**Metadata:**

|  |  |
| --- | --- |
| **Original File Name:** | “example\_data.csv” |
| **File Type:** | Comma Separated Value File |
| **Ownership:** | Your Organization |
| **Administrator:** | You |
| **Method of Collection:** | Paper surveys are scanned and entered into a CSV spreadsheet manually. |
| **Frequency of Collection:** | Monthly |
| **Variable Count:** | 3 in total (1 character variable, 1 date variable, 1 numeric variable) |
| **Missing Values:** | Recorded with the “;” symbol. |
| **Acquisition Method:** | Co-worker manually scans the paper surveys into a computer and manually updates the CSV file. |
| **Project and (Programs) Used In:** | Survey Summary Application (*SurveyDock.R and Surveysummary.RMD*) |

**Modified Versions (Of this Data Set):**

|  |  |  |
| --- | --- | --- |
| **Data Set Name** | **File Type** | **Modifications** |
| **Examplemaster** | RDS File (R Data) | Tidied, filtered, cleaned, and summarized by date. |
| **Examplegeo** | RDS File (R Data) | Example data that is cleaned, summarized, and geoprocessed. |

**Codebook:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Variable Name:** | **Description:** | **Variable Type:** | **Value Examples:** |
| **date** | The date of the entry. | Date | 01/31/21  (mm/dd/yy) |
| **zip** | The zip code of the entry. | String | 14990  (open-ended text – 5 digits/character spaces) |
| **total** | The total counts in the zip code. | Numeric | 2,5,300, etc. |