain Reference)
Child element	None
Description	Type of response domain (domain reference)
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5

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Occurrence	1
Controlled vocabulary	-
Usage notes	Possible values for the type of object are: ManagedNumericRepresentation; ManagedScaleRepresentation; ManagedTextRepresentation

Number and element	6.1.1.10 Reference of Question Item to Concept
Child element	6.1.1.10.1 Type of Concept (for DDI 3.2)
Description	A reference of a specific question item to an existing concept or keyword that is related to the question using the DDI reference structure (Agency, ID, Version).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	6.1.1.10.1 Type of Concept (for DDI 3.2)
Child element	None
Description	A reference of a specific question item to an existing concept or keyword that is related to the question using the DDI reference structure (Agency, ID, Version).
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-

Usage notes	Type of object is Concept.

Number and element	6.1.1.11 Showcards
Child element	6.1.1.11.1 Showcard File Name 6.1.1.11.2 Showcard URL
Description	Within the context of survey research, a showcard or showsheet is a visual aid used predominantly during in-person surveys. It is a card, a piece of paper, or an electronic screen containing answer categories to a question, from which the respondent chooses the answer to the survey question. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.11.1 Showcard File Name
Child element	6.1.1.11.1.1 Language of the Showcard File Name 6.1.1.11.1.2 Translation Status of the Showcard File Name
Description	File name of the showcard.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.1.11.1.1 Language of the Showcard File Name
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.1.11.1.2 Translation Status of the Showcard File Name
Child element	None
Description	Is the content element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.11.2 Showcard URL
Child element	None
Description	Link to the showcard.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1

Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2 Questions - Question Grid
Child element	6.1.2.1 Question Grid DDI Identifier 6.1.2.2 Question Grid Version 6.1.2.3 Question Grid ID 6.1.2.4 Question Grid Name 6.1.2.5 Question Grid Text 6.1.2.6 Question Grid Statement 6.1.2.7 Question Grid Interviewer Instruction 6.1.2.8 Question Grid Number 6.1.2.9 Reference of Question Grid to a Concept 6.1.2.10 Grid Dimension 6.1.2.11 Showcards Question Grid
Description	A question grid is a term for a matrix or a ranking scale question that contains an ID, number, title, text, statement and interviewer instructions. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.1 Question Grid DDI Identifier
Child element	None
Description	Identifier of question according to DDI 3.2 structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2 not for DDI 2.5
Occurrence	1-2 for DDI 3.2 0 for DDI 2.5

Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	6.1.2.2 Question Grid Version
Child element	None
Description	Version number of the question grid
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.3 Question Grid ID
Child element	6.1.2.3.1 Type of Question Grid ID (for DDI 3.2)
Description	An identifier for a question grid the metadata refer to
Mandatory/Recommended/Optional	Mandatory for DDI 3.2 not for DDI 2.5
Occurrence	1-n for DDI 3.2 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.3.1 Type of Question Grid ID (for DDI 3.2)
Child element	None

Description	Type of UserID for question grid ID(for DDI3.2)
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Use QuestionID as UserID

Number and element	6.1.2.4 Question Grid Name
Child element	6.1.2.4.1 Context of Question Grid Name 6.1.2.4.2 Language of Question Grid Name 6.1.2.4.3 Translation Status of Question Grid Name
Description	Label of question the metadata refer to for display
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.4.1 Context of Question Grid Name
Child element	None
Description	Identify the context related to the question grid name, in this case to separate between Question Number and Label for DDI 3.2
Mandatory/Recommended/Optional	Mandatory for DDI 3.2 not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	examples: title-english

Number and element	6.1.2.4.2 Language of Question Grid Name
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.2.4.3 Translation Status of Question Grid Name
Child element	None
Description	Is the content of the element translated?.
Mandatory/Recommended/Optional	Recommended
Occurrence	1
Controlled vocabulary	-
Usage notes	True, false

Number and element	6.1.2.5 Question Grid Text
Child element	6.1.2.5.1 Language of Question Grid Text 6.1.2.5.2 Translation Status of Question Grid Text
Description	A literal question grid text
Mandatory/Recommended/Optional	Mandatory

Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.5.1 Language of Question Grid Text
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.2.5.2 Translation Status of Question Grid Text
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.2.6 Question Grid Statement

Child element	6.1.2.6.1 Language of Question Grid Statement
	6.1.2.6.2 Translation Status of Question Grid Statement
Description	A prequestion and/or postquestion and other statements as part of the question grid text
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Pre-question text: can be used to supplement certain questions, explain how something should be understood or transition to new themes.
	Post-question text: can be used to clarify words, terms or concepts used in the literal question text. It can also be used to provide further instructions on answering the question or skipping to another question in the questionnaire..

Number and element	6.1.2.6.1 Language of Question Grid Statement
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.2.6.2 Translation Status of Question Grid Statement
Child element	None

Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.2.7 Question Grid Interviewer Instruction
Child element	6.1.2.7.1 Language of Question Grid Interviewer Instruction 6.1.2.7.2 Translation Status of Question Interviewer Instruction
Description	Instruction to the interviewer.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Interviewer instructions: can be used in cases where an interviewer poses questions to the respondent, either face to face or over the phone and the original questionnaire contains instructions on how the questions should be asked and how to proceed after each response.

Number and element	6.1.2.7.1 Language of Question Grid Interviewer Instruction
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-

Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.2.7.2 Translation Status of Question Grid Interviewer Instruction
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.2.8 Question Grid Number
Child element	6.1.2.8.1 Context of Question Grid Number 6.1.2.8.2 Language of Question Grid Number 6.1.2.8.3 Translation Status of Question Grid Number
Description	Number of the question grid the metadata refer to within the associated instrument.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-.

