

User Guide for the CESSDA Metadata Model version 3.0

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User Guide for The CESSDA Metadata Model 3.0

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Introduction and background

This document includes guidelines for the usage and best practices for the [CESSDA Metadata Model version 3.0](#). 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 3.0 of the User Guide and is the result of further development of the User Guides created in 2018, 2019 and 2020.

Version 3.0 of CMM User Guide is a part of the CESSDA Metadata Portfolio, and is the output of Metadata Office working group, deliverable 13.

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, APIS/DCS (from SEED funding).

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.

The MDO working group for 2021-2022 consisted of members from GESIS (Germany), project lead, UKDS (United Kingdom), FSD (Finland), and Sikt (Norway). Please visit the [MDO web site](#) for more information about the work of the MDO.

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 Portfolio is aligned with other CESSDA projects, like the Euro Question Bank (EQB) and the CESSDA Data Catalogue

(CDC)¹ 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 (CMM) is CESSDA's official metadata schema, maintained and enhanced by the CESSDA Metadata Office (MDO). The CMM is a subset of metadata elements based on the Data Documentation Initiative (DDI) – an international metadata standard for describing data from the social and behavioural sciences. The model aims to help CESSDA Service Providers make their quantitative data more discoverable and comprehensible to users. CESSDA SPs and CESSDA tool developers agreed on using this standard to document and provide their metadata in DDI and interoperate between systems via DDI. Therefore, the CMM includes DDI Lifecycle, version 3.2 and in the new version CMM version 3.0, also DDI XPaths for DDI versions 3.3, as well as DDI Codebook, versions 2.5 and 2.6.

The 2022 edition of the CESSDA Metadata Model (version 3.0) is an update from earlier versions and includes relevant changes based on feedback from CMM users as well as adaptations to the requirements of the CESSDA tools and services. The updates made in the 2022 edition of the CESSDA Metadata Model includes adding XPaths for DDI Lifecycle 3.3, DDI Codebook 2.5 and 2.6 in addition to XPaths for DDI 3.2. Metadata requirements from other standards (OpenAIRE, B2Find, DublinCore, and schema.org), especially mandatory fields, were also added to the new CMM version. In addition, (meta)data access and license information have been included for study level, question level and document description. The new edition also corrected errors found in the previous version and adjustments were made to ensure that the model follows the FAIR principles.

The CESSDA Metadata Model 3.0 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 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')

¹ <https://datacatalogue.cessda.eu/>

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 sciences². 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 Vocabularies³ (CVs) and supports the import of external CVs. This enables the creation of indexing and search tools (such as the CESSDA Data Catalogue⁴), which increases the visibility and reusability of research data.

DDI Lifecycle has been used as the baseline for the CESSDA Metadata Model. The reason for this is twofold: first, to encourage Service Providers to follow CESSDA's policy of using the Lifecycle version whenever possible; second, to ease understanding of the various elements in the model. Even though DDI Lifecycle 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 European Question Bank there will be technical requirements. Accepted formats for the CESSDA Data Catalogue and the European Question Bank will be updated on [CESSDAs web sites](#).

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,

² <https://ddialliance.org/>

³ <https://ddialliance.org/controlled-vocabularies>

⁴ <https://datacatalogue.cessda.eu/>

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 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 Service⁵ (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.

The European Language Social Science Thesaurus⁶(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 16 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

⁵ <https://vocabularies.cessda.eu/>

⁶ <https://elsst.cessda.eu/>

CESSDA CVs

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

Other CVs

- info:eu-repo-Access-Terms vocabulary

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. Please adhere to the CESSDA ERIC PID Policy⁷ and the CESSDA Data Access Policy⁸.

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 Codebook, the country name can also be added in the language of the

⁷ CESSDA ERIC Persistent Identifier Policy: <https://doi.org/10.5281/zenodo.3611316> and CESSDA ERIC Persistent Identifier Policy Best Practice Guidelines: <https://doi.org/10.18448/16.0041>

⁸ Bolton, Sharon. (2022). CESSDA Data Access Policy (Version 2). Zenodo. <https://doi.org/10.5281/zenodo.6722000>

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(zone) in the YYYY-MM-DD hh:mm:ss 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 METS⁹, PREMIS¹⁰ and the Finnish national specifications for long-term digital preservation¹¹. The LTP recommendation document can be found in the Supplementary Materials.

Licences

In CMM 3.0 elements for specifying licenses have now been added. These are divided in two categories, one for all information in the metadata, to be used if the same license can be applied to all. And separate elements for Study metadata, data files and questions, which enables specifying specific licenses if needed. The elements are:

- 1.4.4 Data License
- 1.4.5 Metadata License
- 6.3.2 Metadata License (questions)
- 11.1.6 Metadata License (all)

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.

