

## PART II

### DATABASE COMPENDIUM

#### INTRODUCTION

This Database Compendium describes both conceptual and practical issues relating to the database design, although it should be noted that users of the database will need to have a reasonable level of proficiency with the Microsoft Access 97 program to run the database. The data extraction form and database specifications appearing in this Compendium has been developed over the course of the NDRI/WHO collaborative prevention project. The basic protocol for developing a data extraction form was taken from Chapter 7 ("Collecting Data") of the Cochrane Reviewers' Handbook (2000).

#### DESIGN OF THE DATA EXTRACTION FORM & DATABASE

The purpose of this section is to provide detailed information on the design of the data extraction form, which provides the basis for the fields in the database. This section will also give reviewers who do not have access to the electronic database sufficient information to code material on the data extraction form in a format that is compatible with the database, should the need arise. As such, the rationale for including each piece of information, the type of information the heading is designed to code, the purpose/s served by each field, and a brief description of how they are stored and used in the electronic database will be provided here.

The data extraction form contains four main sections:

- 1) **Citation Information:** this covers the coding of reference information, allowing interested persons to access the original article, and to track down the authors if necessary in order to access more detailed project information.
- 2) **Programme Description:** these fields identify the country of origin, the main aims of the programme, the type of intervention and drug use addressed, and the staffing, costs and other requirements identified as necessary components for implementing the project.
- 3) **Method:** this section provides information on the research design employed for the project. Information in this section also includes sample size, demographic characteristics and recruitment methodology.
- 4) **Evaluation:** there are two components to this section. The first is largely descriptive, and codes variables such as the type of evaluation conducted, the variables used to assess the effectiveness of the programme, the results of the programme, and issues relating to programme implementation. The second component codes the level of evidence for the effectiveness of the programme. A number of coding sheets have been provided for this purpose, with the type of coding sheet employed dependent upon the study design.

#### POTENTIAL USES OF THE DATABASE

Whilst designing both the data extraction form and the database, we have been mindful of the final uses for which they may be employed. WHO has indicated that similar databases in their organization have been used to produce project descriptions. In essence, these descriptions are pro-forma word documents into which salient information from the database is extracted and inserted to produce unique project descriptors in a standardized format. Due to the very broad scope of this project, it was not possible to break down all of the information and code it in such a way that it would lend itself to this

process. Therefore, where the information in a field is largely descriptive and involves a substantial amount of text, it has been entered in a format that can be extracted as a "stand alone" piece of information. That is, we have attempted to standardize the text entries as much as possible, but these entries are produced in sentence or paragraph format, so that the entire field can be inserted into a project description document, without any additional text being required aside from the field heading. Where this approach has been used to code information for a field, it is indicated as "[standard text]". In other instances, it has been possible to provide a very brief amount of text for particular fields, and these fields may lend themselves to inclusion in a pro-forma word document. For these fields "[brief text]" is indicated. In all cases, punctuation has only been used within the field, but not at the end of each field. This will allow for the programming of reports in a particular format or style without the need to amend the punctuation of database entries.

## OVERLAP BETWEEN THE DATA EXTRACTION FORM AND THE DATABASE

Given that the data extraction form provides the basis for the fields in the electronic database, a high degree of overlap between the two means of coding research information is to be expected. However, reviewers using the data extraction form record the necessary information a little differently from those using the database. The description of the data extraction form is therefore focussed primarily on the use of the hard copy extraction form, with a small amount of detail provided on how that material is stored electronically, so that reviewers will have some idea as to how both systems work. This Compendium also includes both the hard copy data extraction form, and printouts of the electronic forms, so that reviewers can compare the two formats. A detailed list of the field types employed in the database is provided with the database specifications information in this Compendium.

### CITATION INFORMATION

**Authors:** this field provides the list of authors in the order that they appear on the *original* document. It is imperative that the authors names are recorded in the exact order that they appear on the article, with the surname for each author given first, followed by the first and second names or initials. In the database each author's name only appears once, however an author can be linked to numerous citations.

**Title:** this is the title of the article or work as it appears on the document.

**Author Affiliation:** this field provides information regarding the organization or company with which each author is affiliated. Only *one organization* can be linked to a *citation* in the database, and this is the organization with which the first author is associated, the rationale being that it is the first author who customarily takes responsibility for correspondence relating to the project.

Authors can be linked to more than one organization, however. For example, an author may have published material whilst employed at one organization, then later changed their place of employment. Therefore works published later by the same author may have a different organizational affiliation. Furthermore, it is possible that an author may have worked on a particular project on a contractual basis. In many cases, it is the organization that holds ownership of the material, not the author. The author affiliation information in the database has been designed in such a way that it can accommodate this spectrum of possibilities. Although only one field is provided on the extraction form for this information, the database includes specific fields for the name of the organization, and contact details fields such as address, telephone and fax numbers. Author affiliations should be completed for every author listed on the publication.

**Source:** on the paper copy of the data extraction form, the source field contains the bulk of the citation information. For instance, information such as the book or journal name, the electronic source, the editors and publishers, the place published, and the volume, series, edition, issue, pages, chapters and other similar citation information is all entered here into the source field. However in the database, each piece of citation information is broken down in very specific detail, so that a reference can be built in a particular referencing style. This information is intended to be sent to a Microsoft Word document to build a reference, as the Microsoft Access program can not produce the italics required by many of the well-known referencing systems.

**Publication year:** this provides the year of publication, or for unpublished documents, the year the work was written, if stated on the document.

**University:** This field is used for dissertations only. It provides details of the university at which the research was undertaken.

**Degree:** This field is also specific to dissertations, and notes the degree for which the research was conducted. For instance, PhD, MA, Honours etc.

**Publication Status:** these check boxes differentiate published from unpublished literature. On the extraction form, there is a box for each, whereas in the database, there is only one box. The database box is marked "published", and is checked for published documents or left unchecked for unpublished documents.

**Type of article:** a list of check boxes is provided here from which the coder can choose the article type. For instance, there are check boxes for book, report, papers from refereed journals etc. It should be noted that review articles and meta-analyses are coded in the database with citation and abstract information only.

**Where it was sourced from:** the fundamental purpose of this field is to give database users an idea of where a hard copy or electronic copy of the document is available. A list of check boxes is provided, as is a location field for recording salient information, such as the database name or NDRI library reference number. The information used in the NDRI/WHO collaborative project was identified through many sources, and indeed, the same citation may have appeared at numerous electronic or library cites. Wherever possible, if it was discovered that a hard copy of the document was held at the National Drug Research Institute library, we have indicated this and have listed the NDRI library reference number for the material. If the article was accessed via another source, we have provided the database name, key informant, internet address or other information necessary to track the article. Reviewers should record details of where a copy of the document is held in this field.

## PROGRAMME DESCRIPTION

**Country of origin [brief text]:** This is the name of the country in which the research was conducted. If the project has an international scope, more than one country can be recorded. A drop down list of countries is available in the database.

**Country code [brief text]:** This matches the country of origin, and is automatically selected in the database once the country has been selected. The ISO 3, ISO 2, UN, WB and WHO codes have all been listed in the database. It is not necessary for reviewers using the data extraction form to know the country code, as it is automatically identified by the database.

**Region [brief text]:** the WHO region the country or countries belong to are entered in this field. In the database, the regions are selected automatically when the country of origin is identified. Therefore as with the country code, reviewers using the data extraction form do not need to know the WHO region code.

**Language published in [brief text]:** The language the article was published or written in is entered into this field. The database does not have a comprehensive list of languages to select from, but languages can be added at the time of entry, so this information should be included on the extraction form.

**Programme name [brief text]:** This identifies the name of the programme if one is given with the abbreviation for the project name listed in square brackets (eg: Community Trials Project [CTP]). If the work under review does not cover a discrete programme per se, as is the case with much of the research, the running head for the article or chapter title is entered here. If no running head or chapter title for the article is identified, the full title of the research is entered instead. Abbreviations of the programme name are only recorded if they are used in the research piece under review. They are not necessary for either the running head or the full title of the article.

**Key aims of programme [brief text]:** these identify the primary aims of the programme, and are listed in point form.

**Abstract [standard text]:** wherever possible, the authors' abstract is provided here. If none is available, a brief synopsis of the research can be entered by the reviewer instead.

**Type of intervention [brief text]:** this provides a number of check boxes, for which multiple selections can be made. Multiple selections for this field are necessary as some programmes employ more than one type of intervention. The types of interventions identified are media, school, harm minimization, regulation of physical and economic availability and community.

**Type of drug [brief text]:** as with the types of interventions, drug type has a number of check boxes from which multiple selections can be made. This was necessary as many projects, particularly those with a 'universal prevention' focus, concentrate on prevention of harm for more than one drug. Alternatively, there are also projects with a drug-specific focus. We have included an "other" category, as some drugs are not specifically targeted by the WHO/NDRI collaborative project, but may have emerged in the literature within the context of some of the more comprehensive prevention programmes. The inclusion of a multiple selection allows for this range of eventualities.

**Theoretical base [brief text]:** this is designed to capture the theoretical or conceptual underpinning on which the programme is based. In some instances, this is clearly identified by the authors, and in others it is not. Where it has been identified, the information should be incorporated.

**Key components [standard text]:** this section provides a paragraph on the core intervention features that were undertaken. In a sense, it is a very brief synopsis of "what was done" to effect change. In some cases, this information may include the components in bullet point form.

**Intervention staff [brief text]:** the staff required to implement the intervention components (that is, to implement the key components identified in the previous field) are identified in this section. This information generally takes the form of occupation or job description, and is recorded as a list. For example, intervention staff may include police, community organizers, school teachers etc. The intention is to provide some indication of the staffing requirements necessary to implement the intervention.

**Cost of programme [brief text]:** where the information is available, details regarding the cost of the programme have been noted. The database has a list of currencies from which a selection can be made. This should give some indication as to the level of expenditure that may be necessary to implement a particular programme or intervention. Additionally, it may allow database users to evaluate the relative cost-effectiveness of particular programmes or interventions should the need arise.