Number and element	6.1.2.8.1 Context of Question Grid Number
Child element	None

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Description	Number of the question grid within the associated instrument to separate label and number for DDI 3.2
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	QuestionNumber

Number and element	6.1.2.8.2 Language of Question Grid Number
Child element	None
Description	The language of the content of the element containing a combined ISO Code of languag eand country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element

Number and element	6.1.2.8.3 Translation Status of Question Grid Number
Child element	None
Description	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

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Usage notes	True. false

Number and element	6.1.2.9 Reference of Question Grid to a Concept
Child element	6.1.2.9.1 Type of Object for Concept (for DDI 3.2)
Description	Reference of question grid to a concept.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	6.1.2.9.1 Type of Object for Concept (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is Concept.

Number and element	6.1.2.10 Grid Dimension
Child element	6.1.2.10.1 Subquestion Number

	6.1.2.10.2 Subquestion Text 6.1.2.10.3 Response Domain for Grid Dimension
Description	Holds subquestion No. + Text. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.10.1 Subquestion Number
Child element	6.1.2.10.1.1 Language of Subquestion Number 6.1.2.10.1.2 Translation Status of Subquestion Number
Description	A value for the subquestion of a question grid
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.10.1.1 Language of Subquestion Number
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-

Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.2.10.1.2 Translation Status of Subquestion Number
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.2.10.2 Subquestion Text
Child element	6.1.2.10.2.1 Language of Subquestion Text 6.1.2.10.2.2 Translation Status of Subquestion Text
Description	A statement/or question which is part of the grid and comes after the preceding question grid text.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.10.2.1 Language of Subquestion Text
Child element	None

Description	The language of the content of the element containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

Number and element	6.1.2.10.2.2 Translation Status of Subquestion Text
Child element	None
Description	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True, false

Number and element	6.1.2.10.3 Response Domain for Grid Dimension
Child element	6.1.2.10.3.1 Reference of Question Grid to Response Domain 6.1.2.10.3.2 Out Parameter 6.1.2.10.3.3 Grid Attachment
Description	A domain used for capturing the response to a question. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n

Controlled vocabulary	-
Usage notes	True, false

Number and element	6.1.2.10.3.1 Reference of Question Grid to Response Domain
Child element	6.1.2.10.3.1.1 Type of Response Domain (Domain Reference) for Question Grid
Description	Response Domain used by question grid item included by reference. Can be replaced by several domains e.g. Code Domain, Numeric Domain or Text Domain
Mandatory/Recommended/Optional	Recommended
Occurrence	0-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	6.1.2.10.3.1.1 Type of Response Domain (Domain Reference) for Question Grid
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Possible values for the type of object are: ManagedNumericRepresentation; ManagedScaleRepresentation; ManagedTextRepresentation

Number and element	6.1.2.10.3.2 Out Parameter
Child element	None
Description	Defines an OutParameter that can be used by variable to connect it with
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.10.3.3 Grid Attachment
Child element	None
Description	Defines the grid dimension and the subquestion for the response value
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.11 Showcards Question Grid
Child element	6.1.2.11.1 Showcard File Name Question Grid 6.1.2.11.2 Showcard URL
Description	Showcards Question Grid. No metadata element
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n

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Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.11.1 Showcard File Name Question Grid
Child element	6.1.2.11.1.1 Language of the Showcard Question Grid 6.1.2.11.1.2 Translation Status of the Showcard Question Grid
Description	File name of the showcard
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.11.1.1 Language of the Showcard Question Grid
Child element	None
Description	The language of the content of the element containing a combined ISO Code of language and country (optional)
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1 + ISO 3166-1. It is mandatory to use ISO 639-1, but optional to include ISO 3166-1. If you have used different languages, repeat the element.

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Number and element	6.1.2.11.1.2 Translation Statusof the Showcard Question Grid
Child element	None
Description	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True, false

Number and element	6.1.2.11.1.2 Translation Status of the Showcard Question Grid
Child element	None
Description	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True, false

Number and element	6.1.2.11.2 Showcard URL
Child element	None
Description	A link to the showcard.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Information on Questions and Responses: Responses

Number and element	6.2 Response Domain Type
Child element	6.2.1 Code Domain 6.2.2 Numeric Domain 6.2.3 Text Domain
Description	A domain used for capturing the response to a question. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1 Code Domain
Child element	6.2.1.1 Codelist
Description	A Response Domain capturing a coded response (where both codes and their related category value are displayed) for a question item or variable. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1 Codelist
Child element	6.2.1.1.1 Codelist DDI Identifier 6.2.1.1.2 User ID for Codelist 6.2.1.1.3 Codelist Name 6.2.1.1.4 Codelist Label 6.2.1.1.5 Codelist Description 6.2.1.1.6 Codelist Response Cardinality 6.2.1.1.7 Answer Code 6.2.1.1.8 Answer Category 6.2.1.1.9 Reference of Answer Code to Answer Category
Description	A structure used to associate a list of code values to specified categories. No metadata element
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.1 Codelist DDI Identifier
Child element	None
Description	An identifier of the codelist the metadata refer to according to DDI3.2 structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier

Number and element	6.2.1.1.2 User ID for Codelist
Child element	6.2.1.1.2.1 Type of User ID for Codelist
Description	An identifier provided by the user for the codelist
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.2.1 Type of User ID for Codelist
Child element	None
Description	Type of UserID for User ID for Question (for DDI 3.2)
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	CodeList

Number and element	6.2.1.1.3 Codelist Name
Child element	6.2.1.1.3.1 Language of the Codelist Name
Description	Name of the codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Number and element	6.2.1.1.3.1 Language of the Codelist Name
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.1.1.4 Codelist Label
Child element	6.2.1.1.4.1 Language of the Codelist Label
Description	Label of the codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.4.1 Language of Codelist label
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory

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Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.1.1.5 Codelist Description
Child element	6.2.1.1.5.1 Language of the Codelist Description
Description	Description of the codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.5.1 Language of Codelist Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.1.1.6 Codelist Response Cardinality

