ESS Round 10

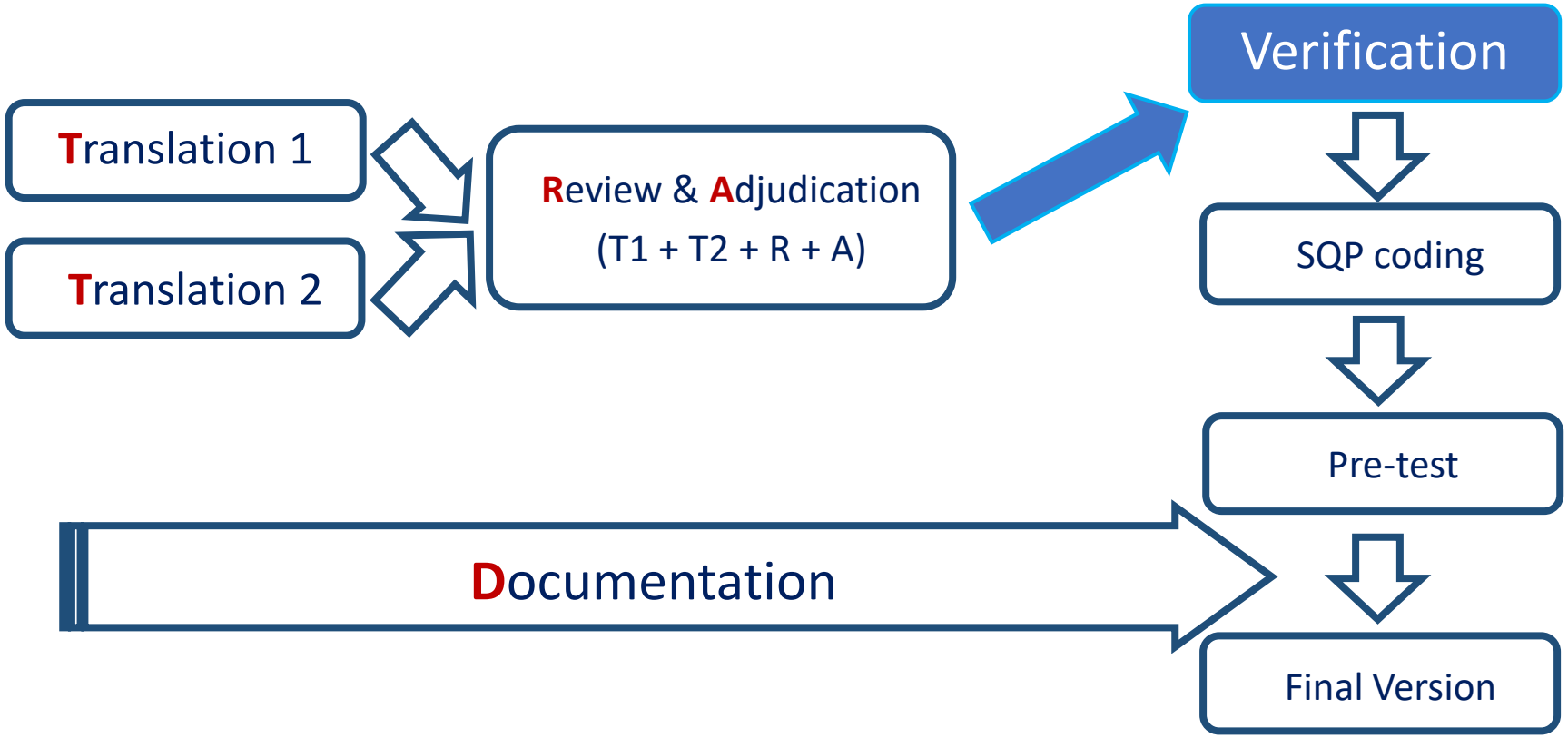
Training for verifiers

9 June 2020

About the European Social Survey

- Established in 2001
- Monitors attitude change in participating countries
- Funded by European Commission, European Science Foundation and national funding bodies
- Directed by the City, University of London in co-operation with other institutions, e.g. GESIS
- Heterogeneous target: 15-year-olds and older (no upper age limit)
- Household questionnaire survey

