

## InsiderFocus Data Dictionary

These are the formatting specifications for the Upload-Participant CSV file

Column Name	Description	Type	Additional Type Information	Default Value	Mandatory	Unique
<b>Name_first</b>	First name of Participant	Character	Maximum Length: 45	NULL	YES	NO
<b>Name_last</b>	Last name of Participant	Character	Maximum Length: 45	NULL	YES	NO
<b>Email</b>	Email address of Participant	Email	Maximum Length: 45 Participant email addresses must be valid email format. This email address would automatic set to be Participant login user name	NULL	YES	YES
<b>Gender</b>	Gender of the Participant	Character	Maximum Length: 100 Gender <b>must</b> be male, female or other	NULL	NO	NO
<b>Phone</b>	Phone number of Participant	Character	Maximum Length: 45	NULL	NO	YES
<b>Mobile</b>	Mobile number of Participant	Character	Maximum Length: 45. Please ensure the mobile numbers are in the following format. Country Code + Mobile Number e.g. 61 + 04123456789 = 614123456789. Don't put in the leading 0 of your mobile number.	NULL	NO	YES
<b>Fax</b>	Fax number of Participant	Character	Maximum Length: 45	NULL	NO	YES
<b>Job Title</b>	Job Title of Participant	Character	Maximum Length: 200	NULL	NO	NO
<b>Street</b>	Street name and number of Participant residential address	Character	Maximum Length: 45	NULL	NO	NO
<b>State</b>	State name of the Participant residential address	Character	Maximum Length: 500 if the residential address is Australia, state name should be ACT, NSW, QLD, SA, TAS, VIC, or WA.	NULL	NO	NO
<b>Suburb</b>	Suburb name of the Participant residential address	Character	Maximum Length: 500	NULL	NO	NO
<b>Post Code</b>	Post Code of the Participant residential	Character	Maximum Length: 10	NULL	NO	NO

	address					
<b>Country ID</b>	The country ID of the Participant residential address	Integer	Country lookup table defines a country ID for each unique country. Client user Must enter the correct country ID	1	YES	NO
<b>DOB</b>	Date of Birth of Participant	Date	Participant date of birth <b>Must</b> follow the day-month-year order	NULL	NO	NO
<b>Ethnicity</b>	Ethnicity of Participant	Character	Maximum Length: 100	NULL	NO	NO
<b>Occupation</b>	Occupation	Character	Maximum Length: 100	NULL	NO	NO
<b>Brand Segment</b>	The brand segment the Participant belongs to	Character	Maximum Length: 100	NULL	NO	NO
<b>Optional1</b>	Optional entry for more Participant information	Character	Maximum Length: 100	NULL	NO	NO
<b>Optional2</b>	Optional entry for more Participant information	Character	Maximum Length: 100	NULL	NO	NO
<b>Optional3</b>	Optional entry for more Participant information	Character	Maximum Length: 100	NULL	NO	NO
<b>Optional4</b>	Optional entry for more Participant information	Character	Maximum Length: 100	NULL	NO	NO
<b>Optional5</b>	Optional entry for more Participant information	Character	Maximum Length: 100	NULL	NO	NO

### Country Lookup Table

#### Country Name

#### Country ID

Australia	1
Norfolk Island	2
Australian External Territories nec	3
New Zealand	4
New Caledonia	5
Papua New Guinea	6
Solomon Islands	7
Vanuatu	8
Guam	9
Kiribati	10
Marshall Islands	11
Micronesia Federated States of	12
Nauru	13
Northern Mariana Islands	14
Palau	15
Cook Islands	16

