

Make sense of the documentation

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Introduction to the Labour Force Survey and Annual Population Survey

What?

- 11 Volume User Guide!
- Plus
 - Additional data reports
 - Data dictionary



What for?

- Study design, weights and different datasets
 - (Information from previous session)
- Understanding variables
 - What's asked when (waves and quarters)
 - What's changed over time
 - Derived variables
 - Which variables are in which datasets

Where is the documentation?

- Catalogue records
- Data downloads
- User Guide on ONS website (Google 'LFS user guide')

LFS user guide

- LFS User Guide Vol. 2 - Questionnaire 2020
- LFS User Guide Vol. 3 - Details of LFS Variables 2020
- LFS User Guide Vol. 4 - Standard Derived Variables 2016

Volume 2: Questionnaire

The diagram illustrates the structure of a questionnaire entry, with various components and their corresponding annotations:

- Question Name (IN BOLD, UPPER CASE):** Points to the identifier **JBTP10**.
- Question Wording (Regular text):** Points to the main question text: "In what way was the job not permanent, was it...".
- (italic):** Points to the instruction: "If respondent says retired you should go back to the previous question (JOBTYP) and stress the first clause".
- Information on question coverage, frequency and type (CAPITALS):** Points to the codes **UK EQ**.
- CODE ALL THAT APPLY:** Points to the instruction **CODE ALL THAT APPLY**.
- RUNNING PROMPT:** Points to the list of options.
- Coding Options (Regular text):** Points to the list of options: 1 Working for an employment agency, 2 Casual type of work, 3 Seasonal work, 4 Done under contract for a fixed period or for a fixed task, 5 Or was there some other way that it was not permanent.
- ONS ✓ GOV ✓ EUL ✓:** Points to the survey identifiers.
- Applies if job is not permanent: IF JOBTYP=2:** Points to the routing condition.
- Description of routing:** Points to the routing condition.
- Brief description of routing (Bold):** Points to the routing condition.
- Overview of the variable's inclusion on datasets (BOLD ITALIC CAPITALS):** Points to the routing condition.

Questionnaire Entry:

JBTP10
In what way was the job not permanent, was it...
If respondent says retired you should go back to the previous question (JOBTYP) and stress the first clause
1 Working for an employment agency
2 Casual type of work
3 Seasonal work
4 Done under contract for a fixed period or for a fixed task
5 Or was there some other way that it was not permanent

UK EQ
CODE ALL THAT APPLY

RUNNING PROMPT

Coding Options (Regular text)

ONS ✓ GOV ✓ EUL ✓

Applies if job is not permanent: IF JOBTYP=2

Description of routing:

Brief description of routing (Bold)

Overview of the variable's inclusion on datasets (BOLD ITALIC CAPITALS)

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Volume 3: Variable details

- Includes derived variables
- Includes information about change over time

SHFTWK - Whether shift work done in main job

- (1) Usually
- (2) Sometimes
- (3) Never

FREQUENCY: Spring quarters only from Spring 92 to Spring 98

COVERAGE: Applies to all persons in employment excluding college based schemes.

SHF[T]WK99 – Whether shift work done in respondent's main job

- (1) Most of the time
- (2) Occasionally
- (3) Never

FREQUENCY: Spring quarters only from Spring 99

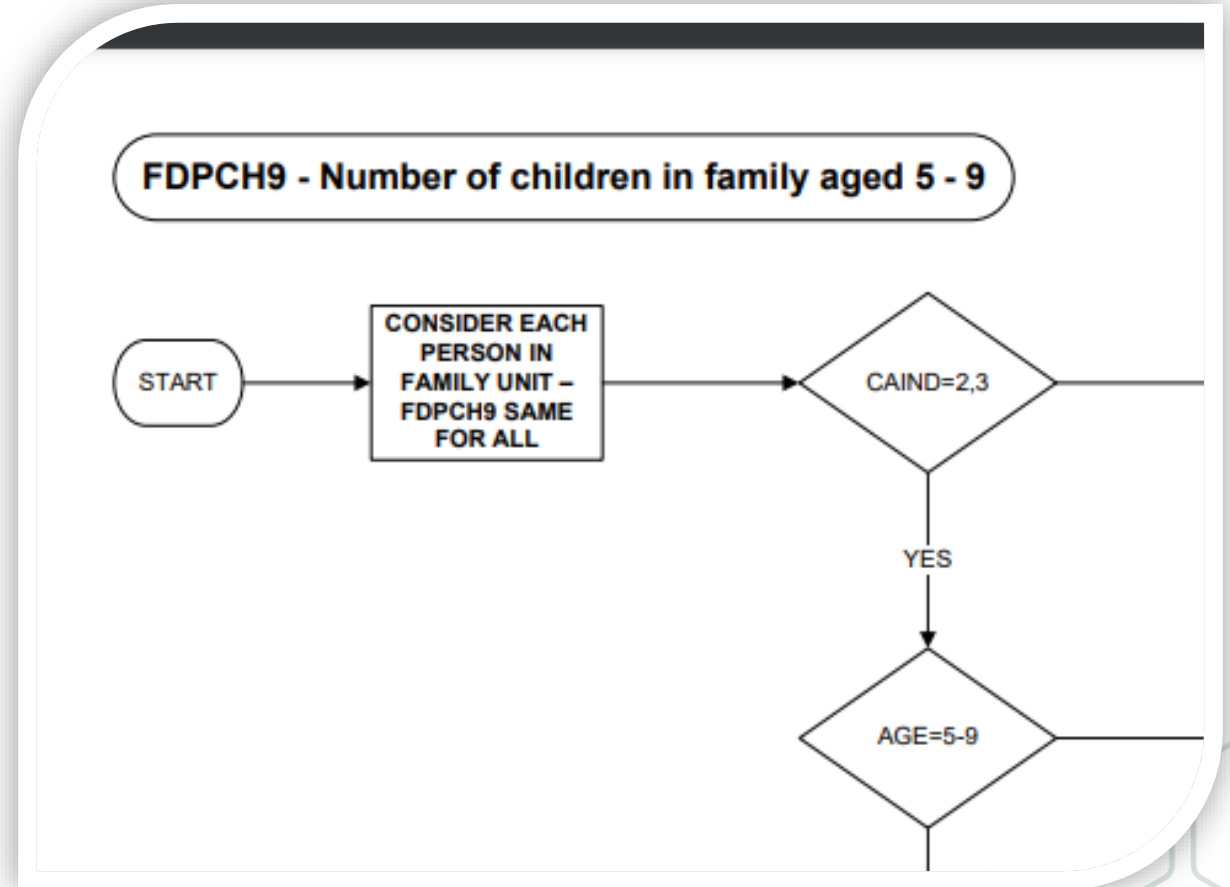
COVERAGE: Applies to all persons in employment excluding college based government schemes

