D4.3 Central data repository for outcome and process data collected across the pilot action sites

To be updated during WP4's implementation

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D4.3 Repository

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Coordinator:	UNIVERSITAT AUTÒNOMA DE BARCELONA (UAB)
Associated Beneficiaries:	UNIVERSITA DEGLI STUDI DI FIRENZE (UNIFI)
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	THE PROVOST, FELLOWS, FOUNDATION SCHOLARS & THE OTHER MEMBERS OF BOARD OF THE COLLEGE OF THE HOLY & UNDIVIDED TRINITY OF QUEEN ELIZABETH NEAR DUBLIN (TCD)
	RED BARNET (STCD)
	DANSK RODE KORS (DANISH RED CROSS) (PSD)
	SUPPORT GROUP NETWORK (SGN)
	ASSOCIAZIONE CULTURALE COOPERAZIONEINTERNAZIONALE SID SUD (CISS)

Project no. 101004717
REFUGE-ED

Effective Practices in Education, Mental Health and Psychosocial Support for the integration of Refugee Children

MIGRATION-05-2018-2020: Mapping and overcoming integration challenges for migrant children

Start date of project: 01/01/2021   Duration: 36 months

History Chart				
Issue	**Date**	**Changed page(s)**	**Cause of change**	**Implemented by**
0.10		-	Draft	TCD
1.0		ALL	Version 1.0	TCD
2.0	31/05/22	1	Results of review report (11/05/22)	TCD

Validation			
No.	**Action**	**Beneficiary**	**Date**
1	Prepared		
2	Approved		
3	Released		

Table of Contents

1. Data collection

Data will be collected, where possible, using the Qualtrics online survey platform. Qualtrics was chosen as it is GDPR compliant, allowing the REFUGE-ED consortium to easily manage our obligations under GDPR, including the ability to manage Right to Erasure requests. Similarly, and as per advice from the Data Protection Officer, Trinity College Dublin, Qualtrics settings will be enabled to ensure that participants' IP addresses, as a form of personal data, will not be collected.

To create the database, each of the instruments/tools included in D4.1 Compendium of Tools was created separately in a shared REFUGE-ED library on Qualtrics (note, in Qualtrics terminology, each instrument is a 'project'), see screenshot below:

Project name ↑↕	Status
☆ 📋 Academic Motivation Scale	Active
☆ 📋 Acculturative Stress Inventory for Children	Active
☆ 📋 Cantril's Ladder	Active
☆ 📋 Child and Youth Resilience Measure - ages 5-9	Active
☆ 📋 Child and Youth Resilience Measure ages 10-23	Active
☆ 📋 Child-Parent Relationship Scale - Short Form	Active
☆ 📋 Children's Hope Scale	Active
☆ 📋 General Functioning 12-item subscale of the McM...	Active
☆ 📋 General Self-Efficacy Scale	Active

FIGURE 1 SCREENSHOT DISPLAYING SAMPLE OF INSTRUMENTS FROM D4.1 IN QUALTRICS

Links to each of the instruments on Qualtrics are included in D4.1, for viewing purposes. Where available, tools and questionnaires will be made available across the languages of the various pilot action sites. This Qualtrics library will therefore allow us to quickly and consistently develop the surveys to be used within each pilot

action, ensuring that data is collected in the same way, using the same measurements for the same indicators across pilot action sites.

Following the needs analysis, project partners will complete a quick survey for each of their pilot sites. The results of this survey will inform the WP4 team of which instrument(s) were co-selected together with relevant stakeholders to form part of the outcome evaluation at each site. The WP4 team will then assist each pilot site to construct their base-line (and end-line) evaluation tools by compiling these from the instruments in the shared REFUGE-ED library on Qualtrics.

Given the varying resources available at each pilot site, and while the preferred means of data collection remains electronically, it is possible that some data may be collected in pen-and-paper format. In this case, REFUGE-ED staff will scan the paper versions and save these files on OneDrive for record-keeping. The paper version of the documents will be securely shredded. REFUGE-ED staff (with support from the WP4 team, where necessary) will then enter the data into Qualtrics.