Fiji	17
French Polynesia	18
Niue	19
Samoa	20
Samoa American	21
Tokelau	22
Tonga	23
Tuvalu	24
Wallis and Futuna	25
Polynesia (excludes Hawaii) nec	26
Adelie Land (France)	27
Argentinian Antarctic Territory	28
Australian Antarctic Territory	29
British Antarctic Territory	30
Chilean Antarctic Territory	31
Queen Maud Land (Norway)	32
Ross Dependency (New Zealand)	33
Channel Islands	34
England	35
Isle of Man	36
Northern Ireland	37
Scotland	38
Wales	39
Ireland	40
Austria	41
Belgium	42
France	43
Germany	44
Liechtenstein	45
Luxembourg	46
Monaco	47
Netherlands	48
Switzerland	49
Denmark	50
Faeroe Islands	51
Finland	52
Greenland	53
Iceland	54
Norway	55
Sweden	56
Andorra	57
Gibraltar	58
Holy See	59
Italy	60
Malta	61
Portugal	62

San Marino	63
Spain	64
Albania	65
Bosnia and Herzegovina	66
Bulgaria	67
Croatia	68
Cyprus	69
Former Yugoslav Republic of Macedonia (FYROM)	70
Greece	71
Moldova	72
Romania	73
Slovenia	74
Serbia and Montenegro	75
Belarus	76
Czech Republic	77
Estonia	78
Hungary	79
Latvia	80
Lithuania	81
Poland	82
Russian Federation	83
Slovakia	84
Ukraine	85
Algeria	86
Egypt	87
Libya	88
Morocco	89
Sudan	90
Tunisia	91
Western Sahara	92
North Africa nec	93
Bahrain	94
Gaza Strip and West Bank	95
Iran	96
Iraq	97
Israel	98
Jordan	99
Kuwait	100
Lebanon	101
Oman	102
Qatar	103
Saudi Arabia	104
Syria	105
Turkey	106
United Arab Emirates	107
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Burma (Myanmar)	109
Cambodia	110
Laos	111
Thailand	112
Viet Nam	113
Brunei Darussalam	114
Indonesia	115
Malaysia	116
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Singapore	118
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Japan	125
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Bangladesh	128
Bhutan	129
India	130
Maldives	131
Nepal	132
Pakistan	133
Sri Lanka	134
Afghanistan	135
Armenia	136
Azerbaijan	137
Georgia	138
Kazakhstan	139
Kyrgyz Republic	140
Tajikistan	141
Turkmenistan	142
Uzbekistan	143
Bermuda	144
Canada	145
St Pierre and Miquelon	146
United States of America	147
Argentina	148
Bolivia	149
Brazil	150
Chile	151
Colombia	152
Ecuador	153
Falkland Islands	154

French Guiana	155
Guyana	156
Paraguay	157
Peru	158
Suriname	159
Uruguay	160
Venezuela	161
South America nec	162
Belize	163
Costa Rica	164
El Salvador	165
Guatemala	166
Honduras	167
Mexico	168
Nicaragua	169
Panama	170
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Antigua and Barbuda	172
Aruba	173
Bahamas	174
Barbados	175
Cayman Islands	176
Cuba	177
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Dominican Republic	179
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Martinique	184
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Puerto Rico	187
St Kitts and Nevis	188
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St Vincent and the Grenadines	190
Trinidad and Tobago	191
Turks and Caicos Islands	192
Virgin Islands British	193
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Benin	195
Burkina Faso	196
Cameroon	197
Cape Verde	198
Central African Republic	199
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Congo	201
Congo Democratic Republic of	202
Cote d Ivoire	203
Equatorial Guinea	204
Gabon	205
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Ghana	207
Guinea	208
Guinea-Bissau	209
Liberia	210
Mali	211
Mauritania	212
Niger	213
Nigeria	214
Sao Tome and Principe	215
Senegal	216
Sierra Leone	217
Togo	218
Angola	219
Botswana	220
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Comoros	222
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Ethiopia	225
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Mauritius	230
Mayotte	231
Mozambique	232
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Rwanda	235
St Helena	236
Seychelles	237
Somalia	238
South Africa	239
Swaziland	240
Tanzania	241
Uganda	242
Zambia	243
Zimbabwe	244
Southern and East Africa nec	245
Other Not Elsewhere Classified	246

Not Stated/Inadequately Described

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