Advanced translation model: TRAPD workflow



ESS Round 10 – 2020/2021

- CAPI - Computer Assisted Personal Interview
  (interviewer reads the question on a computer screen)
  'WRITE IN' → 'TYPE IN'

- Expected 27 countries, 27 languages, 36 national versions

Translation and verification in

- Word (3 versions)
- Excel (5 versions)
- TranslationCtrl (24 versions)

ESS main characteristics

- Only partially verified (consistency)
- Focused verification (reasoning for item selection)
- Core modules and Rotating modules:

  6 Core modules

  2 Rotating modules

Core and Rotating Modules

Core modules

Module A - Media use

Module B – Politics

Module C - Subjective wellbeing

Module F - Socio-demographic

Section H - Human values scale

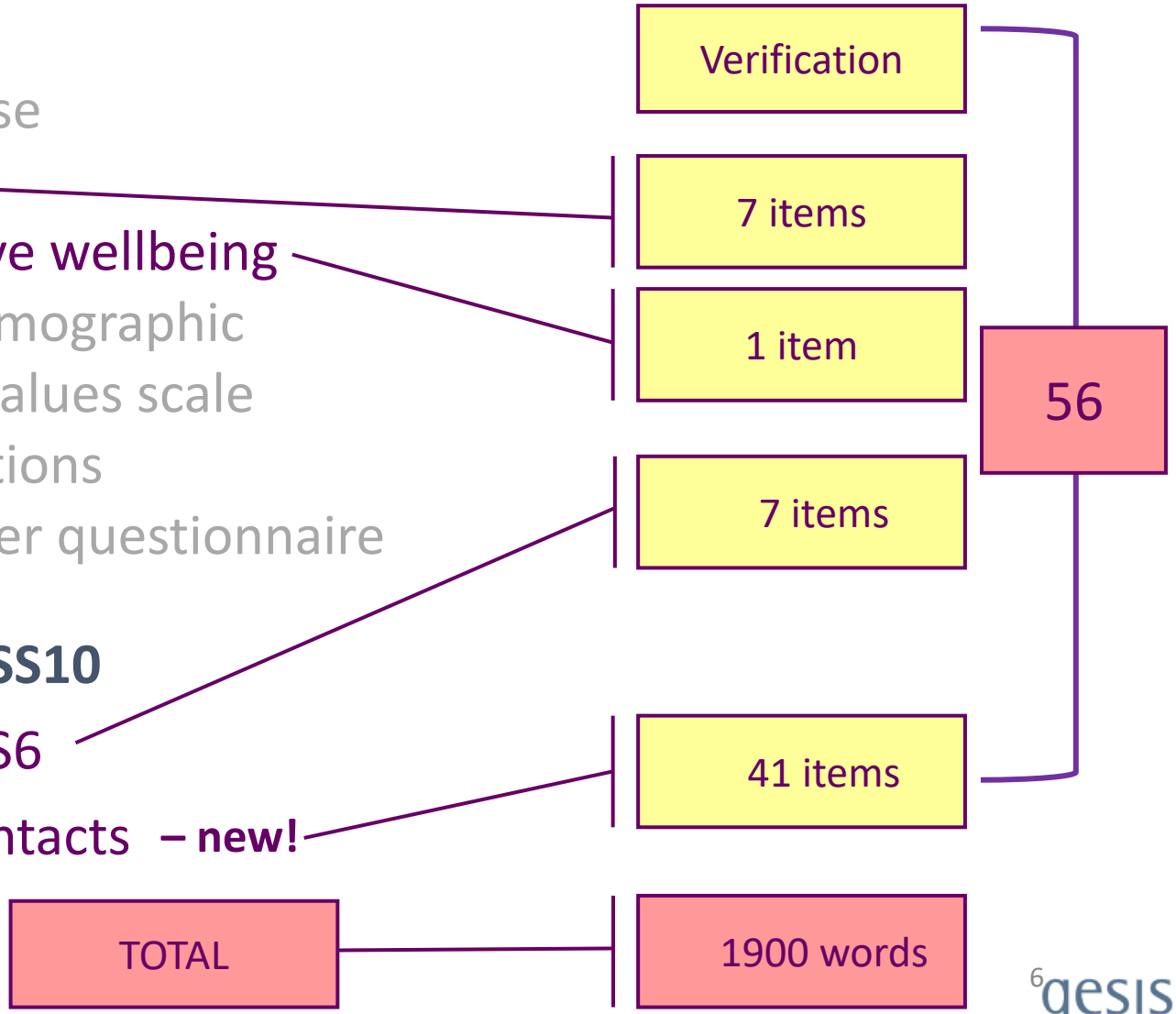
Section I - Test questions

Section J - Interviewer questionnaire

Rotating modules ESS10

D – Democracy – ESS6

G – Digital Social Contacts **– new!**



Verification tools

1 TranslationCtrl

Online Translation Tool TCtrl

- BEL_nld-
- BUL
- CYP
- CHE_fra-ita-
- DNK
- ELL
- FIN_fin-swe-
- HRV
- HUN
- ISL_isl-pol-
- ITA
- LTU
- MKD-mkd-sqi-
- NLD
- NOR
- SRB
- SVK-hun-slo
- SWE
- French language versions (BEL, CHE, FRA)

2 Excel (T)VFF

Translation Verification Follow-up Form

- CZE
- LVA
- POL
- POR
- SLV

3 MS Word

Correction in MS Word, comments in (T)VFF

- EST
- ISR_ara-heb-

BIH_bos-hrv-srp-: tool not confirmed, new country
MKD-mkd-sqi-: new country

(Translation) Verification Follow-up Form

