**Survey dataset checklist**

**Survey name:**

**Data collection time period:**

**Date by which all data was returned:**

**Dates of debriefing:**

**6-month target (final date of debriefing + 6 mos – cleaned and validated target):**

**Date data entry completed:**

**Date data cleaning completed:**

**Date data validation completed:**

**Was the 6-month target met?**  Yes No

**If not, why:**

**Is this in the survey folder?** Yes No

**Is there an indicator definition list?** Yes No

**For this indicator list:**

**Was the dataset set up properly for analysis (e.g., weighting)?** Yes No

**Do all indicators on the definition list exist in the set?** Yes No

**Have all indicators been calculated with CIs?** Yes No

*When all indicator questions are yes…*

**Date indicator calculation completion date:**