

SKILLS AND EMPLOYMENT SURVEY 2012

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BLOCK A**Checking Eligibility****AWork****[ASK ALL]**

Can I just check, did you do any paid work in the last seven days?

INTERVIEWER:

IF ON HOLIDAY IN LAST 7 DAYS RECORD STATUS IN THE 7 DAYS IMMEDIATELY BEFORE GOING ON HOLIDAY.

IF TEMPORARILY SICK IN LAST 7 DAYS, RECORD STATUS IN THE 7 DAYS IMMEDIATELY BEFORE GOING OFF SICK.

IF ON GOVERNMENT SCHEME **ONLY**, CODE **NOT EMPLOYED**.

1. In paid work
2. Not employed, NODK, NORF

AlnElig**[ASK IF AWork=2]**

INTERVIEWER: THIS PERSON APPEARS INELIGIBLE. YOU MUST NOW...

CHECK - DOES (S)HE WORK ONE WEEK OFF, ONE WEEK ON. IF YES, CODE 'PERSON IS ELIGIBLE' AND PROCEED ON BASIS OF JOB WHEN 'ON' CHECK – HAS (S)HE DONE EVEN ONE HOUR OF ANY TYPE OF PAID WORK (IN THE LAST 7 DAYS). IF YES, CODE 'PERSON IS ELIGIBLE' AND PROCEED ON THE BASIS OF THAT JOB.

CHECK – IS (S)HE IS ONLY ON HOLIDAY OR TEMPORARILY SICK. IF YES, CODE 'PERSON IS ELIGIBLE' AND PROCEED ON THE BASIS OF USUAL JOB.

CHECK – WAS (S)HE IN WORK IN THE 7 DAYS BEFORE YOU MADE THE SELECTION? IF YES, CODE 'PERSON IS ELIGIBLE' AND PROCEED ON THE BASIS OF THAT JOB, AS THOUGH S(HE) WAS STILL IN IT.

IF NO TO ALL FOUR CHECKS – CODE NOT ELIGIBLE.

1. Person is eligible
2. Not eligible, NODK, NORF

AStop**[IF AlnElig=2]**

INTERVIEWER: YOU HAVE ENTERED THAT THE PERSON IS NOT ELIGIBLE. THAT IS, THEY ARE DEFINITELY NOT IN WORK, HALT INTERVIEW WITH CURRENT PERSON!

Asex**[ASK ALL]**

ENTER SEX OF RESPONDENT

1. Male
2. Female, NODK, NORF

AAge **[ASK ALL]**
What was your age last birthday?

NUMERIC RANGE 14...95

ABadAge **[IF AAge NOT BETWEEN 20 AND 65]**
IF PERSON IS DEFINITELY NOT ELIGIBLE, CLOSE INTERVIEW! SAY...

Thank you very much. This survey is about the paid jobs of people aged 20 to 65

BLOCK B

Broad Questions about the Job: Classification, and Skills-Related Aspects

BJobs **[ASK ALL]**
 Could I check, do you have one job or more than one?

1. One
2. More than one
3. *Don't know*
4. *Refused*

BMainjob **[ASK IF BJobs<>1]**
 In this survey we are asking people about their MAIN JOB. So please think only about your main job when answering.

ASK THE RESPONDENT TO DECIDE WHICH IS [IF A_{Sex}=1:HIS/IF A_{Sex}=2:HER MAIN JOB.

IF A RULE IS NEEDED, MAIN = EARNED MOST IN REFERENCE PERIOD.

BIntro **[ASK ALL]**
 I'd now like to ask you some questions about the job you were doing in the last seven days.

INTERVIEWER: IF ON HOLIDAY/OFF SICK IN THE LAST 7 DAYS:
 Your job in the seven days before you went on holiday/were off sick.

BFirmdo **[ASK ALL]**
 What does the firm/organisation you worked for last week mainly make or do (at the place where you work)?

DESCRIBE FULLY.

PROBE: Manufacturing, processing or distribution, etc; main goods produced; materials used; wholesale or retail; etc.":

OPEN

{Office use only}

CODE TO INDUSTRIAL CLASSIFICATIONS: 3-digit SIC92; 4-digit SIC2003; 4-digit SIC007

BJobtitl **[ASK ALL]**
 What is the name or title of your job?

OPEN

BWhatUdo [ASK ALL]

What kind of work do you do most of the time?
 PROBE: What materials/equipment do you use?

OPEN

{Office use only}

CODE TO OCCUPATIONAL CLASSIFICATIONS: 4-digit SOC2000; 4-digit SOC2010; ISCO88; ISCO08; NS-SEC

BAuto [ASK ALL]

(Can I just check), does your own job involve use of computerised or automated equipment?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BEmpType [ASK ALL]

Are you working as an employee or are you self-employed?

INTERVIEWER: IF NOT SURE/DOES NOT KNOW, ENTER EMPLOYEE

1. Employee
2. Self-employed, NODK,NORF

BPdWage [ASK IF BEmpType=1]

(Can I check) are you paid a salary or a wage by an employer?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BSelfEm1... [ASK IF BEmpType=2 OR BPdWage=2]**BSelfEm8** SHOW CARD B1

Looking at this card, which of these describe your situation at work?

INTERVIEWER: CODE UP TO FOUR ANSWERS IN THE ORDER GIVEN

1. Paid a salary or a wage by an agency
 2. Sole director of own limited business
 3. Running a business or professional practice
 4. A partner in a business or professional practice
 5. Working for yourself
 6. Working as a sub-contractor
 7. Doing freelance work
 8. None of these
- NOT ON SHOW CARD
9. *Don't know*
 10. *Refused*

DERIVED STATUS VARIABLE: BEmpStat

Employee = (BEmpType = Employee) OR (BSelf = Agency OR Sub-contractor)

SelfEmpl = All others

NB If (BEmpType=Employee) AND(BPdWage=No) AND (BSelfEm1-8<>Agency OR Sub-contractor) then compute as SelfEmpl

BManage [ASK IF BEmpType=1]

Do you supervise other employees or have managerial duties?

1. Yes, supervise other employees
2. Yes, have managerial duties
3. No, neither
4. *Don't know*
5. *Refused*

BManNo [ASK IF BManage=1 OR 2]

How many people do you (IF BManage=1: supervise/IF BManage=2: manage)?

NUMERIC RANGE 1...9997

Don't know

Refused

BOthers [ASK IF BEmpType=2]

Do you have others working for you?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BHowmany [ASK IF BOthers=1]

How many people?

NUMERIC RANGE 0...9997

Don't know

Refused

BEmpLong [ASK ALL]

IF EMPLOYEE (IF BEmpstat=1): How long, in total, have you been working for your current employer?

IF SELF-EMPLOYED (IF BEmpstat=2): How long have you been self-employed in this job?

[IF BSelfEm=1 OR 6: INTERVIEWER NOTE: IF AGENCY WORKER OR SELF-EMPLOYED AS CONTRACTOR WORKING FOR AN ORGANISATION WITH OTHER EMPLOYEES, CURRENT JOB = CURRENT CONTRACT.]

INTERVIEWER: RECORD YEARS HERE AND MONTHS AT NEXT QUESTION.

IF LESS THAN 1 YEAR, CODE 0 AND SPECIFY MONTHS AT THE NEXT QUESTION

IF 5 YEARS OR MORE – NO NEED TO ASK FOR MONTHS

NUMERIC RANGE 0...90

Don't know

Refused

BMonths [ASK IF BempLong<5 OR DK OR REF]

INTERVIEWER: RECORD MONTHS (UP TO 11)

IF LESS THAN 2 WEEKS IN THE JOB, CODE 0;

NUMERIC RANGE 0...11

Don't know

Refused

BPerm [ASK IF BEmpStat=1]

Leaving aside your own personal intentions and circumstances, is your job...

READ OUT

1. a permanent job
2. or, is there some way that it is NOT permanent?

DO NOT READ OUT

3. *Don't know*

4. *Refused*

BTemp**[ASK IF BPerm=2]**

In what way is the job NOT permanent?

Is it...

READ OUT

1. seasonal work
2. done under contract for a fixed period or for a fixed task
3. agency temping
4. casual type of work
5. or, was there some other way that it was not permanent? (SPECIFY)

DO NOT READ OUT

6. *Don't know*

7. *Refused*

BFulTime**[ASK ALL]**

In your job, are you working full-time or part-time?

1. Full-time
2. Part-time
3. *Don't know*
4. *Refused*

BHours**[ASK ALL]**

How many hours per week do you usually work?

INTERVIEWER: EXCLUDE MEAL BREAKS BUT INCLUDE 'USUAL'
OVERTIME

IF 'It varies' CODE NULL

NUMERIC RANGE 1...168

Don't know

Refused

[If BFulTim=1 and BHours<30]

THIS RESPONDENT SAID THEY WORKED FULL-TIME BUT FOR LESS THAN 30 HOURS PER WEEK. PLEASE CHECK THIS IS CORRECT. IF NOT, PLEASE GO BACK TO BFULTIM AND RECODE.

[If BFulTim=2 and BHours>29]

THIS RESPONDENT SAID THEY WORKED PART-TIME BUT FOR MORE THAN 29 HOURS PER WEEK. PLEASE CHECK THIS IS CORRECT. IF NOT, PLEASE GO BACK TO BFULTIM AND RECODE.

[If BHours>99]

YOU HAVE ENTERED THAT THIS RESPONDENT WORKS FOR 100 OR MORE HOURS A WEEK. IS THIS CORRECT? IF NOT, PLEASE GO BACK TO BHOURLS AND RE-ENTER NUMBER OF HOURS WORKED.

BHrsdec**[ASK ALL]**

How much do you agree or disagree with the following statement?

"I can decide the time I start and finish work"

1. Strongly agree
2. Agree
3. Disagree
4. Strongly disagree
5. *Don't know*
6. *Refused*

BTimeOff**[ASK ALL]**

Would you say that for you arranging to take an hour or two off during working hours to take care of personal or family matters is....?

1. Not difficult at all
2. Not too difficult
3. Somewhat difficult
4. Very difficult
5. *Don't know*
6. *Refused*

BWorkNo**[ASK ALL]**

How many people work at, or from, the place where you work?

INTERVIEWER: PROBE FOR BEST ESTIMATE, IF UNABLE TO SAY, CODE DK AND USE BANDS AT NEXT QUESTION

NUMERIC RANGE 1...99997

*Don't know**Refused***[If BWorkNo < BManNo + 1]**

THIS RESPONDENT SAID THAT THE NUMBER OF PEOPLE HE/SHE SUPERVISES/MANAGES IS THE SAME AS OR GREATER THAN THE NUMBER OF PEOPLE WHO WORK AT THEIR WORKPLACE. PLEASE CHECK THIS WITH RESPONDENT AND GO BACK TO BMANNO TO RECODE IF NECESSARY.

[If BWorkNo < BHowMany + 1]

THIS RESPONDENT SAID THAT THE NUMBER OF PEOPLE WHO WORK FOR THEM IS THE SAME AS OR GREATER THAN THE NUMBER OF PEOPLE WHO WORK AT THEIR WORKPLACE. PLEASE CHECK THIS WITH RESPONDENT AND GO BACK TO BHOWMAN TO RECODE IF NECESSARY.

BManyWrk [ASK IF BWorkNo=DK OR REF]

INTERVIEWER: IF DOESN'T KNOW THE NUMBER OF PEOPLE WHERE THEY WORK, PROMPT TO SEE IF THEY CAN GIVE AN ANSWER IN THE FOLLOWING SIZE BANDS:

1. 1 to 2
2. 3 to 9
3. 10 to 24
4. 25 to 49
5. 50 to 99
6. 100 to 199
7. 200 to 499
8. 500 to 999
9. 1000 or more
10. Don't know but less than 25
11. Don't know but more than 25
12. *Refused*

BGender [ASK ALL]

In your workplace, is your type of job done...
READ OUT

1. almost exclusively by men
2. mainly by men
3. by a fairly equal mixture of men and women
4. mainly by women
5. or, almost exclusively by women
6. *Don't know*
7. *Refused*

BWhere [ASK ALL]

SHOW CARD B2

In your job, where do you mainly work? Please answer from this card.