⁹ <http://www.loc.gov/standards/mets/>

¹⁰ <http://www.loc.gov/standards/premis/v3/index.html>

¹¹ <http://digitalpreservation.fi/en/specifications>

User Guidelines

Notes about the CESSDA Metadata Model

- The CESSDA Metadata Model is based on the DDI Lifecycle 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.
- 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. URLs for CVs can be found at CESSDA's Vocabulary Service under “Identity and general”.
 - For other identifiers not related to CVs the recommendation is to use URN. SPs are free to use URNs for internal purposes for CVs, if 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 Lifecycle. However, it is also possible to use only the URN of the vocabulary version or only the combination as an identifier.
 - If an SP is using DDI Lifecycle, the occurrence¹⁶ is 1-2. If an SP is using Codebook, the occurrence is 0. If an SP using DDI Lifecycle 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 Lifecycle 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-Lifecycle XML. These references do not refer to PIDs external to DDI (e.g., ORCID). Please note that DDI Codebook does not support referencing the way DDI Lifecycle does.
- For the CESSDA Topic Classification please use the descriptive term in metadata language. Instructions for using the descriptive terms in metadata:
 - Always use the narrower term if possible.
 - 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.
 - 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 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 “1.1.2 Study Number” and “2.2 Person Name”, refer to the number and name in the Model.
Child element(s)	E.g., top element is “1. Study”: “1.3 Methodical Information” is a child element of “1. Study” while “1.3.1 Time Method” is a child element of “1.3 Methodical Information”.
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., “4. Information on Dataset” - “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 occurrence 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.

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List of Contents	
Number and top element	<ul style="list-style-type: none"> 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')

1. Information on Study

Number and element	1. Study
Child element	<ul style="list-style-type: none"> 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 Reference (Institution) 1.1.9 Publication Date (controlled) 1.1.10 Study Version 1.1.11 Contributor Reference 1.1.12 Link to related Studies 1.1.13 Originating Archive (reference)
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 DDI 3.2 structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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	1.1.2.1 Agency Name of Study Number (reference)
Description	Unique archival number
Mandatory/Recommended/Optional	Mandatory
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 Agency Name of Study Number (reference)
Child element	1.1.2.1.1 Type of object for agency (for DDI-L)
Description	Name of the institution providing the study number
Mandatory/Recommended/Optional	-
Occurrence	-
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.2.1.1 Type of object for agency (for DDI-L)
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-L)
Occurrence	1
Controlled vocabulary	TypeOfObject is "Organization"
Usage notes	-

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	Study title
Mandatory/Recommended/Optional	Mandatory (CDC)
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
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	Is the content of the element 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	Is the content of the element 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
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	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 1.1.6.4 Funder Role
Description	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-L)
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-L. 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-L)
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-L)
Occurrence	1

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	1.1.6.4 Funder Role
Child element	None
Description	A brief textual description or classification of the funder's role.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-
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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	Mandatory
Occurrence	1-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 'Organization / Consortium' of the individuals or organizations that are considered Principal Investigators (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	1.1.7.1 Principal Investigator (Person Reference)
Child element	1.1.7.1.1 Type of Principal Investigator (Person Reference) (for DDI-L)
Description	Reference to a person who is the principal investigator.
Mandatory/Recommended/Optional	Optional (Please note that there should be one organization or one person reference)
Occurrence	0-2 for DDI-L
Controlled vocabulary	-

Usage notes	<p>The principal investigators are the main researchers involved in producing the data. For institution reference see 1.3.1.2 Principal Investigator (Institution Reference).</p> <p>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-L. However, it is also possible to use only the URN or only the combination as a referenced identifier.</p> <p>Even if DDI-C does not have references it is possible to document Principal Investigator by using the field AuthEntry.</p>
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Number and element	1.1.7.1.1 Type of Principal Investigator (Person Reference) (for DDI-L)
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-L
Occurrence	1
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-L)
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-L
Controlled vocabulary	-

Usage notes	<p>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-L. However, it is also possible to use only the URN or only the combination as a referenced identifier.</p> <p>Even if DDI-C does not have references it is possible to document Principal Investigator by using the field AuthEnty.</p>
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Number and element	1.1.7.2.1 Type of Principal Investigator (Institution Reference) (for DDI-L)
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-L
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is Organization.

Number and element	1.1.8 Publisher Reference (Institution)
Child element	None
Description	A reference to the name of the institution publishing the metadata, i.e., the name of the actual CESSDA Service Provider providing the metadata information. Only on study level.
Mandatory/Recommended/Optional	Mandatory (CDC)
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., Sikt – Norwegian Agency for Shared Services in Education and Research.
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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	ISO8601
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	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	ISO 639-1
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 CEESDA PID policy.

Number and element	1.1.10.4.1 Study 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	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	1.1.10.5.1 Language of Study SPURL
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	1.1.10.5.1 Language of Study SPURL
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Recommended
Occurrence	1
Controlled vocabulary	-
Usage notes	-

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	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-L 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-L XML.

Number and element	1.1.11.1. Contributor reference (Person)
Child element	1.1.11.1.1 Type of Contributor (Person Reference) (for DDI-L)
Description	Reference in XML to the person that is the contributor.
Mandatory/Recommended/Optional	Optional

Occurrence	0-2
Controlled vocabulary	-
Usage notes	<p>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, which is NOT the principal investigator - e.g. data collector, data manager, data depositor, project manager, sponsor etc.</p> <p>In order to capture the information for this element we use the DDI-L 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-L XML.</p>

Number and element	1.1.11.1.1 Type of Contributor (Person Reference) (for DDI-L)
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-L
Occurrence	1
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-L)
Description	Reference in XML to the Institution that is the contributor.
Mandatory/Recommended/Optional	Optional
Occurrence	0-2

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, which is NOT the principal investigator, e.g. data collector, data manager, data depositor, project manager, sponsor etc.