Child element	6.2.1.1.6.1 Codelist Response Cardinality Minimum 6.2.1.1.6.2 Codelist Response Cardinality Maximum
Description	Indicates the minimum and maximum number of possible answers within the codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.6.1 Codelist Response Cardinality Minimum
Child element	None
Description	Indicates the minimum number of possible answers within the codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.6.2 Codelist Response Cardinality Maximum
Child element	None
Description	Indicates the maximum number of possible answers within the codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1

Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.7 Answer Code
Child element	None
Description	A structure that links a unique value of a code to a specified category.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.8 Answer Category
Child element	6.2.1.1.8.1 Language of the Answer Category 6.2.1.1.8.2 Translation Status of the Answer Category 6.2.1.1.8.3 Answer Missing Value
Description	A description of a particular category or response.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.8.1 Language of the Answer Category

Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.1.1.8.2 Translation Status of the Answer Category
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.2.1.1.8.3 Answer Missing Value
Child element	None
Description	Answer Missing Value
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false. If the category describes a classification of "missing data" set the value of isMissing to "true".

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Number and element	6.2.1.1.9 Reference of Answer Code to Answer Category
Child element	6.2.1.1.9.1 Type of Object for Category (for DDI3.2)
Description	A reference of an answer code to an answer category using the DDI reference structure (Agency, ID, Version).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	6.2.1.1.9.1 Type of Object for Category (for DDI3.2)
Child element	None
Description	Type of object for category.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	Category

Number and element	6.2.2 Numeric Domain
Child element	6.2.2.1 Numeric Domain Name 6.2.2.2 Numeric Domain Label 6.2.2.3 Numeric Domain Description 6.2.2.4 Numeric Domain Range: Low

	6.2.2.5 Numeric Domain Range: High
Description	A Response Domain capturing a numeric response to a question item. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.2.1 Numeric Domain Name
Child element	6.2.2.1.1 Language of the Numeric Domain Name
Description	Name of Numeric Domain.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.2.1.1 Language of the Numeric Domain Name
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

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Number and element	6.2.2.2 Numeric Domain Label
Child element	6.2.2.2.1 Language of the Numeric Domain Label
Description	Label of Numeric Domain.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.2.2.1 Language of the Numeric Domain Label
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.2.3 Numeric Domain Description
Child element	6.2.2.3.1 Language of the Numeric Domain Description
Description	Description of Numeric Domain.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1

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Controlled vocabulary	-
Usage notes	-

Number and element	6.2.2.3.1 Language of the Numeric Domain Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.2.4 Numeric Domain Range: Low
Child element	None
Description	Structures a numeric range. Low value is designated.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.2.5 Numeric Domain Range: High
Child element	None
Description	Structures a numeric range. High value is designated.

Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.3 Text Domain
Child element	6.2.3.1 Text Domain Name 6.2.3.2 Text Domain Label 6.2.3.3 Text Domain Description 6.2.3.4 Text Domain Length: Min
Description	A Response Domain capturing a textual response. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.3.1 Text Domain Name
Child element	6.2.3.1.1 Language of the Text Domain Name
Description	Name of Text Domain.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.3.1.1 Language of the Text Domain Name
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.3.2 Text Domain Label
Child element	6.2.3.2.1 Language of the Text Domain Label
Description	Label of Text Domain.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.3.2.1 Language of the Text Domain Label
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-

Usage notes	Use ISO 639-1. If you have used different languages, repeat the element

Number and element	6.2.3.3 Text Domain Description
Child element	6.2.3.3.1 Language of the Text Domain Description
Description	Description of Text Domain.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.3.3.1 Language of the Text Domain Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	6.2.3.4 Text Domain Length: Min
Child element	None
Description	Length of the text: Min length

Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.3 Access Information
Child element	6.3.1 Metadata Access Conditions (Questions)
Description	Access Information. No metadata element
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	

Number and element	6.3.1 Metadata Access Conditions (Questions)
Child element	6.3.1.1 Language of Metadata Access Conditions (Questions)
Description	Freetext description on the metadata access conditions for the provided metadata for question-related information only. Examples of such conditions are the copyright status, usage regulations based on legislation, a license, or other agreement concerning the metadata usage
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	Use this element if there are different metadata access conditions on study level and question level.

Number and element	6.3.1.1 Language of Metadata Access Conditions (Questions)
Child element	None
Description	The language of the content of the element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

7. Information on Concepts

Number and element	7 Concept
Child element	7.1 Concept ID 7.2 Concept Name 7.3 Concept Label 7.4 Concept Description 7.5 Concept Reference
Description	Concept of the Question. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	7.1 Concept DDI Identifier
Child element	None
Description	ID of the concept the metadata refer to. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	7.2 Concept Name
Child element	7.2.1 Language of the Concept Name
Description	Name of the concept.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	7.2.1 Language of the Concept Name
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory

Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	7.3 Concept Label
Child element	7.3.1 Language of the Concept Label
Description	Label of concept.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	7.3.1 Language of the Concept Label
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	7.4 Concept Description
Child element	7.4.1 Language of the Concept Description
Description	Description of concept.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	7.4.1 Language of the Concept Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	7.5 Concept Reference
Child element	7.5.1 Type of Reference for Concept (for DDI 3.2)
Description	Reference to another concept.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1

Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	7.5.1 Type of reference for Concept (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	Concept

8. Information on Further Documents

Number and element	8 Document
Child element	8.1 Document ID 8.2 Document Title 8.3 Document URL 8.4 Document Format
Description	All documents that a Service Provider might want to add in addition (e.g.). No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	E.g. Codebook

Number and element	8.1 Document ID
Child element	8.1.1 Type of Document ID (for DDI 3.2)
Description	An identifier for the document.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	8.1.1 Type of Document ID (for DDI 3.2)
Child element	None
Description	Type of Document ID for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	DocumentID