CODE ONE ONLY

- A. At home
 - B. In the same grounds and buildings as home (eg, in adjoining property or surrounding land)
 - C. At a single workplace away from home (eg, office, factory or shop)
 - D. In a variety of different places of work (eg, working on clients' premises or in their homes)
 - E. Working on the move (eg, delivering products or people to different places)
- NOT ON SHOW CARD
- F. *Don't know*
 - G. *Refused*

BPlace1...
BPlace6

[ASK ALL]

SHOW CARD B2.

Still looking at Card B2, in the last seven days have you spent at least ONE FULL DAY working in any of the other places on this card?

CODE ALL THAT APPLY

(NB: response list excludes answer given at BWhere)

- A. At home
 - B. In the same grounds and buildings as home (eg, in adjoining property or surrounding land)
 - C. At a single workplace away from home (eg, office, factory or shop)
 - D. In a variety of different places of work (eg, working on clients' premises or in their homes)
 - E. Working on the move (eg, delivering products or people to different places)
- NOT ON SHOW CARD
- F. None of these
 - G. *Don't know*
 - H. *Refused*

BWorkWit

[IF BEmpStat=1]

Do you usually work on your own or does your work involve working together as a group with one or more other employees in a similar position to yours?

INTERVIEWER: IF YES, PROBE FOR ONE OR TWO+ GROUPS

- 1. Usually work on own
- 2. Work in one work group
- 3. Work in two or more different work groups
- 4. Other (SPECIFY)
- 5. *Don't know*
- 6. *Refused*

BLearnGrp

[ASK IF BWorkWit=2 OR 3]

SHOW CARD B3

How much do you agree or disagree with the following statement?

"I am able to learn new skills through working with other members of my work group?"

- 1. Strongly agree
 - 2. Agree
 - 3. Disagree
 - 4. Strongly disagree
- NOT ON SHOW CARD
- 5. *Don't know*
 - 6. *Refused*

BCircle**[IF BEmpStat=1]**

Some organisations have groups of employees who meet regularly to think about improvements that could be made within the organisation. These are sometimes called **Quality Circles**.

Are you involved in a Quality Circle or a similar group at work?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BUseSkil**[ASK ALL]**

How much do you agree or disagree with the following statement:

"In my current job I have enough opportunity to use the knowledge and skills that I have"

1. Strongly agree
2. Agree
3. Disagree
4. Strongly disagree
5. *Don't know*
6. *Refused*

BQuals01... [ASK ALL]**BQuals20** SHOW CARD B5

If they were applying today, what qualifications, if any, would someone need to **get** the type of job you have now?

INTERVIEWER: CODE **ALL** MENTIONED

1. None/no qualifications
 2. GCSE D-G/CSE below Grade 1/GNVQ Foundation
 3. GCSE A*-C/GNVQ Intermediate/GCE 'O' Level/CSE Grade 1/School Certificate of Matriculation
 4. GCE 'A' Level/GNVQ Advanced
 5. SCE Standard (4-7)/Ordinary (below C)
 6. SCE Standard (1-3)/Ordinary (A-C) or SLC/SUPE Lower
 7. SCE Higher or SLC/SUPE Higher
 8. Certificate of Sixth Year Studies
 9. NVQ level 1 (or SNVQ1)
 10. NVQ level 2 (or SNVQ 2)
 11. NVQ level 3 (or SNVQ 3) or ONC/OND (or SNC/SND)
 12. NVQ level 4 (or SNVQ 4) or HNC/HND (or SHNC/SHND)
 13. University Certificate/Diploma (Not Degree)
 14. SCOTVEC National Certificate
 15. SCOTBEC/SCOTEC Certificate/Diploma
 16. Clerical/commercial (eg typing or book-keeping)
 17. Nursing (eg SCM, RGN, SRN, SEN)
 18. Teaching
 19. Other Professional (eg law, medicine)
 20. University or CNAAB Degree
 21. Masters or PhD Degree
 22. Completion of Trade Apprenticeship
 23. Professional qualification without sitting exam
 24. Other (SPECIFY)
- NOT ON SHOW CARD
25. *Don't know*
 26. *Refused*

BPossess [ASK IF BQuals=2-24]**BPossess** SHOW CARD B6

How necessary do you think it is to possess **those** qualifications to **do** your job competently?

1. Totally unnecessary
 2. Not really necessary
 3. Fairly necessary
 4. Essential
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BLearn**[ASK ALL]**

SHOWCARD B8

How long did it take for you, after you first started doing this type of job, to learn to do it well?

INTERVIEWER: IF ANSWERS 'STILL LEARNING', ASK: 'How long do you **think** it will take?':

1. Less than 1 week
 2. Less than 1 month
 3. 1 month and over, up to 3 months
 4. 3 months and over, up to 6 months
 5. 6 months and over, up to 1 year
 6. 1 year and over, up to 2 years
 7. 2 years and over
- NOT ON SHOW CARD
8. *Don't know*
 9. *Refused*

BTrained**[ASK ALL]**

Since completing full-time education, have you ever had, or are you currently undertaking, training for the type of work that you currently do?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BFinished**[ASK IF BTrained=1]**

Has this training now finished?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BTLast**[ASK IF BTrained=1]**

SHOW CARD B8a

How long, in total, (IF BFinished=1: did/IF BFinished=2: will) that training last?

INTERVIEWER: IF MORE THAN ONE PERIOD OF TRAINING, CODE **TOTAL**
LENGTH OF TIME TRAINING SESSIONS (IF BFinished=1: LASTED/IF
BFinished=2: WILL LAST)

1. Less than 1 week
 2. Less than 1 month
 3. 1 month or more, up to 3 months
 4. 3 months or more, up to 6 months
 5. 6 months or more, up to 1 year
 6. 1 year or more, up to 2 years
 7. 2 years or more
- NOT ON SHOW CARD
8. *Don't know*
 9. *Refused*

BTLast2**[ASK IF BFinished=2]**

SHOW CARD B8a

How long, in total, has it lasted so far?

IF MORE THAN ONE PERIOD OF TRAINING, CODE **TOTAL** LENGTH OF
TIME TRAINING SESSIONS HAVE LASTED SO FAR

1. Less than 1 week
 2. Less than 1 month
 3. 1 month or more, up to 3 months
 4. 3 months or more, up to 6 months
 5. 6 months or more, up to 1 year
 6. 1 year or more, up to 2 years
 7. 2 years or more
- NOT ON SHOW CARD
8. *Don't know*
 9. *Refused*

BWorkHr1... **[ASK ALL]****BWorkHr7** SHOW CARD B9

Which, if any, of the things on this card are important in determining how hard you work in your job?

CODE **ALL** MENTIONED

1. A machine or assembly line
 2. Clients or customers
 3. A supervisor or boss
 4. Your fellow workers or colleagues
 5. Your own discretion
 6. Pay incentives
 7. Reports and appraisals
 8. None of these
- NOT ON SHOWCARD*
9. *Don't know*
 10. *Refused*

BEffort**[ASK ALL]**

How much effort do you put into your job **beyond** what is required?

Is it...

READ OUT

1. a lot,
 2. some,
 3. only a little
 4. or none?
- DO NOT READ OUT*
5. *Don't know*
 6. *Refused*

IntroB1**[ASK ALL]**

SHOW CARD B10

I am now going to read out a number of statements about your job.

For each one, please tell me how much you agree or disagree with the statement:

BHard**[ASK ALL]**

SHOW CARD B10

"My job requires that I work very hard"

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD*
5. *Don't know*
 6. *Refused*

BTension **[ASK ALL]**
SHOW CARD B10
"I work under a great deal of tension"

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BNewThin **[ASK ALL]**
SHOW CARD B10
"My job requires that I keep learning new things"

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

|

BLearnEn1... [ASK IF BNewThin=1 OR 2]

BLearnEn4 SHOW CARD B11

BLearnEn1

To what extent do these new things that you learn ...
RANDOMIZE STATEMENT ORDER

'make you think harder about different ways of doing your job'

BLearnEn2

To what extent do these new things ...
RANDOMIZE STATEMENT ORDER

'require following instructions or processes strictly'

BLearnEn3

To what extent do these new things that you learn ...
RANDOMIZE STATEMENT ORDER

'need to be memorized off by heart'

BLearnEn4

To what extent do these new things ...
RANDOMIZE STATEMENT ORDER

'give you more independence in how you do your job'

I

IF RESPONDENT SAYS THEY ARE 'INDEPENDENT ALREADY' CODE
'NOT APPLICABLE'

1. A great deal
 2. Quite a lot
 3. To some extent
 4. A little
 5. Not at all
- NOT ON SHOW CARD
6. *Don't know*
 7. *Refused*
 8. *Not applicable [ONLY APPLIES TO BLEARNEN4]*

- BHelpOth** **[ASK IF BWorkNo>1 OR DK OR REF]**
 SHOW CARD B11a
 "My job requires that I help my colleagues to learn new things"
1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*
- BChoice** **[ASK ALL]**
 How much choice do you have over the way in which you do your job...
 READ OUT
1. a great deal of choice,
 2. some choice,
 3. hardly any choice,
 4. or no choice at all?
- DO NOT READ OUT
5. *Don't know*
 6. *Refused*
- BRepeat** **[ASK ALL]**
 How often does your work involve carrying out short, repetitive tasks...
 READ OUT
1. never,
 2. rarely,
 3. sometimes,
 4. often,
 5. or always?
- DO NOT READ OUT
6. *Don't know*
 7. *Refused*
- BVariety** **[ASK ALL]**
 How much variety is there in your job? Is there...
 READ OUT
1. a great deal,
 2. quite a lot,
 3. some,
 4. a little,
 5. or none at all?
- DO NOT READ OUT
6. *Don't know*
 7. *Refused*

BSuper**[ASK ALL]**

SHOW CARD B12

How closely are you supervised in your job?

1. Very closely
 2. Quite closely
 3. Not very closely
 4. Not at all closely
- NOT ON SHOW CARD
5. Don't Know
 6. *Refused*

BAtRisk**[ASK ALL]**

Do you think your health and safety is at risk because of your work?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BDecide**[ASK ALL]**

SHOW CARD B13

How true would you say each of the following statements is about your job?

'My job allows me to take part in making decisions that affect my work':

1. Very True
 2. True
 3. Somewhat true
 4. Not at all true
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BOTime**[ASK ALL]**

SHOW CARD B13

(How true would you say each of the following statements is about your job?)

'I often have to work extra time, over and above the formal hours of my job, to get through the work or to help out':

1. Very True
 2. True
 3. Somewhat true
 4. Not at all true
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BSpeed**[ASK ALL]**

SHOW CARD B14

How often does your work involve working at very high speed?

1. All the time
2. Almost all the time
3. Around three quarters of the time
4. Around half the time
5. Around quarter of the time
6. Almost never
7. Never

NOT ON SHOW CARD

8. *Don't know*
9. *Refused*

BDeadL**[ASK ALL]**

SHOW CARD B14

How often does your work involve working to tight deadlines?

1. All the time
2. Almost all the time
3. Around three quarters of the time
4. Around half the time
5. Around quarter of the time
6. Almost never
7. Never

NOT ON SHOW CARD

8. *Don't know*
9. *Refused*

BMe1**[ASK ALL]**

SHOW CARD B15

How much influence do **you personally** have on how hard you work?