Number and element	1.1.11.2.1 Type of Contributor (Institution Reference) (for DDI-L)
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-L
Occurrence	1 for DDI-L
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 URI
Description	[no metadata element]
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.11.3.1 Role of Contributor (controlled/descriptive)
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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-L. In DDI-C 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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for contributor role.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.12 Link to related Studies
Child element	None
Description	Possibility to document/link related studies
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.1.13 Originating Archive (reference)
Child element	None
Description	Another archive that also has this dataset in its collection and/or has deposited this dataset to a CESSDA Service Provider.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

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) 1.2.4 Data type 1.2.5 Data format 1.2.6 Discipline (freetext)
Description	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 (CDC)
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 the CDC - content must be provided at least in English, if study is supposed to show up in the CDC - other additional languages are welcome.

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 (CDC)
Occurrence	1
Controlled vocabulary	ISO 639-1
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 URI
Description	No metadata element
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 term)
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 .
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Number and element	1.2.2.1.1 Language of Study Topic (Descriptive)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	ISO 639-1
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	Recommended
Occurrence	0-1
Controlled vocabulary	e.g., CESSDA Topic Classification
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'.

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 URI
Child element	None
Description	URI of the Topic Classification.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

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 URI
Description	Value of the code or descriptive term. Use descriptive term for ELSST. For other keywords it is optional to use the descriptive term or the value code.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	ELSST
Usage notes	Keywords from thesauri (preferably ELSST) or CVs, that specify the 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	ISO 639-1
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	e.g., ELSST (https://elsst.cessda.eu/id)
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 URI
Child element	None
Description	URI (URN or URL) of the keyword system.
Mandatory/Recommended/Optional	Optional

Occurrence	0-1
Controlled vocabulary	-
Usage notes	For ELSST: https://elsst.cessda.eu/id

Number and element	1.2.4 Data type
Child element	None
Description	Information on the type of data, possible values are quantitative, qualitative or mixed.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	1.2.5 Data format
Child element	None
Description	Information on data format, e.g., text/numeric/image OR social media data/survey data OR some other.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.2.6 Discipline (freetext)
Child element	1.2.6.1 Language of discipline (freetext)
Description	Describes the topical coverage of the study.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n

Controlled vocabulary	-
Usage notes	-

Number and element	1.2.6.1 Language of discipline (freetext)
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	ISO 639-1
Usage notes	-

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 Data Collection Period 1.3.8 Temporal Coverage
Description	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 URI
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”. Describes the time dimension of the data collection.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
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-L use the code value. For DDI-C 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	ISO 639-1
Usage notes	Use ISO 639-1 (Language Code)

Number and element	1.3.1.3 Time Method Vocabulary
Child element	None
Description	The name of the vocabulary used for “Time Method”
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Time Method".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

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 URI
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.

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	-

Number and element	1.3.2.3 Study Area Vocabulary URI
Child element	None
Description	URI (URN or URL) 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 (freetext).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n

Controlled vocabulary	-
Usage notes	-

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.

Number and element	1.3.4 Universe (freetext)
Child element	1.3.4.1 Language of Universe (freetext) 1.3.4.2. Universe Specifications
Description	Description of the population of the study (freetext).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

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.

Number and element	1.3.4.2. Universe Specifications
Child element	None
Description	The default value is "true" in DDI-L. The description statement of a universe is generally stated in inclusive terms such as "All persons residing in Europe". Occasionally a universe is defined by what it excludes, i.e., "All persons residing in Europe except for those residing on U.S. Military bases". In this case the value would be changed to "false". In DDI-C, attribute states the inclusion/exclusion with values "I" and "E" respectively.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

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 URI
Description	No metadata element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	=
Usage notes	Description of the unit sampled, type of units in the dataset, e.g., individual, organization, household.

Number and element	1.3.5.1 Unit of Analysis (controlled)
Child element	None
Description	Describes the entity being analysed 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	-
Usage notes	Code value is used in DDI-L. In DDI-C 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	-

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-C not for DDI-L
Occurrence	1 for DDI-C
Controlled vocabulary	-
Usage notes	-

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

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 URI
Child element	None
Description	URI (URN or URL) 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	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 URI
Description	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 (provides information on whether data are derived from register and/or survey data). Code value of the CV "DDI Data Source Type".
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	DDI Data Source Type
Usage notes	-

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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Data Source Type".
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 URI
Description	No metadata element.
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. Controlled vocabulary includes a typology of sampling methods. Code value of the CV “DDI Sampling Procedure”.
Mandatory/Recommended/Optional	Recommended
Occurrence	1
Controlled vocabulary	DDI Sampling Procedure
Usage notes	In many cases, users would benefit from having a more detailed description of the sampling procedure used. For DDI-L use the code value. For DDI-C 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 .

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	Recommended
Occurrence	0-1
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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Sampling Procedure".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-
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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. (In case additional information needs to be provided that cannot be covered with the categories of the CV)
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 URI
Description	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. Code value of the CV "DDI Mode of Data Collection".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
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-L use the code value. For DDI-C 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	Recommended
Occurrence	0-1
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

Number and element	1.3.6.4.5 Mode of Data Collection Vocabulary URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Mode of Data Collection".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
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.
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Number and element	1.3.7 Data Collection 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 (controlled) 1.3.7.4 Data Collection Period (freetext)
Description	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 (if there are multiple start dates, use the first date): The complete calendar date with the structure YYYY-MM-DD e.g., 2018-03-24.
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.