Number and element	8.2 Document Title
Child element	8.2.1 Language of Document Title 8.2.2 Translation Status of Document Title
Description	Name of the document the metadata refer to.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

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Number and element	8.2.1 Language of Document Title
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	8.2.2 Translation Status of Document Title
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	8.3 Document URL
Child element	None
Description	URL / Webadress of the document the metadata refer to.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	8.4 Document Format
Child element	None
Description	A textual description of the technical format of the document.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	E.g. XML

9. Information on Publication

Number and element	9 Publication
Child element	9.1 Reference of Publication to Study 9.2 Type of Material of Publication (for DDI 3.2) 9.3 Author Name (reference) 9.4 Editor Name (reference) 9.5 Publication Title 9.6 Publication Year [YYYY] (controlled) 9.7 Publisher Name (reference) 9.8 Journal/Serial Name 9.9 Volume Number 9.10 Issue Number 9.11 Compilation Name 9.12 Pages 9.13 Publication PID 9.14 Publication URL
Description	Information on publication(s) that is/are related to the resource if not entered at Related ID. No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	9.1 Reference of Publication to Study
Child element	9.1.1 Type of Reference Publication to Study (for DDI 3.2)
Description	Reference literature to study.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1-n for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	9.1.1 Type of Reference Publication to Study (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is StudyUnit.

Number and element	9.2 Type of Material of Publication (for DDI 3.2)
Child element	None
Description	Type of material of the publication.

Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDi 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	RelatedPublication

Number and element	9.3 Author Name (reference)
Child element	9.3.1 Type of Author Name (reference) (for DDI 3.2)
Description	Reference to name of author(s) of the publication the metadata refer to. No reference in DDI 2.5 possible, use structure: Last name and first name for person(s).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Full name of the individual or organization. For the name of an individual, use the structure: Last Name, First Name.It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	9.3.1 Type of Author Name (reference) (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2 not for 2.5.
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-

Usage notes	Type of object is either Individual or Organization.

Number and element	9.4 Editor Name (reference)
Child element	9.4.1 Type of Editor Name (reference) (for DDI 3.2) 9.4.2 Contributor Role (freetext)
Description	Reference to name of editors(s) of the publication the metadata refer to. No reference in DDI 2.5 possible, use structure: Last name and first name for person(s) or organization(s).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Full name of the individual or organization. For the name of an individual, use the structure: Last Name, First Name. It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	9.4.1 Type of Editor Name (reference) (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is either Individual or Organization

Number and element	9.4.2 Contributor Role (controlled/descriptive)

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	9.4.2.1 Role of Contributor Vocabulary 9.4.2.2 Role of Contributor Vocabulary Agency 9.4.2.3 Role of Contributor Vocabulary URL
Child element	None
Description	Role of the contributor.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	DDI Contributor Role (Code value is used in DDI 3.2. In DDI 2.5 descriptive term is used for element content).

Number and element	9.4.2.1 Role of Contributor Vocabulary
Child element	None
Description	The name of the vocabulary used for Contributor Role.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	DDI Contributor Role

Number and element	9.4.2.2 Role of Contributor Vocabulary Agency
Child element	None
Description	The name of the agency maintaining the vocabulary for Contributor Role.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-

Usage notes	DDI Alliance

Number and element	9.4.2.3 Role of Contributor Vocabulary URL
Child element	None
Description	Persistent identifier of the vocabulary for Contributor Role.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	

Number and element	9.5 Publication Title
Child element	9.5.1 Language of Publication Title 9.5.2 Translation Status of Publication Title
Description	Title of the publication the metadata refer to.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	9.5.1 Language of Publication Title
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory

Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	9.5.2 Translation Status of Publication Title
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	9.6 Publication Year [YYYY] (Controlled)
Child element	None
Description	Year of the publication the metadata refer to [YYYY].
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 8601. Year: the date in the YYYY format e.g. 2018.

Number and element	9.7 Publisher Name (reference)
Child element	9.7.1 Type of Publisher Name (reference) (for DDI 3.2)

Description	Name of the publishing house of the publication the metadata refer to.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	9.7.1 Type of Publisher Name (reference) (for DDI 3.2)
Child element	None
Description	States the type of object being referenced based on a persistent list of valid DDI object types.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is Organization.

Number and element	9.8 Journal/Serial Name
Child element	None
Description	Name of journal/serial of the publication the metadata refer to.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	9.9 Volume Number
Child element	None
Description	Number of volume of the publication the metadata refer to.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	9.10 Issue Number
Child element	None
Description	Number of magazine of the publication the metadata refer to.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	9.11 Compilation Name
Child element	None
Description	Name of compilation of the publication the metadata refer to.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-

Number and element	9.12 Pages
Child element	None
Description	Pagenumbers (range) of the publication the metadata refer to.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	9.13 Publication PID
Child element	9.13.1 Publication PID Type 9.13.2 Publication PID URL
Description	To capture information - type and PID value - on PID(s) of the publication.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Content = PID Value

Number and element	9.13.1 Publication PID Type
Child element	None
Description	The name of the agency maintaining the PID.

Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	9.13.2 Publication PID URL
Child element	None
Description	Publication PID URL
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	The URL of the PID should be generated automatically by CDC (SPs don't need to provide it). But it is a valuable field for the users of CDC and hence should be displayed there.

Number and element	9.14 Publication URL
Child element	None
Description	The URL of the website on which the publication, or at least information about the literature, can be found.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	URL of website on which the publication can be found (or at least information concerning the literature)

Number and element	10 Study Group
Child element	10.1 Study Group DDI Identifier 10.2 User ID for Study Group 10.3 Study Group Name 10.4 Study Group Description 10.5 Reference Study Group to Study Unit 10.6 Reference to Document
Description	Information on group(s) of studies. No metadata element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	10.1 Study Group DDI Identifier
Child element	None
Description	Identifier of the study group according to the DDI 3.2 structure.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5.
Occurrence	1-2 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as an identifier in DDI 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.

