



**UNSD Regional Workshop on Census Data Processing for the English
Speaking African countries: Contemporary technologies for data capture,
methodology and practice of data editing**
Dar es Salaam, Tanzania, 9-13 June 2008

Agenda

<i>Time</i>	<i>Topic</i>	<i>Responsibility</i>	<i>Document</i>
<u>Monday June 9, 2008</u>			
	Opening		
9:00-9:30	<i>Registration of participants</i>		
9:30 – 10:00	Session 1 – Opening remarks - welcoming remarks by Host country, UNSD, UNECA, administrative matters	UNSD (JB)	
	Review of United Nations Principles and Recommendations for Population and Housing Censuses and the preparation of the 2010 round of censuses in the region Objective: To present revisions of the United Nations Principles and Recommendations for Population and Housing Censuses followed by a round table on the preparation of 2010 round of censuses in the region.		
10:00 – 11:00	Session 2 – The 2010 World Programme on Population and Housing Censuses / UN Principles and Recommendations for Population and Housing Censuses, Rev.2- major issues in the revision, UNECA addendum for the region – Presentation by UNSD – Presentation by UNECA – General Discussion	UNSD (JMD)- UNECA	Pres. 1 (UNSD)
11:00 – 11:15	<i>Coffee break</i>		
11:15 – 12:30	Session 3 – Preparation of the 2010 round of censuses in the region – Presentation by UNSD – Presentation by each participant of the situation in his/her country – General Discussion	UNSD (JB) - ECA	Pres. 2 (UNSD)
12:30 – 14:00	<i>Lunch</i>		
	Introduction to Data Capture Methods and Outsourcing versus in-house processing Objective: To present an overview of Data Capture management considerations and present and discuss the applications and issues of data capture using Optical Mark Recognition Technology; Optical Character Recognition/Intelligent Character Recognition, Manual Data Entry and provide an overview of different process stages		
14:00 – 15:30	Session 4 – Country Presentations on Data Processing Results of UNSD pre-workshop questionnaire on capture/ editing (country/ regional analysis) Country/ Regional Presentations on Experiences with Data Processing – Presentation of questionnaire results – Presentation by Nigeria – General Discussion	UNSD (JMD), countries	Questionnaire
15:30 – 16:00	<i>Coffee break</i>		
16:00 – 17:30	Session 5 – Outsourcing versus in-house processing. Is outsourcing required? How to manage outsourcing. Country examples on outsourcing of data capture – Presentation by UNSD	UNSD (JMD)	Pres. 4 (UNSD)

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	– General Discussion		
<u>Tuesday June 10, 2008</u>			
9:00 – 10:30	Session 6 – Introduction to Data Capture Methods of data capturing, advantages and disadvantages of each method, issues for consideration when choosing the method. – Presentation by UNSD – General Discussion	UNSD (JMD)	Pres. 3 (UNSD)
10:30 – 11:00	<i>Coffee break</i>		
Data Capture: Optical Mark Recognition Technology			
11:00 – 12:30	Session 7 - Data Capture: Optical Mark Recognition Construction/Design Characteristics, Hardware and Software Requirements and Scanning/Storage, Advantages and Disadvantages; overview of the major commercial suppliers. – Presentation by UNSD – Presentation by Expert (DRS) – General Discussion	UNSD (JMD), Presentation by Experts	Pres. 5 (UNSD) Pres. B (Expert)
12:30 – 14:00	<i>Lunch</i>		
14:00 – 15:30	Session 8 - Data Capture: Optical Character Recognition/Intelligent Character Recognition/ Intelligent Recognition Construction/Design Characteristics, Hardware and Software Requirements and Scanning/Storage, Advantages and Disadvantages; overview of the major commercial suppliers. – Presentation by UNSD – Presentation by Experts (DRS – BetaSystem) – General Discussion	UNSD (JMD), Presentation by Experts, Country Presentations	Pres. 6 (UNSD) Pres. C (Expert)
15:30 – 16:00	<i>Coffee break</i>		
16:00 – 17:30	Session 9– Data Capture: Manual Data Entry – Presentation by UNSD – Presentation by Sierra Leone – Presentation by Uganda – General Discussion	UNSD (JMD), Country Presentation	Pres. 7 (UNSD) Pres. I (Country)
<u>Wednesday June 11, 2008</u>			
9:00 – 10:30	Session 10 – Data Capture: Process Stages Scanning, Recognizing, and Verifying Processes associated with data capture and Quality assurance/ management system for data capture and logistic issues as well as how to balance timeliness versus quality – Presentation by UNSD – Presentation by Expert (DRS – BetaSystem) – General Discussion	UNSD (JMD), Presentation by Experts	Pres. 8 (UNSD) Pres. D (Expert)
10:30 – 11:00	<i>Coffee break</i>		
11:00 – 12:30	Session 11- Country Presentations on Data Processing (II) – Presentation by Tanzania – Presentation by South Africa – Presentation by Ghana	Presentations by Countries	
12:30 – 14:00	<i>Lunch</i>		