Number and element	1.3.7.2 Data Collection Period Enddate (controlled)
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Child element	None
Description	End of data collection (if there are multiple end dates, use the last): The complete calendar date with the structure YYYY-MM-DD, e.g., 2018-03-24.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	This element is mandatory if the data collection period has already ended and the Data Collection 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 (controlled)
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) 1.3.7.4.2 Type of Data Collection Situation
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.

Number and element	1.3.7.4.2 Type of Data Collection Situation
Child element	None
Description	Description that the type of data collection is freetext field for the data collection period.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.8 Temporal Coverage
Child element	1.3.8.1 Temporal Coverage Simple Date 1.3.8.2 Temporal Coverage Start Date 1.3.8.3 Temporal Coverage End Date
Description	The time period to which the data refer.
Mandatory/Recommended/Optional	Optional

Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.8.1 Temporal Coverage Simple Date
Child element	None
Description	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	-

Number and element	1.3.8.2 Temporal Coverage Start Date
Child element	None
Description	Start of a date range. A start date may be provided without a corresponding end date. This indicates that the date is intended to be a range and the end date is currently unknown.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.3.8.3 Temporal Coverage End Date
Child element	None
Description	The end date of a range for which the start date is unknown. For example, an embargo may have only an end date. In some cases, only the end date is known. This implies that the start

	date is unknown but the date being recorded is not just a simple date but a range of unknown duration with a known end date.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Information on Study: Legal Information

Number and element	1.4 Access Information
Child element	1.4.1 Data Access (controlled) 1.4.2 Data Access Conditions 1.4.3 Metadata Access Conditions (Study) 1.4.4 Data License 1.4.5 Metadata License (Study) 1.4.6 Information about application form (especially for the ARIA project)
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 (controlled)
Child element	None
Description	Controlled description of the data access (open access vs. restricted access). The attribute 'context' holds the name of the vocabulary 'OpenAIRE'.
Mandatory/Recommended/Optional	Mandatory

Occurrence	1-n
Controlled vocabulary	info:eu-repo-Access-Terms vocabulary
Usage notes	-

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
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.

Number and element	1.4.4 Data License
Child element	None
Description	Information on the license of the data.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-
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Number and element	1.4.5 Metadata License (Study)
Child element	None
Description	Information on the license of the metadata.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.4.6 Information about application form (especially for the ARIA project)
Child element	1.4.6.1 Label of the application form or information about application form or application process 1.4.6.2 Form identifier (plain ARIA-ID) 1.4.6.3 URL of the application form
Description	[no metadata element]
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	1.4.6.1 Label of the application form or information about application form or application process
Child element	1.4.6.1.1 Language of the label of the application form or information about application form or application process
Description	Label of the application form or information about application form or application process
Mandatory/Recommended/Optional	Optional

Occurrence	-
Controlled vocabulary	-
Usage notes	-

Number and element	1.4.6.1.1 Language of the label of the application form or information about application form or application process
Child element	None
Description	Language of the label of the application form or information about application form or application process.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	ISO 639-1
Usage notes	-

Number and element	1.4.6.2 Form identifier (plain ARIA-ID)
Child element	None
Description	Form identifier (plain ARIA-ID).
Mandatory/Recommended/Optional	Optional
Occurrence	-
Controlled vocabulary	-
Usage notes	-

Number and element	1.4.6.3 URL of the application form
Child element	None
Description	URL of the application form.

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

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	No metadata element. Information on individual(s).
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-L structure. ID that can be used in references related to this individual (e.g. in relations).
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
Controlled vocabulary	-

Usage notes	It is recommended to have both the URI and the combination of subclasses Agency, ID and Version as an identifier in DDI-L. However, it is possible to use only the URI or only the combination of Agency, ID and Version as an identifier.
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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	No metadata element. Name of the person the metadata information refers to.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	Freertext. DDI-L 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	Freertext.

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.

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	No metadata element. Describes the organization affiliated to the person.
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-L)
Description	Reference to organization that is affiliation to the person.

Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
Controlled vocabulary	-
Usage notes	<p>DDI-L specific to separate persons and institutions and to reference them. In DDI-L you need to create relation between referenced source object (individual) and referenced target object (organization) to affiliate organization and individual (person) together.</p> <p>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.</p>

Number and element	2.3.1.1 Type of Associated Organization (Individual) (for DDI-L)
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-L.
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	Identifies the target organization or individual in the relationship.
Mandatory/Recommended/Optional	Mandatory for DDI-L
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-L)
Description	Reference to an existing organization using the reference structure. TypeOfObject should be set to "Organization".
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
Controlled vocabulary	-
Usage notes	<p>In DDI-L you need to create relation between referenced source object (individual) and referenced target object (organization) to affiliate organization and individual (person) together.</p> <p>It is recommended to have both the URN and the combination of subclasses Agency, ID and Version as a referenced identifier in DDI-L. However, it is also possible to use only the URN or only the combination as a referenced identifier.</p>

Number and element	2.3.3.1 Type of Associated Organization (Organization) (for DDI-L)
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-L
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	URI (URN or URL) of the person. To capture information - type and PID value - on PID(s) of a person; Content = PID value
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	Content = PID value

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	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 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 3.5 Description of the organization 3.6 URL of the Organization
Description	No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	3.1 Organization DDI Identifier
Child element	None
Description	Identifier of the organization according to the DDI-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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 refers to.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	DDI-L specific to separate persons and institutions and to reference them.