**Programme complexity [brief text]:** three checkboxes are provided here, which identify the programme complexity as low, moderate or high. Only one of these selections can be made. As a subjective evaluation by the reviewer is made here, we have attempted to ensure inter-rater reliability in the following way. Firstly, the identification of complexity is relative to programmes of a similar type only. For example, media campaigns are only compared to other media campaigns. Complexity also includes the level of staffing required to implement the programme, the level of training that would be required for these people to implement the programme itself, the level of infrastructure necessary, the funding required, the number and complexity of the key components of the intervention, and intensity of implementation that the key components require in order to ensure programme fidelity. Even with these parameters in place, it is likely that there may be some disagreement as to the programme complexity rating. Wherever possible, it would be preferable to have more than one rater evaluate the complexity of the programme.

**Evaluation staff [brief text]:** the evaluation staff are those who were employed to evaluate the effectiveness of the intervention. In some instances, these will be the same as the intervention staff, or they may in fact be the authors of the publication. This information has been included to identify the staffing requirements should an evaluation component be included in a prevention project. The most common entry into this field is "researchers". If a particular form of training or knowledge is required, this should also be recorded (eg: "researchers trained in time series analysis").

**Situational Specifics [standard text]:** the purpose of this field is to identify those contextual, and oftentimes pragmatic issues, that may have influenced the implementation or effectiveness of the programme or initiative. It is also intended that this information should identify the necessary pre-conditions for enacting a programme or intervention in a particular setting at a particular time. The type of information entered into this field includes issues such as level of government support, regulatory or legal guidelines in place, public attitudes or level of awareness about the issues being targeted, and specific and/or unique information about the setting or community in which the intervention was conducted. In essence, this information hopes to capture those contextual factors that may limit the applicability or generalisability of the programme to different settings.

**Other considerations [standard text]:** although this field has rarely been used in the project we have undertaken, it has been included on the form and in the database to identify other issues that effect the implementation of programmes or interventions. The issues are canvassed in the Cochrane Reviewer's Handbook (Clarke & Oxman, 2000) and include level of compliance and baseline risk in the population under investigation. This field is differentiated from the situational specifics field in that it looks at epidemiological and methodological issues, rather than issues of social, political and cultural context.

## METHOD

**Study Design [brief text]:** this section provides a list of multiple select checkboxes for the study design employed for the research. In most cases, only one design is selected. In some cases, there may be studies that have employed multiple designs (eg. for different phases of the project), so for these, more than one box can be checked. In the database, checking the appropriate study design box/es produces a list of design-specific tabs for evaluating the quality of the project. For example, if the interrupted time series box is checked, the evaluation form for interrupted time series designs is produced, on which the study quality can be evaluated.

**Sample selection [brief text]:** a number of multiple select check boxes are provided for describing the sampling method used for the project. More than one choice can be made, as many studies include more than one type of sampling methodology.

**Target group [brief text]:** in this field the particular group of interest can be identified. For example, the target group for the intervention may be "males attending secondary school", "regular drinkers", "teenagers" etc.

**Sample description [standard text]:** this field is designed to describe the sample population. The type of information coded in this field includes the cities or communities from which the sample was taken, or a breakdown of the sample size according to gender and age. In effect, it provides a more detailed synopsis of the sample characteristics that are not fully covered by other fields relating to the sample.

**Sample size [brief text]:** this is the total sample size given as a discrete number. The reason for coding the total sample size in this way is that WHO have suggested sample size will be one of the main search categories employed by users of the database. If a description regarding the breakdown of the sample into smaller groups is given in the study, it should be entered in the sample description field.

**Socioeconomic status [brief text]:** if the socio-economic status is reported in the study, it should be entered in this field.

**Ethnicity [brief text]:** this field lists the ethnicity of the participants sampled.

**Gender [brief text]:** check boxes allow for one choice only, either male, female, or both male and female.

**Age [standard text]:** the age range of participants is entered into this field, and is coded as a brief sentence. The rationale for this is that many studies have provided multiple age spans for certain groups under investigation. A simple numerical figure was therefore unable to clearly reflect the level of information provided in many studies.

## EVALUATION

**Type of evaluation [brief text]:** one checkbox from a selection of five can be chosen for this field. The choices are process evaluation, outcome evaluation, process and outcome evaluation, not applicable and unclear.

**Process evaluation [standard text]:** a paragraph describing the process evaluation is entered here. This field is only completed for those projects that have evaluated the process in some shape or form, otherwise it is left blank.

**Outcome variables [brief text]:** this field provides a list of outcome measures in point form. Aside from the assistance this provides in describing the evaluation measures for a particular programme, it may also be beneficial information for project planners who want to incorporate an evaluation component in their work. This field in the database can be used to produce a comprehensive list of outcome measures used by researchers to evaluate programme effectiveness for particular types of interventions.

**Results [standard text]:** this is a paragraph that summarizes the results of the study, including statistical results, discussion of findings or recommendations made by the authors.

**Comments [standard text]:** this field can be used for reviewers to provide comments regarding the study design, implementation, recommendations or any additional notes.

**Implementation description [standard text]:** this field describes the steps taken to implement the programme or intervention. In effect, it describes the implementation methodology.

**Implementation adequacy [brief text]:** one choice can be made here from a selection of four (yes, no, partially or unclear). This field gives an indication of the fidelity of the programme implementation.

**Implementation intensity [brief text]:** some works provide information about the degree to which key components have been implemented over time. This is most common in the school based programmes, where, for example, information such as "a 3 hour session once per week for fourteen weeks" may be reported. If information of this type appears in the article, it should be recorded in this field.

**Implementation obstacles were there problems that hampered the implementation of the project? [brief text]:** two check boxes are provided here, for which a simple yes or no response is required. If yes, is selected, the next field should also be completed.

**If yes, what were they and how were they dealt with [standard text]?** :Some researchers report the difficulties of implementing particular programmes due to obstacles such as opposition from vested interests. This heading allows reviewers to type a short paragraph (no more than 255 characters) describing these obstacles, how they impacted on the programme, and what solutions, if any, were arrived at. The purpose of providing this type of information is that it may assist programme planners to anticipate such difficulties should they choose to implement a similar style of programme. These can then be addressed pro-actively in the planning stages of the project. Obviously many of these problems may be context-specific. However it is hoped that providing exemplars of some implementation difficulties and the strategies employed to address them, will prove a useful additional resource.

**Length of intervention [brief text]:** this provides the total time span for the intervention phase. It is differentiated from implementation intensity as it does not attempt to code the level of implementation, but rather the entire timeframe of the implementation process. For instance, information in this field may take such forms as "3 months", "two years" or "12 months".

**Length of follow up [brief text]:** the time between the implementation phase and the evaluation phase is reported in this field.

**Was there a sufficient time frame for an effect to register? [brief text]:** one choice can be made here from the three check boxes available (yes, no, unclear). Most often, this field is coded as “yes”, as there is some evidence in the results that the intervention has had an impact. However, there are some projects for which it has been argued that a longer follow-up time was needed before a significant effect would register. In these cases, a “no” selection should be made. In other work, it is difficult to provide a simple yes or no response, and in these cases, “unclear” is the preferred option.

## EVALUATION CODING SHEETS

A number of evaluation coding sheets are provided both in the data extraction form and in the electronic database. The coding sheets for Randomized Controlled Trials (RCT), Controlled Prospective Studies (CPS), Controlled Clinical Trials (CCT), Controlled Before/After (CBA) and Interrupted Time Series (ITS), come from the Cochrane Drugs and Alcohol Review Group, and the categorization of such studies has been done in accordance with their guidelines. Another study quality form has also been developed. This form is called “Study Validity”. The first four items shown under the heading “Bias”, come from the Cochrane Reviewer’s Handbook (Clarke & Oxman, 2000), while the final four items listed under the heading “Analysis” were devised by NDRI in collaboration with WHO, and cover methodological issues such as statistical power, reliability and validity of outcome measures, the appropriate use of statistical analyses, and correspondence between the analyses and the original hypothesis. Study designs (other than RCT, ITS, CCT, CBA and CPS) have been categorized according to the guideline provided by Kumar (1996).

The completion of all forms, in both the hard copy and electronic formats, requires checking the appropriate box for each statement. In the electronic database, some of the evaluation forms remain hidden, with ‘Study Validity’ as the default form. However, when the study design is identified in the method section by checking the appropriate box or boxes, the database automatically produces tab/s for the correct evaluation form/s. The database automatically produces a total score for the study once all boxes are checked on the evaluation form.

## HARD COPY DATA EXTRACTION FORM

### CITATION INFORMATION

This should include the following information: Author/s, year, title, source (eg journal name), electronic source, type of report (published, unpublished), publisher, place published, edition, editors, series, volume, issue, pages, chapter.

**Authors:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Author Affiliation:** (eg NDRI, Turning Point etc) \_\_\_\_\_

**Source:** (eg journal name) \_\_\_\_\_

\_\_\_\_\_

**Publication Year:** \_\_\_\_\_

**University:** (for dissertation abstracts only) \_\_\_\_\_

\_\_\_\_\_

**Degree:** (for dissertation abstracts only) \_\_\_\_\_

#### Publication status

published                      unpublished

#### Type of article

paper from refereed journal                      report  
chapter in monograph or book                      monograph  
book    unrefereed journal/magazine/newsletter  
other \_\_\_\_\_

#### Where it was sourced from

NDRI library                      internet                      database                      key informant                      other

**Location (eg database name or web address):** \_\_\_\_\_

### PROGRAMME DESCRIPTION

**Country of origin:** \_\_\_\_\_

**Country code:** \_\_\_\_\_

**Region:** \_\_\_\_\_

**Language published in:** \_\_\_\_\_

**Programme Name:** \_\_\_\_\_

Key aims of programme: \_\_\_\_\_

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Description of study/Abstract:

Type of intervention (choose one or more):

Media Campaigns      School Based Programme      Harm Minimization  
 Regulation of Physical and Economic Availability  
 Community Based Programmes

Type of drug (choose one or more):

alcohol                      heroin  
 tobacco                      cocaine  
 cannabis/marijuana      other  
 amphetamines

Theoretical base: \_\_\_\_\_

Key components: what were the core intervention features?

