HATFIELD
Col. 240/242

Additional questions

Q: According to the commission regulation (EC) 2104/2002 (of 28 November 2002) the variable HATFIELD (highest attained field of education) has to be positioned at 309/311 and has the filter "HATLEVEL = 22-60". On the other hand, according to the commission regulation (EC) No 1313/2002 (of 19 July 2002) HATFIELD has to be positioned at 240/242 and has the filter "everybody aged 15 years or older". Which is the right position of HATFIELD and which filter is the right one?
A: Variable 'HATFIELD': you are right. The filter is correct for the regulation 2104/2002 (no detail is required for the levels ISCED 0-2). For the ad hoc module 2003 on life long learning, code 000 should indeed include all persons with an attainment level ISCED 0-2 which then makes the filters equivalent.
As for positions, we would prefer to keep both positions (i.e. simple copy but taking account of the slight "differences" in filters) in order to avoid confusion.

LLLSTAT
Col. 248

Additional questions

Q: How to code person who was registered like student (secondary school, university) during the last 12 months but this person should not receive education or training in the reference period because
- this person was on holidays, sick leave, maternity or parental leave,
- this person was on special leave for family or personal reasons?
A: As we are interested in the students who actually attend the formal programmes in the reference period, they have to receive education or training for at least a part of the reference period of the last 12 months. It is not enough to be registered as a student; the student has to be active. So the person you refer to should be coded with 2: Has not been a student or apprentice.

Q: The reference period for ad hoc module is period during the last 12 months from the day of interview. For example: The interview takes place in 11.4.2003, it means that reference period is from 11.4.2002 to 10.4.2003? Is it correct?
A: Yes, this is correct.

Q: If someone is enrolled on an Open University course or is taking (e.g.) a degree course via the internet (distance education) how should this be recorded?
A: If a person is registered in a full programme under Open University regular education and as such receives teaching and feedback from teachers the registration should be as regular education (LLLSTAT).

Q: If the person attended more than one regular education in last 12 months, what is the criterion should be? - the most recent education or
- the education leading to higher level of education or
- the education with larger number of hours attended or
- the education with larger length or
- the education more important in the term of current or future position on labour market? some examples:
a) person finished secondary school and start university and secondary school covered majority of the year or b) person studied two universities simultaneously (the number of hours and level is almost identical).
A: The most recent is the general rule.

Q: What about the courses or education that already finished but were not successfully completed? Should the respondent consider them? We think so as it is some activity or trial instead of doing nothing.
A: You are right. All activities should be reported; it is not depending on if they are completed successfully or not.

Additional questions

Q: I would like to ask you how should I code the garden architecture? Is it same as landscape architecture (581) or the garden architecture is code 622?
A: This is a difficult area because the names of the programmes differ between the countries. But the general rule is that when it concerns the garden, maintenance etc. as such and not the landscape it should be code 622: Horticulture. Whereas the architecture of the landscape in bigger scale should be coded 581: Architecture and town planning. So in your case the ‘Landscape architecture’ should be code 581. About the ‘Garden architecture’ it depends on which sort af a programme it is. If it is dealing with gardens in ‘small scale’ it should be coded as code 622.

Additional questions

Q: Would you explain me what is does tele-teaching mean?
A: Tele-teacing means that the pupil is registered in the providing institution (school) and in contact (interaction) with a teacher/professor, so we have a taught activity.

Q: What are differences between tele-teaching (non-formal) and studying by making use educational broadcasting like TV courses?
A: The difference is if a registration has taken place and a teacher is involved in the work of the person, then it is Non-formal learning, or if there is no registration and not teacher involved in the work of this particular person, then it is informal learning, a non-taught activity. The material used for the informal learning may originally have been produced by a teacher, but the person just use it by him/herself without any interaction with a teacher.

Q: If someone is taking a course via the internet (distance education) how should this be recorded?
A: Attending a correspondence course, a tele-teaching or a comparable measure of teacher-supported distance learning to improve skills, knowledge or competence should be registered as an non-formal activity (LLLCOURATT).

Q: Is Help-after-school which refers to the regular education system (respectively to certain subjects), but privately organised and outside the normal teaching time to be recorded under LLLCOURATT or not? (meaning in case of not, would the help-after-school mentioned above exclusively (only) be included in the regular education system?).
A: 'Help-after-school' organised privately is to be classified as LLLCOURATT, as it is most like a course and definitely not regular education.

Q: Should the attending in courses of medicins/doctors (after they have finalised their initial regular education as masters at the university) which normally takes place on hospitals and has the intention to specialise them into specific areas of medicin be recorded as formal (LLLSTAT) or non-formal (LLLCOURATT) education/learning?
A: Courses for doctors at the work-place (hospitals) is outside the formal education system and should be recorded as LLLCOURATT.

