Annex B. Methodology note on the qualitative interviews with low-qualified employees

This report uses data collected in the 2021 qualitative interviews on career guidance with low-qualified employees (QIG). The QIG was conducted to better understand the experience of low-qualified employees with career guidance services, as well as the barriers they face towards using them and to shed light on underlying explanations of available quantitative data.

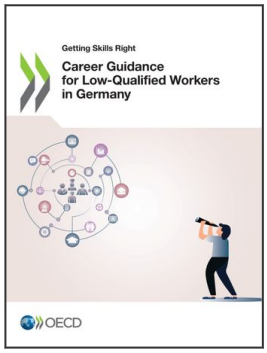
Fieldwork was conducted by the German Institute for Adult Education (*Deutsches Institut für Erwachsenenbildung,* DIE) using a questionnaire developed by the OECD. It took place from mid-September to November 2021 in Germany. The interviews were conducted face-to-face wherever possible and otherwise via videoconference tools or phone.

The questionnaire covered the following topics: i) information on the interviewee, such as the quotas described above, the employment situation and aspirations, ii) initiation of the guidance and barriers, iii) time, place and provider, iv) details on the received service, v) satisfaction with the received service.

The sample was restricted to adults aged 18-64, in order to target those who had left initial education while looking at a broad range of information on younger, middle-aged and older employees. The DIE conducted the interviews with 50 adults using a stratified sample methodology, which imposed quotas on:

- **Qualification**: Adults whose highest educational attainment level is at most lower secondary education (ISCED 0-2) (*Geringqualifizierte*). In the German context, these adults have left education after compulsory comprehensive school or earlier (*Primär- und Sekundarbereich I)* and at most hold a secondary school certificate (*Realschulabschluss/ Mittlere Reife*). They have not completed a full vocational qualification.
- **Employment status**: All adults are in employment.
- **Age**: All adults are between 18-64 years old
- **Gender**: Half of the adults are female and half are male
- **Migration background**: Ca. 15 adults have a migration background.
- **Whether the adult has used career guidance**: Ca. half of the adults have used career guidance.
- **Occupations**: All adults are employed in one of the following occupations. These are the occupations (ISCO 08 – 2 digits) that are most threatened by automation in Germany, according to PIAAC.

IC technicians	Food preparation assistants
Market-oriented skilled agricultural workers	Sales workers
Metal, machinery & related trades workers	Legal, social, cultural & related associate prof.
Electrical & electronic trades workers	Refuse workers & other elementary workers
Handicraft & printing workers	Agricultural, forestry & fishery labourers
Building & related trades workers, excl. electricians	Cleaners & helpers
Food processing, wood working, other craft & trades workers	Drivers and mobile plant operators
Assemblers	Labourers in mining, construction, manufacturing & transport



From:
Career Guidance for Low-Qualified Workers in Germany

Access the complete publication at:
https://doi.org/10.1787/5e6af8da-en

Please cite this chapter as:

OECD (2022), "Methodology note on the qualitative interviews with low-qualified employees", in *Career Guidance for Low-Qualified Workers in Germany*, OECD Publishing, Paris.

DOI: https://doi.org/10.1787/5bab1ac3-en

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