1. A great deal
2. A fair amount
3. Not much
4. None at all

NOT ON SHOW CARD

5. *Don't know*
6. *Refused*

BMe2**[ASK ALL]**

SHOW CARD B15

And how much influence do **you personally** have on...

'deciding what tasks you are to do?'

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
-
5. *Don't know*
 6. *Refused*

BMe3**[ASK ALL]**

SHOW CARD B15

(And how much influence do **you personally** have on ...)

'deciding how you are to do the task?'

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
-
5. *Don't know*
 6. *Refused*

BMe4**[ASK ALL]**

SHOW CARD B15

(And how much influence do **you personally** have on ...)

'deciding the quality standards to which you work?'

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
-
5. *Don't know*
 6. *Refused*

BMeSat**[ASK ALL]**

Thinking about the influence you personally have on the way you are able to do your job, would you like to have more influence, about the same as you have now, or would you prefer to have less influence?

1. Much more influence
2. Somewhat more influence
3. About the same influence as now
4. Less influence
5. *Don't know*
6. *Refused*

BGroup1**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

Earlier, you said you work as part of a group.

[IF BWorkWit=3: Thinking about the group in which you spend most time, and excluding/If BWorkwit=2: Excluding] the supervisor if there is one, how much influence do the others in this group have on...

'how hard you work?'

1. A great deal
2. A fair amount
3. Not much
4. None at all

NOT ON SHOW CARD

5. *Don't know*
6. *Refused*

BGroup2**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

And how much influence does your work group have on...

'deciding what tasks you are to do?'

NOTE: EXCLUDING THE SUPERVISOR, IF THERE IS ONE

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BGroup3**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

(And how much influence does your work group have on...)

'deciding how you are to do the task?'

NOTE: EXCLUDING THE SUPERVISOR, IF THERE IS ONE

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BGroup4**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

And how much influence does your work group have on...

'deciding the quality standards to which you work?'

NOTE: EXCLUDING THE SUPERVISOR, IF THERE IS ONE

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BGroup5**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

And how much influence does your work group have on...

'selecting group members?'

NOTE: EXCLUDING THE SUPERVISOR, IF THERE IS ONE

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BGroup6**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

And how much influence does your work group have on...

'selecting group leaders?'

NOTE: EXCLUDING THE SUPERVISOR, IF THERE IS ONE

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BGroup7**[ASK IF BWorkWit=2 OR 3]**

SHOW CARD B15

And how much influence does your work group have on...

'setting targets for the group?'

NOTE: EXCLUDING THE SUPERVISOR, IF THERE IS ONE

1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BGrSat**[ASK IF BWorkWit=2 OR 3]**

Thinking about the influence your work group has on the way you are able to do your job, would you like it to have more influence, about the same as it has now, or would you prefer it to have less influence?

1. Much more influence
 2. Somewhat more influence
 3. About the same influence as now
 4. Less influence
5. *Don't know*
 6. *Refused*

BExhaust **[ASK ALL]**
 How often do you come home from work exhausted...
 READ OUT

1. always,
 2. often,
 3. sometimes,
 4. hardly ever,
 5. or never?
- DO NOT READ OUT
6. *Don't know*
 7. *Refused*

BLookFor **[ASK ALL]**
 SHOW CARD B16
 If you were looking for work today, how easy or difficult do you think it would be for you to find as good a job as your current one?

1. Very easy
 2. Quite easy
 3. Quite difficult
 4. Very difficult
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BLoseJob **[ASK ALL]**
 Do you think there is any chance at all of you losing your job and becoming unemployed in the next twelve months?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BLoseLik **[ASK IF BLoseJob=1]**
 SHOW CARD B17
 From this card, how would you rate the likelihood of this happening?

1. Very likely
 2. Quite likely
 3. Evens
 4. Quite unlikely
 5. Very unlikely
- NOT ON SHOWCARD
6. *Don't know*
 7. *Refused*

BTrKnow**[IF BEmpStat=1]**

SHOWCARD B18

I want you to think about the time when you first chose a job with your present employer. Which of the following best describes the impression you had at **that time** about the training opportunities it would provide?

PROMPT IF NECESSARY: Please think back to the impression you had at the time when you chose your job

1. I thought that the job would provide good training opportunities
2. I thought that it would be difficult to get training opportunities
3. I didn't have much of an impression about the training opportunities the job would offer

NOT ON SHOWCARD

4. *Don't know*
5. *Refused*

BLOCK C

Detailed Job Analysis Questions

CAcce [ASK ALL]

The next questions are about things which may or may not be part of your job. At this stage, we are interested in finding out **what types of activities your job involves and how important these are.**

My computer is set up so that you can look at the questions on the screen and type the answers in yourself. Instructions about which keys you need to press to answer the questions will be shown on the screen.

INTERVIEWER: HAS THE RESPONDENT ACCEPTED THE SELF-COMPLETION?

1. Respondent completion
2. Interviewer completion, NO DK, NO REF

CArint [ASK IF CAcce=1]

INTERVIEWER: HAND RESPONDENT THE LAPTOP.

The following questions all ask you to choose one answer from those listed on the screen.

Please choose your answer by PRESSING THE NUMBER NEXT TO THE ANSWER YOU WANT TO GIVE and then PRESSING THE SPACE BAR (THE LARGE BAR AT THE BOTTOM OF THE KEYBOARD) to see your answer on the screen. TO MOVE ON TO THE NEXT QUESTION, PRESS THE KEY WITH THE RED STICKER. Please ask the interviewer if you want any help.

PRESS 1 AND THE KEY WITH THE RED STICKER TO MOVE ON.

1. Continue

CSelf [ASK IF CAcce=1]

You will now be asked about different activities which may or may not be part of your job. We are interested in finding out **what activities your job involves and how important these are.**

If the activity is NOT part of your job, please use number 5.

PRESS 1 AND THE KEY WITH THE RED STICKER TO MOVE ON

1. Continue

CNoac**[IF CAcce=2]**

INTERVIEWER - CODE REASON(S) WHY RESPONDENT REFUSED OR WANTED INTERVIEWER TO COMPLETE

1. Didn't like computer
2. Eyesight problems
3. Other disability
4. Objected to study
5. Worried about confidentiality
6. Problems reading/writing
7. Ran out of time
8. Language problems
9. Couldn't be bothered
10. Children present/tending to children
11. Other people present in room
12. Other (SPECIFY)
13. *Don't know*
14. *Refused*

CAIntl**[IF CAcce=2]**

AS THIS SECTION IS TO BE COMPLETED BY YOU, PLEASE READ OUT THE QUESTIONS AS NORMAL. IF AN ACTIVITY IS NOT PART OF THE RESPONDENT'S JOB, THEY CAN CHOOSE CODE 5 FROM CARD C1, WHICH MEANS 'NOT APPLICABLE'

1. Continue

CPeople**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

In your job, how important is dealing with people?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CTeach**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'instructing, training or teaching people, individually or in groups?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CSpeech**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

How important is making speeches or presentations?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CPersuad**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'persuading or influencing others?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CSelling**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'selling a product or service?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CCaring**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

In your job, how important is counselling, advising or caring for customers or clients?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CTeamwk**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'working with a team of people?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CListen**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'listening carefully to colleagues?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CStrengt**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'physical strength (for example, to carry, push or pull heavy objects)?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CStamina**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'physical stamina (to work for long periods on physical activities)?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CHands**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'skill or accuracy in using your hands or fingers (for example, to mend, repair, assemble, construct or adjust things)?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CTools**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

In your job, how important is knowledge of how to use or operate tools, equipment or machinery?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CProduct**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'knowledge of particular products or services?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CSpecial **[ASK ALL]**
(IF CAcce=2: SHOW CARD C1)
(And how important is...)

'specialist knowledge or understanding?'

1. Essential
2. Very important
3. Fairly important
4. Not very important
5. Not at all important/Does not apply

NO DK, NO REF

COrgWork **[ASK ALL]**
(IF CAcce=2: SHOW CARD C1)
(And how important is...)

'knowledge of how your organisation works?'

1. Essential
2. Very important
3. Fairly important
4. Not very important
5. Not at all important/Does not apply

NO DK, NO REF

CUsePc **[ASK ALL]**
(IF CAcce=2: SHOW CARD C1)
(And how important is...)

'using a computer, 'PC', or other types of computerised equipment?'

1. Essential
2. Very important
3. Fairly important
4. Not very important
5. Not at all important/Does not apply

NO DK, NO REF

CFaults**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(In your job, how important is...)

'spotting problems or faults?'

The problems or faults could be with your own work, someone else's work or equipment.

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CCause**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'working out the cause of problems or faults?'

The problems or faults could be with your own work, someone else's work or equipment.

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CSolutn**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'thinking of solutions to problems?'

The problems could be with your own work, someone else's work or equipment.

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CAnalyse**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)
(And how important is...)

'analysing complex problems in depth?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CPlanMe**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

In your job, how important is planning your own activities?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CPlanOth**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)
(And how important is...)

'planning the activities of others?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CMyTime**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)
(And how important is...)

'organising your own time?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CAhead**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

In your job, how important is thinking ahead?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CRead**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'reading written information such as forms, notices or signs?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CShort**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'reading short documents such as short reports, letters or memos?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CLong**[ASK IF (CRead<=>5) OR (CShort<=>5)]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'reading long documents such as long reports, manuals, articles or books?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CWrite**[ASK ALL]**(IF C_{Acce}=2: SHOW CARD C1)

In your job, how important is writing material such as forms, notices or signs?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CWritesh**[ASK ALL]**(IF C_{Acce}=2: SHOW CARD C1)

(And how important is...)

'writing short documents (for example, short reports, letters or memos)?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CWritelg**[ASK IF (CWrite<>5) OR (CWritesh<>5)]**(IF C_{Acce}=2: SHOW CARD C1)

(And how important is...)

'writing long documents with correct spelling and grammar (for example, long reports, manuals, articles or books)?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CCalca**[ASK ALL]**(IF C_{Acce}=2: SHOW CARD C1)

In your job, how important is adding, subtracting, multiplying or dividing numbers? (Note: Using a calculator or computer if necessary.)

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CPercent**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important are...)

'calculations using decimals, percentages or fractions?' (Note: Using a calculator or computer if necessary.)

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CStats**[ASK IF (CCalca<>5) OR (CPercent<>5)]**

(IF CAcce=2: SHOW CARD C1)

(And how important are...)

'calculations using more advanced mathematical or statistical procedures?' (Note: Using a calculator or computer if necessary.)

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CCoop**[ASK ALL]**

(IF CAcce=2: SHOW CARD C1)

(And how important is...)

'cooperating with colleagues?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CMotivat **[ASK IF (BManage=1 OR 2) OR (BOthers=1)]**
 (IF CAcce=2: SHOW CARD C1)
 In your job, how important is motivating the staff whom you manage or supervise?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CThings **[ASK IF (BManage=1 OR 2) OR (BOthers=1)]**
 (IF CAcce=2: SHOW CARD C1)
 (And how important is...)

'keeping a close control over resources?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CCoach **[ASK IF (BManage=1 OR 2) OR (BOthers=1)]**
 (IF CAcce=2: SHOW CARD C1)
 (And how important is...)

'coaching the staff whom you manage?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CCareers **[ASK IF (BManage=1 OR 2) OR (BOthers=1)]**
 (IF CAcce=2: SHOW CARD C1)
 (And how important is...)

'developing the careers of the staff whom you manage?'