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	3.3.1 Language of Organization Name Abbreviation/Acronym
Description	If applicable: abbreviation of the organization's name, the metadata information refers to.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI-L specific to separate persons and institutions and to reference them. If the institution has 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	3.3.1 Language of Organization Name Abbreviation/Acronym
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	ISO 639-1
Usage notes	-

Number and element	3.4 Country
Child element	3.4.1 Country Vocabulary 3.4.2 Country Vocabulary Agency 3.4.3 Country Vocabulary URI
Description	Country of the organization the metadata information refers to.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	ISO 3166-1 alpha-2.
Usage notes	Use the ISO 3166-1 alpha-2. The field is DDI-L specific.

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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for country.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	3.5 Description of the organization
Child element	3.5.1 Language of Description of the organization
Description	Description of the organization.
Mandatory/Recommended/Optional	Optional

Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	3.5.1 Language of Description of the organization
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	ISO 639-1
Usage notes	-

Number and element	3.6 URL of the Organization
Child element	None
Description	URL of the Organization.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

4. Information on Dataset

Number and element	4. Dataset
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Child element	4.1 Identification Information 4.2 Content Information 4.3 Variable 4.4 Technical Information
Description	No metadata element. Information on dataset(s).
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	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-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.

Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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
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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 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-L)
Description	Reference of a study with a dataset.
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	4.1.3.1 Type of Reference between Study and Dataset (for DDI-L)
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-L.
Occurrence	1
Controlled vocabulary	-

Usage notes	TypeOfObject is "LogicalProduct"
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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	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
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	4.2.2 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	Is the content of the element 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
Child element	4.3.1 Basic Information about Variable 4.3.2 Reference Information 4.3.3 Statistical Information 4.3.4 Codelist
Description	No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1 Basic Information about Variable
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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	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
Description	Identifier of the variable according to DDI-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 DDI-L
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	Is the content of the element 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	Is the content of the element 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	4.3.1.4.1 Language of Derivation Instructions

Description	Derivation instruction for derived variable.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	4.3.1.4.1 Language of Derivation Instructions
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	ISO 639-1
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
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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	Is the content of the element 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
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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	Is the content of the element 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	Provides the output format of the data object in a generic way, i.e., numeric, character, dateTime, etc.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	For DDI-L: either free text or vocabulary, and for DDI-C: possible values are text, numeric, code, datetime, other.
Usage notes	-

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

Number and element	4.3.1.9 Weighting Variable
Child element	None
Description	Is the variable in question a weighting variable or not?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	DDI-L: true, false; DDI-C wgt, not-wgt

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	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-L)
Description	Reference of a variable to a concept.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
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-L)
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-L.
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-L)

Description	Reference of a variable to a question.
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. 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-L)
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-L.
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-L)
Description	Reference of a variable to a codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-2 for DDI-L
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. However, it is possible to use only the URN or only

	the combination of Agency, ID and Version as a referenced identifier.
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Number and element	4.3.2.3.1 Type of Reference between Variable and Codelist (for DDI-L)
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-L
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 URI 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	<p>Use CodeValueType for "Minimum".</p> <p>For DDI-L use the code value. DDI vocabulary cannot be used in DDI-C 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.</p>

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	-
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Number and element	4.3.3.1.3 Minimum Summary Statistics Vocabulary URI
Child element	None
Description	URI (URN or URL) 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 URI 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-L use the code value. DDI vocabulary cannot be used in DDI-C 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 URI
Child element	None

Description	URI (URN or URL) of the vocabulary for "Summary Statistics Type".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
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 URI 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-L use the code value. DDI vocabulary cannot be used in DDI-C 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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Summary Statistics Type".
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1

Controlled vocabulary	-
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 URI 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-L use the code value. DDI vocabulary cannot be used in DDI-C 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
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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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Summary Statistics Type".
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	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-L structure. A codelist is a structure used to associate a list of code values to specified categories. Either DDI URN or triple Agency, ID, Version need to be provided as information.

Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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-L structure.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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
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Child element	4.3.4.4.1 Language of Category Name 4.3.4.4.2 Translation Status 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	4.3.4.4.2 Translation Status of Category Name
Child element	None
Description	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	true, false
Usage notes	-

Number and element	4.3.4.5 Reference Code to Category Name
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Child element	4.3.4.5.1 Type of Reference between Code and Category Name (for DDI-L)
Description	Reference of a code to a category.
Mandatory/Recommended/Optional	Mandatory for DDI-L
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. 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-L)
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-L
Occurrence	1
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	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	No metadata element. A tool to obtain data from respondents. For most social and behavioural surveys, the instrument involves a questionnaire with questions and response options.
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-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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.

