

Occupation Coding During the Interview

Appendix E: Behavior Coding Manual

The following is a translation from the German original. In addition to this manual, the coder was provided with the audio files and an excel file containing IDs, starting times, respondents' verbatim answers about the occupation, and suggested answer options.

B1 Question text was read literally as prescribed.

Question text: „Sind/Waren Sie in einem der folgenden Berufe tätig?“ („Sind“ und „waren“ ist beides richtig.) - “Are/were you employed in one of the following occupations?” (“Are” and “were” are both correct.)

- 1 Yes
- 2 No
- 9 Unclear (if none of the categories above is correct)

B2 How are answer options read?

Specify for each answer option separately. Answer options are separated by “||”

- 1 Read aloud as displayed (needs not to be literally but must not distort the meaning. Example: This applies if “Lager- u. Transportarbeiter/in” is read as “Lager-oder Transportmitarbeiterin”)
- 2 Read aloud but distorting the meaning
- 3 Not read
- 4 Abbreviated read aloud
- 5 No answer option provided by the database
- 9 Unclear (if none of the categories above is correct)

B3 Why were answer options skipped?

Both answer options can apply. Not obligatory to answer.

- 1 Options were obviously inadequate
- 2 Respondent mentioned that job title before that is one suggested answer option

B4 Respondent's behavior

Only the respondent's first reaction is of interest. If the respondent says a word/a sentence and the interviewer replies, the further dialogue is irrelevant for coding purposes.

1 Interruption with answer (Respondent interrupts before all answer options are read and selects a suggested answer option. This option does not apply if the interviewer stops by himself to read the different answers.)

2 Interviewer talks (After (possibly incomplete) reading of possible job categories the respondent is expected to answer. If the interviewer keeps talking instead, select this option.)

3 Respondent decides (The intended normal case: The respondent selects an answer option after the interviewer has finished reading.)

4 puzzled/query (Respondent is a bit puzzled or asks a question)

5 Respondent gives additional information about the job

9 Unclear (if none of the categories above is correct)

B5 Other/Unclear

1 Applicable (Indicate special cases)

2 Not applicable

Note

When the first author analyzed the coded data, it became clear that two issues required further attention: (1) The coding instructions were ambiguous regarding the answer option "other occupation" in cases where less than five job titles were provided to the interviewer. The code for "other occupation" was then written down in different variables. It was possible to discover the resultant coding errors by checking if the assigned codes are logically permitted given the number of answer options that were provided in each case. These errors were patched, which required listening to several interviews. (2) Some interviews were coded as "Unclear" and "Other" in B4 and/or B5. To understand the reasons it was again necessary to listen to these interviews.