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CFuture **[ASK IF (BManage=1 OR 2) OR (BOthers=1)]**
 (IF CAcce=2: SHOW CARD C1)
 In your job, how important is making strategic decisions about the future of your organisation?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CMefeeel **[ASK ALL]**
 (IF CAcce=2: SHOW CARD C1)
 In your job, how important is managing your own feelings?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

COthfeel **[ASK ALL]**
 (IF CAcce=2: SHOW CARD C1)
 In your job, how important is handling the feelings of other people?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CLookprt **[ASK ALL]**
 (IF CAcce=2: SHOW CARD C1)
 In your job, how important is looking the part?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CSoundprt **[ASK ALL]**
(IF CAcce=2: SHOW CARD C1)
In your job, how important is sounding the part?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CForLang **[ASK ALL]**
(IF CAcce=2: SHOW CARD C1)
In your job, how important is being able to speak fluently a language other than English [ADD "OR WELSH" FOR INTERVIEWS IN WALES]?

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- NO DK, NO REF

CEnd **[ASK IF CAcce=1]**
Thank you.

PLEASE TELL THE INTERVIEWER YOU HAVE FINISHED ANSWERING THIS SET OF QUESTIONS.

1. Continue

BLOCK D**Computing Skills and Qualifications Questions**

I am now going to ask some more questions about your current job.

DPastSki [ASK ALL]

How much of your past experience, skill and abilities can you make use of in your present job?

READ OUT

1. Very little
2. A little
3. Quite a lot
4. Almost all
5. *Don't know*
6. *Refused*

DUsePC [ASK IF CUsePc=1-4]

SHOW CARD D2

Which of the words in CAPITALS best describes your use of computers or computerised equipment in your job?

CODE NULL IF RESPONDENT SAYS DOESN'T USE PC AT ALL

1. ...STRAIGHTFORWARD (for example, using a computer for straightforward routine procedures such as printing out an invoice in a shop)
2. ...MODERATE (for example, using a computer for word-processing and/or spreadsheets or communicating with others by 'e-mail')
3. ...COMPLEX (for example, using a computer for analysing information or design, including use of computer aided design or statistical analysis packages)
4. ...or ADVANCED (for example, using computer syntax and/or formulae for programming)

NOT ON SHOW CARD

5. *Don't know*
6. *Refused*

DSchool [ASK ALL]

What type of school did you last attend?

1. A comprehensive school
2. A state grammar school
3. A secondary modern school
4. A private school
5. A City Technology College
6. Other
7. *Don't know*
8. *Refused*

DTEA**[ASK ALL]**

How old were you when you finished your continuous full-time education?

INTERVIEWER: RECORD AGE TO NEAREST YEAR UP TO 28.

TREAT A GAP YEAR AS IF IN FULL-TIME EDUCATION.

**change from 2006 IF STILL IN FULL TIME EDUCATION code: still in continuous full time education (in 2006 this was code 29)

NUMERIC RANGE 10...28

Don't know

Refused

DPaidWk**[ASK ALL]**

Since leaving full-time education, how many years **in total** have you been in **paid work**?

INTERVIEWER: RECORD NUMBER OF YEARS IN TOTAL.

EXCLUDE ANY TIME AWAY FROM WORK DUE TO, EG CHILDCARE OR LONG-TERM SICKNESS. EXCLUDE ANY PAID WORK DONE BEFORE LEAVING FULL-TIME EDUCATION.

RECORD TO NEAREST YEAR.

IF LESS THAN SIX MONTHS CODE '0'

NUMERIC RANGE 0...55

Don't know

Refused

[If DPaidWk>Age]

YOU HAVE ENTERED THAT THIS RESPONDENT HAS BEEN WORKING FOR MORE YEARS THAN THEIR AGE AT LAST BIRTHDAY! PLEASE GO BACK TO DPAIDWK AND RE-ENTER TOTAL YEARS IN PAID WORK.

[If DPaidWk+Dtea>Age]

YOU HAVE ENTERED THAT THIS RESPONDENT HAD BEEN STUDYING AND WORKING FOR MORE YEARS THAN THEIR AGE AT LAST BIRTHDAY! PLEASE GO BACK TO DTEA AND/OR DPAIDWK AND RE-ENTER WHEN THEY FINISHED THEIR FULL-TIME EDUCATION AND/OR THEIR NUMBER OF YEARS IN PAID WORK.

DQuals**[ASK ALL]**

SHOW CARD D4

Which qualifications do you have, starting with the highest qualifications?

CODE UP TO 3 QUALIFICATIONS FROM CARD D4

1. None/no qualifications
 2. GCSE D-G/CSE below Grade 1/GNVQ Foundation
 3. GCSE A*-C/GNVQ Intermediate/GCE 'O' Level/CSE Grade 1/School Certificate of Matriculation
 4. GCE 'A' Level/GNVQ Advanced
 5. SCE Standard (4-7)/Ordinary (below C)
 6. SCE Standard (1-3)/Ordinary (A-C) or SLC/SUPE Lower
 7. SCE Higher or SLC/SUPE Higher
 8. Certificate of Sixth Year Studies
 9. NVQ level 1 (or SNVQ1)
 10. NVQ level 2 (or SNVQ 2)
 11. NVQ level 3 (or SNVQ 3) or ONC/OND (or SNC/SND)
 12. NVQ level 4 (or SNVQ 4) or HNC/HND (or SHNC/SHND)
 13. University Certificate/Diploma (Not Degree)
 14. SCOTVEC National Certificate
 15. SCOTBEC/SCOTEC Certificate/Diploma
 16. Clerical/commercial (eg typing or book-keeping)
 17. Nursing (eg SCM, RGN, SRN, SEN)
 18. Teaching
 19. Other Professional (eg law, medicine)
 20. University or CNAAB Degree
 21. Masters or PhD Degree
 22. Completion of Trade Apprenticeship
 23. Professional qualification without sitting exam
 24. Other (SPECIFY)
- NOT ON SHOW CARD
25. *Don't know*
 26. *Refused*

DDegree1... [ASK IF DQuals=20]**DDegree2** Was your undergraduate degree in...

READ OUT

CODE UP TO TWO SUBJECTS

1. Mathematics
 2. Computing
 3. Physical Sciences and Engineering
 4. Biological Sciences
 5. Social Sciences
 6. English and Cultural Studies
 7. Art and Design Studies
 8. Business and Management Studies (include Economics)
 9. Humanities
 10. Law
 11. Medicine
 12. Other (SPECIFY)
- DO NOT READ OUT
13. *Don't know*
 14. *Refused*

DUniv [ASK IF DQuals=20]

Which university or other place of higher education awarded your undergraduate degree?

INTERVIEWER: IF MORE THAN ONE, ASK ABOUT FIRST UNDERGRADUATE DEGREE, IF EXTERNAL DEGREE (E.G. LONDON EXTERNAL) RECORD AS DESCRIBED. IF DEGREE AWARDED OUTSIDE GREAT BRITAIN, WRITE 'FOREIGN'.

OPEN

DMaths [ASK IF (NOT DDegree=1)]

What was the highest qualification, if any, that you obtained in mathematics?

1. GCE 'A' level or SCE Higher or SLC/SUPE Higher or Certificate of Sixth Year Studies
2. GCSE A*-C or GCE 'O' Level or CSE Grade 1 or SCE Standard Grade 1-3 or SCE Ordinary Grade A-C or SLC/SUPE Lower
3. GCSE D-G or CSE below Grade 1 or SCE Standard Grades 4-7 or SCE Ordinary Grade below C
4. Other (SPECIFY)
5. None of these or no maths qualification
6. *Don't know*
7. *Refused*

DDegclass [ASK IF DQuals=20]

What was the class of your undergraduate degree?

1. First
2. Upper Second
3. Lower Second
4. Third
5. Pass
6. Ordinary (non-honours) degree
7. *Don't know*
8. *Refused*

DParint [ASK ALL]

When you were at school, how much interest would you say your parents took in how you were getting on there?

1. A lot
2. A fair amount
3. A little
4. None at all
5. *Don't know*
6. *Refused*

DFinsit [ASK ALL]

Thinking about the financial situation at home when you were a child, how difficult would you say it was?

1. Very difficult
2. Quite difficult
3. Neither easy nor difficult
4. Quite easy
5. Very easy
6. *Don't know/Not applicable*
7. *Refused*

DHowDone [ASK ALL]

Thinking back to when you first started work, would you say that so far in your working life you have done...

READ OUT

1. Much better than you expected
2. A bit better than you expected
3. About the same as you expected
4. A bit less well than you expected
5. Much less well than you expected
6. *Don't know*
7. *Refused*

BLOCK F**Work Attitudes****FWorkImp [ASK ALL]**

How important do you consider the following to be in your life?

'Work'

1. Extremely important
2. Very important
3. Fairly important
4. Not very important
5. Not at all important
6. *Don't know*
7. *Refused*

FFamImp [ASK ALL]

How important do you consider the following to be in your life?

'Family'

1. Extremely important
2. Very important
3. Fairly important
4. Not very important
5. Not at all important
6. *Don't know*
7. *Refused*

FWorkcom [ASK ALL]

If you were to get enough money to live as comfortably as you would like for the rest of your life, would you continue to work, not necessarily in your present job, or would you stop working?

1. Continue to work
2. Stop working
3. *Don't know*
4. *Refused*

Fworkcom1 [ASK IF FWorkcom=1]

Ideally, how many hours a week would you like to work if you didn't need the money?

NUMERIC RANGE 0...168

Don't know

Refused

[If Fworkcom1>99]

YOU HAVE ENTERED THAT THIS RESPONDENT WOULD LIKE TO WORK FOR 100 OR MORE HOURS A WEEK. IS THIS CORRECT? IF NOT, PLEASE GO BACK TO FWORKC1 AND RE-ENTER NUMBER OF HOURS THEY WOULD LIKE TO WORK.

FOrient1... [ASK ALL]**FOrient15** SHOW CARD E2

I am going to read out a list of some of the things people may look for in a job and I would like you to tell me how important you feel each is for you, choosing your answer from the card:

(ROTATE LIST)

Good promotion prospects

Good pay

Good relations with your supervisor or manager **[BEmpStat = 1 only]**

A secure job

A job where you can use your initiative

Work you like doing

Convenient hours of work

Choice in your hours of work

The opportunity to use your abilities

Good fringe benefits

An easy work load

Good training provision

Good physical working conditions

A lot of variety in the type of work

Friendly people to work with

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BLOCK E**The Organisation**

Intro I'd now like to ask some general questions about the organisation where you work.

EliP **[ASK ALL]**
Is your organisation committed to or recognised as an Investor in People (IiP)?

INTERVIEWER: IiP IS A GOVERNMENT SCHEME TO PROMOTE LEARNING IN ORGANISATIONS

1. Yes
2. No
3. *Don't know*
4. *Refused*

EApprais **[IF BEmpStat=1]**
Do you have a formal appraisal system at your workplace?

INTERVIEWER: IF NECESSARY, ADD:
AN APPRAISAL SYSTEM IS A FORMAL ARRANGEMENT WHEREBY AN INDIVIDUAL'S WORK PERFORMANCE IS DISCUSSED BY THE INDIVIDUAL AND HIS OR HER LINE MANAGER.

1. Yes
2. No
3. *Don't know*
4. *Refused*

EApp12m **[ASK IF EApprais=1]**
Have you been formally appraised at work in the last twelve months?

1. Yes
2. No
3. *Don't know*
4. *Refused*

EAppearn **[ASK IF EApprais=1]**
Do appraisals affect your earnings in any way?

1. Yes
2. No
3. *Don't know*
4. *Refused*

- EAppt** **[ASK IF EApprais=1]**
Do appraisals affect the amount of training you receive?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- EManMeet** **[IF BEmpStat=1]**
At your workplace, does management organise meetings where you are informed about what is happening in the organisation?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- EViews** **[IF BEmpStat=1]**
At your workplace, does management hold meetings in which you can express your views about what is happening in the organisation?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- EVmoney** **[ASK IF EViews=1]**
At these meetings can you express your views about...