ITEM NUMBER / TEXT TYP	ENGLISH SOURCE VERSION	ANNOTATIONS	NOTES FOR VERIFIER	VERIFIER'S VERSION	VERIFIER INTERVENTION CATEGORY	VERIFIER'S RATIONALE
	STILL CARD 62					
	(IF NECESSARY:					
	To what extent would you say that online and mobile communication…)					
I before G5-G9	**READ OUT…]**					
G5	…makes people feel closer[119] to one another?	[119] 'Closer' in the sense of emotional rather than physical proximity.	Make sure annotations are observed in G5-G9. See Q&A for more info on G5-G9.			
G6	…makes work and personal life interrupt each other?					
G7	…makes it easy to coordinate and manage activities?		If an adjective needed to be added before 'activities' for linguistic reasons, check that it is a neutral one such as 'various' or 'different'.			
G8	…undermines personal privacy?		Check that "personal privacy" is translated in a broader sense of '(protection of) private life/personal affairs' and not specifically as a legal/technical concept, such as '(protection of) personal data'.			
G9	…exposes[120] people to misinformation[121]?	[120] 'Exposes people to misinformation' in the sense of 'allows people to be subjected to misinformation'.				
		[121] 'Misinformation' in the sense of 'false information that is spread, regardless of whether there is intent to mislead'.				
RC	**Not at all**					
	Completely					
	(Refusal)					
	(Don't know)					

VERIFICATION GUIDELINES

VERIFICATION DOCUMENTATION

OK
Added info
Missing info
Consistency
Adaptation or cultural issue
Mistranslation
Register/Wording
Grammar/Syntax

