

**ADULT EDUCATION SURVEY****1-adult
education**

Commission Regulation No 823/2010 of 17.09.2010

VSPARK 10507014

**QUESTIONNAIRE
A. INTRODUCTORY PART**

A_1 Populated area (CATTU code):

--	--	--	--	--	--	--	--

A_2 Sequence No of household member (according to list):

--	--	--	--	--

A_3 Date of interview:

				2	0	1	1
--	--	--	--	---	---	---	---

Day

Month

Year

A_4 Interviewer: A. Surname _____ B. Certificate No _____

Interview started at:

Interview ended at:

A_5 |__| |__| : |__| |__| o'clock

|__| |__| : |__| |__| o'clock

NR. INFORMATION ON CONTACT WITH RESPONDENT

NR 1 Address identification	
1	Address was found, and it is valid for the survey → NR_2
2	} → End of the interview
3	
4	
5	
5	Public institution
NR 2 Person identification	
1	Person takes part in the survey → B
2	} → End of the interview
3	
4	
5	
5	Person does not reside the address → NR_3
NR 3 Reasons why person does not reside the address	
1	} → NR_4
2	
3	
4	
4	Person has died
NR 4 Person substantiation	
1	Substitute of the person answered the questions → B
2	} → End of the interview
3	
4	
5	
5	In 2/3 of the visits substitute was not met

B. INFORMATION ON HOUSEHOLD

(HHNBPERSONS)	How many persons are living in your household including you?	
B_1 HHNBPERSONS_0_4	0–5 years old	_ _
B_2 HHNBPERSONS_5_13	5–13 years old	_ _
B_3 HHNBPERSONS_14_15	14–15 years old	_ _
B_4 HHNBPERSONS_16_24	16–24 years old	_ _
B_5 HHNBPERSONS_25_64	25–64 years old	_ _
B_6 HHNBPERSONS_65plus	65 years and older	_ _
	No answer	-1

ATTENTION INTERVIEWERS: one of the answers must be B_5.

B_7 HHTYPE	What is the type of your household?	
	One-person household	10
	Lone parent with child(ren) aged less than 25	21
	Couple without child(ren) aged less than 25	22
	Couple with child(ren) aged less than 25	23
	Couple or lone parent with child(ren) aged less than 25 and other persons living in household	24
	Other	30
	No answer	-1

ATTENTION INTERVIEWERS: household type regards persons forming the household. Examples:

- if couple has one child aged 24 living in other city, the couple belongs to the household type 22.
- if married couple lives together with the husband's or wife's sister or brother, the household belongs to the household type 30.
- if the married couple has a child aged 4, household belongs to the type 24.

(HHLABOUR)	Household composition by labour status	
B_8 HHLABOUR_EMP	Number of persons aged 16–64 in the household who are at work	_ _
B_9 HHLABOUR_NEMP	Number of persons aged 16–64 in the household who are unemployed or inactive	_ _
	No answer	-1

B_10	What was the net income of your household received last month?		
	Sum, in LVL _____		} → B_11
	Do not know	0	
	No answer	-1	

B_11 HHINCOME	Could you indicate approximate net monthly income of your household?	
CARD 1	Less than LVL 50.01	01
	LVL 50.01–100.00	02
	LVL 100.01–200.00	03

LVL 200.01–300.00	04
LVL 300.01–500.00	05
LVL 500.01–750.00	06
LVL 750.01–1000.00	07
LVL 1000.01–1500.00	08
LVL 1500.01–2000.00	09
LVL 2000.01 and more	10
No answer	-1

C. INFORMATION ON PERSON

C1. Demographic characterisation

C1_1 SEX	Sex	
	Male	1
	Female	2

C1_2 BIRTHYEAR BIRTHMONTH	Year and month of birth	
	_ _ _ _ _ _ _ _ _	

C1_3 BIRTHPLACE	Which is your country of birth? <i>International Standardised Codes of Countries and Territories in Annex 1.</i>		
	Latvia	0	→ C1_5
	Other country (<i>please, specify</i>) _____	_ _ Letter code of the corresponding country	→ C1_4
	No answer	-1	

C1_4 RETIME	For how many years have you been residing Latvia?	C1_3≠0
	Been in this country for 1 year and less	1
	Number of years for person who has been in this country for 2 to 10 years	_ _ _
	Been in this country for more than 10 years	11
	No answer	-1

C1_5 CITIZEN	What is your citizenship? <i>International Standardised Codes of Countries and Territories in Annex 1.</i>	
	Citizen of Latvia	1
	Non-citizen of Latvia	2
	Citizen of other country (<i>please, specify</i>) _____	3
	Letter code of the corresponding country	_ _
	Without citizenship (stateless)	4
	No answer	-1

C1_6 MARSTALEGAL	What is your legal marital status?	
	Never married	1
	Married	2

	Widowed and not remarried	3
	Legally separated and not remarried	4
	No answer	-1

C1_7 MARSTADEFACTO	What is your de facto marital status?	
	Living in a consensual union	1
	Not living in a consensual union	2
	No answer	-1

ATTENTION INTERVIEWERS: two persons are considered to be partners in consensual union, if their usual place of residence is located in the same household, they are not married to each other and their relationship is marriage-like. Person living together with other partner not his/her legal husband/wife is considered to be living in consensual union. Person living together with partner whom he/she is legally married with is not living in consensual union.

C2. Highest level of education or training successfully completed

C2_1 HATLEVEL	What is the highest level of education or training you have successfully completed?	
	<i>Description of the levels of education in Annex 2.</i>	
No formal educ.	No formal education/below primary education	01
	<i>General education</i>	
iscd1 (11)	Primary education	02
iscd 2 (21)	Basic education	03
iscd3ab (32)	General secondary education	04
iscd3ab (32)	General secondary after vocational education	05
	<i>Professional education</i>	
iscd2 (21)	Professional basic education	06
iscd3c (31)	Professional education after basic education	07
iscd 3b (32)	Professional secondary education	08
iscd 4 (40)	Professional education after secondary education	09
	<i>Higher (tertiary) education</i>	
iscd 5b (51)	First level professional higher education	10
iscd 5a (52)	Academic education (incl. bachelor, master's degree) or second level professional higher education	11
iscd 6 (60)	Doctorate degree	12
	No answer	-1

ATTENTION INTERVIEWERS: write in the answer to the next question according to what respondent said, and afterwards code the answer in the table below. -----

C2_2 HATFIELD	What is the field of highest level of education or training you have successfully completed?	C2_1=04-12
	<i>Codes of fields of education and training in Annex 4.</i>	
	General programmes	000
	Personal skills	090
	Teacher training and education science	140
	Arts	210
	Humanities	220
	Foreign languages	222
	Social and behavioural sciences	310
	Journalisms and reporting	320

Business and administration	340
-----------------------------	-----

continued C2_2

C2_2 HATFIELD	What is the field of highest level of education or training you have successfully completed? <i>Codes of fields of education and training in Annex 4.</i>	C2_1=04-12
	Law	380
	Biology and environment science	420
	Physical science	440
	Mathematics and statistics	460
	Computer science	481
	Computer use	482
	Engineering and engineering trades	520
	Manufacturing and processing	540
	Architecture and town planning	580
	Agriculture, forestry and fishery	620
	Veterinary	640
	Health	720
	Social services	760
	Personal services	810
	Transport services	840
	Environmental protection	850
	Protection of persons and property	860
	Unknown	999
	No answer	-1

C2_3 HATYEAR	In which year you successfully completed your highest level of education or training?	C2_1≠01,-1
	Year (<i>please, specify</i>)	<input type="text"/>
	No answer	-1

ATTENTION INTERVIEWERS: if at this level person has more than one education, the earliest year, when education was completed, should be indicated. If respondent can not tell certain year, indicate approximate year.