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Intervention Staff: \_\_\_\_\_

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Cost of programme (note currency): \_\_\_\_\_

*Programme Complexity (choose one)*

low      moderate      high

Evaluation Staff: \_\_\_\_\_

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*Situational Specifics:* \_\_\_\_\_

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*Other considerations (eg compliance, baseline risk):* \_\_\_\_\_

## METHOD

**Study Design**

randomized control trial  
 controlled prospective  
 interrupted time series  
 quasi-experimental  
 cohort study

controlled clinical trial  
 controlled before after  
 cross-sectional  
 other (state) \_\_\_\_\_

**Sample Selection**

Random / probability  
 simple random sampling  
 stratified random sampling  
 cluster sampling  
*Mixed design*  
 systematic sampling

Non-random  
 quota  
 accidental  
 purposive  
 snowball  
 unclear

**Target group:** \_\_\_\_\_

\_\_\_\_\_

**Sample description:** \_\_\_\_\_

\_\_\_\_\_

**Sample size:** \_\_\_\_\_

\_\_\_\_\_

**Socio-economic status:** \_\_\_\_\_

\_\_\_\_\_

**Ethnicity:** \_\_\_\_\_

\_\_\_\_\_

**Gender:**      male                  female                  male and female

**Age:** \_\_\_\_\_

\_\_\_\_\_

**EVALUATION****Type of Evaluation (choose one):**

Process Evaluation

Outcome Evaluation

Process &amp; Outcome Evaluation

Not Applicable

Unclear

**Process Evaluation (description):** \_\_\_\_\_

\_\_\_\_\_

**Outcome Variables (what was measured):**

\_\_\_\_\_

**Results:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Implementation:***Implementation description*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Implementation adequacy: was the intervention adequately implemented?*

yes

no

partially

unclear

\_\_\_\_\_

*Implementation intensity:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Implementation obstacles: were there problems that hampered the implementation of the project?*

yes    no

*If yes, what were they and how were they dealt with?*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Length of Intervention: how long was the intervention phase?*

\_\_\_\_\_

*Length of follow up:* \_\_\_\_\_

*Was there a sufficient timeframe for an effect to register?*

yes    no    unclear

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## Evaluation Coding Sheets

### Complete this page for Experimental Studies Only:

(Randomized Control Trials [RCT] & Controlled Clinical Trials [CCT] )

#### 1. Randomization

- 2 (adequate random numbers generation (random lists tables, computers, coin tossing)
- 1 (no description of method but mentioned random method)
- 0 (other methods that appears to be biased)

#### 2. Allocation Concealment

- 6 (adequate measures to conceal allocation such as central randomization, computerized systems, or other strategies convincing of concealment)
- 3 (unclear concealment measures, either not reported by authors or reported and not included in the above strategies)
- 0 (inadequate concealment measures, as alternation, sequential assignment, dates of birth, day of week or any other such approach)

#### 3. Blinding

- 3 (adequate blinding measures for participants [placebo] and in assessment of outcomes [specially for 'soft' outcomes] )
- 1 (unclear blinding for participants or in outcome assessment)
- 0 (inadequate blinding especially in outcome assessment)

#### 4. Inclusion of all participants in the analysis

- 3 (the trial presents an intention-to-treat analysis and few losses to follow up)
- 2 (intention-to-treat analysis and less or equal to 20% losses to follow up)
- 0 (no reporting of drop-outs, or more than 20% losses to follow up, or wide differences in losses to follow-up between groups)

#### 5. Other criteria

Were the groups similar at the start of the trial?

- 1 (yes)
- 0 (no)

Aside from the experimental intervention, were the groups treated equally?

- 1 (yes)
- 0 (no)

**Total Evaluation Score (out of a possible 16): \_\_\_\_\_**

**Complete this page for Controlled Prospective Studies (CPS) only:**1. Base of the Study

- 2 (adequate description of the population base of the study, clear inclusion and exclusion criteria, suggesting no selection bias)
- 1 (adequate description of population base of the study, clear inclusion and exclusion criteria, but with suspect of selection bias)
- 0 (unclear description, either not reported by authors or reported and not included in the criteria for which a two point score would be assigned)

2. Confounding control

- 8 (adequate identification of all confounders, [severity of the disease, disease, disease classification, treatment prescription criteria...] valid indicators and adequate statistical analysis)
- 4 (unclear or incomplete identification of confounders, adequate statistical analysis)
- 0 (inadequate identification, and statistical analysis)

3. Inclusion of all participants in the analysis

- 4 (the study presents an intention-to-treat analysis and few losses to follow-up)
- 2 (intention to treat analysis and losses less or equal to 20% and not suspicion of selection bias)
- 0 (no reporting of drop outs, or exclusion greater than 20%, or suspicion of selection bias)

4. Other criteria

Adequate description of base characteristics of the compared groups

- 1 (yes)    0 (no)

Adequate description of all treatments

- 1 (yes)    0 (no)

**Total Evaluation Score (out of a possible 16): \_\_\_\_\_**

**Complete this page for Controlled Before After (CBA) studies only:**1. Base of the study

- 4 (adequate description of population and control group performed prior to the intervention, at the same time and using some methods over the two groups, clear inclusion and exclusion criteria and groups are similar for confounding variables [variables predicting outcomes] )
- 2 (unclear description of groups under study or no specification of time and/or methods of the collection of information)
- 0 (information collected in different time or using different methods across groups, or groups are different for confounding variables)

2. Detection Bias

- 4 (primary outcome variable(s) assessed blindly or variables are objective [biological markers, length of treatment etc] and complete correspondence to primary hypothesis)
- 2 (unclear description and assessment of primary outcomes or not complete correspondence to primary hypothesis)
- 0 (primary outcome variable(s) collected without blind assessment and variables not objective)

3. Contamination

- 4 (adequate description of allocation methods in order to protect them against [from] contamination, it is considered that control group hasn't received the intervention)
- 2 (unclear description of the allocation, ie control group could have received intervention)
- 0 (control group is likely to have received the intervention)

4. Inclusion of all participants in the analysis

- 2 (the study presents an intention-to-treat analysis and few losses to follow up)
- 1 (intention-to-treat analysis and losses less or equal to 20%, and not suspicion of selection bias)
- 0 (no reporting of drop outs, or exclusion greater than 20%, or suspicion of selection bias)

5. Other criteria

Reliability of outcome measures – there were two or more raters with 90% of agreement, with  $k > 0.8$  and outcome were obtained from some automatic system)

(yes)      (no)      (not applicable)

**Total Evaluation Score (out of a possible 14): \_\_\_\_\_**

**Complete this page for Interrupted Time Series (ITS) studies only:**1. Intervention

- 4 (there is data enough to state that the intervention is independent of other changes)
- 2 (there is not enough data to state the independence of intervention)
- 0 (there is a solid suspicion of dependency of the intervention)

2. Statistical inference

- 4 (there are sufficient data points to enable reliable statistical inference, ie at least 3 points collected before the intervention and 3 after, and there are at least 30 observations per data point)
- 0 (there are less than 3 data points before or after the intervention or less than 30 observations per data point)

3. Data collection

- 4 (intervention is unlikely to affect data collection and sources of information are explicitly the same before and after intervention)
- 0 (there is suspicion that the intervention has affected data collection)

4. Detection Bias

- 4 (primary outcome variable(s) assessed blindly or variables are objective [biological markers, length of treatment etc] and complete correspondence to primary hypothesis)
- 2 (unclear description and assessment of primary outcomes or not complete correspondence to primary hypothesis)
- 0 (primary outcome variable(s) collected without blind assessment and variables not objective)

5. Other criteria

Reliability of outcome measures – there were two or more raters with 90% of agreement, with k >0.8 and outcome were obtained from some automatic system)

(yes)    (no)    (not applicable)

**Total Evaluation Score (out of a possible 16): \_\_\_\_\_**

**Study Validity – Complete this section for studies which are not RCT, CCT, ITS, CBA or CPS studies.**

**1. Bias**

Selection bias (systematic differences in comparison groups): Sample matching: samples were equivalent and matched for confounding variables

3 met            2 partly met            1 unclear            not met

Performance bias (systematic differences in care provided apart from the intervention being evaluated). There were no extraneous factors affecting some groups, but not others, that may have effected the outcome

3 met            2 partly met            1 unclear            not met

Attrition bias (systematic differences in withdrawal from the study): there were no problems with systematic attrition that may have effected the outcome

3 met            2 partly met            1 unclear            not met

Detection bias (systematic differences in outcome assessment): There were no differences between groups in the way that the outcome variables were assessed

3 met            2 partly met            1 unclear            not met

**2. Analysis**

The outcome measures are reliable and valid, with little chance of measurement error affecting the integrity of the analysis:

3 met            2 partly met            1 unclear            not met

The statistical analysis conducted was appropriate for testing the hypothesis:

3 met            2 partly met            1 unclear            not met

The sample size was sufficient to ensure an appropriate level of statistical power:

3 met            2 partly met            1 unclear            not met

The conclusions drawn are commensurate with the statistical evidence, and correspond to the original hypothesis:

3 met            2 partly met            1 unclear            0 not met

**Reviewers Rating:**

Score: 24	<b>Excellent</b> (all criteria met, study is of a high standard )
Score: 16-23	<b>Good</b>
Score: 9-15	<b>Fair</b>
Score: 0- 8:	<b>Poor</b> (all of the criteria are unmet or unclear, results should be interpreted with caution)

