Welcome to the ACTION 3:30 project archive. This short document will help you to navigate your way round the folders.

The data is organised into four folders:

1) READ FIRST - Project overview: This is the folder that you are currently in. It gives information about the organisation of this archive, full details of the project, and a catalogue of archived files

2) Measures: This contains copies of all questionnaires used throughout the study

3) Quantitative data: Files of all quantitative data plus a data dictionary for each file

4) Qualitative data: Three folders which together contain anonymised transcribed files of all qualitative data: 1 Pupil focus groups; 2 Teaching Assistant Interviews; 3 Key Contacts Interviews.

All numeric data files have been stored in the closed format in which they were originally created during 2012 to 2014 (Excel, and SPSS). They have also been converted to an open format (csv) along with a data dictionary of all variable names and variable labels. Files originally created in Word have been saved only as an open format version (pdf).

The comma separated values (.csv) versions of the data files in folder 3 have an accompanying file (called, for example, "D1 Data dictionary") which contains variable labels. Value labels for variables that have been coded are on the same sheet and are placed below the entire set of variable label. For the main data set (D1 Data dictionary.csv) the value labels begin at row 590.

Variable labels and variable value labels are given in all SPSS files.