C2_4 HATVOC (optional)	What is the orientation of the highest level of education or training you have successfully completed?	C2_1= 04 to 09 and (2011 – C2_3) ≤ 20
	General education	1
	Vocational education	2
	No answer	-1

ATTENTION INTERVIEWERS: this question should be asked to respondents the highest level of education successfully completed by which in C2_1= 04 to 09, and no more than 20 years have passed since the year, when current highest level of education was successfully completed, and date of the interview (2011 – C2_3) ≤ 20). Both conditions should fulfil.

C3. Education not completed

C3_1 DROPHIGH	Do you have formal education higher than the level mentioned prior, but not completed?	C2_1≠01, -1 and (2011– C2_3)≤20	
	Yes	1	} → C3_2
	No	2	
	No answer	-1	

ATTENTION INTERVIEWERS: this question should be asked to respondents the highest level of education of which was completed during the last 20 years (2011 – C2_3) ≤ 20).

C3_2 DROPLEVEL	What is the level of education you have not completed? <i>Description of the levels of education in Annex 2.</i>	C3_1=1
	<i>General education</i>	
iscd 2 (21)	Basic education	03
iscd3ab (32)	General secondary education	04
iscd3ab (32)	General secondary after vocational education	05
	<i>Professional education</i>	
iscd2 (21)	Professional basic education	06
iscd3c (31)	Professional education after basic education	07
iscd 3b (32)	Professional secondary education	08
iscd 4 (40)	Professional education after secondary education	09
	<i>Higher (tertiary) education</i>	
iscd 5b (51)	First level professional higher education	10
iscd 5a (52)	Academic education (incl. bachelor, master's degree) or second level professional higher education	11
iscd 6 (60)	Doctorate degree	12
	No answer	-1 → C4

C3_3 DROPVOC (optional)	What is the orientation of the education you have not completed?	C3_2= 04 to 09 and (2011 – C2_3)≤20
	General education	1
	Vocational education	2
	No answer	-1

ATTENTION INTERVIEWERS: this question should be asked to respondents the highest level of education successfully completed by which in C3_2= 04 to 09, and no more than 20 years have passed since the year, when current highest level of education was successfully completed, and date of the interview (2011 – C2_3)≤20). Both conditions should fulfil.

C4. Labour status

C4_1 MAINSTAT	How would you characterise your current labour status (for employed persons – status in the main job)?	
	Employed working full time	11
	Employed working part time	12
	Unemployed	20
	Pupil, student, further training, unpaid work experience	31
	In retirement or early retirement or has given up business (incl. recipients of service pension and disability pension aged 62 and over)	32
	Permanently disabled	33
	Fulfilling domestic tasks	35
	Other inactive person	36
	No answer	-1

} → C6

ATTENTION INTERVIEWERS: full-time and part-time job should be distinguished basing on the spontaneous answer of the respondent. It is difficult to distinguish normal and part-time working hours precisely, because full-time working hours in several EU Member States and in various economic activities may differ.

C5. Characterisation of professional status in main job

C5_1 JOBSTAT	What is your professional status in the main job?	C4_1=11, 12
	Employer (owner)	11
	Self-employed without employees	12
	Employee with a permanent job or work contract of unlimited duration	21
	Employee with temporary job/work contract of limited duration	22
	Family worker	30
	No answer	-1

C5_2 JOBISCO	What is your occupation in the main job?	C4_1=11, 12
	Profession/post _____ (Please, describe what are you doing in your job)	<input type="text"/> <input type="text"/> <i>According to the Classification of Occupations</i>
	No answer	-1

C5_3 LOCNACE	What is the economic activity of the enterprise/ institution local unit?	C4_1=11, 12
	Please, describe _____	<input type="text"/> <input type="text"/> <i>According to NACE Rev. 2 classification</i>
	No answer	-1

C5_4 LOCSIZEFIRM	How many persons are working in the local unit?	C5_1=11, 21, 22, 30
	1 to 10 persons	1
	11 to 19 persons	2
	20 to 49 persons	3
	50 to 249 persons	4
	250 and more persons	5
	Do not know, but 10 or more persons	6
	No answer	-1

C5_5 JOBTIME	When did you start working for your current employer or as self-employed?	C4_1=11, 12		
	Year (<i>please, indicate</i>)			
	No answer	-1		

C6. Highest level of education successfully completed by parents

ATTENTION INTERVIEWERS: reference period for these indicators is the time, when respondent was a teenager aged 12 - 16. If respondent can not decide or is asking to specify, the age of 14 should be used. Any changes taking place during the time period after the reference period should not be considered; interviewer should emphasize the fact that reference period regards the time, when respondent was a teenager.

C6_1 HATFATHER	What was the highest level of education successfully completed by your father (male guardian) when you was a teenager (aged 12–16)?	
	Basic education or lower	1
	General education	2
	Higher education	3
	No answer	-1

C6_2 HATMOTHER	What was the highest level of education successfully completed by your mother (female guardian) when you was a teenager (aged 12–16)?	
	Basic education or lower	1
	General education	2
	Higher education	3
	No answer	-1

D. AVAILABILITY OF INFORMATION ON LEARNING POSSIBILITIES

D_1 SEEKINFO	Did you look for any information concerning learning possibilities during the last 12 months?		
	Yes	1	
	No	2	→ E1_1
	No answer	-1	
D_2 SEEKFOUND	Did you find this information?	D_1=1	
	Yes	1	
	No	2	→ E1_1
	No answer	-1	

D_3 SEEKSOURCE	What was the source used to access this information? (Indicate the corresponding answer in each row)	D_2=1		
		Yes	No	No answer
SEEKSOURCE_1	Internet	1	2	-1
SEEKSOURCE_2	Member of the family, neighbour, work colleague	1	2	-1
SEEKSOURCE_3	Your employer	1	2	-1
SEEKSOURCE_4	Guidance services (e.g. State Employment Agency, Latvian Association of Personnel Management, other recruitment agencies)	1	2	-1
SEEKSOURCE_5	An education or training institution (school, college, centre, university)	1	2	-1
SEEKSOURCE_6	Mass media (TV, radio, newspapers, poster)	1	2	-1
SEEKSOURCE_7	Books	1	2	-1
	Other (<i>please, specify</i>)	0		

E. PARTICIPATION IN EDUCATION AND TRAINING

E1. Formal education

E1_1 FED	Have you during the last 12 months, i.e., since August 2010, been student/pupil (full-time or part-time) or trainee/ apprentice?		
	Yes	1	→ E1_2
	No	2	→ E2

E1_2 FEDNUM	In how many formal education programmes have you participated during the last 12 months? <i>Types of education programmes in Annex 3.</i>		
	Number of programmes (1–3)	□□	

ATTENTION INTERVIEWERS: following questions of the Section E regard the **last (most recent)** formal education programme acquired during the last 12 months indicated by the respondent.

