Hands- on: curating the RRPP qualitative data

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Material check

- Informed consent

- Interview questions

- Data files

- Other documents

Starting with one file: data unit level information

- Are there data unit level material available?
  - Participant: Gender, age, occupation, education etc.?
  - Situational information: time, place?
  - Usually the minimum that can be found are **date and gender**
  - Look at the beginning of the file since often at start of an interview participants tell about themselves
  - Is the list of interviews available? It may have background information needed

- Decide what is the data unit level information that can be derived from the dataset and other documents available
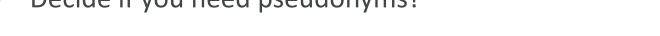
One file practice: Anonymisation

- Check what **exactly** is mentioned in the consent about the confidentiality and anonymity

- Decide whether you need to categorize the data unit level information
  - That is the minimum level you need to imply for anonymising the file content, as well

- Glance through the data file

  - Are there proper personal names?

  - Are there other proper names (organisations, firms)

  - Are there unique locations (place names) mentioned?

Start making an anonymisation plan

- Decide if you need pseudonyms?

- What need to be removed and/or categorized?
  - Is the exact occupation common or out of ordinary?
  - What proper names and locations are revealing and which are not?

- What detailed information can be left in the data file?
  - For instance, if you categorize the participant's age and the place of residence is categorized systematically, some details may be left intact

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