'the financial position of the organisation?'
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- EVinvest** **[ASK IF EViews=1]**
(At these meetings can you express your views about...)

'the investment plans of the organisation?'
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*

EVprac **[ASK IF EViews=1]**
 (At these meetings can you express your views about...)

'planned changes in working practices?'

1. Yes
2. No
3. *Don't know*
4. *Refused*

EVprod **[ASK IF EViews=1]**
 (At these meetings can you express your views about...)

'planned changes in products or services?'

1. Yes
2. No
3. *Don't know*
4. *Refused*

EVhealth **[ASK IF EViews=1]**
 (At these meetings can you express your views about...)

'health and safety issues?'

1. Yes
2. No
3. *Don't know*
4. *Refused*

EVtrain **[ASK IF EViews=1]**
 (At these meetings can you express your views about...)

'training plans?'

1. Yes
2. No
3. *Don't know*
4. *Refused*

EVoth **[ASK IF EViews=1]**
 (At these meetings can you express your views about...)

'other matters?'

IF YES, PLEASE SPECIFY IN 'OTHER'

1. No
2. Other (SPECIFY)
3. *Don't know*
4. *Refused*

- ESuggest** **[IF BEmpStat=1]**
Over the last year have you ever made suggestions to the people you work with, or to your managers, about ways of improving the efficiency with which work is carried out?
- IF YES: 'Is that once or more than once in the last year?'
1. Yes, more than once
 2. Yes, once
 3. No
 4. *Don't know*
 5. *Refused*
- EComsat** **[IF BEmpStat=1]**
SHOW CARD F1
Overall, how satisfied are you with communications between management and employees in your organisation?
1. Completely satisfied
 2. Very satisfied
 3. Fairly satisfied
 4. Neither satisfied nor dissatisfied
 5. Fairly dissatisfied
 6. Very dissatisfied
 7. Completely dissatisfied
- NOT ON SHOW CARD
8. *Don't know*
 9. *Refused*
- EMesay** **[IF BEmpStat=1]**
Suppose there was going to be some decision made at your place of work that changed the way you do your job. Do you think that you personally would have any say in the decision about the change or not?
1. Yes
 2. No
 3. It depends
 4. *Don't know*
 5. *Refused*

EMeinE**[ASK IF EMesay=1]**

How much say or chance to influence the decision do you think that you personally would have? ...

READ OUT

1. a great deal
 2. quite a lot
 3. or just a little
- DO NOT READ OUT
4. *Don't know*
 5. *Refused*

EMoresay**[IF BEmpStat=1]**

Do you think that you should have more or less say in the decisions that affect your work, or are you satisfied with the way things are?

1. Should have more say
2. Satisfied with the way things are
3. Should have less say
4. *Don't know*
5. *Refused*

EProprt**[ASK ALL]**

SHOW CARD F2

In your workplace, what **proportion** of employees work with computerised or automated equipment?

1. More than three-quarters
 2. Half to three-quarters
 3. About half
 4. A quarter to half
 5. Less than a quarter
 6. None
- NOT ON SHOW CARD
7. *Don't know*
 8. *Refused*

EUnions**[ASK ALL]**

At your place of work, are there unions or staff associations?

1. Yes
2. No
3. *Don't know*
4. *Refused*

- ERecog** **[ASK IF EUnions=1]**
Is any union or staff association recognised by management for negotiating pay and/or conditions of employment?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- EJoin** **[ASK IF EUnions=1]**
Is it possible for someone in your job to join a union or a staff association?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- EMember** **[ASK ALL]**
Are you a member of a trade union or staff association?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- ETUsay** **[ASK IF EUnions=1]**
How much influence do the trade unions in your establishment have over the way work is organised?
- READ OUT
1. A great deal
 2. A fair amount
 3. Not much
 4. None at all
 5. *Don't know*
 6. *Refused*
- ETUtrn** **[ASK IF EUnions=1]**
Does your union encourage you to take up training?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*

- ESector** **[IF BEmpStat=1]**
 Is your organisation a private sector organisation such as a company, or a public sector body such as local or national government, schools or the health service, or a non-profit organisation such as a charity?
1. Private sector
 2. Public sector
 3. Non-profit organisation
 4. *Don't know*
 5. *Refused*
-
- EOwner** **[ASK IF ESector=1]**
 Is this organisation...
 READ OUT
1. wholly UK-owned
 2. partly UK-owned, or
 3. wholly foreign-owned
- DO NOT READ OUT
4. *Don't know*
 5. *Refused*
-
- ECompete** **[ASK ALL]**
 SHOW CARD F3
 Which of the options on this card best describes the degree of competition faced by your organisation?
- NOTE CODE 6 = NOT APPLICABLE
1. Very high
 2. High
 3. Neither high nor low
 4. Low
 5. Very low
 6. Not applicable
- NOT ON SHOW CARD
7. *Don't know*
 8. *Refused*

EDoWell**[IF BEmpStat=1]**

SHOW CARD F4

Thinking about your feelings towards the organisation you work for, I would like to ask you to what extent you agree or disagree with the following statements.

Firstly: 'I am willing to work harder than I have to in order to help this organisation succeed.'

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

ENoLoyal**[IF BEmpStat=1]**

SHOW CARD F4

I feel very little loyalty to this organisation.

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

EValues**[IF BEmpStat=1]**

SHOW CARD F4

I find that my values and the organisation's values are very similar.

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

EInspire**[IF BEmpStat=1]**

SHOW CARD F4

And to what extent do you agree that 'this organisation really inspires the very best in me in the way of job performance'?

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

EProud**[IF BEmpStat=1]**

SHOW CARD F4

I am proud to be working for this organisation.

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

Estaying**[IF BEmpStat=1]**

SHOW CARD F4

How much do you agree or disagree with the following statement: 'I would take almost any job to keep working for this organisation'

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

ETurnD**[IF BEmpStat=1]**

SHOW CARD F4

How much do you agree or disagree with the following statement: 'I would turn down another job with more pay in order to stay with this organisation'

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

BLOCK G**Pay Questions**

Now turning to some questions about pay.

DERIVED STATUS VARIABLE: GEmpStat

Employee = (BEmpType = Employee) OR (BSelf = Agency)

SelfEmpl = All others

NB If (BEmpType=Employee) AND (BPdWage=No) AND (BSelfEm1-8<>Agency) then compute as SelfEmpl

GGross [If GEmpStat=1]

What is your usual **gross** pay **before** deductions for tax, national insurance and before any tax credits which you may receive?

IF NO USUAL PAY, RECORD PAY IN LAST FULL PAY PERIOD. ENTER THE AMOUNT WITH TWO DECIMAL PLACES:

NUMERIC RANGE 0.00...999997.00

Don't know

Refused

(ALLOW DECIMALS TO ACCOMMODATE HOURLY PAY RATES – THIS MEANS CHANGES TO LATER FILTERS)

GGross2 [ASK IF GEmpStat=1 AND GGross<999998]

SHOW CARD G1

How long a period does that pay cover?

1. One hour
2. One week
3. Four weeks
4. Calendar month
5. Year
6. Other period (SPECIFY)

NOT ON SHOW CARD

7. *Don't know*

8. *Refused*

[If GGross>49 AND GGross2=1]

YOU ENTERED THAT THIS RESPONDENT EARNS 50 OR MORE POUNDS PER HOUR. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GGROSS AND/OR GGROSS2 TO RE-ENTER/RECODE.

[If GGross>1,999 AND GGross2=2]

YOU ENTERED THAT THIS RESPONDENT EARNS 2,000 OR MORE POUNDS PER WEEK. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GGROSS AND/OR GGROSS2 TO RE-ENTER/RECODE.

[If GGross>7,499 AND GGross2=3]

YOU ENTERED THAT THIS RESPONDENT EARNS 7,500 OR MORE POUNDS PER FOUR WEEKS. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GGROSS AND/OR GGROSS2 TO RE-ENTER/RECODE.

[If GGross>7,999 AND GGross=4]

YOU ENTERED THAT THIS RESPONDENT EARNS 8,000 OR MORE POUNDS PER CALENDAR MONTH. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GGROSS AND/OR GGROSS2 TO RE-ENTER/RECODE.

[If GGross>99,999 AND GGross=5]

YOU ENTERED THAT THIS RESPONDENT EARNS 100,000 OR MORE POUNDS PER YEAR. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GGROSS AND/OR GGROSS2 TO RE-ENTER/RECODE.

GTaxCred [ASK IF GEmpStat=1 AND GGross<999998]

Can I check, are you (OR YOUR PARTNER, IF ANY) receiving Working Tax Credit or Child Tax Credit?

INTERVIEWER: IF YES, MAKE SURE IT IS NOT INCLUDED IN GROSS PAY

1. Yes
2. No
3. *Don't know*
4. *Refused*

GKnowA [ASK IF GEmpStat=1 AND GGross<999998]

CODE UP TO TWO TO EVALUATE PAY DATA.

1. No usual pay - recorded pay in last full period
2. Respondent showed/referred to payslip
3. Respondent knew pay with reasonable certainty
4. Respondent guessed or estimated gross pay
5. *Don't know*
6. *Refused*

GHours [ASK IF (BHours=NULL) AND GEmpStat=1 AND GGross<999998]

How many hours (per week) do you work for that pay?
IF 'It varies' ENTER NULL

NUMERIC RANGE 1...168

- Don't know*
Refused

GGrate **[ASK IF (GGross=DK) OR (GGross2<>1)]**
Do you know what is your usual gross hourly rate of pay?

1. Yes
2. Does not know gross hourly rate
3. Not paid by an hourly rate
4. *Refused*

GGhour **[ASK IF GGrate=1]**
What is your usual gross hourly rate of pay?

NUMERIC RANGE 0.00...1000.00

Don't know

Refused

GTakeHom **[ASK IF (GGross=DK) OR (GKnowA=4)]**
What is your usual **take-home** pay after all deductions for tax, national insurance, and so on, but including overtime, bonuses, commission or tips?

RECORD PAY TO NEAREST POUND (NO PENCE)

IF NO USUAL PAY, RECORD PAY IN LAST FULL PAY PERIOD

NUMERIC RANGE 0...999997

Don't know

Refused

GTakePd **[ASK IF (GTakeHom<999998)]**
How long a period does that pay cover?

1. One week
2. Four weeks
3. Calendar month
4. Year
5. Other (SPECIFY)
6. *Don't know*
7. *Refused*

[If GTakeHo>1,399 AND GTakepd=1]

YOU ENTERED THAT THIS RESPONDENT EARNS 1,400 OR MORE POUNDS TAKE-HOME PAY PER WEEK. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GTAKEHO AND/OR GTAKEPD TO RE-ENTER/RECODE.

[If GTakeHo>5,749 AND GTakepd=2]

YOU ENTERED THAT THIS RESPONDENT EARNS 5,750 OR MORE POUNDS TAKE-HOME PAY PER FOUR WEEKS. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GTAKEHO AND/OR GTAKEPD TO RE-ENTER/RECODE.

[If GTakeHo>6,249 AND GTakepd=3]

YOU ENTERED THAT THIS RESPONDENT EARNS 6,250 OR MORE POUNDS TAKE-HOME PAY PER CALENDAR MONTH. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GTAKEHO AND/OR GTAKEPD TO RE-ENTER/RECODE.

[If GTakeHo>74,999 AND GTakepd=4]

YOU ENTERED THAT THIS RESPONDENT EARNS 75,000 OR MORE POUNDS TAKE-HOME PAY PER YEAR. DID YOU MEAN TO ENTER THIS AMOUNT FOR THIS TIME PERIOD? IF NOT, PLEASE GO BACK TO GTAKEHO AND/OR GTAKEPD TO RE-ENTER/RECODE.