## OPENING THE DATABASE

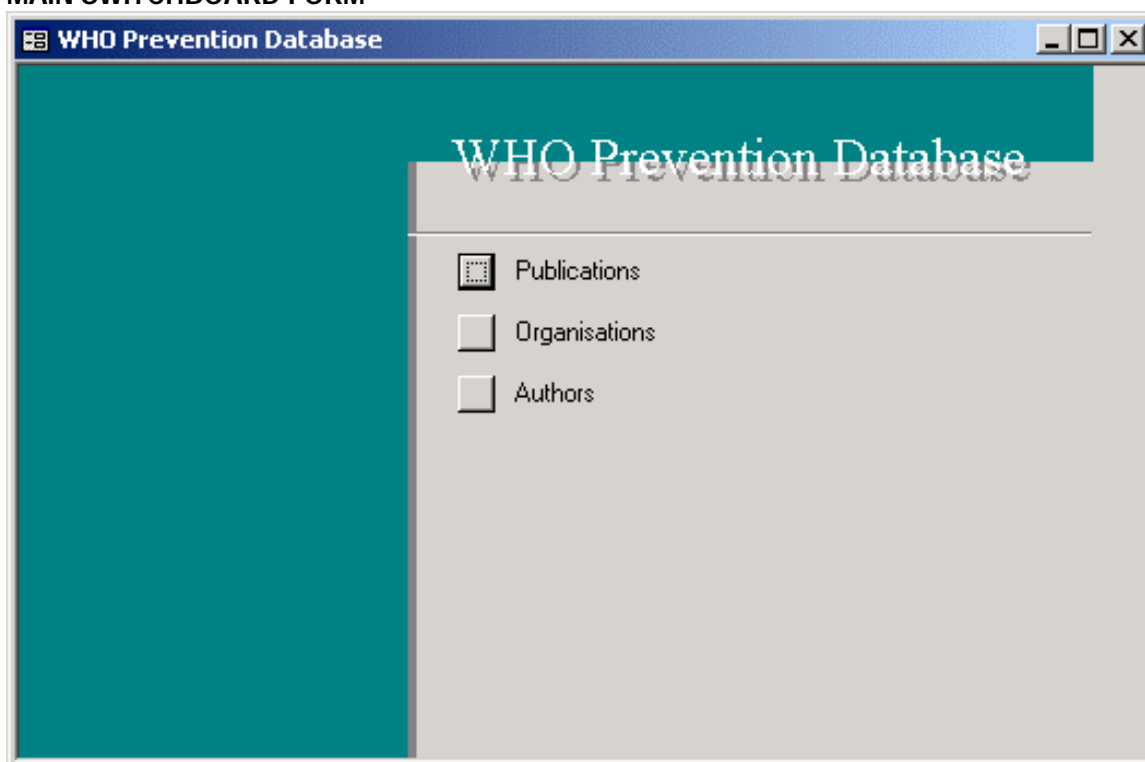
The database consists of two Access 97 database files. The front-end and back-end are called WHO Prevention Database and WHO Prevention Database\_be respectively. The back-end file contains all of the table structures, relationships and data, while the front-end contains forms, queries and modules.

The database has been developed in Access 97 and should run with little or no modification in this version or any subsequent versions. To use newer versions of Access, the database files may need to be converted – note that once the database has been converted to a newer version, it will not be useable in older versions.

To run the database, open the front-end file (WHO Prevention Database). As this opens, the links to the backend database are checked – if the path has changed, a dialogue is displayed prompting the user to locate the back-end (WHO Prevention Database\_be). Once this is done, the links will be refreshed and the database can be used. Note that if the names of the database files are changed, the constant `pcstrDBName` in the module `modInitialise` will also need to be changed. The linking code expects the backend database to have the same name as the front-end with “\_be” added to the end.

After the database starts up, the main switchboard will open.

### MAIN SWITCHBOARD FORM



## SEARCHING THE DATABASE

Clicking on the Publications button brings up the Publication search form.

This form allows the user to add, edit and search for publications. Clicking the Add button near the bottom of the form will open the Publications form (see below) in data entry mode. The edit button allows any of the publications listed in the publications list at the bottom of the form to be edited. To do this, select the publication to be edited in the publication list and click edit. The Publication form will then open with the selected record. As with most list boxes in this database, double-clicking performs the same action as selecting an item and clicking the edit button. The navigation buttons on the edit form move to the other records in the list.

Searches may be done on the title of the publication, intervention type, country, study quality, sample size, author, year of publication, the organization that produced the publication, and/or type of drugs covered by the publication. Sorting may be done by organization, sample size, study quality, title and/or year of publication.

Searches on title can locate the specified text at the beginning, end or anywhere in the title. Type of intervention and country searches may be done on multiple items at one time – i.e. more than one intervention type or country may be specified. Click on the appropriate Add button below the lists to add additional criteria. Sample size and year of publication may be searched over a range of values. If both the lower and upper values are entered, the records returned will be within the range of values. If the upper value of the range is omitted, all record greater than or equal to the lower value will be found. Likewise, if the lower value is omitted, all values less than or equal to the upper value will be found. Author is displayed as [last name, first initial]. The author combo box like all other combo boxes allows the user to do a key search (typing in the combo box will attempt to match an item in the combo box list). To find a particular author, either select the name from the combo box, or while the focus is on the combo box, start typing the author's name (starting with the last name) until their name appears.

The sort keys are selected from the sort by combo boxes – first, second and third refer to the order that the keys are applied. Each key may be sorted in either ascending or descending order. Note that additional sort keys may be added to the `tlkpPubSort` table if desired. The field name goes in the first field, while the description to appear in the combo box goes in the second field. The queries may need modification for some of the sort fields to work – `mcstrSQL` and `mcstrlstSQL` in the form `frmPubSrch` and `mcstrSQL` in the module `modReports` (both `mcstrSQL` strings should be the same). Sorting on fields that allow multiple items in the publication record (such as country and intervention type) is not recommended with the database in its current form, as this may produce unpredictable results.

Once the search criteria and sort options have been selected, clicking on the Search button will display the records matching the search criteria in the order specified by the sort options, in the publications list near the bottom of the form. The Show All button will list all publication records according to the current sort options. The Clear Search button clears the search criteria fields so new criteria may be entered – this does not change the contents of the list box (the Show All button both clears and updates the list box).


Clicking on an item in the list will enable the Edit and View Citation buttons. The Edit button has been discussed above. The View Citation button will open a dialogue displaying the citation for the selected publication. The Export to Word button will create a new document in Word containing all publications in the list. Note this may take quite a while depending on the size of the list.

## ADDING ENTRIES TO THE DATABASE


### CITATION TAB

As noted previously, the Add and Edit buttons beneath the publication list bring up the Publications form. The first tab (Citation) contains all of the citation information for the article, as well as further details for sourcing the document. This tab is filled out for all material entered into the database. On the top right hand corner of the form is a button with the Word icon. Clicking this button will produce the same report that the Export to Word button produces for the current publication only. A sample of the report is included in this Compendium.

**Publications** [X]

Organisation  

Title

Citation | Program Description | Method | Evaluation | Experimental | Controlled Prospective | Controlled Before After | In 

Authors and Editors

Name	Author	Editor

Add  
Edit  
Remove

Type

Type other

Source

Year  Volume  Issue  Pages

Place



Series

ISBN  Edition  Chapter   Published

University  Degree

Location  Location desc

Abstract

Record:  1  of 1

## PROGRAMME DESCRIPTION TAB

The details of the programme are entered into this tab. For primary studies, it is preferable to complete all fields. For review articles, the country, programme name, type of intervention and type of drug should be completed.

Publications ✕

Organisation

Title

Citation
Program Description
Method
Evaluation
Experimental
Controlled Prospective
Controlled Before After
In ◀ ▶

Country

Language

Program name

Aims

Type of intervention  Media  School  Harm minimisation  
 Regulation  Community

Type of substance  Alcohol  Heroin  Tobacco  Cocaine  
 Cannabis  Amphetamines  Other

Theoretical base

Key components

Intervention staff

Program cost  Currency

Complexity

Evaluation staff

Situational specifics

Other considerations

Record: ◀ ▶  ▶ ▶ ▶ \* of 1

## METHOD TAB

The method information, including the study design, is entered here. When the study design/s check-boxes are checked, the appropriate evaluation tabs/s will appear. For illustrative purposes, all of the tabs (or scroll arrows) have been shown here, but when using the database, only the study validity tab will appear until the appropriate boxes are checked on this tab.

Publications
✕

Organisation

Title

Citation

Program Description

Method

Evaluation

Experimental

Controlled Prospective

Controlled Before After

In

▶

Study design	<input type="checkbox"/> Randomised control trial	<input type="checkbox"/> Quasi-experimental	<input type="checkbox"/> Cross-sectional
	<input type="checkbox"/> Controlled prospective	<input type="checkbox"/> Controlled clinical trial	<input type="checkbox"/> Cohort study
	<input type="checkbox"/> Interrupted time series	<input type="checkbox"/> Controlled before after	Other <input style="width: 50px;" type="text"/>

Sample selection	<input type="checkbox"/> Simple random	<input type="checkbox"/> Systematic	<input type="checkbox"/> Purposive
	<input type="checkbox"/> Stratified random	<input type="checkbox"/> Quota	<input type="checkbox"/> Snowball
	<input type="checkbox"/> Cluster	<input type="checkbox"/> Accidental	<input type="checkbox"/> Unclear

Target group

Sample description

Sample size

Socio-economic status

Ethnicity

Gender

Age

Record: 1 of 1

## EVALUATION TAB

The evaluation tab should be filled out for all primary studies, as the material covered is relevant to all study design types. However, not all of the fields need to be completed, as not all of the information identified in this tab is relevant to all studies.

