

## 2004 Manpower Utilization Survey

### User Guide

- I. The Center for Survey Research (CSR), Research Center for Humanities and Social Sciences Academia Sinica reorganizes and releases the data offered by Directorate-General of Budget, Accounting & Statistics (DGBAS), Executive Yuan. The released files include questionnaire, SPSS dataset, STATA dataset, ASCII dataset, SAS program, code book, and user guide.

### II. Released File Description

1. User guide

userguide2004.doc	including released file description, guideline for data validation and usage, guideline for citation and contact us etc.
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2. Questionnaire

ques2004.pdf	Questionnaire
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3. Datasets

mu2004.dat	ASCII dataset
mu2004.sav	SPSS dataset (SPSS v15.0 for win)
mu2004.dta	STATA dataset (STATA v9.0 for win)

4. Program

prog2004.sas	SAS Program for running mu2004.dat (SAS v9.1 for win)
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5. Code book

code2004.doc	Code book
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### III. Guideline for data validation and usage

- (1) Starting from June 2008, no longer has DGBAS released the information regarding the corresponding codes to the real names of regions, including county/township/city/district as well as village. CSR recodes the original codes into four new sets: the years of (1)1978-1982, (2)1983-1989, (3)1990, and (4)1991 and later, respectively. The code of the same set, despite the year of investigation, represents its identically corresponding region (town).
- (2) In view of sample representativeness and data consistency, parts of subgroups with a small number of samples or recognizable characteristics are not appropriate to employ the estimation of an individual county/city. Therefore, the number of each county/city should rely on the DGBAS's

report.

- (3) In case of any inconsistency in value description between project report and dataset, priority is given to findings in dataset (and code book) after confirming with the DGBAS.
- (4) The column widths of variable label and value description in the STATA are limited to 80 and 40 bytes, respectively, so the STATA dataset shows only the first 80 bytes as variable label, and the first 40 bytes as value description. In case of cut-off contexts, please see code book.
- (5) CSR has checked wild codes and out-of-range values to validate and clean data. Our findings are shown as follows:

Question No.	Valuable Name	Wild Codes and Out-of-range Values	Frequency
Part 2	1	b1	
		60	1
		100	2
		200	1
		500	4
		540	1
		600	1
		800	2

- (6) Please be attentive if “system missing” may not be listed in the variable value because of the design of skip question (N/A), missing/no response and so on.

#### **IV. Guideline for citation**

Citation, based upon the requirement of various journals, theses or dissertations, can be revised.

Directorate-General of Budget, Accounting & Statistics, Executive Yuan (2014). Manpower Utilization Survey, 2004 (AA020027) [data file]. Available from Survey Research Data Archive, Center for Survey Research, Research Center for Humanities and Social Sciences, Academia Sinica. Web site: <https://srda.sinica.edu.tw>. doi:10.6141/TW-SRDA-AA020027-1.

#### **V. Contact us**

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