SAGE
Metadata Mapper

Version 1.0

PolicyWise
for Children & Families

Introduction

Secondary Analysis to Generate Evidence (SAGE) uses standardized metadata to facilitate data discovery and reduce the risk for inappropriate data interpretation by Secondary Users. The SAGE metadata standard is described in the *Metadata Guide*. SAGE also produces metadata documents, including an exhaustive PDF listing containing document, study, dataset and element-level metadata. These PDF metadata listings are available on SAGE's Dataverse pages and the SAGE website, and are currently the primary method to discover SAGE data assets.

The PDF metadata listings do not display all metadata elements described in the Metadata Guide. For this reason, this document was created to help users better understand which elements from the Guide are included and where in the Guide someone can find additional information (eg. Description; possible values) about each metadata field.

How to use this Mapper

Users should use this Mapper in concert with SAGE's *Metadata Guide* and a SAGE PDF metadata listing (In this example, the one used is for the 2013 Adverse Childhood Experiences survey).

Step1. Identify metadata field(s) for which you have questions/would like more information:

Study Status	Complete

Scope & Coverage	
Keywords	Life change events; Childhood and Youth; Stress; Childhood experiences
Time Period(s)	2013
Countries	Canada
Study Language	English

Step2. Find the equivalent metadata field(s) within the Mapper:

Study Status	[00084 - Study Status]

Scope & Coverage	
Keywords	[00046 - Keywords]
Time Period	[00053 - Time period - start], [00054 - Time period - end]
Countries	[00057 - Countries]
Study language	[00059 - Study language]
Geographic Coverage [00058 - Geographic coverage]	

Step3. Consult the Metadata Guide for more information about the metadata field(s):

	Name of Field	Description	Type	Coding Scheme	Example
00053	Time period – start	Start of time period to which the data asset refers (time covered by the data asset information, NOT necessarily the same as dates of collection)	Date	YYYY/MM/DD OR YYYY/MM	2007/11/08
00054	Time period – end	End of time period to which the data asset refers (time covered by the data asset information, NOT necessarily the same as dates of collection)	Date	YYYY/MM/DD OR YYYY/MM	2013/12/30
00055	Collection start date	Date when earliest data collection began	Date	YYYY/MM/DD OR YYYY/MM	2008/05/12
00056	Collection end date	Date when latest data collection ended	Date	YYYY/MM/DD OR YYYY/MM	2011/05/19
00057	Countries	List of countries in which the study was undertaken	Text	[Country1]; [Country2]	Canada

You will find the Mapper in the following section. Please note the format of these next pages matches exactly that of SAGE's PDF metadata documents (ie. first page = title page; second page = document-level metadata; third page and onwards = study level metadata; and so on).

[00057 - Countries]

[00024 - Author (primary)], [00025 - Author affiliation]

[00019 - Title (study)]

Study Documentation

[00014 - Version date]

Metadata Production

Title	[00001 - Title (Document)]
Identifier	[00002 - Identifier (Document)]
Author	[00003 - Author (Document)] ([00004 - Author affiliation (Document)])
Producer(s)	[00005 - Producer (Document)]
Distributor	[00006 - Distributor (Document)] ([00007 - Distributor Affiliation (Document)]), [00008 - Distributor URI (Document)]
Contact	[00009 - Contact (Document)], [00011 - Contact email (Document)]
Version	[00013 - Document Version]
Version Date	[00014 - Version date (Document)]
Status	[00018 - Document Status]
Metadata Citation	[00016 - Metadata bibliographic citation]

[00019 - Title (Study)]

Overview

Identifier	[00022 - Identifier (Study)]
DOI	[00023 - DOI (Study)]

Summary

[00048 - Study Summary]

Holdings Information

[00045 - Holdings]

Completeness of Collection
[00086 - Completeness of deposit]

Collection Mode	[00049 - Collection Mode]
Time Dimension	[00052 - Time dimension]
Study Design	[00050 - Study design]
Unit of Analysis	[00060 - Unit of analysis]
Study Status	[00084 - Study Status]