E1_4 FEDLEVEL	What was the level of your most recent formal education activity?	E1_2 ≥ 1
	<i>General education</i>	
iscd1 (11)	Primary education	02
iscd 2 (21)	Basic education	03
iscd3ab (32)	General secondary education	04
iscd3ab (32)	General secondary after vocational education	05
	<i>Professional education</i>	
iscd2 (21)	Professional basic education	06
iscd3c (31)	Professional education after basic education	07
iscd 3b (32)	Professional secondary education	08
iscd 4 (40)	Professional education after secondary education	09
	<i>Higher (tertiary) education</i>	
iscd 5b (51)	First level professional higher education	10
iscd 5a (52)	Academic education (incl. bachelor, master's degree) or second level professional higher education	11
iscd 6 (60)	Doctorate degree	12
	Other (training programmes with 160-960 hours not classified according to ISCED)	13

ATTENTION INTERVIEWERS: write in the answer to the next question according to what respondent said, and afterwards code the answer in the table below. -----

E1_5 FEDFIELD	What was the field of your most recent formal education activity? <i>Codes of fields of education and training in Annex 4.</i>	E1_4=04–12
	General programmes	000
	Personal skills	090
	Teacher training and education science	140
	Arts	210
	Humanities	220
	Foreign languages	222

E1_5 FEDFIELD	What was the field of your most recent formal education activity? <i>Codes of fields of education and training in Annex 4.</i>	E1_4=04– 12
	Social and behavioural sciences	310
	Journalisms and reporting	320
	Business and administration	340
	Law	380
	Biology and environment science	420
	Physical science	440
	Mathematics and statistics	460
	Computer science	481
	Computer use	482
	Engineering and engineering trades	520
	Manufacturing and processing	540
	Architecture and town planning	580
	Agriculture, forestry and fishery	620
	Veterinary	640
	Health	720
	Social services	760
	Personal services	810
	Transport services	840
	Environmental protection	850
	Protection of persons and property	860
	Unknown	999
	No answer	-1

E1_6 FEDVOC	What was the orientation of the <u>most recent</u> formal education or training?	(E1_4=04 to 09)
	General education	1
	Vocational education	2
	No answer	-1

ATTENTION INTERVIEWERS: *this question should be asked to respondents the level of most recent education or training in E1_4= 04 to 09.*

E1_7 FEDMETHOD	Could you name the main method of learning used in the most recent formal education activity?	E1_2 ≥1
	Traditional teaching (e.g. classroom)	1
	Distance learning using online or offline computer	2
	Distance learning using traditional teaching material	3
	No answer	-1

E1_8 FEDREASON CARD 2	What were the reasons for participating in the most recent formal education activity? <i>(Indicate the corresponding answer in each row)</i>	E1_2 ≥ 1		
		Yes	No	No answer
FEDREASON_1	To do my job better and/or improve carrier prospects	1	2	-1
FEDREASON_2	To be less likely to lose my job	1	2	-1
FEDREASON_3	To increase my possibilities of getting a job, or changing a job/profession	1	2	-1
FEDREASON_4	To start my own business	1	2	-1
FEDREASON_5	I was obliged to participate	1	2	-1
FEDREASON_6	To get knowledge/skills useful in my everyday life	1	2	-1
FEDREASON_7	To increase my knowledge/skills on a subject that interests me	1	2	-1
FEDREASON_8	Obtain certificate	1	2	-1
FEDREASON_9	To meet new people/for fun	1	2	-1
	Other <i>(please, indicate)</i>	0		
E1_9 FEDWORKTIME	Did the most recent formal education activity take place during paid working hours (including paid leave or recuperation)?	E1_2 ≥ 1		
	Only during paid working hours	1		
	Mostly during paid working hours	2		
	Mostly outside paid working hours	3		
	Only outside paid working hours	4		
	Not working at that time	5		
	No answer	-1		
E1_10 FEDNBHOURS	How much time did you spend on instruction in the most recent formal education activity?	E1_2 ≥ 1		
	Average number of instruction hours per week	_ _ _ _		
	Number of weeks	_ _		
	Total number of instruction hours	_ _ _ _		
	No answer	-1		
<i>ATTENTION INTERVIEWERS:</i> to acquire as precise answer as possible, first ask respondent how many hours on average per week he/she spent on instruction, afterwards find out how may weeks respondent spent on training. You will acquire the result by multiplying the number of hours with the number of weeks.				
E1_11 FEDPAID	Which of the answers below characterises the payment for the most recent formal education activity (payment for the tuition, registration, exam fees, expenses for books or technical study means) the best?	E1_2 ≥ 1		
	Fully paid by myself	1	→ E1_13	
	Partly paid by myself, partly – by someone else	2		
	Fully paid by someone else (excluding family members)	3		
	Paid for this activity by myself, but do not know if it was in-full or in-part payment and if someone else has paid for this activity	4	→ E1_13	

ATTENTION INTERVIEWERS: if respondent has not covered any expenses and does not know who paid for the training, the answer should be coded as “fully paid by someone else”.
 Technical study means are all useful materials, which respondent purchased for education: computer, software, CD, DVD, drawing boards (for architecture courses), clay, etc. Technical study means used for education, but purchased prior for other purposes, are not included.

E1_12 FEDPAIDBY	Who (fully or partly) covered payment for the most recent formal education activity (payment for the tuition, registration, exam fees, expenses for books or technical study means)? (Indicate the corresponding answer in each row)	E1_11=2 or 3		
		Yes	No	No answer
FEDPAIDBY_1	Employer (E1_9=1, 2, 3, 4) or prospective employer	1	2	-1
FEDPAIDBY_2	State Employment Agency	1	2	-1
FEDPAIDBY_3	Other public institutions	1	2	-1
FEDPAIDBY_4	A household member or a relative	1	2	-1
	Other (please, specify)	0		

E1_13 FEDPAIDVAL	How much did you personally or any of your household members or relatives pay for the formal education activity during the last 12 months?	E1_11=1, 2, 4
	Sum, in LVL	_____
	No answer	-1

E1_14 FEDUSE	How much of the skills or knowledge acquired from the most recent formal education activity have you used (or are planning to use)?	E1_2 ≥ 1
	A lot	1
	A fair amount	2
	Very little	3
	Not at all	4
	No answer	-1

E1_15 FEDSAT (optional)	Are you satisfied with the most recent formal education activity?	E1_2 ≥ 1	
	Yes	1	→ E1_17
	No	2	→ E1_16
	No answer	-1	

E1_16 FEDUNSATREASON (optional)	Does any of the reasons below explain why you are not satisfied with the most recent formal education activity? (Indicate the corresponding answer in each row)	E1_15=2		
		Yes	No	No answer
FEDUNSATREASON_1	Programme was not relevant to my needs/ was not useful	1	2	-1
FEDUNSATREASON_2	Level of training too low	1	2	-1
FEDUNSATREASON_3	Level of training too high	1	2	-1
FEDUNSATREASON_4	Quality of teaching was not satisfactory	1	2	-1
FEDUNSATREASON_5	Organisation of training (location, materials, classrooms etc.) was not satisfactory	1	2	-1
	Other (please, indicate)	0		

E1_17 FEDOUTCOME	What were the outcomes of the new skills/knowledge acquired through the most recent formal education activity? (Indicate the corresponding answer in each row)	E1_2 ≥ 1		
		Yes	No	No answer
FEDOUTCOME_1	Getting a (new) job	1	2	-1
<i>ATTENTION INTERVIEWERS: the following four answers should be read, if E1_9=1, 2, 3, 4.</i>				
FEDOUTCOME_2	Promotion in the job	1	2	-1
FEDOUTCOME_3	Higher salary/wages	1	2	-1
FEDOUTCOME_4	New tasks	1	2	-1
FEDOUTCOME_5	Better performance in the job	1	2	-1
FEDOUTCOME_6	Personal related reasons (meet other people, refresh your skills in general subjects etc.)	1	2	-1
FEDOUTCOME_7	No outcomes yet	1	2	-1
FEDOUTCOME_8	No outcomes expected	1	2	-1
	Other (please, indicate)	0		