The screenshot shows a software window titled "Publications" with a close button in the top right corner. At the top, there are two input fields: "Organisation" and "Title". Below these is a tabbed interface with the following tabs: "Citation", "Program Description", "Method", "Evaluation" (which is the active tab), "Experimental", "Controlled Prospective", and "Controlled Before After". To the right of the tabs are navigation arrows and a "In" label. The main content area of the "Evaluation" tab contains the following fields and controls:

- Evaluation type:** A dropdown menu.
- Process evaluation:** A large text input area.
- Outcome variables:** A large text input area.
- Results:** A large text input area.
- Comments:** A large text input area.
- Implementation description:** A large text input area.
- Implementation adequacy:** Radio buttons for Yes, No, Partially, and Unclear.
- Implementation intensity:** A large text input area.
- Implementation obstacles:** Radio buttons for Yes and No.
- Obstacle description:** A large text input area.
- Length of intervention:** A large text input area.
- Length of follow-up:** A large text input area.
- Sufficient timeframe:** Radio buttons for Yes, No, and Unclear.

At the bottom of the window, there is a record navigation bar showing "Record: 1 of 1" with navigation icons for first, previous, next, and last records.

## EXPERIMENTALTAB

This tab should be completed for Randomized Controlled Trials (RCT) and Controlled Clinical Trials (CCT) only. Note that the Total Evaluation score on this and the following tabs will not be displayed until a radio button from each group on the tab is selected.

Publications
✕

Organisation

Title

Citation
Program Description
Method
Evaluation
Experimental
Controlled Prospective
Controlled Before After
In

**1. Randomisation**

2 (adequate random numbers generation (random lists tables, computers, coin tossing))

1 (no description of method but mentioned random method)

0 (other methods that appears to be biased)

---

**2. Allocation Concealment**

6 (adequate measures to conceal allocation such as central randomisation, computerised systems, or other strategies convincing of concealment)

3 (unclear concealment measures, either not reported by authors or reported and not included in the above strategies)

0 (inadequate concealment measures, as alternation, sequential assignment, dates of birth, day of week or any other such approach)

---

**3. Blinding**

3 (adequate blinding measures for participants [placebo] and in assessment of outcomes [specially for 'soft' outcomes])

1 (unclear blinding for participants or in outcome assessment)

0 (inadequate blinding especially in outcome assessment)

---

**4. Inclusion of all participants in the analysis**

3 (the trial presents an intention-to-treat analysis and few losses to follow up)

2 (intention-to-treat analysis and less or equal to 20% losses to follow up)

0 (no reporting of drop-outs, or more than 20% losses to follow up, or wide differences in losses to follow-up between groups)

---

**5. Other criteria**

1 (yes)  0 (no)    Were the groups similar at the start of the trial?

1 (yes)  0 (no)    Aside from the experimental intervention, were the groups treated equally?

**Total Evaluation Score (out of a possible 16):**

Record: 1 of 1

**CONTROLLED PROSPECTIVE TAB**

This tab should be completed for Controlled Prospective Studies (CPS) only.

**Publications** ✕

Organisation

Title

Citation
Program Description
Method
Evaluation
Experimental
Controlled Prospective
Controlled Before After
In ◀ ▶

**1. Base of the Study**

2 (adequate description of the population base of the study, clear inclusion and exclusion criteria, suggesting no selection bias)

1 (adequate description of population base of the study, clear inclusion and exclusion criteria, but with suspect of selection bias)

0 (unclear description, either not reported by authors or reported and not included in the criteria for which a two point score would be assigned)

---

**2. Confounding control**

8 (adequate identification of all confounders, [severity of the disease, disease, disease classification, treatment prescription criteria...] valid indicators and adequate statistical analysis)

4 (unclear or incomplete identification of confounders, adequate statistical analysis)

0 (inadequate identification, and statistical analysis)

---

**3. Inclusion of all participants in the analysis**

4 (the study presents an intention-to-treat analysis and few losses to follow-up)

2 (intention to treat analysis and losses less or equal to 20% and not suspicion of selection bias)

0 (no reporting of drop outs, or exclusion greater than 20%, or suspicion of selection bias)

---

**4. Other criteria**

1 (yes)  0 (no) Adequate description of base characteristics of the compared groups

1 (yes)  0 (no) Adequate description of all treatments

Total Evaluation Score (out of a possible 16):

Record: 1 of 1

## CONTROLLED BEFORE / AFTER TAB

This tab should be completed for Controlled Before / After (CBA) study designs only.

**Publications** ✕

Organisation

Title

Citation
Program Description
Method
Evaluation
Experimental
Controlled Prospective
Controlled Before After
In

**1. Base of the study**

4 (adequate description of population and control group performed prior to the intervention, at the same time and using some methods over the two groups, clear inclusion and exclusion criteria and groups are similar for confounding variables [variables predicting outcomes])

2 (unclear description of groups under study or no specification of time and/or methods of the collection of information)

0 (information collected in different time or using different methods across groups, or groups are different for confounding variables)

---

**2. Detection Bias**

4 (primary outcome variable(s) assessed blindly or variables are objective [biological markers, length of treatment etc] and complete correspondence to primary hypothesis)

2 (unclear description and assessment of primary outcomes or not complete correspondence to primary hypothesis)

0 (primary outcome variable(s) collected without blind assessment and variables not objective)

---

**3. Contamination**

4 (adequate description of allocation methods in order to protect them against [from] contamination, it is considered that control group hasn't received the intervention)

2 (unclear description of the allocation, ie control group could have received intervention)

0 (control group is likely to have received the intervention)

---

**4. Inclusion of all participants in the analysis**

2 (the study presents an intention-to-treat analysis and few losses to follow up)

1 (intention-to-treat analysis and losses less or equal to 20%, and not suspicion of selection bias)

0 (no reporting of drop outs, or exclusion greater than 20%, or suspicion of selection bias)

---

**5. Other criteria**

Reliability of outcome measures - there were two or more raters with 90% of agreement, with  $k > 0.8$  and outcome were obtained from some automatic system

(yes)    (no)    (not applicable)

**Total Evaluation Score (out of a possible 14):**

Record: 1 of 1

## INTERRUPTED TIME SERIES TAB

This tab should be completed for Interrupted Time Series (ITS) studies only.

**Publications** ✕

Organisation

Title

Evaluation
Experimental
Controlled Prospective
Controlled Before After
Interrupted Time Series
Study Validity

**1. Intervention**

4 (there is data enough to state that the intervention is independent of other changes)

2 (there is not enough data to state the independence of intervention)

0 (there is a solid suspicion of dependency of the intervention)

---

**2. Statistical inference**

4 (there are sufficient data points to enable reliable statistical inference, ie at least 3 points collected before the intervention and 3 after, and there are at least 30 observations per data point)

0 (there are less than 3 data points before or after the intervention or less than 30 observations per data point)

---

**3. Data collection**

4 (intervention is unlikely to affect data collection and sources of information are explicitly the same before and after intervention)

0 (there is suspicion that the intervention has affected data collection)

---

**4. Detection bias**

4 (primary outcome variable(s) assessed blindly or variables are objective [biological markers, length of treatment etc] and complete correspondence to primary hypothesis)

2 (unclear description and assessment of primary outcomes or not complete correspondence to primary hypothesis)

0 (primary outcome variable(s) collected without blind assessment and variables not objective)

---

**5. Other criteria**

Reliability of outcome measures - there were two or more raters with 90% of agreement, with  $k > 0.8$  and outcome were obtained from some automatic system

(yes)    (no)    (not applicable)

Total Evaluation Score (out of a possible 16):

Record: 1 of 1

## STUDY VALIDITY TAB

This tab should be completed for those study designs that are not RCT, ITS, CPS, CBA or CCT designs.

Publications
✕

Organisation

Title

Evaluation
Experimental
Controlled Prospective
Controlled Before After
Interrupted Time Series
Study Validity

**1. Bias**

Selection bias (systematic differences in comparison groups): Sample matching: samples were equivalent and matched for confounding variables

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

Performance bias (systematic differences in care provided apart from the intervention being evaluated). Were there no extraneous factors affecting some groups, but not others, that may have affected the outcome

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

Attrition bias (systematic differences in withdrawal from the trial): there were no problems with systematic attrition that may have affected the outcome

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

Detection bias (systematic differences in outcome assessment): There were no differences between groups in the way that the outcome variables were assessed

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

**2. Analysis**

The outcome measures are reliable and valid, with little chance of measurement error effecting the integrity of the analysis:

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

The statistical analysis conducted was appropriate for testing the hypothesis:

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

The sample size was sufficient to ensure an appropriate level of statistical power:

3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

The conclusions drawn are commensurate with the statistical evidence, and correspond to the original hypothesis:

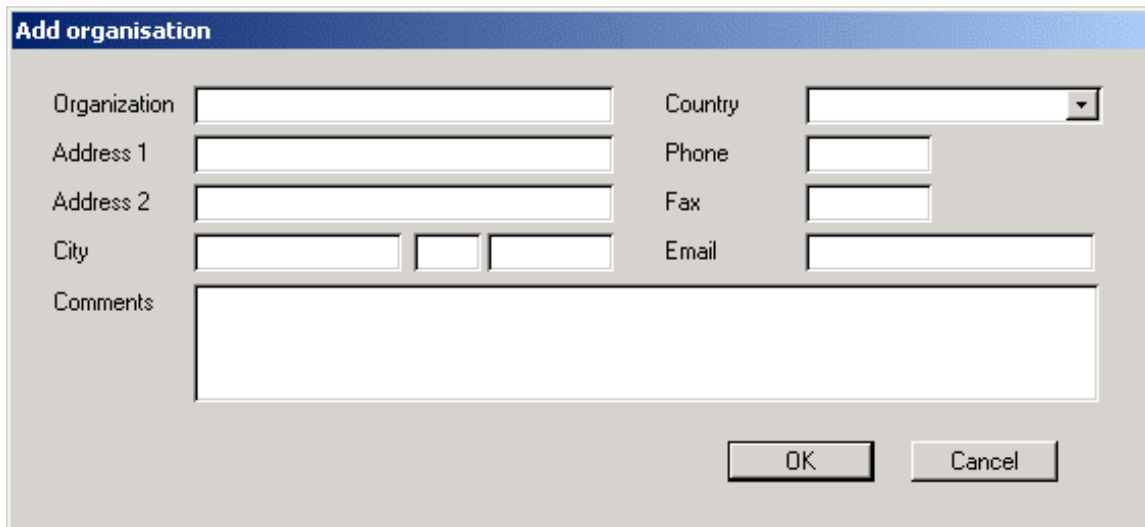
3 (met)  
  2 (partly met)  
  1 (unclear)  
  0 (not met)