Q: Why the criterion is "most recent course"? It means that if the course is still attended it will cover same course as standard module (col. 298).
A: This is correct. If the most recent course is still attended it will be the same as in the LFS-E Core module.

Q: My understanding of the explanatory notes covering the non-formal section of the module suggests that every form of sports training session that is formally organised should be captured as non-formal education (i.e. Football, Rugby, Basketball etc.). While a distinction probably exists between playing a football match (e.g.) and attending a football coaching/training session, I do not consider that general sports training should be classed as non-formal education.
A: To focus on learning activities and exclude the activities which are merely physical fitness programs, we only include programs that focus on the rules and techniques of participation and skill building in competitive (professional or amateur) physical activities. So sport activities not formally organised and without a trainer/teacher/coach involved are not considered as training/learning and merely physical fitness programs are not included in non-formal learning as well.

Courses for coaches/trainers and/or umpires/references/judges that lead to a qualification/certificate which allows the participants to perform some special functions should be considered as non-formal education.
The field of these activities is: 813 Sports. Sports is the study of techniques and skills in a chosen sport. Here is will be coded: 800.

Q: The woman attends sports activity (for example aqua-aerobic) which is led by trainer in the sporting centre if she only wants or has time for sport. For example sometimes she has time for sport once a week; twice a week etc. or sometimes she has no time for sport. Can I code this case like a non-formal learning?
A: As it is just a physical fitness program it is not to be included as a non-formal learning activity.

Q: How can I code training of registered professional sportsmen for example tennis players, professional figure skaters like that?
A: I do not consider the training of professional sportmen as a non-formal learning activity because training, competition and matches are their job. It is correct?
A: If the training is not part of the formal educational system and again it is organised and lead by a trainer or teacher the activity is non-formal.

Q: Or how can I code registered "unprofessional sportsmen" (amateurs) for example biathlons sportsmen, amateur figure skaters like that? They have a job for example they usually work like a policemen, teachers like that and they attend competition or championships? Can I consider they training as non-learning activity? It is correct?
A: The answer is the same: If it is organised and there is a trainer/teacher present it is non-formal activity.

Q: We have compulsory military service in Finland. 82 % of a year class (30 000 person) perform their military service. In addition to that, after finishing service some 35 000 conscripts are trained at refresher (military) training courses each year. Is this training in sense of life long learning. Should these training events be included in training courses in LLL ad hoc module? We know that many young people who do not have any other courses are likely to report this kind of training in the interview.
A: We find it is a non-formal training activity as it is organised and lead by a teacher.

**LLLCOURLENP**

Additional questions

Q: Variable LLCOURLENP: Persons who don't belong to the filter, do they have to be coded 9?
A: Yes, please use 9s for 'not applicable'.

Q: How should be filled in the number of taught hours spent on training leading to specialization into specific areas of medicine for doctors after they have finished their initial regular education as masters at the university?
According to regulation of Ministry of Health in our country (Bulgaria) specialization usually lasts from 3 to 5 years. Specialization includes theoretical training and practical training (which is the most part of specialization) which takes place in hospitals on full-time working hours.
A: First only the hours used for participation within the reference period should be included in this answer.
Secondly what should be included is 'taught' hours which means there should be a teacher or trainer attached/involved. The training can be both theoretical and practical. The key word is 'taught', which I guess all this sort of training you are referring to is in fact.
Thirdly I think you are referring to the variable: LLCOURLENP as it covers the three most recent learning activities (LLLCOURLENA, LLCOURLENB, LLCOURLENC) and I would guess the doctors specialization would be.

**LLLCOURPURP**

Additional questions

Q:
A:
Additional questions

Q: How should I code these non-formal activities?:
   a) the seminar or course of metaphysical sciences as the Esoterica, the Numerology, the Tarot and other spiritually relevant studies;
   b) the seminar or course of the transcendental meditation, the buddhistic meditation
   c) the course or seminar of the individual and deep meditation
   d) the seminar of the alternative medicine for example aromatheraphy, the course of medicinal plants utilisation
   e) the seminar or course of the engero-therapeutic techniques; the active spiritual therapy
   f) the seminar of the Tibetan spiritual study and the course of the five Tibetans
   g) the yoga physical exercise and yoga meditative or spiritual exercise (yoga is coded the code number 813 - Sport, but how should I code the yoga meditative exercise?)?