E2. Non-formal education

(NFE)	Have you participated in any of the following activities with the intention to improve knowledge or skills in any area (including hobbies) during the last 12 months? It regards both completed and ongoing activities.			
E2_1 NFECOURSE	Courses during working hours or free time			
	Yes			1
	No			2
E2_2 NFEWORKSHOP	Workshops or seminars during working hours or free time			
	Yes			1
	No			2
E2_3 NFEGUIDEDJT	Guided on the job training			
	Yes			1
	No			2
E2_4 NFELESSON	Private lessons			
	Yes			1
	No			2

ATTENTION INTERVIEWERS: if in answer to all questions is “no”, go to the Section F. This question should be asked to the respondents giving affirmative answer to any of the questions on non-formal education (E2_1 to E2_4=1)

E2_5 NFENUM	In how many non-formal education and training activities have you participated during the last 12 months?			
	Number of activities (1–98)			□□□□
<i>ATTENTION INTERVIEWERS: respondent further has to answer about each selected non-formal education and training activity indicated in the question E2_5.</i>				

E2_6 NFEACT01_TYPE	What was the type of the 1st education and training activity you participated in?	$E2_5 \geq 1$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_7 NFEACT02_TYPE	What was the type of the 2nd education and training activity you participated in?	$E2_5 \geq 2$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_8 NFEACT03_TYPE	What was the type of the 3rd education and training activity you participated in?	$E2_5 \geq 3$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_9 NFEACT04_TYPE	What was the type of the 4th education and training activity you participated in?	$E2_5 \geq 4$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_10 NFEACT05_TYPE	What was the type of the 5th education and training activity you participated in?	$E2_5 \geq 5$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_11 NFEACT06_TYPE	What was the type of the 6th education and training activity you participated in?	$E2_5 \geq 6$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_12 NFEACT07_TYPE	What was the type of the 7th education and training activity you participated in?	$E2_5 \geq 7$
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1

E2_13 NFEACT08_TYPE	What was the type of the 8th education and training activity you participated in?	E2_5 ≥ 8
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_14 NFEACT09_TYPE	What was the type of the 9th education and training activity you participated in?	E2_5 ≥ 9
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1
E2_15 NFEACT10_TYPE	What was the type of the 10th education and training activity you participated in?	E2_5 ≥ 10
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1

E2_16 NFEPURP1	Was at least one of the activities from 1 to 10 a job related activity?	
	Yes	1
	No	2

***ATTENTION INTERVIEWERS:** this question should be asked to the respondents, who in the question E2_5 have mentioned **at least one** non-formal education activity they have participated in.*

E2_17 NFEWORKTIME1	Did at least one of the activities from 1 to 10 take part during paid working hours (including paid leave and recuperation)?	
	Yes	1
	No (including not working at that time)	2

***ATTENTION INTERVIEWERS:** this question should be asked to the respondents, who in the question E2_5 have mentioned **at least one** non-formal education activity they have participated in.*

E2_18 NFEPAIDBY1	Was at least one of the activities from 1 to 10 partially or fully paid by the employer (prospective employer)?	
	Yes	1
	No (including not working at that time)	2
	I do not know if employer paid (fully or partly) for any of the education activities	3

***ATTENTION INTERVIEWERS:** this question should be asked to the respondents, who in the question E2_5 have mentioned **at least one** non-formal education activity they have participated in.*

E2.1. Detailed information concerning 1st randomly selected non-formal education activity

ATTENTION INTERVIEWERS: in this section questions should be asked to the respondents, who have participated in at least one non-formal education activity (E2_6 to E2_15 ≥ 1).

Please, note that following seventeen questions should be asked about the 1st randomly selected education and training activity!

E2.1_1 NFERAND1	Could you randomly select one non-formal education and training activity (as the 1st one)!	
	Write in the code of the 1 st randomly selected activity (from E2_6 till E2_15 from 01 till 10)	

E2.1_2 NFERAND1_TYPE	What was the type of the 1st activity you participated in?	
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1

E2.1_3 NFEPURP1	What was the purpose of the 1st activity?	
	Mainly job-related	1
	Mainly personal/non-job-related reasons	2
	No answer	-1

ATTENTION INTERVIEWERS: write in the answer to the next question according to what respondent said, and afterwards code the answer in the table below. -----

E2.1_4 NFEFIELD1	What was the field of the 1st activity? <i>Codes of fields of education and training in Annex 4.</i>	
	General programmes	000
	Personal skills	090
	Teacher training and education science	140
	Arts	210
	Humanities	220
	Foreign languages	222
	Social and behavioural sciences	310
	Journalisms and reporting	320
	Business and administration	340
	Law	380
	Biology and environment science	420
	Physical science	440
	Mathematics and statistics	460
	Computer science	481
	Computer use	482
	Engineering and engineering trades	520
	Manufacturing and processing	540
	Architecture and town planning	580
	Agriculture, forestry and fishery	620
	Veterinary	640
	Health	720

E2.1_4 NFEFIELD1	What was the field of the 1st activity? <i>Codes of fields of education and training in Annex 4.</i>					
	Social services	760				
	Personal services	810				
	Transport services	840				
	Environmental protection	850				
	Protection of persons and property	860				
	Unknown	999				
	No answer	-1				
E2.1_5 HFEMETHOD1	What was the main method of learning used for the 1st activity?			E2.1_2≠ 2, 3		
	Traditional teaching (e.g. classroom)			1		
	Distance learning using online or offline computer			2		
	Distance learning using traditional teaching material			3		
	No answer			-1		
E2.1_6 NFEREASON1 <div style="border: 1px solid black; padding: 2px; display: inline-block;">CARD 2</div>	What were the main reasons for participating in the 1st activity? <i>(Indicate the corresponding answer in each row)</i>			Yes	No	No answer
NFEREASON1_1	To do my job better and/or improve carrier prospects			1	2	-1
NFEREASON1_2	To be less likely to lose my job			1	2	-1
NFEREASON1_3	To increase my possibilities of getting a job, or changing a job/profession			1	2	-1
NFEREASON1_4	To start my own business			1	2	-1
NFEREASON1_5	I was obliged to participate			1	2	-1
NFEREASON1_6	To get knowledge/skills useful in my everyday life			1	2	-1
NFEREASON1_7	To increase my knowledge/skills on a subject that interests me			1	2	-1
NFEREASON1_8	Obtain certificate			1	2	-1
NFEREASON1_9	To meet new people/for fun			1	2	-1
	Other (<i>please, indicate</i>)			0		
E2.1_7 NFEWORKTIME1	Did the 1st activity take place during paid working hours (including paid leave or recuperation)?			E2.1_2≠ 3		
	Only during paid working hours			1		
	Mostly during paid working hours			2		
	Mostly outside paid working hours			3		
	Only outside paid working hours			4		
	Not working at that time			5		
	No answer			-1		
E2.1_8 NFENBHOURS1	How much time did you spend on instruction in the 1st activity?					
	Average number of instruction hours per week			_ _ _		
	Number of weeks			_ _		
	Total number of instruction hours			_ _ _		
	No answer			-1		

ATTENTION INTERVIEWERS: to acquire as precise answer as possible, first ask respondent how many hours on average per week he/she spent on instruction, afterwards find out how many weeks respondent spent on training. You will acquire the result by multiplying the number of hours with the number of weeks.