	However, it is possible to use only the URN or only the combination of Agency, ID and Version as an identifier.
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Number and element	5.2 Reference Instrument to Study
Child element	5.2.1 Type of Reference Instrument to Study (for DDI-L)
Description	Reference of an instrument to a study.
Mandatory/Recommended/Optional	Mandatory for DDI-L
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. 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-L)
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-L
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	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 URI
Description	No metadata element
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	DDI Type of Instrument
Usage notes	CV Includes a typology of data collection instruments, e.g., a questionnaire. For DDI-L use the code value. For DDI-C 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 (measurement 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-L. In DDI-C 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 the CV “DDI Type of Instrument”.
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)
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	5.3.1.3 Type of Instrument Vocabulary
Child element	None

Description	The name of the used vocabulary for "Type of Instrument".
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 URI
Child element	None
Description	URI (URN or URL) of the vocabulary for "Type of Instrument".
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	5.3.2 Instrument Name
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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	Is the content of the element 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-L
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-L)
Description	Reference to other instruments on which this instrument is based.
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-L. 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-L)
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-L
Occurrence	1
Controlled vocabulary	-
Usage notes	Type of object is "Instrument".

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	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-L
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. 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-L
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, Content = PID value
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 Instrument PID.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	5.4.2.2 Instrument PID URL
Child element	None
Description	URL of the Instrument PID.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	5.4.3 Instrument Description
Child element	5.4.3.1 Language of Instrument Description
Description	A description of the instrument.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1

Controlled vocabulary	-
Usage notes	-

Number and element	5.4.3.1 Language of Instrument Description
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-L)
Occurrence	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	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 6.1.3 Sequence of the Questions
Description	No metadata element. Information on Question(s).
Mandatory/Recommended/Optional	Mandatory (EQB)
Occurrence	1-n
Controlled vocabulary	-
Usage notes	Questions are mandatory for EQB.

Number and element	6.1.1 Question Item
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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	No metadata element. A question item is a term for a single question that contains a version, ID, title, text, statement, interviewer instructions and number.
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-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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
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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-L)
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	The type of User ID is "QuestionID"

Number and element	6.1.1.4 Question Item Name
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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-L
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
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	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.5 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	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.6 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	<p>Prequestion text: can be used to supplement certain questions, explain how something should be understood or transition to new themes.</p> <p>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.</p>

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	Is the content of the element 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 6.1.1.7.3 Reference of Question Item to 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	Is the content of the element translated?
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	True/false

Number and element	6.1.1.7.3 Reference of Question Item to Interviewer Instruction
Child element	None
Description	A reference from the question item to an interviewer instruction.

Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
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
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-L
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Context is "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	Recommended
Occurrence	0-1
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-L
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. However, it is possible to use only the URN or only

	the combination of Agency, ID and Version as a referenced identifier.
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Number and element	6.1.1.9.1 Type of Response Domain (Domain Reference)
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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Possible values for the type of object are: ManagedNumericRepresentation ManagedScaleRepresentation ManagedTextRepresentation ManagedDateTimeRepresentation ManagedMissingValuesRepresentation

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-L)
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
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. 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-L)
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-L
Occurrence	1 for DDI-L
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	No metadata element. Within the context of survey research, a showcard or show sheet 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.
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 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	6.1.1.11.1.2 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
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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 User ID for Question Grid 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	No metadata element. 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.
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-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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 User ID for Question Grid
Child element	6.1.2.3.1 Type of Question Grid ID (for DDI-L)
Description	An identifier for the question grid the metadata refers to
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-n for DDI-L
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.3.1 Type of Question Grid ID (for DDI-L)
Child element	None
Description	Type of UserID for question grid ID (for DDI-L)
Mandatory/Recommended/Optional	Mandatory for DDI-L, not for DDI-C
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	typeOfUserID is "QuestionID"

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-L
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
Controlled vocabulary	-

Usage notes	examples: title-english
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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 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	6.1.2.5.2 Translation Status of Question Grid 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	6.1.2.6 Question Grid Statement
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Child element	6.1.2.6.1 Language of Question Grid Statement 6.1.2.6.2 Translation Status of Question Grid Statement 6.1.2.6.3 Reference of Question Grid to a 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 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	6.1.2.6.2 Translation Status of Question Grid Statement
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	6.1.2.6.3 Reference of Question Grid to a Statement
Child element	None
Description	Reference of a question grid to a statement.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

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 Grid Interviewer Instruction 6.1.2.7.3 Reference of Question Grid to 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 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	6.1.2.7.2 Translation Status of Question Grid Interviewer Instruction
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	6.1.2.7.3 Reference of Question Grid to Interviewer Instruction
Child element	None
Description	A reference from the question grid to an interviewer instruction.
Mandatory/Recommended/Optional	Recommended

Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

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
Description	Number of the question grid within the associated instrument to separate label and number for DDI-L
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	context is "QuestionNumber"

Number and element	6.1.2.8.2 Language of Question Grid Number
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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	6.1.2.8.3 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	-
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-L)
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. However, it is possible to use only the URN or only the combination of Agency, ID and Version as a referenced identifier.
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Number and element	6.1.2.9.1 Type of Object for Concept (for DDI-L)
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-L
Occurrence	1 for DDI-L
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	No metadata element. Holds subquestion No. + Text.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.10.1 Subquestion Number
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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 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	6.1.2.10.1.2 Translation Status of Subquestion 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	6.1.2.10.2 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	Mandatory
Occurrence	1-n
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 6.1.2.10.3.4 Reference Grid Dimension to Codelist
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-L
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. 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-L
Occurrence	1 for DDI-L
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-L
Occurrence	1 for DDI-L

Controlled vocabulary	-
Usage notes	-

Number and element	6.1.2.10.3.4 Reference Grid Dimension to Codelist
Child element	None
Description	Reference of a grid dimension to a codelist.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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	No metadata element
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
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.