Scope & Coverage	
Keywords	[00046 - Keywords]
Time Period	[00053 - Time period - start], [00054 - Time period - end]
Countries	[00057 - Countries]
Study language	[00059 - Study language

Geographic Coverage
[00058 - Geographic coverage]

Universe
[00061 - Study universe]

Authors, Producers & Sponsors	
Primary Author	[00024 - Author (Study)], [00025 - Author affiliation (Study)]
Other authors	[00024 - Authors (Study)], [00025 - Authors affiliation (Study)]
Producers	[00026 - Producers (Study)], [00028 - Producers affiliation], [00027 - Producers role]

Funding Agency/ies	[00036 - Funding source]

Data Collection and Methodology

Number of files	[00044 - Number of datasets]
Collection Period	[00055 - Collection start date] to [00056 - Collection end date]
Eligibility Criteria	[00062 - Eligibility criteria]

Recruitment Procedure
[00074 - Recruitment procedure]

Sampling Procedure
[00075 - Sampling procedure]

Stratification of Sample
[00067 - Stratification type]

Incentives for Participation
[00069 - Incentives for participation] OR [00070 - Incentives for participation - other]

Reasons for Dropout
[00068 - Reasons for dropout]

Standard Operating Procedure
[00073 - Standard operating procedures - link]

Representativeness of Sample
[00076 - Representativeness of sample]

Sample Size – Recruited
[00081 - Sample size - recruited]

Sample Size – Data Collected
[00082 - Sample size - collected]

Response Rate
[00083 - Response rate]

Weighting
[00079 - Weighting]

Linkage Key
[00071 - Linkage key]

Data Cleaning

[00080 - Pre-deposition cleaning]

Appraisal

[Variable! Could include 00077 - Factors affecting data collection; 00078- Actions to minimze data loss; Other]

Terms of Use	
Availability	[00087 - Availability]
Access Conditions [00088 - Access conditio ns]	
Access Restrictions [00089 - Access restrictions]	
Citation Requirement [00090 - Recognition req uirement]	
Distributor(s)	[00029 - Distributor (Study)] ([00030 - Distributor affiliation])
Contact(s)	[00032 - Contact (Study)], [00034 - Contact affiliation (Study)], [00033 - Contact email (Study)]
SAGE Data Security Level [00091 - Data security level]	
Special Vetting Requirements [00092 - Vetting requirements]	
Bibliographic citation [00043 - Bibliographic c itation (study)]	

Files Description

[00101 - Title (Dataset)] ([00102 - Alternative title])	
Identification	[00103 - Identifier (Dataset)]
DOI	[00023 - DOI]
Version	[00104 - Version (Dataset)]
Version Date	[00105 - Verison date (Dataset)]
Version Notes	[00106 - Version notes (Dataset)]
Content [00107 - Content]	
# Cases	[00112 - Number of records]
# Variable(s)	[00113 - Number of data elements]
Collection Mode	[00126 - Collection mode]
Time Period	[00118 - Time period - start] to [00119 - Time period - end]
Collection Period	[00120 - Collection - start date] to [00121 - Collection - end date]
Collection Status	[00122 - Collection status]
Geographic Coverage	[00123 - Geographic coverage (Dataset)]
Unit of Analysis	[00124 - Unit of analysis (Dataset)]
Eligibility	[00125 - Eligibility]
Standardized Instruments Used [00127 - Standardized instruments used]	
Processing and Cleaning [00128 - Pre-deposition cleaning (Dataset)]	
Elements excluded [00114 - Elements excluded]	
Availability [00129 - Availability (Dataset)]	
SAGE Data Security Level [00130 - Data security level (Dataset)]	
Special Vetting` Requirements [00131 - Vetting requirements (Dataset)]	

File : [00134 - Dataset association]

[00132 - Identifier (Element)]: [00135 - Description (Element)]

Information	[Auto-generated]
Statistics [NW/ W]	[Auto-generated]
Notes	[Variable! Can include 00136 - Guide; 00141 - Unit Type; 00142 - Derived; 00143 - Derivation procedure; 00144 - Imputation; 00145 - Unit of Analysis (Element)]

Value	Label	Cases	Percentage
	[Auto-generated]		
Sysmiss			