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14:00 – 15:30	Session 12 – Data Capture: Overview of Major Distributors/Commercial Suppliers – Presentations by Commercial Providers	UNSD (JMD)	Commercial Providers Presentations
15:30 – 16:00	<i>Coffee break</i>		
	Data Coding Coding is art of preparing data in a form suitable for entry into computer to facilitate analysis. In this connection, the objective of the session to present an overview of different methods of coding.		
16:00 – 17:30	Session 13 – Data Coding Coding systems: Manual (clerical), Computer-assisted, Automatic coding (automatic coding is usually partial) or combination of more than one system. Coding systems in light of the data collection and capture methods planned for the census. Coding of occupations, industry and educational characteristics: At what level of classification? Adapting the international classifications for national use and importance of maintaining international comparability and nationally over time. Coding indexes – Presentation by UNSD – General Discussion	UNSD (JB)	Pres. 9 (UNSD)
<u>Thursday June 12, 2008</u>			
	Data Editing Objective: Editing is the procedure for detecting and eliminate errors from data. The objective of the session is to present an overview of the concepts and methods and discuss the application and issues.		
9:00 – 10:30	Session 14 – Introduction to Data Editing Types of Errors (Coverage + Non-response + Content- questionnaire, enumerator, respondent, coding, data entry, etc.). What is editing (concepts of check, control, correct)? Why Edit (give examples of edited and unedited output tables to illustrate potential biasing)? Pitfalls of over-editing. General description of methods of how to edit and how to impute, concepts of manual and automatic edits – Presentation by UNSD – General Discussion	UNSD (JB)	Pres. 10 (UNSD)
10:30 – 11:00	<i>Coffee break</i>		
11:00 – 12:30	Session 15 – Concepts and Methods in Data Editing Within Record Editing – Concepts of validity and consistency checks, examples of both population and housing edits, example of how edit specifications done, concept and methods of imputation – Presentation by UNSD – General Discussion	UNSD (JMD)	Pres. 11 (UNSD)
12:30 – 14:00	<i>Lunch</i>		
14:00 – 15:30	Session 16 - Data Editing (Practical exercises) Exercises on CSPRO	UNSD (JMD)	Pres. 12 (UNSD)
15:30 – 16:00	<i>Coffee break</i>		
16:00 – 17:30	Session 17- Country Presentations on Data Processing (III) – Presentation by Kenya – Presentation by Mauritius – Presentation by Zambia – Presentation by Swaziland	Presentations by Countries	

Friday June 13, 2008

Final Report, Recommendations & Conclusions			
9:00 – 10:30	Session 18- Country Presentations on Data Processing (IV) – Presentation by Ethiopia – Presentation by Gambia – Presentation by Sudan	Presentations by Countries	
10:30 – 11:00	<i>Coffee break</i>		
11:00 – 12:30	Session 19 - Final Report, Recommendations & Conclusions – Final Report, Recommendations & Conclusions: review and adopt report, conclusions and recommendations (Final report lead by Rapporteur, evaluation of Workshop)	UNSD	Final Report