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
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Child element	None
Description	A link to the showcard.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.1.3 Sequence of the Questions
Child element	None
Description	Order of the question items or question grids within the instrument.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
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	No metadata element. A domain used for capturing the response to a question.
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	No metadata element. A Response Domain capturing a coded response (where both codes and their related category value are displayed) for a question item or variable.
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	No metadata element. A structure used to associate a list of code values to specified categories.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
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-L
Occurrence	1-2 for DDI-L
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. 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-L)

Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1
Controlled vocabulary	-
Usage notes	typeOfUserID is "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	A name of 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 containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). If you have used different languages, repeat the element.

Number and element	6.2.1.1.4 Codelist Label
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Child element	6.2.1.1.4.1 Language of the Codelist Label
Description	A label of a 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 containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). 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	A description of a codelist.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.1.1.5.1 Language of the Codelist Description
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	ISO 639-1 (M) + ISO 3166-1 (O). 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 containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). 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	Is the content of the element 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	If the category is describing a classification of "missing data" set the value of isMissing to "true".
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	DDI-L: true, false; DDI-C: Y, N
Usage notes	True/false. If the category describes a classification of "missing data" set the value of isMissing to "true".

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 DDI-L)
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 DDI-L)
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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	TypeOfObject is "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	No metadata element. A Response Domain capturing a numeric response to a question item.
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 containing a combined ISO Code of language and country (optional)
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	
Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). If you have used different languages, repeat the element.

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 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	6.2.2.3 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
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 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	6.2.2.4 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 6.2.3.5 Text Domain Length: Max
Description	No metadata element. A Response Domain capturing a textual response.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

Number and element	6.2.3.1 Text Domain Name
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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 containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). 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 containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). 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 containing a combined ISO Code of language and country (optional).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-

Usage notes	ISO 639-1 (M) + ISO 3166-1 (O). If you have used different languages, repeat the element.
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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	6.2.3.5 Text Domain Length: Max
Child element	None
Description	Length of the text: Max 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) 6.3.2 Metadata License (Questions)
Description	No metadata element. Access Information.
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	Freertext 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 or other agreement concerning the metadata usage. Type of Note describes that this information is about metadata access conditions for questions.
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.

Number and element	6.3.2 Metadata License (Questions)
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Child element	None
Description	Freetext description on the metadata license information for the provided metadata for question-related information only. Type of Note describes that this information is about metadata license for questions.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	

7. Information on Concepts

Number and element	7 Concept
Child element	7.1 Concept DDI Identifier 7.2 Concept Name 7.3 Concept Label 7.4 Concept Description 7.5 Concept Reference
Description	No metadata element. Concept of the Question.
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-L
Occurrence	1-2 for DDI-L
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. 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-L)
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. 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-L)
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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-L
Occurrence	1
Controlled vocabulary	-
Usage notes	TypeOfObject is "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 8.5 Document Type
Description	No metadata element. All documents that a Service Provider might want to add in addition (e.g. codebook).
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-L)
Description	An identifier for the document.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-

Usage notes	-
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Number and element	8.1.1 Type of Document ID (for DDI-L)
Child element	None
Description	Type of user ID for document ID.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	typeOfUserID is "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	-

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	Is the content of the element 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 / web address 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 (e.g. XML).
Mandatory/Recommended/Optional	Recommended
Occurrence	1
Controlled vocabulary	-
Usage notes	

Number and element	8.5 Document Type
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Child element	None
Description	Description of the type of material provided. Default term should be "Document".
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1
Controlled vocabulary	-
Usage notes	TypeOfMaterial is "Document"

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-L) 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 9.9 Publication PID 9.10 Publication URL 9.11 Bibliographic citation of publication
Description	No metadata element. Information on publication(s) that is/are related to the resource if not entered at Related ID.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	9.1 Reference of Publication to Study
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Child element	9.1.1 Type of Reference Publication to Study (for DDI-L)
Description	Reference literature to study
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-n for DDI-L
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. 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-L)
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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Type of object is "StudyUnit".

Number and element	9.2 Type of Material of Publication (for DDI-L)
Child element	None
Description	Description of the type of material provided. Default term should be "Related Publication".
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
Controlled vocabulary	-

Usage notes	TypeOfMaterial is "Related Publication".
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Number and element	9.3 Author Name (reference)
Child element	9.3.1 Type of Author Name (reference) (for DDI-L)
Description	Reference to name of author(s) of the publication the metadata refer to. No reference in DDI-C 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. 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-L)
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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Type of object is either "Individual" or "Organization".

Number and element	9.4 Editor Name (reference)
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Child element	9.4.1 Type of Editor Name (reference) (for DDI-L) 9.4.2 Contributor Role (controlled/descriptive)
Description	Reference to name of editors(s) of the publication the metadata refer to. No reference in DDI-C 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. 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-L)
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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Type of object is either "Individual" or "Organization".