Number and element	10.2 User ID for Study Group
Child element	10.2.1 Type of UserID for Study Group ID (for DDI 3.2)

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Description	An identifier provided by the user for the study group.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	10.2.1 Type of UserID for Study Group ID (for DDI 3.2)
Child element	None
Description	Type of UserID for Study Group ID for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	The type of UserID should be GroupID

Number and element	10.3 Study Group Name
Child element	10.3.1 Language of Study Group Name 10.3.2 Translation Status of Study Group Name
Description	Name of the study group.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	10.3.1 Language of Study Group Name
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	10.3.2 Translation Status of Study Group Name
Child element	None
Description	Indicates whether the content of the element is translated.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	10.4 Study Group Description
Child element	10.4.1 Language of Study Group Description 10.4.2 Study Group Description URI
Description	Description of the study group.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-

Usage notes	-

Number and element	10.4.1 Language of Study Group Description
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	10.4.2 Study Group Description URI
Child element	None
Description	Link to content description of the study group on the web.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	10.5 Reference Study Group to Study Unit
Child element	10.5.1 Type of Reference Study Group to Study Unit (reference) (for DDI 3.2)
Description	Reference of a study group to a study unit.

Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1-n
Controlled vocabulary	-
Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	10.5.1 Type of Reference Study Group to Study Unit (reference) (for DDI 3.2)
Child element	None
Description	Type of association between study group and study unit (reference) for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is StudyUnit (use StudyUnit ID - Unique Archival Number).

Number and element	10.6 Reference to Document
Child element	None
Description	Reference of a study group to a document.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	E.g. reference of a study group to a questionnaire.

11. Information about the Document Description ('metadata about metadata')

Number and element	11 Study Documentation Description
Child element	11.1 Study Documentation Copyright 11.2 Study Documentation Publication Date (controlled) 11.3 Study Documentation Publisher (reference) 11.4 metadata Access Conditions (all)
Description	Information on the study documentation description. No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	11.1 Study Documentation Copyright
Child element	11.1.1 Language of Study Documentation Copyright
Description	Information on the copyright of the study documentation.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	The element covers the copyright of the documentation (the metadata) of the study/dataset, and not the whole study. In practice study documentation copyright can be the same as for the study/data, but can also be different.

Number and element	11.1.1 Language of Study Documentation Copyright

Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Use ISO 639-1. If you have used different languages, repeat the element.

Number and element	11.2 Study Documentation Publication Date (controlled)
Child element	None
Description	The date the study documentation (metadata) was published.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	Use ISO 8601. The complete calendar date in the YYYY-MM-DD format, e.g. 2018-03-24.

Number and element	11.3 Study Documentation Publisher (reference)
Child element	11.3.1 Type of Study Documentation Publisher (reference) (for DDI 3.2)
Description	Person or institution that published the study documentation (metadata).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-2
Controlled vocabulary	-

Usage notes	It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L 3.2. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.

Number and element	11.3.1 Type of Study Documentation Publisher (reference) (for DDI 3.2)
Child element	None
Description	Type of study documentation publisher (reference) for DDI 3.2.
Mandatory/Recommended/Optional	Mandatory for DDI 3.2, not for DDI 2.5
Occurrence	1 for DDI 3.2, 0 for DDI 2.5
Controlled vocabulary	-
Usage notes	Type of object is either individual or organization.

Number and element	11.4 Metadata Access Conditions (all)
Child element	None
Description	Freetext description on the metadata access conditions for the provided metadata if there is one access condition for both study- and question-related metadata. Examples of such conditions are the copyright status, usage regulations based on legislation, a license, or other agreement concerning the metadata usage.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Appendix

CV Usage Notes for DDI 2.5

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Topic Use the latest version			**<stdyDscr><stdyInfo><subject><topcClas xml:lang="fr" vocab="CESSDA Topic Classification" vocabURI="xxx">Conditions de travail</topcClas></subject></stdyInfo>**
study topic (descriptive)	**Descriptive term in the language of the metadata**	**/codeBook/stdyDscr/stdyInfo/subject/topcClas**	
language	language of the descriptive term .Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/stdyInfo/subject/topcClas/@xml:lang	
vocabulary	Always enter the vocabulary name. When using the CESSDA vocabulary, enter as vocabulary name, regardless of metadata language: CESSDA Topic Classification	/codeBook/stdyDscr/stdyInfo/subject/topcClas/@vocab	
agency		No corresponding element/attribute in DDI 2.5	
vocabulary URI	Canonical URL of the CV version that is being used	/codeBook/stdyDscr/stdyInfo/subject/topcClas/@vocabURI	

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CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Keyword Use the latest ELSST version published			**\<stdyDscr>\<stdyInfo>\<subject> \<keyword xml:lang="sv" vocab="ELSST">Nationellt val\</keyword>\</subject>\</stdyInfo>**
keyword (descriptive)	Descriptive term in the language of the metadata	/codeBook/stdyDscr/stdyInfo/subject/keyword	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/stdyInfo/subject/keyword/@xml:lang	
vocabulary	Always enter the vocabulary name. If ELSST is used, regardless of language, always enter as vocabulary name: ELSST	/codeBook/stdyDscr/stdyInfo/subject/keyword/@vocab	
agency		No corresponding element/attribute in DDI 2.5	
Vocabulary URI	if @vocab="ELSST", then use https://elsst.cessda.eu/id	/codeBook/stdyDscr/stdyInfo/subject/keyword/@vocabURI	

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CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Time method Use the latest version published		**stdyDscr/method/dataColl/timeMeth/@xml:lang/concept/@vocab/@vocabURI**	**<stdyDscr><method><dataColl><timeMeth xml:lang="de"><concept vocab="DDI Time Method" vocabURI="xxx">Longitudinal.Panel</concept>Längsschnitt: Panel</timeMeth></dataColl></method>** **Note: <concept> can be after of before the element content (descriptive term) in all elements that have it**
time method (descriptive)	**Descriptive term in the language of the metadata**	/codeBook/stdyDscr/method/dataColl/timeMeth	
time method (controlled)	code value	/codeBook/stdyDscr/method/dataColl/timeMeth/concept	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/method/dataColl/timeMeth/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Time Method	/codeBook/stdyDscr/method/dataColl/timeMeth/concept/@vocab	
agency		No corresponding element/attribute in DDI 2.5	
	Canonical URL of the CV version	/codeBook/stdyDscr/method/dataColl/timeMeth/concept/@vocabURI	

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vocabula ry URI	that is being used.		