E2.1_9 NFEPROVIDER1	Who was the provider of the 1st activity?	
CARD 3	Formal education institution	01
	Non-formal education and training institution	02
	Commercial institution where education and training is not the main activity (e.g. equipment suppliers)	03
	Employer	04
	Employers' organisations, chambers of commerce	05
	Trade unions	06
	Non-profit associations, e.g. cultural society, political party	07
	Individuals (e.g. students giving private lessons)	08
	Non-commercial institution where ET is not the main activity (e.g. libraries, museums)	09
	Other (<i>please, specify</i>) _____	10
No answer	-1	

E2.1_10 NFECERT1	Did you after the 1st activity obtain a certificate required by the employer or professional body for the execution of current or planned job?	
	Yes, required by the employer or a professional body or by law	1
	Yes, not required by the employer or a professional body or by law	2
	No (acknowledgement of attendance)	3
	No answer	-1

E2.1_11 NFEPAID1	Which of the answers below characterises payment for the 1st activity (payment for the tuition, registration, exam fees, expenses for books or technical study means) the best?	E2.1_2 ≠ 3
	Fully paid by myself	1
	Partly paid by myself, partly – by someone else	2
	Fully paid by someone else (excluding family members)	3
	Paid for this activity by myself, but do not know if it was in-full or in-part payment and if someone else has paid for this activity	4

E2.1_12 NFEPAIDBY1	Who (fully or partly) covered the payment for 1st activity (payment for the tuition, registration, exam fees, expenses for books or technical study means)? (Indicate the corresponding answer in each row)	E2.1_11 = 2 or 3		
		Yes	No	No answer
NFEPAIDBY1_1	Employer or prospective employer	1	2	-1
NFEPAIDBY1_2	State Employment Agency	1	2	-1
NFEPAIDBY1_3	Other public institutions	1	2	-1
NFEPAIDBY1_4	A household member or a relative	1	2	-1
	Other (<i>please, indicate</i>)	0		

E2.1_13 NFEPaidVAL1	How much did you personally or any of your household members or relatives pay for the non-formal education activity during the last 12 months?	E2.1_11=1, 2, 4		
	Sum, in LVL	_ _ _ _		
	No answer	-1		
E2.1_14 NFEUSE1	How much of the skills or knowledge acquired have you used (or are planning to use)?			
	A lot	1		
	A fair amount	2		
	Very little	3		
	Not at all	4		
	No answer	-1		
E2.1_15 NFESAT1 (optional)	Were you satisfied with the programme of the 1st activity?			
	Yes	1	→ E2.1_17	
	No	2	→ E2.1_16	
	No answer	-1		
E2.1_16 NFEUNSATREASON1 (optional)	Does any of the reasons below explain why you were not satisfied with the 1st activity programme? (Indicate the corresponding answer in each row)	E2.1_15=2		
		Yes	No	No answer
NFEUNSATREASON1_1	Programme was not relevant to my needs/ was not useful	1	2	-1
NFEUNSATREASON1_2	Level of training too low	1	2	-1
NFEUNSATREASON1_3	Level of training too high	1	2	-1
NFEUNSATREASON1_4	Quality of teaching was not satisfactory	1	2	-1
NFEUNSATREASON1_5	Organisation of training (location, materials, classrooms etc.) was not satisfactory	1	2	-1
	Other (please, indicate)	0		
E2.1_17 NFEOUTCOME1	What were the outcomes of the new skills/knowledge acquired through the 1st activity? (Indicate the corresponding answer in each row)	Yes	No	No answer
NFEOUTCOME1_1	Getting a (new) job	1	2	-1
ATTENTION INTERVIEWERS: the following four answer should be read only if E2.1_7=1, 2, 3, 4				
NFEOUTCOME1_2	Promotion in the job	1	2	-1
NFEOUTCOME1_3	Higher salary/wages	1	2	-1
NFEOUTCOME1_4	New tasks	1	2	-1
NFEOUTCOME1_5	Better performance in the job	1	2	-1
NFEOUTCOME1_6	Personal related reasons (meet other people, refresh your skills in general subjects etc.)	1	2	-1
NFEOUTCOME1_7	No outcomes yet	1	2	-1
NFEOUTCOME1_8	No outcomes expected	1	2	-1
	Other (please, indicate)	0		

E2.2. Detailed information concerning 2nd randomly selected non-formal education activity

ATTENTION INTERVIEWERS: in this section questions should be asked to the respondents, who have participated in at least two non-formal education activities (E2_6 to E2_15 ≥ 2).

Please, note that following seventeen questions should be asked about the 2nd randomly selected education and training activity!

E2.2_1 NFERAND2	Could you randomly select one non-formal education and training activity (as the 2nd one)?	
	Write in the code of the 1 st randomly selected activity (from E2_6 till E2_15 from 01 till 10)	_ _

E2.2_2 NFERAND2_TYPE	What was the type of the 2nd activity you participated in?	
	Courses	1
	Workshops or seminars	2
	Guided on the job training	3
	Private lessons	4
	No answer	-1

E2.2_3 NFEPURP2	What was the purpose of the 2nd activity?	
	Mainly job-related	1
	Mainly personal/non-job-related reasons	2
	No answer	-1

ATTENTION INTERVIEWERS: write in the answer to the next question according to what respondent said, and afterwards code the answer in the table below. -----

E2.2_4 NFEFIELD2	What was the field of the 2nd activity? <i>Codes of fields of education and training in Annex 4.</i>	
	General programmes	000
	Personal skills	090
	Teacher training and education science	140
	Arts	210
	Humanities	220
	Foreign languages	222
	Social and behavioural sciences	310
	Journalisms and reporting	320
	Business and administration	340
	Law	380
	Biology and environment science	420
	Physical science	440
	Mathematics and statistics	460
	Computer science	481
	Computer use	482
	Engineering and engineering trades	520
	Manufacturing and processing	540
	Architecture and town planning	580
	Agriculture, forestry and fishery	620
	Veterinary	640
	Health	720
	Social services	760
	Personal services	810

E2.2_4 NFEFIELD2	What was the field of the 2 nd activity? <i>Codes of fields of education and training in Annex 4.</i>					
	Transport services	840				
	Environmental protection	850				
	Protection of persons and property	860				
	Unknown	999				
	No answer	-1				
E2.2_5 HFEMETHOD2	What was the main method of learning used for the 2 nd activity?			E2.2_2≠2, 3		
	Traditional teaching (e.g. classroom)			1		
	Distance learning using online or offline computer			2		
	Distance learning using traditional teaching material			3		
	No answer			-1		
E2.2_6 NFEREASON2 CARD 2	What were the main reasons for participating in the 2 nd activity? <i>(Indicate the corresponding answer in each row)</i>			Yes	No	No answer
NFEREASON2_1	To do my job better and/or improve carrier prospects			1	2	-1
NFEREASON2_2	To be less likely to lose my job			1	2	-1
NFEREASON2_3	To increase my possibilities of getting a job, or changing a job/profession			1	2	-1
NFEREASON2_4	To start my own business			1	2	-1
NFEREASON2_5	I was obliged to participate			1	2	-1
NFEREASON2_6	To get knowledge/skills useful in my everyday life			1	2	-1
NFEREASON2_7	To increase my knowledge/skills on a subject that interests me			1	2	-1
NFEREASON2_8	Obtain certificate			1	2	-1
NFEREASON2_9	To meet new people/for fun			1	2	-1
	Other <i>(please, indicate)</i>			0		
E2.2_7 NFEWORKTIME2	Did the 2 nd activity take place during paid working hours (including paid leave or recuperation)?			E2.2_2≠3		
	Only during paid working hours			1		
	Mostly during paid working hours			2		
	Mostly outside paid working hours			3		
	Only outside paid working hours			4		
	Not working at that time			5		
	No answer			-1		
E2.2_8 NFEHBHOURS2	How much time did you spend on instruction in the 2 nd activity?					
	Average number of instruction hours per week			□□□□		
	Number of weeks			□□□		
	Total number of instruction hours			□□□□		
	No answer			-1		
ATTENTION INTERVIEWERS: to acquire as precise answer as possible, first ask respondent how many hours on average per week he/she spent on instruction, afterwards find out how may weeks respondent spent on training. You will acquire the result by multiplying the number of hours with the number of weeks.						

