

Management of Classification Lookup Files

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Abstract:

A key aspect of data collection is the correct assignment of codes to represent text entries which are given in the interview. Where the coding frame is structured, or the list is long, classification is often done through a lookup action on an external file.

When a survey spans a time period it is important that the systems are set up to handle the inevitable updates to the classifications which result from new entries and other revisions.

This paper will discuss the management of classification lookup files, their creation, the application of version control and the way that systems can be set up to manage the transition from one release to the next. Some other challenges with classifications such as handling multi-lingual coding are also discussed.