CV element in the metadata model	Informati on content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Unit of analysis Use the latest version published			**<stdyDscr><stdyInf><sumDscr><anlyUnit xml:lang="fi"><concep vocab="DDI Analysis Unit" vocabURI="xxx">GeographicUnit</concept>Maan tieteellinen alue</anlyUnit></sumDscr></stdyInf>**
analysis unit (descripti ve)	**Descripti ve term in the language of the metadata**	**/codeBook/stdyDscr/stdyInfo/sumDscr/anlyUnit**	
analysis unit (controlle d)	code value	/codeBook/stdyDscr/stdyInfo/sumDscr/anlyUnit/concept	
language	language of the descriptiv e term. Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/stdyInfo/sumDscr/anlyUnit/@xml:la ng	
vocabular y	Regardles s of language, always enter as vocabular y name: DDI Analysis Unit	/codeBook/stdyDscr/stdyInfo/sumDscr/anlyUnit/concept /@vocab	
agency		No corresponding element/attribute in DDI 2.5	
vocabular y URI	Canonical URL of the CV version that is	/codeBook/stdyDscr/stdyInfo/sumDscr/anlyUnit/concept /@vocabURI	

	being used.		

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Type of data source Use the latest version published			
Type of data source (descriptive)	Descriptive term in the language of the metadata. You may want to enter additional free-text information on the source. Start by entering the descriptive term in its own sentence.	Problematic to use the CV in DDI2.5. as the the content of the element is often free-text description of the data source used as well. The future DDI2.6 will contain a child element 'dataSourceType' where the vocabulary can be used.	
Type of data source (controlled)	code value	No corresponding element/attribute in DDI 2.5	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	-	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Data Source Type	No corresponding element/attribute in DDI 2.5	
agency	-	No corresponding element/attribute in DDI 2.5	
vocabulary URI	Canonical URL of the CV version that is being used.	No corresponding element/attribute in DDI 2.5	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Type of sampling procedure			**Example based on FSD3161:** **\<sampProc\>Total universe/Complete enumeration \<concept vocab="DDI Sampling Procedure" vocabURI="xxx"\>TotalUniverseCompleteEnumeration\</concept\>**

Use the latest version published			North Karelia (part 1 of the sample): All private forest owners who had signed a conservation agreement or an environmental subsidy agreement in 2004-2013. Response rate 33.0%. </sampProc> <sampProc>Probability: Simple random <concept vocab="DDI Sampling Procedure" vocabURI="xxx">Probability.SimpleRandom</concept> North Karelia (part 2 of the sample): Random sample drawn from the whole North Karelia area. Sites smaller than 2 hectares (~5 acres) were excluded. Response rate 25.0%. </sampProc>
type of sampling procedure (descriptive)	**Descriptive term in the language of the metadata - other information within p-tags**	**/codeBook/stdyDscr/method/dataColl/sampProc/**	**Note that in the example the descriptive term is entered as content without p-tags, and all other information on sampling within p-tags.**
type of sampling procedure (controlled)	**code value**	**/codeBook/stdyDscr/method/dataColl/sampProc/concept**	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/method/dataColl/sampProc/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Sampling Procedure	/codeBook/stdyDscr/method/dataColl/sampProc/concept/@vocab	
agency		No corresponding element/attribute in DDI 2.5	

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| vocabulary URI | Canonical URL of the CV version that is being used | /codeBook/stdyDscr/method/dataColl/sampProc/concept/@vocabURI | |

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Mode of collection Use the latest version published			`<stdyDscr><stdyInfo><sumDscr><collMode xml:lang="en">Telephone interview<concept vocab="DDI Mode Of Collection" vocabURI="xxx">Interview.Telephone</concept></collMode>`
mode of collection (descriptive)	Descriptive term in the language of the metadata	/codeBook/stdyDscr/method/dataColl/collMode	
mode of collection (controlled)	value of the code	/codeBook/stdyDscr/method/dataColl/collMode/concept	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/method/dataColl/collMode/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Mode of Collection.	/codeBook/stdyDscr/method/dataColl/collMode/concept/@vocab	
agency		No corresponding element/attribute in DDI 2.5	
Vocabulary URI	Canonical URL of the CV version	/codeBook/stdyDscr/method/dataColl/collMode/concept/@vocabURI	

		that is being used	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Type of Instrument Use the latest published version			**\<stdyDscr\>\<method\>\<dataColl\>\<resInstru xml:lang="de"\>\<concept vocab="DDI Type of Instrument" vocabURI="xxx"\>Questionnaire.Structured\</concept\>Strukturierter Fragebogen\</timeMeth\>\</dataColl\>\</method\>**
type of instrument (descriptive)	**Descriptive term in the language of the metadata**	**/codeBook/stdyDscr/method/dataColl/resInstru**	
type of instrument (controlled)	code value	/codeBook/stdyDscr/method/dataColl/resInstru/concept	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	/codeBook/stdyDscr/method/dataColl/resInstru/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Type of Instrument	/codeBook/stdyDscr/method/dataColl/resInstru/concept/@vocab	
agency		No corresponding element/attribute in DDI 2.5	