E2.2_9 NFEPROVIDER2	Who was the provider of the 2nd activity?			
CARD 3	Formal education institution	01		
	Non-formal education and training institutions	02		
	Commercial institution where education and training is not the main activity (e.g. equipment suppliers)	03		
	Employer	04		
	Employers' organisations, chambers of commerce	05		
	Trade unions	06		
	Non-profit associations, e.g. cultural society, political party	07		
	Individuals (e.g. students giving private lessons)	08		
	Non-commercial institution where ET is not the main activity (e.g. libraries, museums)	09		
	Other (<i>please, specify</i>) _____	10		
	No answer	-1		
E2.2_10 NFECERT2	Did you after the 2nd activity obtain a certificate required by the employer or professional body for the execution of current or planned job?			
	Yes, required by the employer or a professional body or by law	1		
	Yes, not required by the employer or a professional body or by law	2		
	No (acknowledgement of attendance)	3		
	No answer	-1		
E2.2_11 NFEPÄID2	Which of the answers below characterises the payment for the 2nd activity (payment for the tuition, registration, exam fees, expenses for books or technical study means) the best?	E2.2_2≠3		
	Fully paid by myself	1		
	Partly paid by myself, partly – by someone else	2		
	Fully paid by someone else (excluding family members)	3		
	Paid for this activity by myself, but do not know if it was in-full or in-part payment and if someone else has paid for this activity	4		
E2.2_12 NFEPÄIDBY2	Who (fully or partly) covered the payment for 2nd activity (payment for the tuition, registration, exam fees, expenses for books or technical study means)? <i>(Indicate the corresponding answer in each row)</i>	E2.2_11=2 or 3		
		Yes	No	No answer
NFEPÄIDBY2_1	Employer or prospective employer	1	2	-1
NFEPÄIDBY2_2	State Employment Agency	1	2	-1
NFEPÄIDBY2_3	Other public institutions	1	2	-1
NFEPÄIDBY2_4	A household member or a relative	1	2	-1
	Other (<i>please, indicate</i>)	0		

E2.2_13 NFEPaidVAL2	How much did you personally or any of your household members or relatives pay for the non-formal education activity during the last 12 months?	E2.2_11=1, 2, 4
	Sum, in LVL	_ _ _ _ _
	No answer	-1

E2.2_14 NFEUSE2	How much of the skills or knowledge acquired have you used (or are planning to use)?	
	A lot	1
	A fair amount	2
	Very little	3
	Not at all	4
	No answer	-1

E2.2_15 NFESAT2 (optional)	Were you satisfied with the programme of the 2nd activity?		
	Yes	1	→ E2.2_17
	No	2	→ E2.2_16
	No answer	-1	

E2.2_16 NFEUNSATREASON2 (optional)	Does any of the reasons below explain why you were not satisfied with the 2nd activity programme? <i>(Indicate the corresponding answer in each row)</i>	E2.2_15= 2		
		Yes	No	No answer
NFEUNSATREASON2_1	Programme was not relevant to my needs/ was not useful	1	2	-1
NFEUNSATREASON2_2	Level of training too low	1	2	-1
NFEUNSATREASON2_3	Level of training too high	1	2	-1
NFEUNSATREASON2_4	Quality of teaching was not satisfactory	1	2	-1
NFEUNSATREASON2_5	Organisation of training (location, materials, classrooms etc.) was not satisfactory	1	2	-1
	Other <i>(please, indicate)</i>	0		

E2.2_17 NFEOUTCOME2	What were the outcomes of the new skills/knowledge acquired through the 2nd activity? <i>(Indicate the corresponding answer in each row)</i>	Yes	No	No answer
NFEOUTCOME2_1	Getting a (new) job	1	2	-1
ATTENTION INTERVIEWERS: the following four answer should be read only if E2.2_7 = 1, 2, 3, 4				
NFEOUTCOME2_2	Promotion in the job	1	2	-1
NFEOUTCOME2_3	Higher salary/wages	1	2	-1
NFEOUTCOME2_4	New tasks	1	2	-1
NFEOUTCOME2_5	Better performance in the job	1	2	-1
NFEOUTCOME2_6	Personal related reasons (meet other people, refresh your skills in general subjects etc.)	1	2	-1
NFEOUTCOME2_7	No outcomes yet	1	2	-1
NFEOUTCOME2_8	No outcomes expected	1	2	-1
	Other <i>(please, indicate)</i>	0		

F. DIFFICULTIES RELATED TO PARTICIPATION IN ADULT EDUCATION

In this section of the questionnaire the reasons causing difficulties for adults to participate in further education have to be found out. As a result the information on various conditions influencing the participation in education will be acquired.

All respondents are asked about obstacles. Respondents are as if divided into 4 groups:

- the ones, who have already participated in education and training and did not want to participate more (1st group)
- the ones, who have already participated in education and training, but wanted to participate more (2nd group)
- the ones, who have not participated and do not want to participate in education and training (3rd group)
- the ones, who have not participated, but wanted to participate in education and training (4th group)

When asking questions of this section, please, follow the notes indicated with “ATTENTION INTERVIEWERS” next to the relevant question.

<i>ATTENTION INTERVIEWERS: the question should be asked to respondents participating in formal education and/or non-formal education (E1_1=1 or E2_1 =1 or E2_2 =1 or E2_3 =1 or E2_4 =1).</i>			
F_1 DIFFICULTY_1_2	You stated that during the last 12 months you participated in education activity (formal or non-formal). Did you want to participate in education activities more?		
	Yes (2 nd group)	1	→ F_6
	No (1 st group)	2	→ F_8
	No answer	0	

<i>ATTENTION INTERVIEWERS: the question should be asked to respondents not participating in both formal education and non-formal education (E1_1=2 and E2_1 =2 and E2_2 =2 and E2_3 =2 and E2_4 =2).</i>			
F_2 DIFFICULTY_3_4	You stated that during the last 12 months you did not participate in any kind of education activities (formal or non-formal). Did you want to participate in such activities?		
	Yes (4 th group)	1	→ F_6
	No (3 rd group)	2	→ F_3
	No answer	0	