**Reviewer's Rating (out of a possible 24):**

Record: 1 of 1

### ADD ORGANIZATION FORM

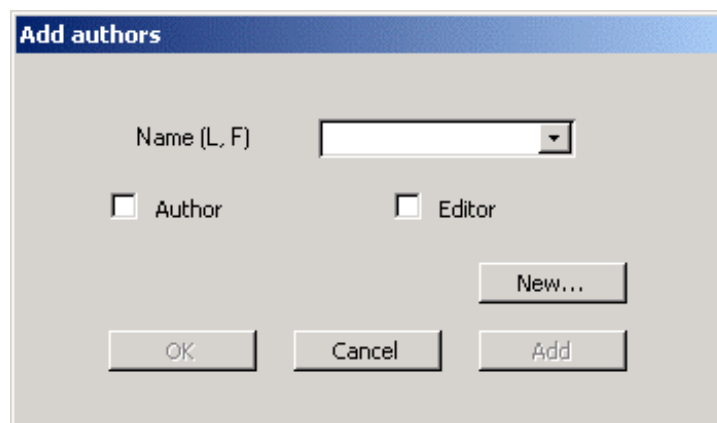
When a new publication is being entered (or an existing publication edited), and a *new* organization is entered in the Organization field at the top of the Publication form, the Add organization form will appear so that the address details of the organization may be entered into the database. If the organization has already been entered, the database will anticipate this as the name is entered, and this form will not appear. The name of the organization will automatically be inserted into the organization field on the publication form.



The 'Add organisation' dialog box features a blue title bar. Below it, there are several input fields: 'Organization' (text), 'Country' (dropdown), 'Address 1' (text), 'Address 2' (text), 'City' (three small text boxes), 'Comments' (large text area), 'Phone' (text), 'Fax' (text), and 'Email' (text). At the bottom right, there are 'OK' and 'Cancel' buttons.

### ADD AUTHORS FORM

Authors and editors are added to a publication by clicking on the Add button next to the Authors and Editors list on the Citation tab.



The 'Add authors' dialog box has a blue title bar. It contains a 'Name (L, F)' field with a dropdown arrow. Below this are two checkboxes: 'Author' and 'Editor'. To the right of the checkboxes is a 'New...' button. At the bottom, there are three buttons: 'OK', 'Cancel', and 'Add'.

Type the author's name (last name first followed by a comma, space and first initial), or select the name from the Name combo box. When the name has been found, tab out of the field. If the name isn't in the database or the New... button is pressed, a new author record can be created.

## ADD NEW AUTHORS FORM

The form is titled "Add authors" and contains the following elements:

- Name (FML):** Three separate text input fields.
- Title:** A dropdown menu.
- Comments:** A large text area.
- Table:** A table with three columns: "Organisation", "Position", and "Phone". The table is currently empty.
- Buttons:** "Add", "Edit", and "Remove" buttons are positioned to the right of the table. "OK" and "Cancel" buttons are at the bottom right of the form.

This form is used to add new authors to the database. Each author only appears once in the database, but can be linked to any number of citations. The details of the author's affiliation with an organization can be added at this time by clicking on the Add button next to the organization list. Once the author has been added, the OK button saves the record and adds the author's name to the name list in the previous Add authors form. The two check-boxes in this form, Author and Editor, are used to indicate whether the current author is the author or editor for the current publication. It is important to note that these check-boxes have a subtle secondary function – they also determine the order in which authors and editors appear in the citation. The first author to have one of the check-boxes checked will appear first in the list, second author checked will appear second and so on. The two check-boxes are independent – this means the first author doesn't need to be the first editor. The ordering is indicated by a number in the Authors and Editors list on the Citations tab of the Publications form. Corrections to the ordering can be achieved in two ways – either remove all authors and editors (use the Remove button – this just removes the link to the author) then re-enter them in the correct order, or edit the list, uncheck all check-boxes that need to be re-ordered, then re-check them in the correct order. The order number is incremented by one, from the maximum current order number when one of the check-boxes is checked. If no check boxes are checked, the maximum is 0, so the next order number will be 1. If there is an overlap between authors and editors, but different ordering, one way to enter the authors and editors would be to enter all the authors first in the correct order, and checking the author check-box as records are entered; the editors would then be entered without checking either check-box. Close the Add authors form by clicking OK if available or Cancel. Click on the first editor in the Authors and Editors list, then click the Edit button next to the list. Check the Editor check-box, find the next editor using either the navigation buttons on the Edit Authors form, or by closing the Edit Authors form and clicking on the editor in the Authors and Editors list and clicking the Edit button again. Click the Editor check-box – repeat for the remaining editors.

## ORGANIZATION FORM

From the main switchboard, organizations and authors can be accessed independently of the publications. To return to the main switchboard, close the Publication and Publication Search forms if open. Clicking on the Organizations button opens the Organization form.

Organizations can be viewed and edited on this form. Records can be stepped through using the navigation buttons at the bottom of the form or specific records may be found using the Find button on the Access toolbar. The Authors tab is used to manage relationships between organizations and authors. The Add button opens the Add authors form.

## ADD AUTHORS FORM

Links can be created to existing authors by selecting the author from, or entering part of the name, into the Name combo box. If the author doesn't exist, the New... button can be used to open a form to create a new author record. The database will also ask the user if they wish to create a new record if the name entered in the Name field doesn't correspond to an existing author.

The Edit button on the Authors tab on the Organization form allows the editing of existing links. The Remove button deletes the link – the author record is not changed.

The Publications tab on the Organizations form displays a list of all the publications linked to the current organization. The publications in the list can also be edited from here.

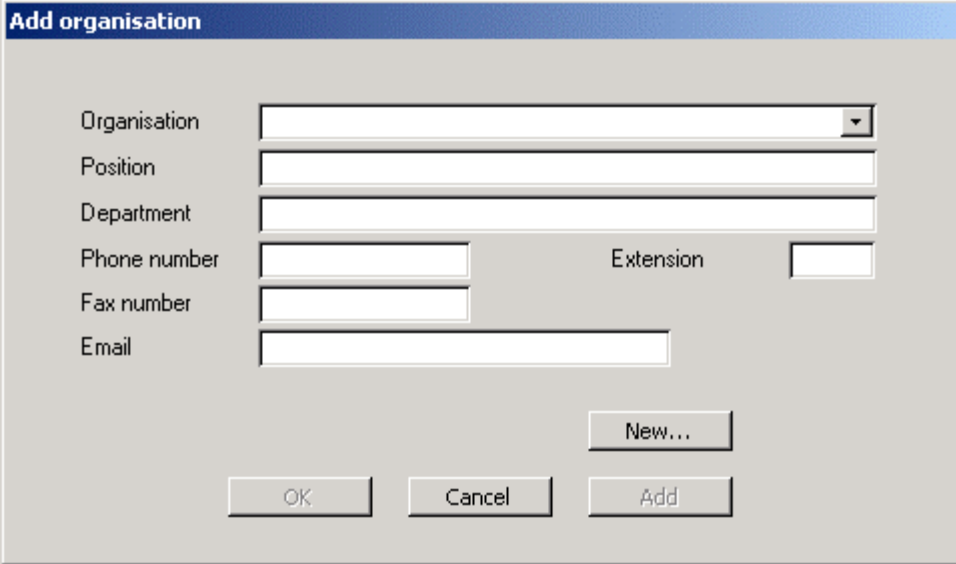
## AUTHORS FORM

The last button on the main switchboard – Authors – opens the Authors form. This is similar to the Organizations form except it views the Authors-Organizations link from the Authors side. The Publications tab lists all publications for which the current author is either an author or editor. Publications can also be edited from this tab.

The screenshot shows a software window titled "Authors". At the top, there are three input fields for "Name (FML)" and a dropdown menu for "Title". Below these is a large text area for "Comments". A tabbed interface is present, with "Organisations" selected. Under this tab, there is a table with columns "Name", "Position", and "Phone". To the right of the table are three buttons: "Add", "Edit", and "Remove". At the bottom of the window, there is a record navigation bar showing "Record: 1 of 1" with navigation icons.

The Add button on the Organizations tab is used to create links to organizations.

## ADD ORGANIZATION FORM



The screenshot shows a dialog box titled "Add organisation". It contains the following fields and controls:

- Organisation:** A dropdown menu.
- Position:** A text input field.
- Department:** A text input field.
- Phone number:** A text input field.
- Extension:** A text input field.
- Fax number:** A text input field.
- Email:** A text input field.
- Buttons:** "New...", "OK", "Cancel", and "Add".

This form works in a similar fashion to the Add author form, which can be opened from the Organizations form. If the organization does not already exist as a record, it can be added by clicking the New... button or entering a new name in the Organization combo box, then tabbing and clicking OK when prompted if a new record is to be added. Links can be edited or removed by clicking on the appropriate button on the Authors form.

## SAMPLE REPORT

This is a sample report of one of the studies already entered into the database. It demonstrates the fields and the format that the database has been programmed to produce when the Word icon (in the top right hand corner of the publications form) is clicked. Note that it has also been programmed to produce a citation in the Harvard referencing style.

### Publication Details

#### **Citation:**

Caswell, S., Ransom, R. and Gilmore, L. (1990). Evaluation of a mass-media campaign for the primary prevention of alcohol-related problems. *Health Promotion International*, 5, (1), pp. 9-17.

#### **Abstract:**

A quasi-experimental design was used to evaluate an alcohol-related problem prevention programme. The study compared two cities which received the same mass-media campaign and also participated in community organization. Two comparable reference cities received no intervention programme. The objectives of the community organization campaign included an increase in support for alcohol policies and the mass-media campaign aimed to change attitudes about alcohol use.