INSTRUCTIONS FOR VER | INTERVENTION CATEGORIES | A - MEDIA USE | B - POLITICS

Verifier Intervention Categories

OK	**No intervention** is needed. The verifier has checked and confirms that the text element or segment is equivalent to source, linguistically correct, and – if applicable – that it conforms to an explicit translation/adaptation guideline.
ADDED INFORMATION	Information is present in the target version but not in the source version, e.g. an explanation between brackets of a preceding word.
MISSING INFORMATION	Information is present in the source version but omitted in the target version.
CONSISTENCY	1. **Within-item consistency:** repetitions or literal matches and/or synonymous matches that occur in the source version of an item should reflect the same pattern in the target version. If a word or expression is used consistently across the source questionnaire, the same level of consistency should be reflected in the translations, **unless fluency is affected**. 2. **Across-item consistency: unless fluency is affected**, recurring elements such as response categories or prompts that occur in a number of items should always be translated the same way, measurement units should be written the same way, etc.
ADAPTATION OR CULTURAL ISSUE	An adaptation is an intentional deviation from the source version made for cultural reasons or to conform to local usage. They **should be agreed** by the ESS translation team at GESIS and the ESS-ERIC HQ at City University London. An adaptation or cultural issue occurs when an adaptation would be needed but was not made, or when an inappropriate or unnecessary adaptation was made.
MISTRANSATION	A wrong translation, which seriously alters the meaning. A mistranslation should always be reported with an explanatory **back-translation and/or accompanied by an English rendition of what the incorrect target version says**. Note: a vague or inaccurate translation should rather be classified as a Register/Wording issue (or sometimes a Grammar/Syntax issue). This category may cover cases where the source has been misunderstood, but also copy/paste errors that unintentionally result in a wrong text element or segment.
ANNOTATION NOT FOLLOWED	An explicit translation/adaptation guideline for a given text element or segment given in an annotation was overlooked or was not addressed in a satisfactory way.
ALERT NOT REFLECTED	A late change made to the source questionnaire – released as an 'Alert' – has not been reflected in the target version.
Layout / VISUAL ISSUE	A deviation or defect in layout or formatting: disposition of text and graphics, item labels, numbering/lettering of questions and, response categories, styles (**boldface**, underlining, *italics*, UPPERCASE), legibility, tables, number formatting (decimal separators, "five" versus "5"), etc. This category will only be used if submitted translations are already formatted.
MINOR LINGUISTIC DEFECT	Typo or other linguistic defect (spelling, grammar, capitalization, punctuation, etc.) that does not significantly affect

Verifier's rationale

VERSION AFTER ADJUDICATION / FOR VERIFICATION	COMMENTS AFTER ADJUDICATION	NOTES FOR VERIFIER	VERIFIER'S VERSION	VERIFIER INTERVENTION CATEGORY	VERIFIER'S RATIONALE
Il governo dovrebbe attenersi alle misure previste senza curarsi di ciò che pensa la maggior parte della gente.		Maintaining 'policies that had been planned' Translate 'what most people think' and NOT 'public opinion'	Il governo dovrebbe attenersi alle misure previste a prescindere da ciò che pensa la maggior parte della gente.	Register/Wording	
(Dipende dalle circostanze)		'it depends on the circumstances' must be kept in brackets as a valid answer but must not appear on the showcard.	(Dipende dalle circostanze)	OK	