<i>ATTENTION INTERVIEWERS: the question should be asked to the respondents not participating in both formal education and non-formal education and not willing to participate (F_2 = 2) (3rd group). Before asking this question, give respondent a card with difficulties related with the participation.</i>			
F_3 DIFFTYPE1A	Were there some particular difficulties for you to participate in education activities (formal or non-formal) during the last 12 months?		
	No. It was not necessary	1	→ Section G
	Yes. Did not participate because of certain difficulties	2	

F_4 DIFFTYPE1B CARD 4	What type of difficulties related to participation in education and training did you face? (Indicate the corresponding answer in each row)	F_2=2 and F_3=2		
		Yes	No	No answer
DIFFTYPE1_01	Prerequisites (provision set by the training provider, e.g., language, level of education): did not have the prerequisites	1	2	-1
DIFFTYPE1_02	Cost: training was too expensive, could not afford	1	2	-1
DIFFTYPE1_03	Lack of employer's support or lack of public services support	1	2	-1
DIFFTYPE1_04	Schedule: training conflicted with work schedule	1	2	-1
DIFFTYPE1_05	Distances: training took place at a distance hard to reach	1	2	-1
DIFFTYPE1_06	No access to a computer or Internet (for distance learning)	1	2	-1
DIFFTYPE1_07	Family responsibilities: lack of time due to family responsibilities	1	2	-1
DIFFTYPE1_08	Health or age	1	2	-1
DIFFTYPE1_09	Other personal reasons	1	2	-1
DIFFTYPE1_10	No suitable education or training activity	1	2	-1
	Other (please, specify)	0		

ATTENTION INTERVIEWERS: Category "Did not have the prerequisites" mainly concerns the enrolment requirements set by the service provider and not the attitudinal barrier.

F_5 DIFFMAIN1	Which of the mentioned difficulties was the most important?	F_4=01-10
	Write in the difficulty code (F_4 from 01 till 10)	____
	No answer	-1

ATTENTION INTERVIEWERS: the question should be asked to respondents, who did not participate in education, but wanted to, and to those respondents, who did participate and are willing to participate in some more education activities (E_1=1 or E_2=1) (2nd and 4th group). Before asking this question, give respondent a card with difficulties related to the participation.

F_6 DIFFTYPE2 CARD 4	What type of difficulties related to participation in education and training did you face? (Indicate the corresponding answer in each row)	F_1=1 or F_2=1		
		Yes	No	No answer
DIFFTYPE2_01	Prerequisites (provision set by the training provider, e.g., language, level of education): did not have the prerequisites	1	2	-1
DIFFTYPE2_02	Cost: training was too expensive, could not afford	1	2	-1
DIFFTYPE2_03	Lack of employer's support or lack of public services support	1	2	-1
DIFFTYPE2_04	Schedule: training conflicted with work schedule	1	2	-1
DIFFTYPE2_05	Distance: training took place at a distance hard to reach	1	2	-1
DIFFTYPE2_06	No access to a computer or Internet (for distance learning)	1	2	-1
DIFFTYPE2_07	Family responsibilities: lack of time due to family responsibilities	1	2	-1
DIFFTYPE2_08	Health or age	1	2	-1
DIFFTYPE2_09	Other personal reasons	1	2	-1
DIFFTYPE2_10	No suitable education or training activity	1	2	-1
	Other (please, specify)	0		

F_7 DIFFMAIN2	Which of the mentioned difficulties was the most important?	F_6=01-10
	Write in the difficulty code (F_6 from 01 till 10)	____
	No answer	-1

ATTENTION INTERVIEWERS: question should be asked to respondents, who participated in education or training, but did not want participate more (F_1 = 2) (**1st group**). Before asking this question, give respondent a card with difficulties related with the participation.

F_8 DIFFTYPE3A	Were there some particular difficulties for you to participate in education activities?		
	No. It was not necessary	1	→ Section G
	Yes. Did not participate because of certain difficulties	2	

F_9 DIFFTYPE3B	What type of difficulties related to participation or more participation in education and training did you face? (Indicate the corresponding answer in each row)	F_1=2 un F_8=2		
CARD 4		Yes	No	No answer
DIFFTYPE1_01	Prerequisites (provision set by the training provider, e.g., language, level of education): did not have the prerequisites	1	2	-1
DIFFTYPE1_02	Cost: training was too expensive, could not afford	1	2	-1
DIFFTYPE1_03	Lack of employer's support or lack of public services support	1	2	-1
DIFFTYPE1_04	Schedule: training conflicted with work schedule	1	2	-1
DIFFTYPE1_05	Distance: training took place at a distance hard to reach	1	2	-1
DIFFTYPE1_06	No access to a computer or Internet (for distance learning)	1	2	-1
DIFFTYPE1_07	Family responsibilities: lack of time due to family responsibilities	1	2	-1
DIFFTYPE1_08	Health or age	1	2	-1
DIFFTYPE1_09	Other personal reasons	1	2	-1
DIFFTYPE1_10	No suitable education or training activity	1	2	-1
	Other (please, specify)	0		

F_10 DIFFMAIN3	Which of the mentioned difficulties was the most important?	F_9=01-10	
	Write in the difficulty code (F_6 from 01 till 10)	_ _ _	
	No answer	-1	

G. INFORMAL LEARNING

G_1 INF	Have you at work or during your free time participated in other activities during the last 12 months (deliberate self-teaching to improve knowledge or skills)?		
	Yes, in one activity	1	→ Section H
	Yes, in at least two activities	2	
	No	3	

ATTENTION INTERVIEWERS: write in the answer to the next question according to what respondent said, and afterwards code the answer in the table below. -----

G_2 INFFIELD1	What was the field of the 1st activity? <i>Codes of fields of education and training in Annex 4.</i>	G_1=1, 2
	General programmes	000
	Personal skills	090
	Teacher training and education science	140
	Arts	210

Humanities	220
Foreign languages	222
Social and behavioural sciences	310
Journalisms and reporting	320
Business and administration	340
Law	380
Biology and environment science	420
Physical science	440
Mathematics and statistics	460
Computer science	481
Computer use	482
Engineering and engineering trades	520
Manufacturing and processing	540
Architecture and town planning	580
Agriculture, forestry and fishery	620
Veterinary	640
Health	720
Social services	760
Personal services	810
Transport services	840
Environmental protection	850
Protection of persons and property	860
Unknown	999
No answer	-1

G_3 INFPURP1	What was the main purpose of this activity?	G_1=1, 2
	Mainly job-related	1
	Mainly personal/non-job-related	2

G_4 INFMETHOD1	What was the informal learning method used for this activity?	G_1=1, 2
	By learning from a family member, friend or colleague	1
	Using printed material (books, professional magazines, etc.)	2
	Using computers (online or offline)	3
	Through television/radio/video	4

ATTENTION INTERVIEWERS: write in the answer to the next question according to what respondent said, and afterwards code the answer in the table below. -----

G_5 INFFIELD2	What was the field of the 2nd activity? <i>Codes of fields of education and training in Annex 4.</i>	G_1=2
	General programmes	000
	Personal skills	090
	Teacher training and education science	140
	Arts	210
	Humanities	220

Foreign languages	222
Social and behavioural sciences	310
Journalisms and reporting	320
Business and administration	340
Law	380
Biology and environment science	420
Physical science	440
Mathematics and statistics	460
Computer science	481
Computer use	482
Engineering and engineering trades	520
Manufacturing and processing	540
Architecture and town planning	580
Agriculture, forestry and fishery	620
Veterinary	640
Health	720
Social services	760
Personal services	810
Transport services	840
Environmental protection	850
Protection of persons and property	860
Unknown	999
No answer	-1