A: We find that all these activities concern alternative/spiritual health techniques. So they belong to "726: Therapy and rehabilitation". It is the study of restoring normal conditions to those incapacitated by contemporay or permanent disability.
As 726 is not coded separately they should be coded as 700: Health and Welfare.

Q: I have problem concerning the codification of this non-formal activity by ICSED-97: The course of the graphology (the study of handwriting especially for the purpose of character analysis)

A: Graphology is an accepted disiciplin used within the psychological area (analysis and description of personalities) so it should be classified as such: Psychology 311 coded here as 300 'Social sciences, Business and Law'.

Q: Can I code the Buddhism, Hinduism, Islam as 221- Theology? Is it correct?

A: Study of different religions is included in 221 'Religion', coded here as 200 'Humanities and Art'.

Q: In conditions our country the time spend of one hour of learning activity can be 45 minutes or 1,5 hours. I would like to ask you how should I code the number of hour for learning activity with duration 45 minutes or 1,5 hours?

A: If a lesson is of 45 minutes this should be counted as 1 hour and a doubble lesson of 90 minutes as 2 hours.

Additional questions

Q: The person takes place a learning activity outside normal working time. He has not received leisure additional hours or payment for these hours. But his/her all expenses (in connection non-formal learning activity) will be reimbursed by his employer. How do I have to code this situation? Can I use code 1 or not?

A: No, the question is only if the course takes place during working hours, not for the payment of material. The coding should be: 4: Only outside working hours.

Q: Is this situation same as the situation in example of the explanatory notes - if the learning activity takes place outside normal working time and the respondent has received additional leisure hours or payment for these hours and this activity should by coded as during paid working hours?
A: No, this is another situation, because it concerns the working hours and the answer should be
1: Only during paid hours or 2: Mostly during paid hours.

Q: The person takes place his/her learning activity during the normal paid working time. But
he/she have to reimburse all his/her expenses in connection this non-formal learning activity. How
do I have to code this situation?
A: As it is only the working hours and not the expenses in connection to the course that are in
question, the coding will be: 1 Only during paid hours.

Q: The person takes place his/her learning activity during paid hours and outside paid hours and
number of hours during paid working hours is equal with hours outside paid working hours. How
do I have to code this situation?
A: If it is exactly the same number of hours of the course that take place during paid hours as the
numbers that do not take place during paid hours we have a problem to code it. But I will propose
code 2: Mostly during paid hours. But normally it is not exactly the same number of hours.

Q: Not clear to me is concerning the variable LLLCOURWORK the instruction: "Selfemployed
should be treated as employed". When does a selfemployed attend a course outside paid working hours and when not? Which
guideline could you give selfemployed to help them to decide when the paid working hours end?
Do unpaid working hours exist for selfemployed?
A: Most selfemployed have hours during the day/week where they normally work and hours
where they normally do not work. So these hours where they normally work are considered
equivalent to paid working hours and the answer should relate to that.
I think you could put the question like:
"Did this course take place in hours where you normally work?"

LLLCOURLEN
Col. 281/284

Additional questions

Q:
A:

LLLINFORATT
Col. 289/292

Additional questions

Q: Does the informal learning include homework or preparation for the non-formal learning
activity?
A: No, it is only the (4) methods used to improve the skills of the person, which is asked about.
Not homework.

Q: CODE 3: Person is watching a foreign language film with purpose to improve his language
skills. Can I code this situation with code 3?
A: Yes, if the intention is to learn the language and not only for 'fun'.

Q: CODE 4: Would you explain me what does " visiting facilities aimed at transmitting educational
cotent" mean exactly?
Which does this code include examples?
A: Normally it will include libraries, but there may be other sorts of centres that provide material with educational content for 'selfstudying'. Maybe these centres are for special 'costumers' like unemployed, youth, women, immigrants etc.

Q: In condition our country (SK), persons usually visit a library when they want to borrow for example some professional book or videotapes only. Can I use code 4 for this case?
A: Yes.

Q: Person borrows a foreign language film from film or video tapes lending institute. He would like to improve his language skills. How does this case have to code? Can I code this situation with code 3 and code 4?
A: Yes, this will be both method 3 and 4.

Q: Person borrows a videotape with yoga from film or video tapes lending institute. He would like to improve his skills and obtain new knowledge. How does this case have to code? Can I code this situation with code 3 and code 4?
A: Yes, this will be both method 3 and 4.

Q: Person visits a gallery or museum with the purpose to study some collection and to prepare an experts paper (report) about this collection. Can I code this case like a code 4?
A: Yes, this is correct.

Q: Person visits a gallery, museum with the purpose to improve his skills or to get new knowledge for example about a history, life of some writers, a collection and life some gothic painter... Can I code this case like a code 4?
A: Yes, this is correct.