GKnowB [ASK IF (GTakeHom<999998)]

CODE UP TO TWO TO EVALUATE PAY DATA

1. No usual pay - recorded pay in last full period
2. Respondent showed/referred to payslip
3. Respondent knew pay with reasonable certainty
4. Respondent guessed or estimated take home pay
5. *Don't know*
6. *Refused*

GHours [ASK IF (BHours=NULL) AND (GGross=DK OR REF)]

About how many hours (per week) do you work?

IF 'It varies' ENTER NULL

NUMERIC RANGE 1...168

Don't know

Refused

GBonus1 [IF GEmpStat=1]

Do you receive any incentive payment, bonus or commission that is linked directly to the performance of:

'yourself?'

1. Yes
2. No
3. *Don't know*
4. *Refused*

- GBonus2** **[IF GEmpStat=1]**
 (Do you receive any incentive payment, bonus or commission that is linked directly to the performance of:)
- 'any work group that you belong to?'
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- GBonus3** **[IF GEmpStat=1]**
 (Do you receive any incentive payment, bonus or commission that is linked directly to the performance of:)
- 'the results achieved by your organisation or your workplace?'
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- GShare** **[IF GEmpStat=1]**
 Do you take part in a profit-sharing scheme, employee share scheme or share option scheme through your employment?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- GContrib** **[IF GEmpStat=1]**
 Does your employer contribute to a pension scheme on your behalf?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- GNet** **[IF GEmpStat=2]**
 About how much do you earn **after** all expenses and other deductions but **before** income tax and national insurance?
- IF NO USUAL EARNINGS, PAY IN LAST YEAR OR MONTH
- NUMERIC RANGE 0...999997
Don't know
Refused

GNetPd **[ASK IF GNet<999998]**
How long a period does that pay cover?

1. One week
2. Four weeks
3. Calendar month
4. Year
5. Other (SPECIFY)
6. *Don't know*
7. *Refused*

GKnowC **[ASK IF GNetPd=1-5]**
INTERVIEWER CODE UP TO TWO TO EVALUATE PAY DATA

1. No usual earnings - recorded income in last full period
2. Respondent showed/referred to accounts or other records
3. Respondent knew income with reasonable certainty
4. Respondent guessed or estimated gross income
5. *Don't know*
6. *Refused*

GHours2 **[ASK IF (BHours=NULL) AND (GNet<999998)]**
About how many hours (per week) do you work?
IF 'It varies' ENTER NULL

NUMERIC RANGE 1...168
Don't know
Refused

BLOCK H

The Job Five Years Ago

Now I would like to ask some questions about work you have done in the past.

H5ago

[ASK ALL]

Were you in paid work five years ago, that is in [Month] 2006?

INTERVIEWER: ANY TYPE OF PAID WORK OF AT LEAST ONE HOUR A WEEK = YES

1. Yes
2. No
3. *Don't know*
4. *Refused*

H4ago

[ASK IF H5ago<>1]

Were you in paid work four years ago, that is in [Month] 2007?

INTERVIEWER: ANY TYPE OF PAID WORK OF AT LEAST ONE HOUR A WEEK = YES

1. Yes
2. No
3. *Don't know*
4. *Refused*

H3ago

[ASK IF H4ago<>1]

Were you in paid work three years ago, that is in [Month] 2008?

INTERVIEWER: ANY TYPE OF PAID WORK OF AT LEAST ONE HOUR A WEEK = YES

1. Yes
2. No
3. *Don't know*
4. *Refused*

HsameAgo1

[ASK IF H5ago=1 OR H4ago=1 OR H3ago=1]

Was this the same job as you have now, with the same employer?

INTERVIEWER NOTE: ONLY CODE 'YES' IF THE SAME JOB WITH THE SAME EMPLOYER.
IF PROMOTED, REGARD AS DIFFERENT JOB WITH SAME EMPLOYER.

1. Yes
2. No
3. *Don't know*
4. *Refused*

HsameAgo2 [ASK IF HsameAgo1=2]

Was this job with a different employer?

1. Yes
2. No
3. *Don't know*
4. *Refused*

HEmpType [ASK IF HsameAgo1=2]

Were you an employee or self-employed?

INTERVIEWER: IF NOT SURE/DOES NOT KNOW, CODE EMPLOYEE.

1. Employee
2. Self-employed
3. *Don't know*
4. *Refused*

HComput [ASK IF H5ago=1 OR H4ago=1 OR H3ago =1]

SHOW CARD H2How important was using a computer, 'PC', or other types of computerised equipment in your job...

With regard to your current job, you answered <CUsePC>

1. Essential
 2. Very important
 3. Fairly important
 4. Not very important
 5. Not at all important/Does not apply
- DO NOT READ OUT
6. *Don't know*
 7. *Refused*

BLOCK J

Recent Skills Changes and Future Perspectives

Now I want to ask some more about changes in the workplace.

JChange [ASK IF H5ago=1 OR H4ago=1 OR H3ago=1]
I'd like you still to compare your current job with what you were doing [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago [IF HsameAgo1<>1: even though you were in a different job]...

Would you say that there has been a significant **increase** between then and now, a significant **decrease** or little or no change in the level of skill you use in your job?

1. Increase
2. Decrease
3. Little or no change
4. *Don't know*
5. *Refused*

JProm [ASK IF H5ago=1 OR H4ago=1 OR H3ago=1]
Were you promoted during the last [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years?

1. Yes
2. No
3. *Don't know*
4. *Refused*

JOthCh1 [ASK IF HsameAgo1=1 OR HsameAgo2=2]
Since your job [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago, did any of the following changes occur at your workplace?

'There was a change in the way work was organised'

1. Yes
2. No
3. *Don't know*
4. *Refused*

JMajMin [ASK IF JOthCh1=1]
And would you say there have been major changes or minor changes in the way work is organised?

CODE ONE ONLY

1. Major changes
2. Minor changes
3. *Don't know*
4. *Refused*

J0thCh2**[ASK IF HsameAgo1=1 OR HsameAgo2=2]**

(Since your job [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago, did any of the following changes occur at your workplace?)

'New computerised or automated equipment was introduced into the workplace'

INTERVIEWER: DO NOT INCLUDE MINOR UPGRADES OF COMPUTERS OR COMMUNICATIONS TECHNOLOGY EQUIPMENT, E.G. WINDOWS XP TO WINDOWS 7.

1. Yes
2. No
3. *Don't know*
4. *Refused*

J0thCh3**[ASK IF HsameAgo1=1 OR HsameAgo2=2]**

(Since your job [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago, did any of the following changes occur at your workplace?)

'New communications technology equipment was introduced into the workplace'

1. Yes
2. No
3. *Don't know*
4. *Refused*

J0thCh4**[ASK IF HsameAgo1=1 OR HsameAgo2=2]**

(Since your job [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago, did any of the following changes occur at your workplace?)

'Other new equipment was introduced'

1. Yes
2. No
3. *Don't know*
4. *Refused*

J0thCh5**[ASK IF HsameAgo1=1 OR HsameAgo2=2]**

(Since your job [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago, did any of the following changes occur at your workplace?)

'There was a reduction in the number of people doing this sort of work'

1. Yes
2. No
3. *Don't know*
4. *Refused*

- Intro** [ASK IF H5ago=1 OR H4ago=1 OR H3ago=1]
In the next few questions, I'd like you to compare the job you do now with the job you were doing [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago.
- JChoice** [ASK IF H5ago=1 OR H4ago=1 OR H3ago=1]
And [,compared with your job [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1:three] years ago,] has the amount of choice you have in the way you do your job...?
- READ OUT
1. Increased
 2. Decreased
 3. Or stayed about the same?
 4. *Don't know*
 5. *Refused*
- JChoice2** [ASK IF JChoice = 1 or 2]
And would you say it has (IF JChoice=1: increased/If JChoice=2: decreased) a lot or a little?
1. A lot
 2. A little
 3. *Don't know*
 4. *Refused*
- JTrain1...** [ASK ALL]
JTrain7 SHOW CARD I2
In the last year (that is since [Month] 2005), have you done any of these types of training or education connected with your **current** job?
- CODE ALL THAT APPLY
1. Received instruction or training from someone which took you away from your normal job
 2. Received instruction whilst performing your normal job
 3. Taught yourself from a book/manual/video/computer/DVD/Internet
 4. Followed a correspondence or Internet course (such as Open University)
 5. Taken an evening class
 6. Done some other work-related training
 7. None of these
- NOT ON SHOW CARD
8. *Don't know*
 9. *Refused*

- JTime** **[ASK FOR EACH TRAINING DONE IF JTrain=1-6]**
Over the last year in your current job, on how many separate days have you
<insert answer if JTrain=1-6>?
- INSERT NUMBER OF DAYS
- 1-365
- EVERY DAY (SPONTANEOUS ONLY – DO NOT READ OUT)*
Don't know
Refused
- JToption** **[ASK IF BEmpStat=1 AND JTrain=7]**
Was there any time over the last year in your current job when training would
have been useful for keeping up to date with the skills required?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- JTEenough** **[ASK IF JTrain=1-6]**
Was the training you received over the last year in your current job adequate for
keeping up to date with the skills required?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*

Jtexp1...
Jtexp11

[ASK IF JTrain=1-6)

Still thinking about the training you received over the last year in your current job, which of the following statements apply?

(Rotate statements)

- I got the training because I asked my employer for it [**BEmpStat = 1 only**]
- It was my employer that first suggested the training [**BEmpStat = 1 only**]
- My family commitments made it hard to find the time for training
- The training itself was stressful
- The training has made me enjoy my job more
- The training has helped me improve the way I work in my job
- Training made me look for a better job in this organisation [**BEmpStat = 1 only**]
- Training made me look for a better job in another organisation [**BEmpStat = 1 only**]
- I was given a better job in my organisation because of the training [**BEmpStat = 1 only**]
- I received a pay increase as a result of my training
- I feel that my job is more secure in my organisation because of my training

1. Agree
2. Disagree
3. *Don't know*
4. *Refused*

Jtlac1...
Jtlac7

[ASK IF JTrain=7]

You have said that you have not received any training over the last year in your current job. Which of the following statements apply?