G_6 INFPURP2	What was the main purpose of this activity?	G_1=2
	Mainly job-related	1
	Mainly personal/non-job-related	2

G_7 INFMETHOD2	What was the learning method used for this activity?	G_1=2
	By learning from a family member, friend or colleague	1
	Using printed material (books, professional magazines, etc.)	2
	Using computers (online or offline)	3
	Through television/radio/video	4

H. USE OF INFORMATION AND COMMUNICATION TECHNOLOGIES

H_1	Do you have any computer skills?		
	No, I have never used a computer	0	→ Section I
	Yes, I have already carried out computer related activities	1	
	No answer	-1	

H_2 ICTCOMPUTER CARD 5	Which of the computer related activities have you already carried out? (Indicate the corresponding answer in each row)	Yes	No	No answer
ICTCOMPUTER_1	Copying or moving a file or folder	1	2	-1
ICTCOMPUTER_2	Using copy and paste tools	1	2	-1
ICTCOMPUTER_3	Using basic arithmetic formulas in a spreadsheet (<i>Excel, Access</i>)	1	2	-1
ICTCOMPUTER_4	Compressing (or zipping) files (e.g., using <i>WinZip, WinRar</i> etc.)	1	2	-1
ICTCOMPUTER_5	Connecting and installing new devices (e.g. computer, printer, modem)	1	2	-1
ICTCOMPUTER_6	Writing a computer program using a specialised programming language	1	2	-1
ICTCOMPUTER_7	Transferring files between computer and other devices (e.g., from digital camera, mobile phone, <i>MP3/MP4</i> player)	1	2	-1
ICTCOMPUTER_8	Modifying or verifying the configuration parameters of software applications (except internet browsers)	1	2	-1
ICTCOMPUTER_9	Creating electronic presentations with presentation software (e.g. <i>Powerpoint</i>), including images, sound, video or charts	1	2	-1
ICTCOMPUTER_10	Installing a new or replacing an old operating system	1	2	-1

H_3 ICTINTERNET (optional) CARD 6	Which of the Internet related activities have you already carried out? (Indicate the corresponding answer in each row)	Yes	No	No answer
ICTINTERNET_1	Using a search engine to find information	1	2	-1
ICTINTERNET_2	Sending e-mails with attached files (documents, pictures, etc.)	1	2	-1
ICTINTERNET_3	Posting messages to chatrooms, newsgroups or an online discussion forum (e.g. on websites for social networking)	1	2	-1
ICTINTERNET_4	Using the Internet to make telephone calls	1	2	-1
ICTINTERNET_5	Using <i>peer-to-peer</i> file sharing for exchanging movies, music, etc	1	2	-1
ICTINTERNET_6	Creating a web page	1	2	-1
ICTINTERNET_7	Uploading text, games, images, films or music to websites (e.g. to websites for social networking)	1	2	-1
ICTINTERNET_8	Modifying the security settings of internet browsers	1	2	-1

I. LANGUAGE SKILLS

I_1 LANGMOTHER	Which is (are) your mother tongue(s)? <i>Language codes in Annex 5.</i>	
	1 st language (<i>please, indicate</i>) _____	_ _ _
	2 nd language (<i>please, indicate</i>) _____	_ _ _
	No answer	-1
I_2 LANGUSED	How many languages can you use except your mother tongue(s)?	
	Number of languages	_ _ _
	No answer	-1 → Section J
	Please list all languages you can use (except your mother tongue(s)) by frequency of use. <i>Language codes in Annex 5.</i>	I_2 ≠ -1
I_3 LANGUSED_1	1 st language _____	_ _ _
I_4 LANGUSED_2	2 nd language _____	_ _ _
I_5 LANGUSED_3	3 rd language _____	_ _ _
I_6 LANGUSED_4	4 th language _____	_ _ _
I_7 LANGUSED_5	5 th language _____	_ _ _
I_8 LANGUSED_6	6 th language _____	_ _ _
I_9 LANGUSED_7	7 th language _____	_ _ _
	No answer	-1
I_10 INTLANGBEST1	Which of the mentioned languages you know the best (except mother tongues(s))? <i>Language codes in Annex 5.</i>	I_2 ≠ 0, -1
	Best known foreign language (<i>please, indicate</i>) _____	_ _ _
	No answer	-1
I_11 LANGLEVEL1	Which of the statements below characterises the first language knowledge more precisely?	I_10 ≠ -1
CARD 7	I can understand and use the most common everyday expressions. I use the language in relation to familiar things and situations	1
	I can understand the essential of clear language and produce simple text. I can describe experiences and events and communicate fairly fluently	2
	I can understand a wide range of demanding texts and use the language flexibly. I master the language almost completely	3
	No answer	-1

I_12 INTLANGBEST2	Which of the mentioned languages (except mother tongues(s)) is the second best known? <i>Language codes in Annex 5.</i>	I_2 ≠ 0, 1, -1
	Second best known foreign language (<i>please, indicate</i>) _____	_____ _
	No answer	-1

I_13 LANGLEVEL2	Which of the statements below characterises the second language knowledge more precisely?	I_12≠-1
CARD 7	I can understand and use the most common everyday expressions. I use the language in relation to familiar things and situations	1
	I can understand the essential of clear language and produce simple text. I can describe experiences and events and communicate fairly fluently	2
	I can understand a wide range of demanding texts and use the language flexibly. I master the language almost completely	3
	No answer	-1

J. CULTURAL PARTICIPATION

	How often have you attended cultural events during the last 12 months?	1 to 6 times	More than 6 times	Never	No answer
J_1 CULTPAR1 (optional)	Live performances (theatre, concerts, opera, ballet and dance performances)	1	2	3	-1
J_2 CULTPAR2 (optional)	Cinema	1	2	3	-1
J_3 CULTPAR3 (optional)	Cultural sites (museums, historical and cultural monuments, arts galleries etc.)	1	2	3	-1
J_4 CULTPAR4 (optional)	Sports events (as a spectator)	1	2	3	-1

J_5 CULTNEWS (optional)	How often have you read newspapers and/or magazines (paper and/or Internet) during the last 12 months?	
	Every day or almost every day	1
	At least once a week (but not every day)	2
	At least once a month (but not every week)	3
	Less than once a month	4
	Never	5
	No answer	-1

J_6 CULTBOOK (optional)	Have you during the last 12 months read books in your free time?	
	Yes	1
	No	2
	No answer	-1
		→ J_8

J_7 CULTBOOKNUM (optional)	What is the approximate number of books you have read during the last 12 months?	J_6=1
	Less than 5	1
	5 to 9	2
	More than 10	3
	No answer	-1

J_8 SOCIALPAR (optional) CARD 8	Have you participated in any of the following activities during the last 12 months? <i>(Indicate the corresponding answer in each row)</i>	Yes	No	No answer
SOCIALPAR_1	Activities of political parties or trade unions	1	2	-1
SOCIALPAR_2	Activities of professional associations	1	2	-1
SOCIALPAR_3	Activities of recreational groups or organisations	1	2	-1
SOCIALPAR_4	Activities of charitable organisations	1	2	-1
SOCIALPAR_5	Informal voluntary activities	1	2	-1
SOCIALPAR_6	Activities of religious organisations	1	2	-1
	Other <i>(please, indicate)</i>	0		

Could you, please, give us your contact details in case it is necessary to specify the information!
1 st telephone number
2 nd telephone number
E-mail

Thank you for participating in the survey!