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| vocabulary URI | Canonical URL of the CV version that is being used. | /codeBook/stdyDscr/method/dataColl/resInstru/concept/@vocabURI | |

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
Minimum/maximum/Arimethic mean/Standard deviation Summary statistics Use the latest published version			
Summary statistics type code ID	DDI vocabulary cannot be used in DDI 2 as it specifies what can be entered as sumStatType. So is enumerated already by the DDI standard.	var/sumStatType/@type	
language		No corresponding element/attribute in DDI 2.5	
vocabulary		No corresponding element/attribute in DDI 2.5	
agency		No corresponding element/attribute in DDI 2.5	
vocabulary URI		No corresponding element/attribute in DDI 2.5	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 2.5 example
General Data Format Use the latest version published			**Note: Not available in DDI 2.5. Will be available in 2.6**
Data format (descriptive)			

Data format (controlled)			
language	language of the descriptive term Use ISO 639-1 – lower case letter.		
vocabulary	Regardless of language, always enter as vocabulary name: DDI General Data Format		
agency			
vocabulary URI	Canonical URL of the CV version that is being used.		

CV Usage Notes for DDI 3.2

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Contributor role Use the latest published version			
Contributor role (controlled)	**Code value**	**ddi:DDIInstance/s:StudyUnit/r:Citation/r:Contributor/r:ContributorRole**	
contributor role		**Not available in DDI 3.2, code entered into ContributorRole**	

(descriptive)			
language	language of the descriptive term	No corresponding element in DDI 3.2	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Contributor Role	ddi:DDIInstance/s:StudyUnit/r:Citation/r:Contributor/r:ContributorRole/@codeListName	
agency	DDI Alliance	ddi:DDIInstance/s:StudyUnit/r:Citation/r:Contributor/r:ContributorRole/@codeListAgencyName	
vocabulary URI	Canonical URL of the CV version that is being used	ddi:DDIInstance/s:StudyUnit/r:Citation/r:Contributor/r:ContributorRole/@codeListURN	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Topic Use the latest version published			`<r:Subject xml:lang="de" isTranslated="true" codeListName="CESSDA Topic Classification" codeListURN="xxx">Health.Occupational Health</r:Subject>`
study topic (descriptive)	Code value	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Subject	
language	language of the descriptive term Use ISO 639-1 – lower case letter.	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Subject/@xml:lang	

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vocabulary	**Regardless of language, always use as vocabulary name: CESSDA Topic Classification**	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Subject/@codeListName
agency	**CESSDA**	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Subject/@codeListAgencyName
vocabulary URI	**Canonical URL of the CV version that is being used.**	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Subject/@codeListURN

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Keyword Use the latest version published			
keyword	**descriptive term in local language or the codevalue**	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Keyword	
language	**language of the descriptive term. Use ISO 639-1 – lower case letter.**	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Keyword/@xml:lang	
vocabulary	**Always enter the vocabulary name. if ELSST is used, regardless of language, always enter as vocabulary name: ELSST**	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Keyword/@codeListName	
agency	**CESSDA**	**ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Keyword/@codeListAgencyName**	

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vocabula ry URI	if @vocab="ELSST", then use https://elsst.cessda.eu/ id	ddi:DDIInstance/s:StudyUnit/r:Coverage/r:TopicalCoverage/r:Keyword/@codeListURN	

CV elemen t in the metada ta model	Inform ation content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Time method Use the latest version publish ed			**\<r: TypeOfTimeMethod codeListName="DDI Time Method" codeListURN="xxx">Longit udinal.Panel\</r: TypeOfTimeMethod>** **Missing as yet: r:Description and change xml:lang to description?**
time method (descri ptive)	descri ptive term in the metada ta langua ge	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:TimeMethod/r : Description/r:Content	
time method (control led)	Code value	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:TimeMethod/ dc:TypeofTimeMethod	
languag e	langua ge of the descrip tive term Use ISO 639-1 – lower case letter.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:TimeMethod/r : Description/r:Content/@xml:lang	
vocabul ary	Regardl ess of langua ge, always enter as	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:TimeMethod/ dc:TypeofTimeMethod/@CodeListName	

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	vocabulary name: DDI Time Method		
agency	DDI Alliance	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:TimeMethod/dc:TypeofTimeMethod/@codeListAgencyName	
vocabulary URI	Canonical URL of the CV version that is being used.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:TimeMethod/dc:TypeofTimeMethod/@CodeListURN	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Unit of analysis Use the latest published version			
Analysis unit (controlled)	Code value	ddi:DDIInstance/s:StudyUnit/r:AnalysisUnit	
Analysis unit (descriptive)	Descriptive term in the metadata language	No corresponding element/attribute in DDI 3.2	
language	language of the descriptive term	No corresponding element/attribute in DDI 3.2	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Analysis Unit	ddi:DDIInstance/s:StudyUnit/r:AnalysisUnit/@codeListName	
agency	DDI Alliance	ddi:DDIInstance/s:StudyUnit/r:AnalysisUnit/@codeListAgencyName	
vocabulary URI	Canonical URL of the CV version that is being used	ddi:DDIInstance/s:StudyUnit/r:AnalysisUnit/@codeListURN	

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CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Type of data source Use the latest version published			
Type of data source (descriptive)	**Descriptive term in metadata language.**	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:DataSource/r:Content	
Type of data source (controlled)	**Code value**	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:DataSource/dc:DataSourceType/dc:SourceType	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:DataSource/dc:SourceDescription/r:Content/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Data Source Type	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:DataSource/dc:DataSourceType/dc:SourceType/@codeListName	
	DDI Alliance	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:DataSource/dc:DataSourceType/dc:SourceType/@codeListAgencyName	

