

APPENDIX III:

**List of Variables in Job Description Data Set**

TABLE III.1: List of Variables in Dataset 'Jobs'

CV Variable Name Type Description Example

CV	Variable Name	Type	Description	Example
1	DIVISION	N	Divisions (1-4)	3
2	COURSEDEPT	C	Department code	CHM
3	COURSENUM	N	Course number	135
4	COURSETERM	C	Term(s) offered (F,W,Y)	Y
5	COURSENUM2	N	Second listing (# applicable)	
6	COURSETERM2	C	Second listing (# applicable)	
7	SECTION	C	Section number (if applicable)	
8	SUMMER	B	Summer course? Y/N (1/0)	0
9	ERINDALE	B	Erindale course? Y/N (1/0)	0
	JOBTYPE		Job classification; Y/N (1/0)	
10	= TUTOR	B	Tutor (may include marking)	1
11	= MARKER	B	Marker (marking only)	0
12	= DEMONSTR	B	Lab demonstrator	0
13	= INSTRUCT	B	Course instructor/lecturer	0
14	= OTHER	B	Other (e.g. writing lab demonstrator)	0
15	TERMS	N	Number of terms covered by appointment	2
16	HOURS	N	Total hours of appointment	140
17	HRS/TERM	N	Hours per term	70
18	JDESTENROL	N	Estimated enrolment on Job Description	1,370
19	ENROLNOV90	N	Enrolment in November	1,184
20	ENROLFEB91	N	Enrolment in February	1,057
21	ENROLLMAY91	N	Enrolment in May (summer courses)	
22	ENROLAUG91	N	Enrolment in August (summer courses)	
23	TUTLABSIZE	N	Estimated lab/tutorial size (on J.D.)	50
24	TUTLABNUM	N	Number of labs/tutorials responsible for	4
	WKCLASSIFCN1		Work breakdown based on J.D. categories	
25	= PREP	N	Preparation (hours)	37.0
26	= CONTACT	N	Contact (hours)	72.0
27	= MARKING	N	Marking/Grading (hours)	24.0
28	= OTHER	N	Other (hours)	7.0
	WKCLASSIFCN2		Finer work classification (where possible)	
29	= HRSPREP	N	Preparation (hours)	37.0
30	= HRSTUTLAB	N	3Tutorial or lab time (hours)	48.0
31	= HRSLECTURE	N	3Lecturing (hours)	0.0
32	= HRSOFFICE	N	Other student contact time (hours)	24.0
33	= HRSMRKTEST	N	Non-structured contact time allowance (hours)	0.0
34	= HRSMRKTEST	N	Marking of tests or and/or exams (hours)	24.0
35	= HRSMRKASST	N	Marking of assignments, labs, essays (hours)	0.0
36	= HRSINVIGIL	N	Exam invigilation (hours)	6.0
37	= HRSMEETING	N	Meetings with supervisor/instructor (hours)	1.0
38	= HRSTRAINNG	N	T.A. training (hours)	0.0
39	= HRSADMINST	N	Administrative (e.g. grades compilation) (hours)	0.0
40	= HRSLECTATT	N	Required lecture attendance (hours)	0.0
41	= HRSOTHER	N	Other categories (hours)	0.0
42	= HRSUNALLOC	N	Unallocated time (hours)	0.0
43	SUPVPROF	C	Surname of Supervising Professor	TANIN
44	INIT	C	Initial(s) of Supervising Professor	A
45	DA	N	Date of signing -- day	03
46	MO	N	Date of signing -- month	10
47	YR	N	Date of signing -- year	90
48	POORJD	B	Poor Job Description designation (1/0, where 1 = 'poor')	0
49	TANAME	C	Teaching Assistant's surname (if stated)	
50	TAINIT	C	Teaching Assistant's Initial(s)	

C = Character; N = Numeric B = Binary/Logic