

# About ICPSR

*ICPSR is the world's largest archive of behavioral and social science research data. We advance research by acquiring, curating, preserving, and distributing original behavioral and social science data. We are a vital partner in research and instruction.*

## What We Do

As a global leader in data stewardship, we support researchers, students, instructors, and policy makers who:

- Conduct secondary research to support primary research findings or generate new findings
- Preserve and disseminate primary research data
- Study or teach statistical methods in quantitative analysis
- Write articles, papers, or theses to fulfill undergraduate or graduate requirements
- Develop funding proposals for grants or contracts that require a data management plan (DMP)

## Value-Added Data Resources

- *Bibliography of Data-related Literature* with links to thousands of full-text articles and reports
- Analysis-ready data in multiple software formats including SPSS, SAS, Stata, and R
- Online data analysis using the Survey Documentation and Analysis package (SDA), which allows users to run analyses without additional software

## Data Management and Curation

We curate data to add value, maximize access, and ensure long-term viability. Our specialists organize, describe, clean, enhance, and preserve data — much like the curatorial work done on paintings or rare books. We also can generate restricted-use versions of sensitive datasets. Additionally, researchers can fulfill funding agencies' data management plan (DMP) requirements by archiving data with ICPSR. Our staff handles user support, freeing the original research team from that responsibility.



# Expand Your Skills

*ICPSR is committed to advancing students' understanding of the behavioral and social sciences.*

## SUMMER PROGRAM IN QUANTITATIVE METHODS

[www.icpsr.umich.edu/sumprog](http://www.icpsr.umich.edu/sumprog)

ICPSR provides beginning or advanced students of quantitative methods a comprehensive program of studies in research design, statistics, data analysis, and social science methodology. The program is offered in two four-week sessions, with instruction provided in lecture, seminar, and workshop formats. Participants are university faculty and researchers, graduate students, and nonacademic research scientists. Individuals from ICPSR member institutions receive discounted tuition.

## SUMMER UNDERGRADUATE INTERNSHIPS

[www.icpsr.umich.edu/internship](http://www.icpsr.umich.edu/internship)

ICPSR hosts a competitive National Science Foundation Research Experience for Undergraduates. Interns spend 10 weeks in Ann Arbor, Michigan, learning to process data for preservation and dissemination, and working on their own mentored research projects. Applications are due in January.

## RESOURCES FOR INSTRUCTORS

[www.icpsr.umich.edu/instructors](http://www.icpsr.umich.edu/instructors)

ICPSR materials help instructors to teach quantitative literacy at the undergraduate level. A few include:

**Self-Contained Modules.** Over 50 Data-Driven Learning Guides are easily incorporated into social science courses. These employ online analysis of ICPSR data to teach core concepts.

**Exercise Sets.** These activities are particularly appropriate for research methods and substantively focused courses. A few include:

- Voting Behavior: The 2012 Election (SETUPS). Provides explanations and exercises using the American National Election Study (ANES)
- Exploring Data through Research Literature (EDRL). Utilizes the ICPSR *Bibliography of Data-related Literature* to show the breadth of research stemming from a single study

# Membership

Our growing membership encompasses about 750 educational and research institutions around the world. Members include universities and colleges, national data archives, statistical and research agencies, government departments, and nonprofit organizations.

Individuals affiliated with member institutions have direct, free access to ICPSR's data archive of over 9,300 studies. They also get powerful search tools, user support, and instructional resources. Researchers can use ICPSR's services to ensure long-term data preservation as well as fulfill funder requirements for data management plans (DMP).

Membership is available to all institutions. University fees are based on Carnegie classification. Associate memberships are available for nonacademic organizations.



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|  |                                |
|--|--------------------------------|
| 734.647.5000   | Main                           |
| 734.615.5653   | Teaching & Learning with ICPSR |
| 734.615.8400   | Membership                     |
| 734.763.7400   | Summer Program                 |
| 734.647.2200   | User Support                   |
| <a href="mailto:netmail@icpsr.umich.edu">netmail@icpsr.umich.edu</a> |                                |

[www.icpsr.umich.edu](http://www.icpsr.umich.edu)

# ICPSR

**User Manual:  
Your Guide to  
Data Resources  
and User Support**





# ICPSR’s Powerful Tools Make Accessing and Archiving Data Easy

*This guide provides an orientation to finding data at ICPSR, evaluating their relevancy, and accessing them. It also offers an overview of resources on our website.*

## FINDING DATA [www.icpsr.umich.edu/ICPSR](http://www.icpsr.umich.edu/ICPSR)

To access data archived at ICPSR, visit the Find & Analyze Data section of the website.