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agency			
vocabulary URI	Canonical URL of the CV version that is being used	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:DataSource/dc:DataSourceType /dc:SourceType/@codeListURN	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Type of sampling procedure Use the latest version published			
Type of sampling procedure (descriptive)	Descriptive term in metadata language. You may want to enter additional free-text information on the sampling procedure. Start by entering the descriptive term in its own sentence.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:SamplingProcedure/r: description/r: Content	
type of samplin	Code value	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:SamplingProcedure/dc:TypeOfSa mplingProcedure	

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g procedure (controlled)			
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:SamplingProcedure/r:Description/r:Content/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Sampling Procedure	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:SamplingProcedure/dc:TypeOfSamplingProcedure/@codeListName	
agency	DDI Alliance	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:SamplingProcedure/dc:TypeOfSamplingProcedure/@codeListAgencyName	
vocabulary URI	Canonical URL of the CV version that is being used.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:Methodology/dc:SamplingProcedure/dc:TypeOfSamplingProcedure/@codeListURN	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Mode of data collection Use the latest published version			
	descriptive term in	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:ModeofCollection/r:Description/r:Content	

Mode of collection (descriptive)	metadata language	
Mode of collection (controlled)	Code value	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:ModeofCollection/dc:TypeofModeofCollection
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:ModeofCollection/r:Description/r:Content/@xml:lang
vocabulary	**Regardless of language, always enter as vocabulary name: DDI Mode of Collection**	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:ModeofCollection/dc:TypeofModeofCollection/@codeListName
agency	**DDI Alliance**	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:ModeofCollection/dc:TypeofModeofCollection/@codeListAgencyName
vocabulary URI	**Canonical URL of the CV version that is being used.**	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:CollectionEvent/dc:ModeofCollection/dc:TypeofModeofCollection/@codeListURN

CV element in the metadata model	**Information content**	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	**DDI 3.2 example**

Type of Instrument Use the latest version published			
Type of instrument (descriptive)	descriptive term in metadata language	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:InstrumentScheme/dc:Instrument/r:Description/r:Content	
Type of instrument (controlled)	code value	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:InstrumentScheme/dc:Instrument/dc:TypeOfInstrument	
language	language of the descriptive term. Use ISO 639-1 – lower case letter.	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:InstrumentScheme/dc:Instrument/r:Description/r:Content/@xml:lang	
vocabulary	Regardless of language, always enter as vocabulary name: DDI Type of Instrument	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:InstrumentScheme/dc:Instrument/dc:TypeOfInstrument/@codeListName	
agency	DDI Alliance	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:InstrumentScheme/dc:Instrument/dc:TypeOfInstrument/@codeListAgencyName	
vocabulary URI	Canonical URL of the CV version that is being used	ddi:DDIInstance/s:StudyUnit/dc:DataCollection/dc:InstrumentScheme/dc:Instrument/dc:TypeOfInstrument/@codeListURN	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA Vocabulary Service: vocabularies.cessda.eu	DDI 3.2 example
Minimum/maximum/Arithmetic mean/Standard deviation (Summary statistics) Use the latest version published			
Type of summary statistic (code value)	**code value e.g. Minimum, Maximum, ArithmeticMean, Standard Deviation**	ddi:DDIInstance/s:StudyUnit/pi:PhysicalInstance/pi:StatisticalSummary/pi:VariableStatistics/ pi:SummaryStatistic/pi:TypeOfSummaryStatistic	
language		No corresponding element in DDI 3.2	
vocabulary	**Regardless of language, always enter as vocabulary name: DDI Summary Statistic Type**	ddi:DDIInstance/s:StudyUnit/pi:PhysicalInstance/pi:StatisticalSummary/pi:VariableStatistics/ pi:SummaryStatistic/pi:TypeOfSummaryStatistic/@codeListName	
agency	**DDI Alliance**	ddi:DDIInstance/s:StudyUnit/pi:PhysicalInstance/pi:StatisticalSummary/pi:VariableStatistics/ pi:SummaryStatistic/pi:TypeOfSummaryStatistic/@codeListAgencyName	
vocabulary URI	**Canonical URL of the CV version that is being used.**	ddi:DDIInstance/s:StudyUnit/pi:PhysicalInstance/pi:StatisticalSummary/pi:VariableStatistics/ pi:SummaryStatistic/pi:TypeOfSummaryStatistic/@codeListURN	

CV element in the metadata model	Information content	Possible x-path but note that SPs can have the information in their systems in any way they like, as long as they can produce the information for CESSDA tools where needed. Vocabularies in different language versions are available in CESSDA	DDI 3.2 example

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General Data Format		Vocabulary Service: vocabularies.cessda.eu	
General Data Format Use the latest version published		**Note: Not available in DDI 3.2 Available in DDI 3.3.** Module name: reusable Element name: GeneralDataFormat	
Data format (descriptive)			
Data format (controlled)	code value		
language			
vocabulary	Regardless of language, always enter as vocabulary name: DDI Generat Data Format		
agency	DDI Alliance		
vocabulary URI	Canonical URL of the CV version that is being used.		

CV Use of Note Field

Vocabulary name: Use of Note FIeld
Vocabulary short name: UseOfNoteFIeld
Vocabulary Version: 2.0
Agency: CESSDA
CESSDA portfolio: Version 1.0 recommended

Description: The Use of Note Field CV exists, because the CMM Project needed to use "TypeOfNote" from DDI 3.2 for some elements as a workaround. TypeOfNote supports the use of an external CV. The elements of the Use of Note Field CV solely contain the information on which kind of content the note we are using for an element, which could not be mapped otherwise.

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Language	Term	Definition	Value of the code
English	Variable note	Used for the element "VariableNote" (4.3.1.6) within the CMM, to point out that the information within "Content" (in the specific DDI 3.2 XPath, proposed by CMM for this element) is a Note that gives any kind of information concerning a certain Variable	VariableNote
Finnish	Huomioita muuttujasta		
German	Notiz Variable		
Swedish	Variabelanteckning		
Slovenian	Opomba k spremenljivki		
Norwegian	Variabel notat		
Danish	Variabelnotat		

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