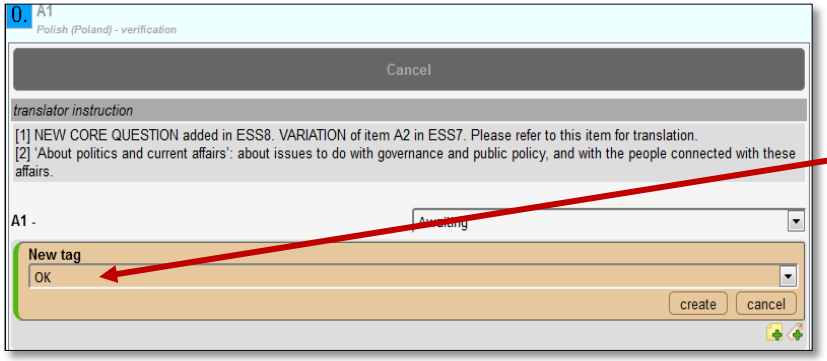
yellow highlight when corrected

Verifier's rationale

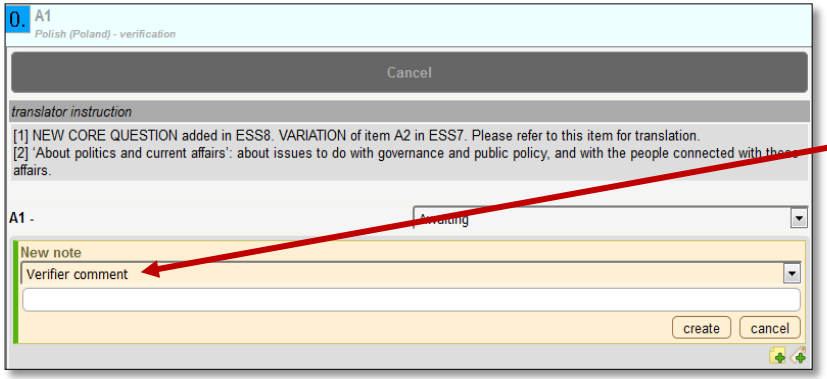
ENGLISH SOURCE VERSION	ANNOTATIONS	VERSION AFTER ADJUDICATION / FOR VERIFICATION	NOTES FOR VERIFIER	VERIFIER'S VERSION	VERIFIER INTERVENTION CATEGORY	VERIFIER'S RATIONALE
The government should stick to[96] its planned policies regardless of what most people think	[96] 'stick to' in the sense of 'not change'	Il governo dovrebbe attenersi alle misure previste senza curarsi di ciò che pensa la maggior parte della gente.	Maintaining 'policies that had been planned' Translate 'what most people think' and NOT 'public opinion'	Il governo dovrebbe attenersi alle misure previste a prescindere da ciò che pensa la maggior parte della gente.	Register/Wording	Ver. suggests a more appropriate translation for "regardless". Changed. OK for "planned policies" and "what most people think".

ENGLISH SOURCE VERSION	ANNOTATIONS	VERSION AFTER ADJUDICATION / FOR VERIFICATION	NOTES FOR VERIFIER	VERIFIER'S VERSION	VERIFIER INTERVENTION CATEGORY	VERIFIER'S RATIONALE
The government should stick to[96] its planned policies regardless of what most people think	[96] 'stick to' in the sense of 'not change'	Il governo dovrebbe attenersi alle misure previste senza curarsi di ciò che pensa la maggior parte della gente.	Maintaining 'policies that had been planned' Translate 'what most people think' and NOT 'public opinion'	Il governo dovrebbe attenersi alle misure previste a prescindere da ciò che pensa la maggior parte della gente.	Register/Wording	"regardless" translated as "carelessly" which gives a negative connotation. Ver. changed to a more neutral form. OK for "planned policies" and "what most people think".

In Translation Control



Verifier intervention categories
TAGS



Verifier's rationale
NOTE

Separate training for verifiers who will work in TranslationCtrl

Verifier's role

- Compare target to source, sentence by sentence
- Take **annotations** and **notes** into account
- Choose intervention category: "OK" **or** intervene in target
- Document **interventions**
- Document the **rationale** behind the intervention

☝ useful for both the countries and the Core Scientific Team

AIM AT BALANCE BETWEEN FLUENCY AND ACCURACY!

About questionnaires in general

ASK ALL

Now some questions on a different topic.

