

The Research Data Centre an the Federal Institute for Vocational Training and Education (BIBB-FDZ) prepares micro data for non-commercial research that deal with the attainment and utilisation of vocational education and training. Our website at <https://www.bibb.de/en/53.php> provides English information and free access to documents describing our research data. If you are interested in working with our BIBB research data, please do not hesitate to contacting us: fdz@bibb.de

BIBB-FDZ forms part of the German Data Infrastructure (FDI) for the economic and social sciences. We are accredited by the German Data Forum (RatSWD) and operate in alignment with its criteria.

We offer several services for international researchers:

- ▶ Standard access to well-prepared firm and individual level research data sets issuing the attainment and utilisation of vocational education and training
- ▶ Documentation of available data sets, i.e. a description of their central characteristics, main issues and variables, data collection, anonymisation, weighting and recoding
- ▶ Advisory service on data choice, access and handling of the data, as well as on research potential, the scope and validity of the data
- ▶ Supply of a range of data tools like international standard measuring and classifications in fields of education, occupations, industries and regions. Access to test data is freely granted.
- ▶ Assistance and support for visiting researchers at BIBB-FDZ in Bonn

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**Microdata on the attainment
 and utilisation of vocational
 education and training**

Data archiving / Data processing

Data Access

- Campus-Files
- Scientific-Use-Files
- Remote Data Access
- On-Site Use

Data Documentation

- BIBB-FDZ service for micro-data: *BIBB-FDZ Daten- und Methodenberichte* (Data documentation reports), questionnaires, test data, publications
- BIBB-FDZ metadata system

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Data Access

Access to BIBB micro data is governed by the German General Data Protection Regulation (DSGVO). Researchers can access the data via Off-site Use as Scientific-Use-Files, Remote Data Access and On-site Use. Each type of data access corresponds with different levels of data confidentiality and requires formal application. We provide download links for application forms on our website: <https://www.bibb.de/en/1400.php>

Scientific-Use-Files

Anonymized versions of our research data sets are available for Off-site Use as Scientific Use Files (SUF). All these data sets can be ordered from BIBB-FDZ or from GESIS – Leibnitz Institute for Social Sciences.

Campus-Files

Versions of Scientific-Use-Files designed for lecturers and students (up to master degrees) usually at universities.

Remote Data Access

Research with more sensitive or less anonymised versions of SUF data and of all kind of firm level data is possible via remote data access and on-site use.

Remote Data Access requires using our freely available test data on our websites. Researchers design error-free executable syntax files with these test data (in SPSS or Stata) and send them to BIBB-FDZ. We apply the programs to the original data, verify the analyses' compliance with the data protection legislation, and send you back the results. All kind of our research data sets are available via Remote Data Access to external researchers..

On-site Use at BIBB-FDZ in Bonn, Germany

BIBB-FDZ provides separated safe workplaces for guest researchers at BIBB in Bonn/Germany.

Access to our research data is granted to all kind of non-commercial empirical research.

BIBB-FDZ is part of the German Data Infrastructure (FDI) for the economic and social sciences accredited by the German Data Forum (RatSWD).

Selected microdata available at BIBB-FDZ

Our BIBB-FDZ metadata websites provides a complete overview to all available research data sets (in German language only): <https://metadaten.bibb.de/metadatenIndex>

Below we list some research data sets with a complete english data documentation in English language. We provide for all of our data sets citing proposals for scientific purposes including doi numbers.

Employment Survey 2012

The Employment Survey 2012 is a representative sample of 20,036 employees aged 15 or older working at least 10 hours per week. The survey contains information on employees' qualification, career history, job tasks, job skill requirements, further training, working conditions, health, and social background.

The 2012 Employment Survey is fairly comparable with the Employment Survey 2006. The questionnaire program is very similar to 2006 and also the data collection mode remained the same.

An English data and methodological manual as well as an English questionnaire are available at <http://www.bibb.de/en/15182.php>.

Supplemental Task Survey 2012

The study is a supplemental survey of the Employment Survey 2012. The study population are employees aged 15 or older working at least 10 hours per week who were willing to take part in supplemental surveys. Excluded are individuals with an advanced further training certificate.

The Supplementa Task Survey 2012 has two parts. The first part covers 4,362 individuals and provides information on occupational mobility and "generic tasks" approximately one year after the main interview of the Employment Survey 2012. The second part covers about 2,300 individuals who were willing to report the share of time they spent on individual occupational tasks and the corresponding level of difficulty. The time reference is a day of respondents' choice.

An English data manual and methodological report and the questionnaire are available at <http://www.bibb.de/en/15183.php>.

Employment Surveys 1979 to 2006

The BIBB/IAB and BIBB/BAuA employment surveys are representative labour force cross-sections on qualification and working conditions in Germany each covering between 20,000 - 35,000 individuals. All waves include measures of employees' qualification, career history, job skill requirements, job tasks, further training and working conditions. Due to changes in the study population, data collection methods, and the questionnaires over the years the longitudinal potential of these data sets has to be carefully evaluated.

The English data documentation describing differences and similarities of the respective five waves is available at <http://www.bibb.de/en/14781.php>.

Data Documentation

BIBB-FDZ services for microdata

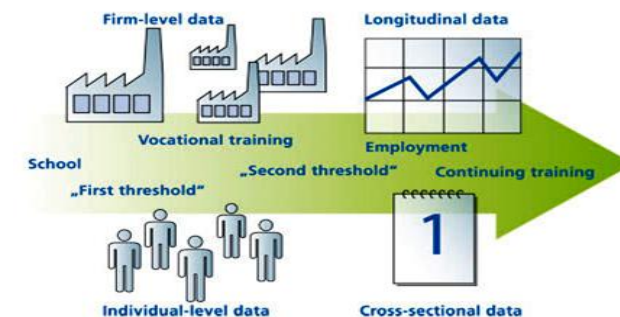
Our English website contains download links to data-related documents and products:

- ▶ BIBB-FDZ Data and Methodological Reports (the publication series provides details about data collection methods, variables, data preparation etc.)
- ▶ Standardized application forms for data access to all of our research data sets
- ▶ Questionnaires
- ▶ Citation proposals
- ▶ International classifications (e.g. labels for ISCO and NACE codes).

BIBB-FDZ metadata websites

(available in German language only)

Our metadata websites structure information about each single research data set and provides researchers with searching tools. Metadata websites give information on how to apply national and international classifications to our research data sets. These classifications cover occupations, branches, socio-demographic variables, and regions.



Complementary services of our metadata websites are:

- ▶ Overview and documentation of all available BIBB-FDZ datasets
- ▶ Test data (for Remote Data Access)
- ▶ Publications referring to BIBB data
- ▶ National and international classifications

<http://metadaten.bibb.de/>