**Find Data via Search or Browse.** Users can employ several tools to search for datasets or browse for them by categories such as topic, series, geography, investigator, or international.

**Search/Compare Variables.** Users can examine and compare variables and questions across datasets, studies, and series. Enter a query to search for variables and questions. Over 4 million variables within about 5,500 studies (75 percent of ICPSR’s holdings) are indexed.

**Find Publications.** Users can search the ICPSR *Bibliography of Data-related Literature* for works using ICPSR data in their analysis. Our continually updated database contains over 62,500 citations.

## LEARNING ABOUT A DATASET

After finding a dataset, users can click on the title to find its Study Home Page, which contains key study information:

- **Summary** for quick review
- **Table of Contents** to understand the scope of research: description, questionnaire, methodology, PIs, DOI, citations, variables, metadata, usage statistics, and more
- **Links to documentation PDF files**, including user guide and codebook
- **Links to download data** in SAS, SPSS, Stata, R, or ASCII formats

## ONLINE ANALYSIS

More than 880 studies at ICPSR can be analyzed using Survey Documentation and Analysis (SDA) software without downloading datasets for use with statistical packages. SDA lets users create statistical tables and charts from data, browse the codebook, produce summary statistics for reports, and perform sophisticated analysis. Look for **Analyze Online** links on Study Home Pages.

## DOWNLOAD DATA

Users at most member institutions can download files directly after setting up a MyData account on the ICPSR website from a campus computer. Thereafter, they can download data from anywhere.

**Steps for Downloading**  
From a Study Home Page:

- Make sure you are logged in to your MyData account.
- Click on links to individual files to select specific datasets and software versions to download (recommended), or
- Select the Quick Download button or Download All Files link to get all datasets and related files.
- Agree to the Terms of Use; you will be offered a folder of your files.

If your institution does not subscribe to direct downloading, contact your local Official Representative to obtain data. Contact information for ORs is within the Member List at [www.icpsr.umich.edu/membership/administration/institutions](http://www.icpsr.umich.edu/membership/administration/institutions).

## DEPOSIT DATA [www.icpsr.umich.edu/deposit](http://www.icpsr.umich.edu/deposit)

ICPSR encourages deposits of digital data. Archiving data with ICPSR ensures the long-term safekeeping of data, protecting it from obsolescence and loss. Deposits should include all data and documentation necessary to independently read and interpret the data collection. Deposits are made using the secure Data Deposit Form in the Deposit Data section of our website.

To learn more, contact us at [deposit@icpsr.umich.edu](mailto:deposit@icpsr.umich.edu).

**GET HELP** [www.icpsr.umich.edu/ICPSR/help](http://www.icpsr.umich.edu/ICPSR/help)

Our goal is great support for our users. Visit the Get Help page within the Find & Analyze Data section to get online assistance:

- FAQs about finding, downloading, and analyzing data
- Links to our instructional videos
- Acronym index and social science glossaries

The page also displays contact information for:

- ICPSR’s User Support staff
- Users’ local Official Representative

## DATA MANAGEMENT & CURATION

[www.icpsr.umich.edu/datamanagement](http://www.icpsr.umich.edu/datamanagement)

**Curation, Confidentiality, and Preservation**  
Data deposited at ICPSR are enhanced to make them self-explanatory and usable by future researchers.

- In our data-curation process, experts organize, describe, and clean data to provide meaningful and enduring access. The work is akin to that performed by an art or museum curator.
- The data are screened for confidentiality and privacy concerns.
- They are protected against deterioration, accidental loss, and digital obsolescence.

**Data Management Plan**  
Many federal funding agencies — including NIH and NSF — require that grant applications contain data management plans (DMPs) for projects involving data collection. Depositing data with us satisfies federal requirements. We also provide detailed guidance for developing individual DMPs.

[www.icpsr.umich.edu](http://www.icpsr.umich.edu)