G1 **CARD 60** Imagine you wanted to access the Internet. At which of these locations would you be able to do it? Select all that apply.
PROMPT At which others?
CODE ALL THAT APPLY

Question stem

At home	1	Response categories
At my workplace	2	
On the move[117]	3	
At some other place (such as a café or a friend's house)	4	
None of the above	5	
(Refusal)	7	
(Don't know)	8	

CARD

CARD 61 How familiar[118] are you with each of the following computer and Internet-related items?
READ OUT EACH ITEM

Question stem

[Display before items G3-G4: STILL CARD 61 **(IF NECESSARY:** How familiar are you with...) READ OUT...]

		Not at all familiar	Not very familiar	Some-what familiar	Very familiar	Com-pletely familiar	(Refu-sal)	(Don't know)
G2	Preference settings	1	2	3	4	5	7	8
G3	Advanced search	1	2	3	4	5	7	8

Response categories

Ask the Same Question

Translation and Adaptation Guidelines	
Clarity and fluency	no ambiguity, no connotations, if not in source
Brevity and conciseness	no additional reading/listening burden
Completeness	no omissions of temporal/spatial framework, conjunctions
Sequence	Check order in response categories or enumerations
Terminology	Check register, target group; ☝ Personal aspect of items
Consistency in question, modules, context, scales	☝ But not at all costs!
Scales	Check intervals, *fixed reference points*, length
Adaptations	Check [inbuilt] - compulsory, report unforeseen adaptations
Layout	Check if translation formatted as source

Ask the Same Question

D28a Now I want you to think again about how important you think different things are for democracy in general.

CARD 40 Not at all important for democracy in general

Extremely important for democracy in general

[NOTHING CAN GO BEYOND]

≠ literal translation (different structure, grammar, lexis, culture…)

= source meaning conveyed in the target language

with the means of the target language

Ask the Same Question

D28a Now I want you to think again about how important you think different things are for democracy in general.

CARD 40

Not at all important for democracy in general

Extremely important for democracy in general

That national elections are free and fair	= D1 & E1 in ESS6
That the courts treat everyone the same	= D6 & E10 in ESS6
That the government protects all citizens against poverty	= D8 & E13 in ESS6
That citizens have the final say on the most important political issues by voting in referendums	= D5 & E8 in ESS6
That the views of ordinary people prevail over the views of the political elite	= D10

Ask the Same Question

ITEM NUMBER / TEXT TYPE	ENGLISH SOURCE VERSION	ANNOTATIONS	NOTES FOR VERIFIER
	How familiar [118] are you with each of the following computer and Internet-related items?	[118] 'Familiar' should be translated to convey understanding rather than experience.	Check that "familiar" does not imply "experienced". It should mean that one knows what the term means and how to use these features, but not with expert knowledge about the technical background of how they are programmed or similar. Layperson understanding is meant. See Q&A for more info. "item" in the sense of 'an object of attention, concern, or interest'. This question measures to what extent the respondent understands the 'thing' that is mentioned (preference settings etc.).
I above G2-G4	**READ OUT EACH ITEM**		
G2	Preference settings		Check that no examples are added in G2, G3 and G4. English terms could be used as reference if these are more common in target countries than translated terms.
G3	Advanced search		English terms could be used as reference if these are more common in target countries than translated terms.
G4	PDF		English term could be used as reference if these are more common in target countries than translated terms.
RC	**Not at all familiar**		
	Not very familiar		
	Somewhat familiar		
	Very familiar		
	Completely familiar		

Does the scale match the question stem?

Consistency

- Key terms
- Scales
- Interviewer's instructions (write → type in ESS10)
- Formulations, patterns

Make sure that …

- the order is the same as in the source questionnaire
- translated response categories do not overlap (e.g. *often* and *frequently*)
- ‘extremely’, ‘completely’ = extreme endpoints (nothing can go beyond it)
- in **existing items**, translation should stay **unchanged**

Correct also

- ✓Incorrect grammar, typos, punctuation
- ✓Missing formatting (emphasis in bold, underline, capital letters)