NOTES: This variable replaces SHFTWK. The wording of the response categories has been altered in order to obtain better quality data. This variable is called SHFWK99 in Quanvert SHFTWK99 in other formats.



Volume 4: Details of derived variables

- Flow charts detailing how variables are derived



Data dictionaries

- From UK Data Service for each dataset
- Check if variables are included before downloading
- Useful if not clear from the documentation
- Especially, useful for
 - Annual Population Survey
 - 2 and 5 quarter files

Pos. = 171 **Variable = FLEXW7** **Variable**
This variable is *numeric*, the SPSS measurement
SPSS user missing values = -8.0 thru -9.0

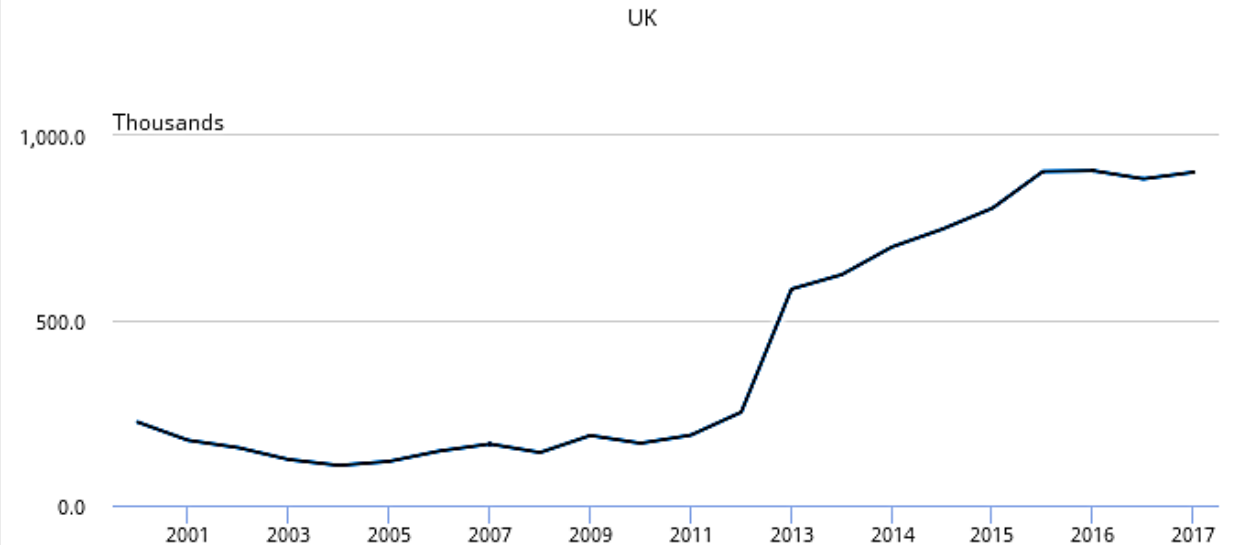
Value label information for FLEXW7

Value = 1.0	Label = Yes
Value = 2.0	Label = No
Value = -9.0	Label = Does not apply
Value = -8.0	Label = No answer

Practical exercise: Research on zero-hour contracts

- Explore variables relating to zero-hours contracts
- Use documentation
- Step by step instructions in handout
- Additional:
questions about whether certain analyses are possible

Figure 1: Number (thousands) of people in employment reporting they are on a zero-hours contract, October to December 2000 to October to December 2017



Source: Labour Force Survey (LFS) - Office for National Statistics

Explore the data

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Quarterly Labour Force Survey, October - December, 2020

- Recreate ONS estimates
 1. [EMP07 Temporary Employees](#)
 2. [EARN04: Gross weekly earnings of full-time employees](#)
- Aim: get familiar with the data
- Format: Code/syntax file + review questions (and answers)
- Ask questions

Recap

- Grossing weight
- Using filter to select relevant population
- Income weight for analyse of income
- Estimates for number of fulltime employees varies of using income weight (so be careful)

Explore the data 2

- Continue Practical 1 and Practical 2
- Also Practical 3: Examining Labour Market Flows
 - [Labour market flows NSA: sheet in dataset X02](#)
 - Two-Quarter Longitudinal Dataset, July - December, 2020