

QDDT User Access Rights

Revised Feb 2018

Superusers should have full read, write and admin rights within the tool for administrative and “user support” purposes.

The expectation is that they will not “write” content unless requested to by the survey in question.

Editors should have full read and write (but not admin) rights for a given survey e.g. ESS.

These users will have primary responsibility for populating the QDDT with content for their given survey and be responsible for versioning of all elements and publication. In the case of ESS this will be researchers at ESS HQ.

Reviewers should have full read rights for a given survey e.g. ESS. They should be able to add comments to any element. They should also have “write” access to certain elements – modules and concepts only (which do not required to be versioned each time a change is made).

This role will be assigned to external collaborators (the Questionnaire Design Teams and members of the Core Scientific Team in the case of ESS) so that they can work with the primary survey designers to exchange ideas about the questionnaire’s design.

Internal Viewers should have “read only” access to any content for a given survey. They should be able to view any content for that survey which has been published internally. For ESS this will include National Coordinators.

External viewers should have read only access to any externally published content within the QDDT. ESS “Editors” may be “viewers” for content from ISSP for e.g.

Users may have different UAR for different surveys. For e.g. someone at ESS HQ may be an “Editor” or “Internal viewer” for ESS but an “External viewer” for all other surveys.

In the long run, to accommodate multi survey use, we would like Editors/Reviewers for one survey to be able to “reuse” content e.g. question items which have been entered by other surveys. However, this is not a requirement for the deliverable.

These roles are specified in more detail in the table below.

	Developer	Internal stakeholder			External stakeholder
Role	Superuser	Editor	Reviewer	Internal viewer	External viewer
e.g. stakeholder	NSD	ESS ERIC HQ	QDT, CST,	NCs	ESS data users
Roles					
Add users	✓	x	x	x	x
WRITE ACCESS					
Write elements: Modules, concepts (upload docs, add, edit, delete, version, publish)	✓	✓	✓	x	x
Write elements: Question items, categories, constructs, missing, domains (upload docs, add, edit, delete, version, publish)	✓	✓	x	x	x
Comment on developments within tool	✓	✓	✓	x	x
READ ACCESS					
View internally published elements and supporting documents for a given survey	✓	✓	✓	✓	x
Search all content for a given survey within QDDT	✓	✓	✓	✓	x
View externally published elements and supporting documents for all surveys	✓	✓	✓	✓	✓
Search all archived content within QDDT	✓	✓	✓	✓	✓
Export content from QDDT in human-readable format	✓	✓	✓	✓	✓

(PDF, other), as well as in a machine-actionable structured format (DDI-XML, DDI-RDF).					
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