Number and element	9.4.2 Contributor Role (controlled/descriptive)
Child element	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 URI
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-L. In DDI-C 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 URI
Child element	None
Description	URI (URN or URL) 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	Is the content of the element 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-L)
Description	Name of the publishing house of the publication the metadata refer to. No reference in DDI-C possible, add name of organization(s).
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. 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-L)
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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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Type of object is "Organization".

Number and element	9.8 Journal/Serial
Child element	9.8.1 Name of the Journal/Serial
Description	Information on publication(s) that is/are related to the resource if not entered at Related ID.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	9.8.1 Name of the Journal/Serial
Child element	9.8.1.1. Language of Name of the Journal/Serial
Description	The name of the journal in which a publication was published.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	9.8.1.1. Language of Name of the Journal/Serial
Child element	None
Description	The language of the content of the element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	9.8.2 Role of the publisher for DDI-L
Child element	None
Description	The role of the publisher stating that the publication was published in a journal or serial.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	journal, serial
Usage notes	

Number and element	9.9. Publication PID
Child element	9.9.1 Publication PID Type 9.9.2. Publication PID URL
Description	To capture information - type and PID value - on PID(s) of the publication, Content = PID value
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	

Number and element	9.9.1 Publication PID Type
Child element	None
Description	The name of the agency maintaining the PID. When applicable use OpenAIRE's list of PID types (https://guidelines.openaire.eu/en/latest/data/field_relatedidentifier.html#d-relatedidentifier).
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	

Number and element	9.9.2. Publication PID URL
Child element	None
Description	The URL of the PID.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1
Controlled vocabulary	-
Usage notes	

Number and element	9.10 Publication URL
Child element	None
Description	URL of website on which the publication can be found (or at least information concerning the literature).
Mandatory/Recommended/Optional	Recommended
Occurrence	0-1

Controlled vocabulary	-
Usage notes	-

Number and element	9.11 Bibliographic citation of publication
Child element	None
Description	Information on the bibliographic citation.
Mandatory/Recommended/Optional	Optional
Occurrence	0-1
Controlled vocabulary	-
Usage notes	-

10. Information on Group of Studies

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	No metadata element. Information on group(s) of studies.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	10.1 Study Group DDI Identifier
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Child element	None
Description	Identifier of the study group according to the DDI-L structure. Either DDI URN or triple Agency, ID, Version need to be provided as information.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1-2 for DDI-L
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. 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-L)
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-L)
Child element	None
Description	A required attribute containing the local user identification system that maintains and defines the UserID.
Mandatory/Recommended/Optional	Mandatory for DDI-L
Occurrence	1 for DDI-L
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	Is the content of the element 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-L)
Description	Reference of a study group to a study unit.
Mandatory/Recommended/Optional	Mandatory for DDI-L
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. 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-L)
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-L
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, e.g a questionnaire.
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
Child element	11.1 Description 11.2 Technical Information
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 Description
Child element	11.1.1 Title of the Study Description Document 11.1.2 Study Documentation Copyright 11.1.3 Study Documentation Publication Date 11.1.4 Study Documentation Publisher (reference) 11.1.5 Metadata Access Conditions (all) 11.1.6 Metadata License (all) 11.1.7 Metadata Quality
Description	No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	11.1.1 Title of the Study Description Document
Child element	11.1.1.1 Language of the Title of the Study Description Document
Description	Title of the study description document.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1-n
Controlled vocabulary	-
Usage notes	-

Number and element	11.1.1.1 Language of the Title of the Study Description Document
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	11.1.2 Study Documentation Copyright
Child element	11.1.2.1 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 it can also be different.

Number and element	11.1.2.1 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	11.1.3 Study Documentation Publication Date
Child element	11.1.3.1 Study Documentation Publication Date (controlled)
Description	No metadata element.
Mandatory/Recommended/Optional	Recommended
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	11.1.3.1 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	11.1.4 Study Documentation Publisher (reference)
Child element	11.1.4.1 Type of Study Documentation Publisher (reference) (for DDI-L)
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. 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	11.1.4.1 Type of Study Documentation Publisher (reference) (for DDI-L)
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-L
Occurrence	1 for DDI-L
Controlled vocabulary	-
Usage notes	Type of object is either "individual" or "organization".

Number and element	11.1.5 Metadata Access Conditions (all)
Child element	11.1.5.1 Language of Metadata Access Conditions (all)
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	-

Number and element	11.1.5.1 Language of Metadata Access Conditions (all)
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	11.1.6 Metadata Licence (All)
Child element	None
Description	License information on the metadata including both the study level, variable level, and question level.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	11.1.7 Metadata Quality
Child element	None
Description	Information on the metadata quality on whether the metadata was curated (i.e. checked or produced at a data

	archive/repository) or and produced by the researchers themselves.
Mandatory/Recommended/Optional	Optional
Occurrence	0-n
Controlled vocabulary	-
Usage notes	-

Number and element	11.2 Technical Information
Child element	11.2.1 Schema Location
Description	No metadata element.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-

Number and element	11.2.1 Schema Location
Child element	None
Description	Location of used XML schema definition.
Mandatory/Recommended/Optional	Mandatory
Occurrence	1
Controlled vocabulary	-
Usage notes	-