Q: Regarding LLLINFORAT Method 4: Finally, do museums, zoos and say, tourist information centres qualify as places where 'educational content' are transmitted, or is there some formal definition of 'educational content' that needs to be met first?
A: Visiting Museums, Zoo's, Tourist centres etc. may be an Informal education activity if the purpose of the visit and the use of the material is to acquire/improve skills. Then the coding should be method 4 (INFORATT).

Q: Regarding LLLINFORAT Methods 2 & 3: The directive says on p. 27 that these methods would not be "part of a taught activity or programme of studies". So, should the instruction be that the 'methods used' are not the methods of an organised course of study?
A: Yes, as it is self-learning and the methods used for that, which are measured as informal learning in this variable no teacher should be directly involved in the learning.
If a person as a self-taught student uses information available on the internet, interactive, but without registration and without a teacher involved the registration should be as informal learning method 2 (INFORATT).
If a person as a self-taught student uses information available, offline (non interactive), but without registration and without a teacher involved the registration should be as informal learning method 3 (INFORATT).

Q: Should the respondent consider all activities s/he does or did together and if at least one of them is covered by the method then use code 1? Or should he choose just one activity and answer the methods regarding to it. And what is the critetion (from above mentioned)? some example:
a) person watches regularly the tv language courses, uses on-line dictionary for it. Beside s/he studies biology and borows the
books from library to it. If consider all activities, it should be 1111.
If consider just one, it should be 0110 or 1001 according to criterion.
A: All activities should be considered and all methods used for these activities should be reported. Therefore the correct coding in the example a) is 1111.

Q: Variable LLLInforAtt: code 9 = no answer. What code do persons younger than 15 years have to get?
Normally "no answer" is coded "blank" and persons outside the filter are coded 9.
A: ‘9’ should be used for children and ‘blank’ for ‘no answer’.
The filter on age will help in deciding whether ‘9’ is a no answer or a child. In our database, we will use blanks for ‘no answers’ to keep consistency with the usual codification: Therefore, if you can already apply these corrections, it is of course welcome.
In the regulation and the explanatory notes we made a mistake as ‘blank’ should be ‘no answer’ and ‘9’ should be ‘not applicable’.
So for a person not answering the coding will be: blank, blank, blank, blank.
And for a young person 14 years or younger the coding will be: 9999
See below:

<table>
<thead>
<tr>
<th>Variable</th>
<th>Column</th>
<th>Code</th>
<th>Filter/comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>LLLInforAtt</td>
<td>289/292</td>
<td>4 dig</td>
<td>Did you use any of the following methods for non-taught learning including self-learning with the purpose to improve your skills during the previous 12 months, which wasn’t part of a taught activity or Program of studies? Everybody aged 15 years or more</td>
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<tr>
<td>First digit</td>
<td>1 digit</td>
<td>Self studying by making use of printed material (e.g. professional books, magazines and the like); 1= used, 0 = not used, 9 = Not applicable, Blank = no answer</td>
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<tr>
<td>Second digit</td>
<td>1 digit</td>
<td>Computer based learning/training; Online internet based web education (beyond institutionalised education); 1= used, 0 = not used, 9 = Not applicable, Blank = no answer</td>
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<tr>
<td>Third digit</td>
<td>1 digit</td>
<td>Studying by making use of educational broadcasting or offline computer based (Audio or Videotapes); 1= used, 0 = not used, 9 = Not applicable, Blank = no answer</td>
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<tr>
<td>Fourth digit</td>
<td>1 digit</td>
<td>Visiting facilities aimed at transmitting educational content (library, learning centres etc.); 1= used, 0 = not used, 9 = Not applicable, Blank = no answer</td>
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Q: We are still trying here to understand one of the methods of informal learning, LLLInforAtt Second Digit. Computer based learning/training; Online internet based web education.
The question is this: Suppose I am on the internet searching for information about "the history of Portugal" and I found something and I am reading it, does this mean that I answer YES to this question? Is this the meaning of interactive web based learning (like in the notes)? Or not?
A: The key word if the search on the internet is with the purpose to improve the skills. So surfing around is not informal learning, but if you open the computer with the purpose systematically to
learn something, to improve your skills, to improve your qualifications it is informal learning. Method 2 if it is on line and method 3 if it is off line. Normally, but not necessarily it will be in form of education programmes, which can be on line or off line.

Q: Another point is, is there a limit to what I am learning on the internet? A: There is no lower time limit. It is up the the interview person to decide whether he/she used one or more of the methods for informal learning. It may be for short period.