2.   Data storage

All data collected at each pilot site will be exported from Qualtrics by the WP4 team, see screenshot in Figure 2 below:
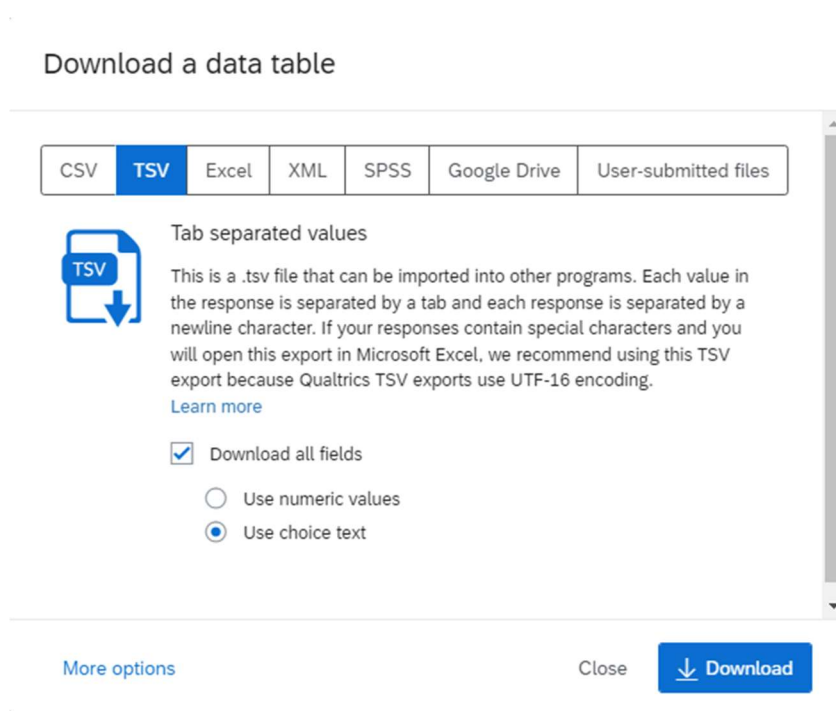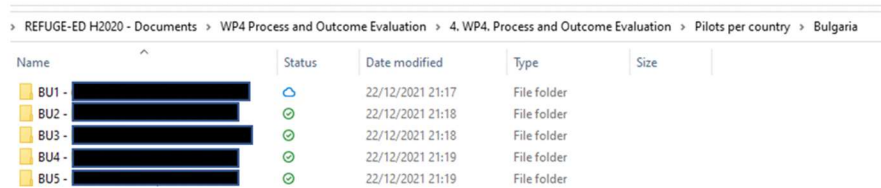

FIGURE 2 EXAMPLE OF DATA EXPORT OPTIONS FROM QUALTRICS

The exported data files will be stored in the UAB OneDrive system. For information on how OneDrive meets GDPR requirements, please refer to D7.1 Data Management Plan.
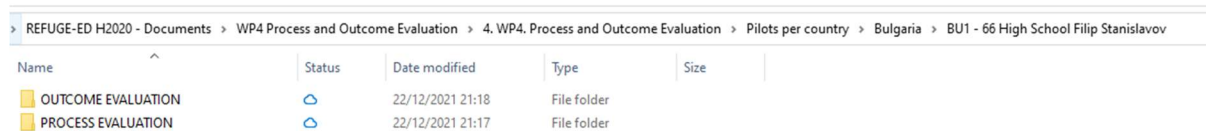
Each country has been assigned a folder within the WP4 parent folder. Within each country's folder, there are subfolders for each of the pilot action sites in that

country, see screenshot for example of folders for the five pilot action sites for Bulgaria:

Within each pilot action site's subfolder, there are two subfolders: one for outcome evaluation data and the other for process evaluation data, see screenshot:

In line with D4.2 Guide to the SPICE cycle, data will be collected across multiple timepoints at each pilot action site, as part of the outcome evaluation. In order to do this, a unique participant identifier will be created for each participant, which will be linked with the data they provide at each timepoint, allowing each pilot action site, together with support from the WP4 team, to match their responses over time (i.e., a dependent sample design) and identify any differences that may be associated with participation in the practice implemented within and across each pilot action site. Consequently, this will facilitate conducting cross-country and cross-site analyses.

As outlined in D7.1, cleaned (and where necessary, anonymised/pseudonymised) data will be later uploaded to Zenodo open data repository, in accordance with Open Science principles.