(Rotate statements)

- I did not want any training
- My employer was not willing to provide additional training, even though I wanted it [**BEmpStat = 1 only**]
- My family commitments made it hard to find the time for training
- The training itself would have been stressful
- I did not need any additional training for my current job
- Training would not help me get a better job in my organisation [**BEmpStat = 1 only**]
- Lack of training damaged my career opportunities

1. Agree
2. Disagree
3. *Don't know*
4. *Refused*

- Intro** **[ASK IF JTrain=1-6]**
Thinking now just of your **most recent spell** of training or education
- JTend** **[ASK IF JTrain=1-6]**
When did this most recent spell of training or education finish?
- INTERVIEWER: ENTER DAY (1 – 31) ON THIS SCREEN AND MONTH AND YEAR ON THE NEXT TWO SCREENS
- IF DAY NOT KNOWN, CODE 'not known'
- IF TRAINING IS ONGOING CODE 'ongoing'
- JTend2** **[ASK IF JTrain=1-6 AND JTend<>NULL]**
When did this most recent spell of training or education finish?
- INTERVIEWER: ENTER MONTH ON THIS SCREEN AND YEAR ON NEXT SCREEN
- IF MONTH NOT KNOWN, ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH:
MID-SEASON MONTHS: WINTER= FEB; SPRING= MAY; SUMMER= AUGUST; AUTUMN= NOVEMBER.
- JTend3** **[ASK IF JTrain=1-6 AND JTend<>NULL]**
When did this most recent spell of training or education finish?
- INTERVIEWER: ENTER YEAR ON THIS SCREEN AS FOUR-DIGIT NUMBER.
[ONLY 2011 AND 2012 ARE VALID ENTRIES]
- JTcost** **[ASK IF JTrain=1-6]**
[If JTend<>NULL: Did/If JTend=NULL: Does] this training or education involve costs such as fees or the need to buy books or materials?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
- JTcost2** **[ASK IF JTcost=1]**
Who [If JTend<>NULL: paid/If JTend=NULL: pays] these costs?
- CODE ALL THAT APPLY
1. Employing organisation
 2. Government
 3. Self or family or relative
 4. Other
 5. *Don't know*
 6. *Refused*

- JThours** **[ASK IF JTrain=1-6]**
 [If JTend<>NULL: Was/If JTend=NULL: Is] this training or education undertaken in...
 READ OUT
1. normal working hours
 2. your time
 3. or both?
- DO NOT READ OUT
4. *Don't know*
 5. *Refused*
-
- JTwages** **[ASK IF (JThours=1 OR 3) AND ((BEmpStat=1) OR (BPdWage=1))]**
 While you [If JTend<>NULL: were/If JTend=NULL: are] receiving this training or education [If JTend<>NULL: did/If JTend=NULL: does] your employer pay your basic wages...
 READ OUT
1. in full
 2. in part
 3. or not at all?
- DO NOT READ OUT
4. *Don't know*
 5. *Refused*
-
- JTqual** **[ASK IF JTrain=1-6]**
 Still thinking of your **most recent spell** of training or education...
- [If JTend<>NULL: Did/If JTend=NULL: Does] this training or education lead to a qualification?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*
-
- JTcredit** **[ASK IF JTqual=2]**
 [If JTend<>NULL: Did/If JTend=NULL: Does] this training or education lead to a credit towards a qualification?
1. Yes
 2. No
 3. *Don't know*
 4. *Refused*

JLearnEn1... [ASK IF JTrain=1-6]**JLearnEn4** SHOW CARD I3

To what extent did/does that training or education ...READ OUT AND REPEAT
STEM AS NECESSARY

RANDOMIZE ORDER

'make you think harder about different ways of doing your job'

'require following instructions or processes strictly'

'need to be memorized off by heart'

'give you more independence in how you do your job'

IF RESPONDENT SAYS THEY ARE 'INDEPENDENT ALREADY' CODE 'NOT
APPLICABLE'

1. A great deal
2. Quite a lot
3. To some extent
4. A little
5. Not at all

NOT ON SHOW CARD

6. *Don't know*
7. *Refused*
8. *Not applicable [ONLY APPLIES TO JLEARNEN4]*

JTskill**[ASK IF JTrain=1-6]**

Would you say that this training or education has improved your skills...
READ OUT

1. a lot
2. a little
3. or not at all?

DO NOT READ OUT

4. *Don't know*
5. *Refused*

JTuseA**[ASK IF JTskill=1 OR 2]**

Are you able to make use of these skill improvements in your current job?

1. Yes
2. No
3. *Don't know*
4. *Refused*

JTuseB**[ASK IF JTskill=1 OR 2]**

How useful would these skill improvements be if you were to work for another employer in the same industry or service...

READ OUT

1. Very useful
2. Fairly useful
3. Of some use
4. Only a little useful
5. Or, not at all useful?

DO NOT READ OUT

6. *Don't know*
7. *Refused*

Jtuse2**[ASK IF JTskill=1 OR 2]**

Would these skill improvements be useful if you were to work for another employer in a quite different industry or service...

READ OUT

INTERVIEWER: IF 'IT DEPENDS' SAY: Try to think of different industries or services you might go to if you were to change jobs

1. Very useful
2. Fairly useful
3. Of some use
4. Only a little useful
5. Or, not at all useful?

DO NOT READ OUT

6. *Don't know*
7. *Refused*

Intro**[ASK IF BEmpStat=1]**

Thinking now about training or education in the future

JTWant**[ASK ALL]**

How much do you want to get any training in the future?

1. Very much
2. A fair amount
3. Not much
4. Not at all

DO NOT READ OUT

5. *Don't know*
6. *Refused*

JTopo**[ASK ALL]**

How much do you agree or disagree with the following statement?

'I will have many opportunities to get training in the future'

1. Strongly Agree
2. Agree
3. Disagree
4. Strongly disagree
DO NOT READ OUT
5. *Don't know*
6. *Refused*

JTget**[ASK ALL]**

Thinking about the next three years, are there any additional skills or qualifications that you would like to get?

1. Yes
2. No
3. *Don't know*
4. *Refused*

JNoJob**[ASK ALL]**

Since [IF H5ago=1:five/IF H4ago=1:four/IF H3ago=1-4:three] years ago, have you had any spells of being unemployed?

1. Yes
2. No
3. *Don't know*
4. *Refused*

JNoJob12 [ASK IF JNoJob=1]

Have you been unemployed for a month or more at any time in the last year?

INTERVIEWER: 'UNEMPLOYED' IS THE RESPONDENT'S OWN DEFINITION

1. Yes
2. No
3. *Don't know*
4. *Refused*

JPrmProb [ASK IF BEmpStat=1]

How high do you think **your** chances are of being given a significant promotion with your **present** organisation in the next five years?

PROMPT IF NECESSARY: 'Assuming that you did want promotion'

1. 100% / Definite
2. 75% / High chance
3. 50% / Fifty-fifty
4. 25% / Low chance
5. 0% / No chance at all
6. *Don't know*
7. *Refused*

JPrmPrb1 [ASK IF JPrmProb=5]

Is this because you are already in the highest type of job for people who do your sort of work?

1. Yes
2. No
3. *Don't know*
4. *Refused*

JPrmAim [ASK IF BEmpStat=1]

Are you aiming to get a better job or to be promoted?

1. Yes
2. No
3. *Don't know*
4. *Refused*

ILate**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J5)

How long do you think it would be before a person in your organisation, doing your sort of job, would be eventually dismissed if they persistently ...

'arrived late at work'

1. Within a week
2. Within a month
3. Within 6 months
4. Within a year
5. More than a year
6. Never
NOT ON SHOW CARD
7. *Don't know*
8. *Refused*

INotHard**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J5)

How long do you think it would be before a person in your organisation, doing your sort of job, would be eventually dismissed if they persistently ...

'did not work hard'

1. Within a week
2. Within a month
3. Within 6 months
4. Within a year
5. More than a year
6. Never
NOT ON SHOW CARD
7. *Don't know*
8. *Refused*

BLOCK I**Well-being at Work**

Now I would like you to answer some questions about how work makes you feel.

ICASI**[ASK ALL]**

THIS SECTION TO BE SELF-COMPLETED (AS FAR AS POSSIBLE) ON CAPI BY RESPONDENTS

As before, the next questions are designed for you to answer yourself.

CODE WHETHER RESPONDENT ACCEPTED SELF-COMPLETION.

1. Respondent completion
2. Interviewer completion, NO DK, NO REF

Intro1**[IF ICASI=1]**

The following questions ask you to choose one answer from those listed on the screen.

Please choose your answer by PRESSING THE NUMBER NEXT TO THE ANSWER YOU WANT TO GIVE and then PRESSING THE SPACE BAR (THE LARGE BAR AT THE BOTTOM OF THE KEYBOARD) to see your answer on the screen. TO MOVE ON TO THE NEXT QUESTION, PRESS THE KEY WITH THE RED STICKER. Please ask the interviewer if you want any help.

PRESS 1 AND THE KEY WITH THE RED STICKER TO CONTINUE

1. Continue

IWorry**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?

After I leave my work I keep worrying about job problems

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IUnWind**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

I find it difficult to unwind at the end of a workday

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IUsedUp**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

I feel used up at the end of a workday

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

ICalm [ASK ALL]

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Calm

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

ITense**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Tense

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IContent**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Contented

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IRelax [ASK ALL]

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Relaxed

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IUneasy**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Uneasy

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IWorry2**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Worried

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

ISmiley**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Enthusiastic

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

ICheery**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Cheerful

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IDepress**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Depressed

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IGloomy**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Gloomy

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IMisery**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Miserable

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

IOptim**[ASK ALL]**

(IF ICASI<>1: SHOW CARD J2)

(Thinking of the past few weeks, how much of the time has your job made you feel each of the following...?)

Optimistic

1. Never
 2. Occasionally
 3. Some of the time
 4. Much of the time
 5. Most of the time
 6. All of the time
- NO DK, NO REF

ISat1...
ISat14

[ASK ALL]

(IF ICASI<>1: SHOW CARD J3)

(IF ICASI<>1: I'm going to read out a list of/IF ICASI=1: Next you will be shown) various aspects of jobs, and for each one I'd like you to (IF ICASI=1: choose which answer) (IF ICASI<>1: tell me, from this card, which number) best describes how satisfied or dissatisfied you are with that particular aspect of your own present job.

(IF ICASI=1: Press 1 and then the key with the red sticker to continue with this question)

ROTATE LIST

(How satisfied or dissatisfied are you with this particular aspect of your own present job:)

Your promotion prospects

Your pay

Relations with your supervisor or manager [**BEmpStat = 1 only**]

Your job security

The opportunity to use your abilities

Being able to use your own initiative

The ability and efficiency of the management [**BEmpStat = 1 only**]

The hours you work

Fringe benefits

The work itself

The amount of work

The variety in the work

The training provided

The friendliness of the people you work with

1. Completely satisfied
 2. Very satisfied
 3. Fairly satisfied
 4. Neither satisfied nor dissatisfied
 5. Fairly dissatisfied
 6. Very dissatisfied
 7. Completely dissatisfied
- NO DK, NO REF

ISatis

[ASK ALL]

(IF ICASI<>1: SHOW CARD J3)

All in all, how satisfied are you with your job?

1. Completely satisfied
 2. Very satisfied
 3. Fairly satisfied
 4. Neither satisfied nor dissatisfied
 5. Fairly dissatisfied
 6. Very dissatisfied
 7. Completely dissatisfied
- NO DK, NO REF

IChoice**[ASK ALL]**

(IF ICASI<>1)

'When you were looking for your current job, how much choice would you say you had over the type of job you could get?'

1. a great deal of choice,
2. some choice,
3. hardly any choice,
4. or no choice at all?
5. (IF ICASI<>1) DO NOT READ OUT
6. (IF ICASI<>1) *Don't know*
7. (IF ICASI<>1) *Refused*

ISick**[ASK IF BEmpStat=1]**

'Over the past 12 months did you work when you were sick?'

1. Yes
2. No
3. I was not sick
4. (IF ICASI<>1) *Don't know*
5. (IF ICASI<>1) *Refused*

ISickDay**[ASK IF ISick=1]**

'How many days did you work when you were sick?'

NUMERIC RANGE 1.....365

(IF ICASI<>1) *Don't know*

(IF ICASI<>1) *Refused*

IDismiss**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Being dismissed without good reason'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IDiscrim**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Being unfairly treated through discrimination'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IVictim**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Victimisation by management'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IStLoss1**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Future changes to my job that may give me less say over how it is done'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IStLoss2**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Future changes to my job that may make it more difficult to use my skills and abilities'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IStLoss3**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Future changes that may reduce my pay'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IStLoss4**[ASK IF BEmpStat=1]**

(IF ICASI<>1: SHOW CARD J4)

How anxious are you about these situations affecting you at your work?

'Being transferred to a less interesting job in the organisation'

1. Very anxious
2. Fairly anxious
3. Not very anxious
4. Not anxious at all
5. (IF ICASI<>1) *Don't know*
6. (IF ICASI<>1) *Refused*

IPers1...
IPers10

[ASK ALL]

(IF ICASI<>1: SHOW CARD J6)

People have very different personalities, ((IF ICASI=1) please choose the answer that best describes) ((IF ICASI<>1) could you tell me) how strongly you agree or disagree that the following statements apply to you. I see myself as ...