A process evaluation illustrated the difficulties a problem-prevention programme such as this is likely to encounter. Vested interest groups involved in the production, sale and promotion of alcohol had a significant adverse effect on the running of the campaign. The process evaluation also documented that the way in which a public health agency chooses to manage controversies is an integral part of the health promotion campaign.

Attitudes towards alcohol use were affected by the mass-media campaign but the combined approach of mass-media and community action showed a slightly greater impact. The mass-media campaign also had an effect on public support for alcohol policies even though this was not the target of the campaign.

Over all, the results suggest that the mass-media campaign, despite having a focus on individual drinking behaviour, served the function of keeping alcohol problems on the public agenda and maintaining support for healthy public policies.

### Programme Information

#### **Country (name, WHO code, region):**

New Zealand, 5150, Western Pacific

**Programme name:** Community Action Project [CAP]

**Drug(s):** Alcohol

**Intervention type:** Media, Community

#### **Key aims of the programme:**

- to increase the awareness and support for policy and attitudes towards moderation in alcohol use at the individual level
- to increase non-industry alcohol-related material in print and radio media at the community level

**Key components:** The key components of this intervention were:

- (1) four tv commercials aimed at the individual level with a lifestyle focus
- (2) cinema advertising
- (3) newspaper advertising
- (4) sponsorship of a rock band

### Method

**Target group:** 18-30 year old males

**Sample description:** The sample was comprised of 6 New Zealand cities, with 2 per experimental condition. Media only cities were 28% larger than the other four. All were service cities for horticulture / agriculture, with populations of 40 000 to 60 000 per city.

**Sample size:** 3600

**Study description:** Controlled before after

**Outcome variables:**

- prompted and unprompted recall of tv commercials
- message comprehension
- slogan recall
- attitudes and support for alcohol policies

### **Results**

The results indicated that a 69% recall was achieved for the first advertisement. On completion of the campaign, there was 7% spontaneous recall and 68% prompted recall (93% amongst the target group) of the campaign. Media plus community organizer groups had greater slogan recall (70%) than the media only cities (51%) which was significant at the .05 level. The campaign also had a positive effect on attitudes towards alcohol and support for alcohol policies.

### **Comments:**

This study is one of the better-controlled studies relating to media campaigns.

### **Evaluation of study quality**

Controlled before after study total evaluation score (out of a possible 14): 11



## TECHNICAL DATABASE SPECIFICATIONS

The following pages contain tables that provide the specifications for the electronic database.

### SCHEMA TABLE

Table Name	Order	Field Name	Caption	Type	Description	Ctl	Index	Reqd	Linkage	Comments
tblOrg	0			Table	Organisation					
tblOrg	1	OrgID	Organisation ID	AutoNumber	Unique ID to identify this organisation	txt	PK	Yes		
tblOrg	2	OrgName	Organisation name	Text 60	Organisation name	txt		Yes		
tblOrg	3	OrgAddr1	Address 1	Text 40	Address 1	txt		No		
tblOrg	4	OrgAddr2	Address 2	Text 40	Address 2	txt		No		
tblOrg	5	OrgCity	City	Text 20	City	txt		No		
tblOrg	6	OrgState	State	Text 3	State	txt		No		
tblOrg	7	OrgPostalCode	Postal code	Text 10	Postal code	txt		No		
tblOrg	8	CntryID	Country	Long Integer	Country lookup	cbo		No	tlkpCntry.CntryID	
tblOrg	9	OrgPhoneNum	Phone number	Text 20	Phone number	txt		No		
tblOrg	10	OrgFaxNum	Fax number	Text 20	Fax number	txt		No		
tblOrg	11	OrgEmail	Email	Text 40	Email	txt		No		
tblOrg	12	OrgComm	Comments	Memo	Comments or notes	txt		No		
tblOrg	13	CreatedAt	Created At	Date/Time	Date/time record created	txt		No		Not used
tblOrg	14	CreatedBy	Created By	Text 15	Who created the record	txt		No		Not used
tblOrg	15	ChangedAt	Changed At	Date/Time	Date/time of last edit	txt		No		Not used
tblOrg	16	ChangedBy	Changed By	Text 15	Who made the last edit	txt		No		Not used
tblPers	0			Table	Personnel					
tblPers	1	PersID	Personnel ID	AutoNumber	Unique ID to identify this person	txt	PK	Yes		
tblPers	2	PersTitle	Title	Text 25	Title	txt		No	tlkpPersTitle.PersTitle	Authors
tblPers	3	FirstName	First name	Text 15	First name	txt		No		Authors
tblPers	4	MiddleName	Middle name	Text 15	Middle name	txt		No		Authors
tblPers	5	LastName	Last name	Text 20	Last name	txt		Yes		Authors

tblPers	6	PersComm	Comments	Memo	Comments or notes	txt		No		Authors
tblPers	7	CreatedAt	Created At	Date/Time	Date/time record created	txt		No		Not used
tblPers	8	CreatedBy	Created By	Text 15	Who created the record	txt		No		Not used
tblPers	9	ChangedAt	Changed At	Date/Time	Date/time of last edit	txt		No		Not used
tblPers	10	ChangedBy	Changed By	Text 15	Who made the last edit	txt		No		Not used
tblPub	0			Table	Publications					
tblPub	1	PubID	Publication ID	AutoNumber	Unique ID to identify this publication	txt	PK	Yes		
tblPub	2	OrgID	Organisation	Long Integer	Same entry as in Organisation table	txt	D	No		
tblPub	3	PubTypeID	Type	Long Integer	Publication type lookup	cbo		No	tlkpPubType.PubTypeID	Type of article
tblPub	4	PubTypeDesc	Type other	Text 20	Type other	txt		No		Type of article – other
tblPub	5	PubTitle	Title	Text 255	Title	txt		Yes		Title
tblPub	6	PubPublish	Published	Yes/No	Published	chk		No		Publication status
tblPub	7	PubSource	Source	Text 255	Source for publication	txt		No		Source
tblPub	8	PubVol	Volume	Text 5	Volume	txt		No		Source
tblPub	9	PubIssue	Issue	Integer	Issue	txt		No		Source
tblPub	10	PubPage	Pages	Text 15	Pages	txt		No		Source
tblPub	11	PubChap	Chapter	Integer	Chapter	txt		No		Source
tblPub	12	PubPub	Publisher	Text 100	Publisher and place of publication	txt		No		Source
tblPub	13	PubYear	Year	Integer	Year	txt		No		Publication year
tblPub	14	PubISBN	ISBN	Text 20	ISBN	txt		No		Source
tblPub	15	PubEdition	Edition	Text 5	Edition	txt		No		Source
tblPub	16	PubSeries	Series	Text 100	Series	txt		No		Source
tblPub	17	PubUniversity	University	Text 50	University	txt		No		University
tblPub	18	PubDegree	Degree	Text 10	Degree	txt		No		Degree
tblPub	19	PubLocTypeID	Location	Long Integer	Location lookup	cbo		No	tlkpPubLocType.PubLocTypeID	Where it was sourced from
tblPub	20	PubLocDesc	Location desc	Text 100	Location description	txt		No		Location (eg database name or web address)
tblPub	21	PubAbstract	Abstract	Memo	Abstract	txt		No		Description of study/Abstract
tblPub	22	PubLangID	Language	Long Integer	Language lookup	cbo		No	tlkpPubLang.PubLangID	Language published in

tblPub	23	PubProgName	Program name	Text 255	Program name	txt	No		Program name
tblPub	24	PubAims	Aims	Memo	Key aims of program	txt	No		Key aims of program
tblPub	25	PubIntMedia	Media campaigns	Yes/No	Media campaigns	chk	No		Media campaigns
tblPub	26	PubIntSchool	School based	Yes/No	School based	chk	No		School based program
tblPub	27	PubIntHarm	Harm minimisation	Yes/No	Harm minimisation	chk	No		Harm minimisation
tblPub	28	PubIntReg	Regulation of physical and economic availability	Yes/No	Regulation of physical and economic availability	chk	No		Regulation of physical and economic availability
tblPub	29	PubIntComm	Community based	Yes/No	Community based	chk	No		Community based programs
tblPub	30	PubDrugAlcohol	Alcohol	Yes/No	Alcohol	chk	No		Alcohol
tblPub	31	PubDrugTobacco	Tobacco	Yes/No	Tobacco	chk	No		Tobacco
tblPub	32	PubDrugCannabis	Cannabis	Yes/No	Cannabis/marijuana	chk	No		Cannabis/marijuana
tblPub	33	PubDrugAmphetamines	Amphetamines	Yes/No	Amphetamines	chk	No		Amphetamines
tblPub	34	PubDrugHeroin	Heroin	Yes/No	Heroin	chk	No		Heroin
tblPub	35	PubDrugCocaine	Cocaine	Yes/No	Cocaine	chk	No		Cocaine
tblPub	36	PubDrugOther	Other	Yes/No	Other	chk	No		Other
tblPub	37	PubTheoretical	Theoretical base	Text 100	Theoretical base	txt	No		Theoretical base
tblPub	38	PubKeyComp	Key components	Memo	Key components	txt	No		Key components: what were the core intervention features
tblPub	39	PubIntStaff	Intervention staff	Text 255	Intervention staff	txt	No		Intervention staff
tblPub	40	PubProgCost	Program cost	Currency	Cost of program	txt	No		Cost of program
tblPub	41	PubProgCurrID	Currency	Long Integer	Currency	cbo	No	tkpPubProgCurrency. PubProgCurrID	Currency
tblPub	42	PubProgComplexity	Complexity	Text 10	Program complexity	grp	No		Program complexity (low, moderate, high)
tblPub	43	PubEvalStaff	Evaluation staff	Text 255	Evaluation staff	txt	No		Evaluation staff
tblPub	44	PubSitSpec	Situational specifics	Memo	Situational specifics	txt	No		Situational specifics
tblPub	45	PubConsiderations	Other considerations	Text 255	Other considerations	txt	No		Other considerations (eg compliance, baseline risk)
tblPub	46	PubStudRandCont	Randomised control trial	Yes/No	Randomised control trial	chk	No		Randomised control trial
tblPub	47	PubStudContClin	Controlled clinical trial	Yes/No	Controlled clinical trial	chk	No		Controlled clinical trial
tblPub	48	PubStudContProsp	Controlled prospective	Yes/No	Controlled prospective	chk	No		Controlled prospective
tblPub	49	PubStudContBA	Controlled before after	Yes/No	Controlled before after	chk	No		Controlled before after
tblPub	50	PubStudIntTimeSer	Interrupted time series	Yes/No	Interrupted time series	chk	No		Interrupter time series
tblPub	51	PubStudXSec	Cross-sectional	Yes/No	Cross-sectional	chk	No		Cross-sectional