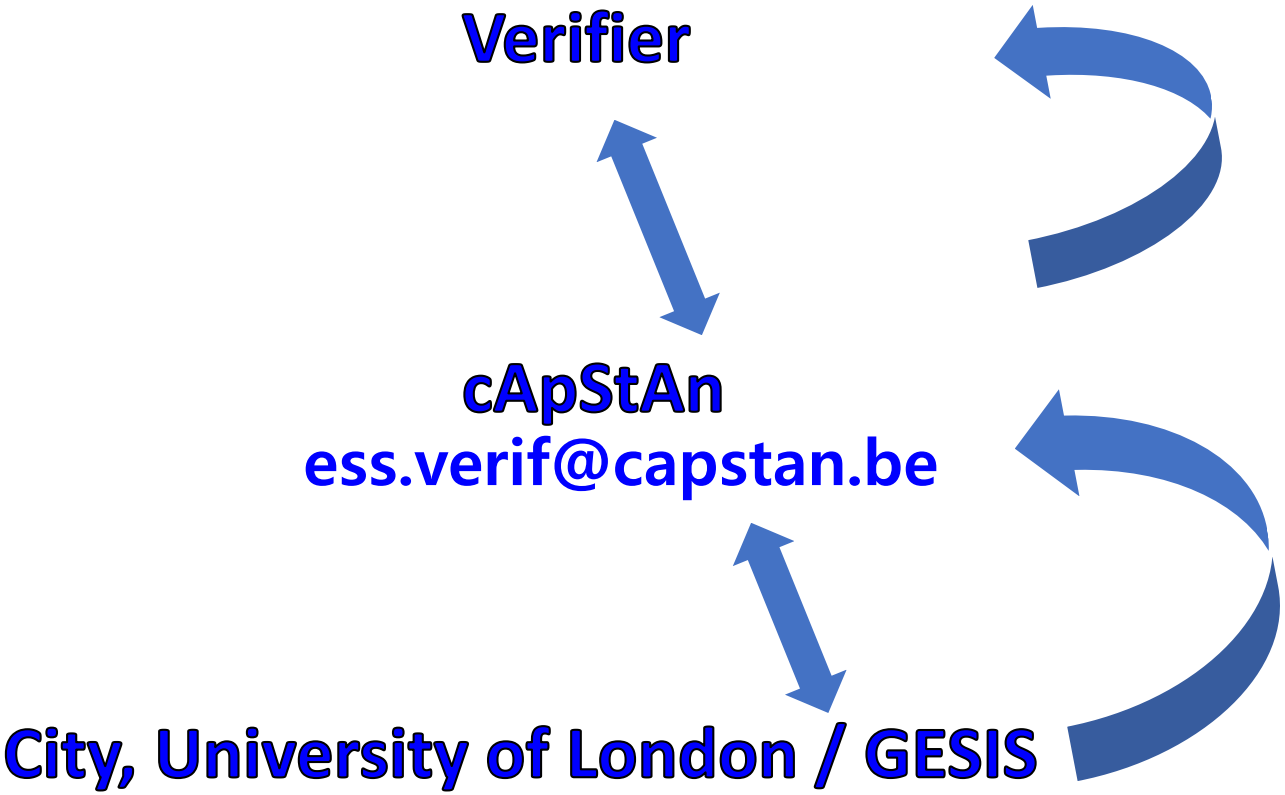
Remember

If it is not broken, do not fix it!

- ✓ Make sure that annotations are applied
- ✓ Always consult documentation
- ✓ Respect team decisions
- ✓ **Avoid preferential changes**

Q&A Process

- Whenever in doubt – please ask



GRAZZI
DANKE
TAKK
THANK YOU
KIITOS
TAK
FALEMINDERIT
OBRIGADO
MAHALO
DANKE
HVALA
NANDRI
SHUKRIYA
GRAZIE
DIOLCH
TAK
DANKIE
PALDIES
MERCI
TACK
TODAH
MERCI
TAK
SHUKRAN
GRACIAS