

language research instruments and documents for federal government projects. The large volume of survey research undertaken in both languages by the Angus Reid Group has resulted in the provision of excellent translation services for the collection of interview data among Francophone respondents. We maintain a staff of highly qualified French language interviewers in our Montréal office which is responsible for conducting several thousand French language interviews each year. In addition, the Angus Reid Group's approach to translation is research driven in that we do not settle for literal interpretations. Where required, modifications are made to ensure consistent meaning between French and English instruments.

2.9 Data Entry (Coding and Key punching)

All telephone interview data will be coded and key punched at the Angus Reid Group's in-house facilities in Winnipeg. Our coding department in Winnipeg employs full-time coders who work in a closely-knit team to ensure consistent and meaningful coding, particularly with respect to open-ended questions which sometimes requires a subjective judgement on the part of coders.

The researchers will provide a complete electronic transcription to open ended questions. The file will be organized in such a way that the responses can be recoded and merged with the information for a given individual on the microdatabase of the verified cleaned