ROTATE LIST

Extroverted, Enthusiastic
Critical, Quarrelsome
Dependable, Self disciplined
Anxious, Easily upset
Open to new experiences, Complex
Reserved, Quiet
Sympathetic, Warm
Disorganized, Careless
Calm, emotionally stable
Conventional, Uncreative

1. Strongly agree
 2. Agree
 3. Disagree
 4. Strongly disagree
- NOT ON SHOW CARD
5. *Don't know*
 6. *Refused*

IEnd

[ASK IF ICASI=1]

Please stop here.

Tell the interviewer you have finished answering this set of questions.

1. INTERVIEWER: CODE 1 TO CONTINUE
- 2.

BLOCK K**Personal details****KMarried****[ASK ALL]**

I would like to ask you a few more questions about yourself.

Are you...

READ OUT

1. married
2. living together as a couple
3. single
4. widowed
5. separated/divorced?

DO NOT READ OUT

6. *Don't know*
7. *Refused*

KChildrn**[ASK ALL]**

Do you have any children under the age of 16 who are financially dependent on you?

INTERVIEWER: CHILDREN DO NOT HAVE TO LIVE IN SAME HOUSEHOLD AS RESPONDENT, AND DO NOT HAVE TO BE BIOLOGICAL CHILDREN

1. Yes
2. No
3. *Don't know*
4. *Refused*

Ku16**[ASK IF KChildrn=1]**

How many children under the age of 16 do you have?

NUMERIC RANGE 1...30

Don't know
Refused

Ku5**[ASK IF KChildrn=1]**

How many are under five years old?

NUMERIC 0...30

Don't know
Refused

[If Ku5>Ku16]

YOU HAVE ENTERED THAT THIS RESPONDENT HAS MORE CHILDREN UNDER FIVE THAN THE TOTAL NUMBER OF CHILDREN THEY SAID THEY HAD AT THE PREVIOUS QUESTION. PLEASE CHECK THIS AND GO BACK TO KU16 AND/OR KU5 TO RE-ENTER.

KLearnSt1...[ASK ALL]**KLearnSt6** SHOW CARD K1

I would now like to ask you some questions about how you deal with problems and tasks you encounter in general. To what extent do the following statements apply to you?

RANDOMISE

'When I hear or read about new ideas, I try to relate them to real life situations to which they might apply'

'I like learning new things'

'When I come across something new, I try to relate it to what I already know'

'I like to get to the bottom of difficult things'

'I like to figure out how different ideas fit together'

'If I don't understand something, I look for additional information to make it clearer '

1. Not at all
2. Very little
3. To some extent
4. To a high extent
5. To a very high extent

NOT ON SHOW CARD

6. *Don't know*
7. *Refused*

KEthnic**[ASK ALL]**

SHOW CARD K2

To which of these groups do you consider that you belong?

1. White
2. Black – Caribbean
3. Black – African
4. Black – Other
5. Indian
6. Pakistani
7. Bangladeshi
8. Chinese
9. Other

NOT ON SHOW CARD

10. *Don't know*
11. *Refused*

BLOCK Q**Follow-up, Workplace Details and Conclusion****QFuture****[ASK ALL]**

In two or three years' time, if you are willing, our client (or someone working on their behalf) would like to contact you again about your job to see how things have changed. You could decide then whether you would be willing to take part.

Would you be willing for our client (or someone working on their behalf) to contact you again in two or three years?

1. Yes
2. No
3. *Don't know*
4. *Refused*

QEmail**[ASK IF QFuture=1]**

Thank you. So do you have an e-mail address that I can take?

THIS IS JUST TO HELP WITH RECONTACT IN CASE OF CHANGE OF ADDRESS ETC. IT WILL NOT BE USED FOR ANY OTHER PURPOSES, AND IT WILL BE KEPT SECURELY AND IN COMPLETE CONFIDENTIALITY BY THE RESEARCH TEAM.

ENTER E-MAIL ADDRESS AND READ IT BACK TO RESPONDENT TO CHECK BEFORE MOVING ON OR CODE 'NULL' IF NO E-MAIL OR 'REF' IF REFUSED.

ONLY RECORD ONE E-MAIL ADDRESS

OPEN

QTelno**[ASK IF QFuture=1]**

Do you have a landline telephone number that I can take?

AGAIN, THIS IS JUST TO HELP WITH RECONTACT IN CASE OF CHANGE OF ADDRESS ETC. IT WILL NOT BE USED FOR ANY OTHER PURPOSES, AND IT WILL BE KEPT SECURELY AND IN COMPLETE CONFIDENTIALITY BY THE RESEARCH TEAM.

INCLUDE DIALLING CODE, AND READ BACK TO RESPONDENT TO CHECK BEFORE MOVING ON, OR CODE 'NULL' IF NO LANDLINE OR 'REF' IF REFUSED.

ONLY ENTER ONE NUMBER ON THIS SCREEN

OPEN

QTelno2**[ASK IF QFuture=1]**

And do you have a mobile telephone number that I can take?

AGAIN, THIS IS JUST TO HELP WITH RECONTACT IN CASE OF CHANGE OF ADDRESS ETC. IT WILL NOT BE USED FOR ANY OTHER PURPOSES, AND IT WILL BE KEPT SECURELY AND IN COMPLETE CONFIDENTIALITY BY THE RESEARCH TEAM.

READ BACK TO RESPONDENT TO CHECK BEFORE MOVING ON, OR CODE 'NULL' IF NO MOBILE OR 'REF' IF REFUSED.

ONLY ENTER ONE NUMBER ON THIS SCREEN

OPEN

QStable**[ASK IF QFuture=1]**

In case you had moved house by the time we tried to recontact you (IF QEmail OR QTelno OR QTelno2<> NULL OR REF: and we were also unable to contact you using the (IF QEmail <> NULL OR REF: e-mail address) (IF QTelno OR QTelno2<> NULL OR REF: and phone number(s) you've provided)), is there someone we can contact who would be able to give us your new address?

1. Details given – INTERVIEWER PLEASE COLLECT NAME AND ADDRESS ON NEXT FEW SCREENS
2. Details NOT given
3. *Don't know*
4. *Refused*

QRelat**[ASK IF QStable=1]**

And what is this person's relationship to you? READ OUT AND CODE ONE ONLY

1. Parent(s)
2. Child
3. Other relative
4. Friend
5. Other (specify)
6. *Don't know*
7. *Refused*

QMove**[ASK ALL]**

Do you think there is any possibility that you will move house in the next three years?

1. Yes
2. No
3. *Don't know*
4. *Refused*

QMove2**[ASK IF QMove=1]**

How would you rate the likelihood of this happening?

READ OUT

1. Very likely
2. Quite likely
3. Evens
4. Quite unlikely
5. Very unlikely
6. *Don't know*
7. *Refused*

QSuperv**[ASK IF QFuture = 1 AND ((QTelno <> NULL OR REF) OR (QTelno2 <> NULL OR REF))]**

A few interviews on any survey are checked by a supervisor to make sure people are satisfied with the way the interview was carried out. In case my supervisor needs to contact you, can they use the telephone number(s) you have just provided for this purpose?

1. Yes
2. No

QSuperv2**[ASK IF (QFuture = 2-4) OR ((QFuture = 1) AND (QTelno = NULL OR REF) AND (QTelno2 = NULL OR REF))]**

A few interviews on any survey are checked by a supervisor to make sure people are satisfied with the way the interview was carried out. In case my supervisor needs to contact you, it would be helpful if you could let me have your landline telephone or mobile number.

ENTER LANDLINE OR MOBILE ON THIS SCREEN, INCLUDING DIALLING CODE, AND READ BACK TO RESPONDENT TO CHECK BEFORE MOVING ON, OR CODE 'NULL' IF NO LANDLINE OR MOBILE OR 'REF' IF REFUSED.

OPEN

QPubData [ASK ALL]

It is sometimes possible to link the data we have collected from you with other surveys or datasets, to which our clients have authorised access. In doing this, we assure you that your confidentiality will be respected and the linked data will be anonymised and used for statistical and analytical purposes only, with only authorised researchers having access to the linked data.

INTERVIEWER NOTES TO BE USED IF CLARIFICATION SOUGHT:

Access to these additional datasets is authorised by their owners – in the case of Office for National Statistics data this is given by the UK Statistics Authority.

Would you be content for our clients to do this, as it can provide potential for further analysis?

- 1) Yes
- 2) No

IF QPubData = NO or DECLINES TO ANSWER: IF WORKING AT HOME, CODE TTWA FROM POSTCODE

QEmpName [ASK IF QPubData=1]

What is the name of the employer at the place where you actually work?

INTERVIEWER NOTES TO BE USED IF CLARIFICATION SOUGHT: Why do you need to know the name and address of my workplace? The name and address of where you work allows us to match the data to a government business register. Each company has a unique anonymised reference number, which allows your response to be linked to other datasets. The matching is undertaken under strictly secure conditions. Only authorised researchers would have access to your name and workplace details.

WRITE EMPLOYER'S NAME IN FULL

OPEN

QAddPC [ASK IF QPubData=1]

PLEASE ENTER EMPLOYER'S ADDRESS

Can I first have the POSTCODE of the workplace (organisation)?

ENTER POSTCODE, EVEN IF INCOMPLETE
CODE NULL IF UNKNOWN

OPEN

QAdd1 **[ASK IF QPubData=1]**
PLEASE ENTER EMPLOYER'S ADDRESS Line 1

OPEN

QAdd2 **[ASK IF QPubData=1]**
PLEASE ENTER EMPLOYER'S ADDRESS Line 2:
CODE NULL IF NO MORE TO ADD

OPEN

QAdd3 **[ASK IF QPubData=1 AND QAdd2<>NULL]**
PLEASE ENTER EMPLOYER'S ADDRESS Line 3:
CODE NULL IF NO MORE TO ADD

OPEN

QAdd4 **[ASK IF QPubData=1 AND QAdd3<>NULL]**
PLEASE ENTER EMPLOYER'S ADDRESS Line 4:
CODE NULL IF NO MORE TO ADD

OPEN

QAdd5 **[ASK IF QPubData=1 AND QAdd4<>NULL]**
PLEASE ENTER EMPLOYER'S ADDRESS Line 5:
CODE NULL IF NO MORE TO ADD

OPEN

Town and county asked to enable TTWA to be coded, if employer name not collected
--

QTown **[ASK IF (QPubData <> 1) OR (QAdd1 = DK OR REF)]**
In which city, town or village is your main place of work?

TAKE NEAREST TOWN, ETC.

IN LONDON TRY TO GET NAME OF AREA (eg PLACE WITHIN BOROUGH)

OPEN

QCounty **[ASK IF (QPubData <> 1) OR (QAdd1 = DK OR REF)]**
And which county/city is that in?

CODE NULL IF NOT APPLICABLE

OPEN

QBigger **[ASK ALL]**
Is your workplace part of a bigger organisation?

1. Yes
2. No
3. *Don't know*
4. *Refused*

BBigName **[ASK IF QBigger=1]**
What is the name of that bigger organisation?

WRITE ORGANISATION'S NAME IN FULL

OPEN

Disp **[ASK ALL]**
I have now got to the end of the questions I want to ask you.

Thank you very much for giving your time to help us.

{{SIntLen "Computer Interview Length": 1...997}}

**CLASSIFICATION THEN COLLECTED TO CONFIRM NAME AND ADDRESS OF
RESPONDENT (Sname, address1, address2, address3, address4)**