tblPub	52	PubStudQExp	Quasi-experimental	Yes/No	Quasi-experimental	chk	No		Quasi-experimental
tblPub	53	PubStudCohort	Cohort study	Yes/No	Cohort study	chk	No		Cohort study
tblPub	54	PubStudOther	Other	Text 50	Other	txt	No		Other
tblPub	55	PubSampSelSimp	Simple random	Yes/No	Simple random sampling	chk	No		Simple random sampling
tblPub	56	PubSampSelStrat	Stratified random	Yes/No	Stratified random sampling	chk	No		Stratified random sampling
tblPub	57	PubSampSelClust	Cluster	Yes/No	Cluster sampling	chk	No		Cluster sampling
tblPub	58	PubSampSelSyst	Systematic	Yes/No	Systematic sampling	chk	No		Systematic sampling
tblPub	59	PubSampSelQuota	Quota	Yes/No	Quota	chk	No		Quota
tblPub	60	PubSampSelAcc	Accidental	Yes/No	Accidental	chk	No		Accidental
tblPub	61	PubSampSelPurp	Purposive	Yes/No	Purposive	chk	No		Purposive
tblPub	62	PubSampSelSBall	Snowball	Yes/No	Snowball	chk	No		Snowball
tblPub	63	PubSampSelUnclear	Unclear	Yes/No	Unclear	chk	No		Unclear
tblPub	64	PubTargGrp	Target group	Text 255	Target group	txt	No		Target group
tblPub	65	PubSampDesc	Sample description	Memo	Sample description	txt	No		Sample description
tblPub	66	PubSampSize	Sample size	Long Integer	Sample size	txt	No		Sample size
tblPub	67	PubSocEconStat	Socio-economic status	Text 100	Socio-economic status	txt	No		Socio-economic status
tblPub	68	PubEthnicity	Ethnicity	Text 140	Ethnicity	txt	No		Ethnicity
tblPub	69	PubGender	Gender	Text 20	Gender	grp	No		Gender
tblPub	70	PubAge	Age	Text 100	Age	txt	No		Age
tblPub	71	PubEvalTypeID	Evaluation type	Long Integer	Type of evaluation	cbo	No	tkpPubEvalType.PubEvalTypeID	Type of evaluation (choose one)
tblPub	72	PubProcEval	Process evaluation	Memo	Process evaluation	txt	No		Process evaluation (description)
tblPub	73	PubOutcomeVar	Outcome variables	Memo	Outcome variables	txt	No		Outcome variables (what was measured)
tblPub	74	PubResults	Results	Memo	Results	txt	No		Results
tblPub	75	PubComm	Comments	Memo	Comments	txt	No		Comments
tblPub	76	PubImpDesc	Implementation description	Memo	Implementation description	txt	No		Implementation description
tblPub	77	PubImpAdequacy	Implementation adequacy	Byte	Implementation adequacy	grp	No		Implementation adequacy: was the intervention adequately implemented?
tblPub	78	PubImpIntensity	Implementation intensity	Text 255	Implementation intensity	txt	No		Implementation intensity
tblPub	79	PubImpObstacles	Implementation obstacles	Byte	Implementation obstacles	grp	No		Implementation obstacles: were there problems that hampered the implementation of the project?

tblPub	80	PubImpObDesc	Implementation obstacles description	Text 255	Implementation obstacles description	txt	No		If yes, what were they and how were they dealt with?
tblPub	81	PubInterventionLen	Length of intervention	Text 50	Length of intervention	txt	No		Length of intervention: how long was the intervention phase?
tblPub	82	PubFollowupLen	Length of follow-up	Text 50	Length of follow-up	txt	No		Length of follow-up
tblPub	83	PubSufficientLen	Sufficient timeframe	Byte	Sufficient timeframe	grp	No		Was there a sufficient timeframe for an effect to register?
tblPub	84	PubRCTRandomisation	Randomisation	Byte	Randomisation	grp	No		Randomisation
tblPub	85	PubRCTAllocationConcealment	Allocation concealment	Byte	Allocation concealment	grp	No		Allocation concealment
tblPub	86	PubRCTBlinding	Blinding	Byte	Blinding	grp	No		Blinding
tblPub	87	PubRCTInclusion	Inclusion	Byte	Inclusion	grp	No		Inclusion
tblPub	88	PubRCTSimilarGroups	Similar groups	Yes/No	Similar groups	chk	No		Similar groups
tblPub	89	PubRCTEquGroups	Groups treated equally	Yes/No	Groups treated equally	chk	No		Groups treated equally
tblPub	90	PubCPSBase	Base of study	Byte	Base of study	grp	No		Base of study
tblPub	91	PubCPSConfoundingControl	Confounding control	Byte	Confounding control	grp	No		Confounding control
tblPub	92	PubCPSInclusion	Inclusion	Byte	Inclusion	grp	No		Inclusion
tblPub	93	PubCPSAdequateDescriptionOfGroups	Adequate description of groups	Yes/No	Adequate description of groups	chk	No		Adequate description of groups
tblPub	94	PubCPSAdequateDescriptionOfTreatments	Adequate description of treatments	Yes/No	Adequate description of treatments	chk	No		Adequate description of treatments
tblPub	95	PubCBABase	Base of study	Byte	Base of study	grp	No		Base of study
tblPub	96	PubCBADetectionBias	Detection bias	Byte	Detection bias	grp	No		Detection bias
tblPub	97	PubCBAContamination	Contamination	Byte	Contamination	grp	No		Contamination
tblPub	98	PubCBAInclusion	Inclusion	Byte	Inclusion	grp	No		Inclusion
tblPub	99	PubCBAOther	Other criteria	Byte	Other criteria	grp	No		Other criteria
tblPub	100	PubITSIntervention	Intervention	Byte	Intervention	grp	No		Intervention
tblPub	101	PubITSStatInference	Statistical inference	Byte	Statistical inference	grp	No		Statistical inference
tblPub	102	PubITSDataCollection	Data collection	Byte	Data collection	grp	No		Data collection
tblPub	103	PubITSDetectionBias	Detection bias	Byte	Detection bias	grp	No		Detection bias
tblPub	104	PubITSOther	Other criteria	Byte	Other criteria	grp	No		Other criteria

tblPub	105	PubStVlySelBias	Selection bias	Byte	Selection bias	grp		No		Selection bias
tblPub	106	PubStVlyPerfBias	Performance bias	Byte	Performance bias	grp		No		Performance bias
tblPub	107	PubStVlyAttBias	Attrition bias	Byte	Attrition bias	grp		No		Attrition bias
tblPub	108	PubStVlyDetBias	Detection bias	Byte	Detection bias	grp		No		Detection bias
tblPub	109	PubStVlyOutMeasures	Outcome measures	Byte	Outcome measures	grp		No		Outcome measures
tblPub	110	PubStVlyStatAnal	Statistical analysis	Byte	Statistical analysis	grp		No		Statistical analysis
tblPub	111	PubStVlySampSize	Sample size	Byte	Sample size	grp		No		Sample size
tblPub	112	PubStVlyConclusions	Conclusions	Byte	Conclusions	grp		No		Conclusions
tblPub	113	CreatedAt	Created At	Date/Time	Date/time record created	txt		No		Not used
tblPub	114	CreatedBy	Created By	Text 15	Who created the record	txt		No		Not used
tblPub	115	ChangedAt	Changed At	Date/Time	Date/time of last edit	txt		No		Not used
tblPub	116	ChangedBy	Changed By	Text 15	Who made the last edit	txt		No		Not used
tlkpCntry	0		Table	Country						
tlkpCntry	1	CntryID	Country ID	AutoNumber	Unique ID to identify country	txt	PK	Yes		
tlkpCntry	2	CntryRegID	Region	Long Integer	Same entry as in Region table	txt	D	No		
tlkpCntry	3	CntryEng	English	Text 60	English	txt		Yes		
tlkpCntry	4	CntryFrch	French	Text 60	French	txt		No		
tlkpCntry	5	CntrySpan	Spanish	Text 60	Spanish	txt		No		
tlkpCntry	6	CntryISO2	ISO 2 code	Text 2	ISO 2 code	txt		No		
tlkpCntry	7	CntryISO3	ISO 3 code	Text 3	ISO 3 code	txt		No		
tlkpCntry	8	CntryUN	UN code	Text 3	UN code	txt		No		
tlkpCntry	9	CntryWB	WB code	Text 4	WB code	txt		No		
tlkpCntry	10	CntryWHO	WHO code	Text 4	WHO code	txt		No		
tlkpCntry	11	CntrySearch	Publication search	Yes/No	Use in publication search	chk		No		
tlkpCntryReg	0		Table	Region						
tlkpCntryReg	1	CntryRegID	Region ID	AutoNumber	Unique ID to identify region	txt	PK	Yes		
tlkpCntryReg	2	CntryRegCode	Code	Text 5	Code	txt		Yes		

tlkpCntryReg	3	CntryRegDesc	Description	Text 25	Description	txt		Yes		
tlkpIntType	0			Table	Intervention type					Used in publication search form only
tlkpIntType	1	IntTypeID	Type ID	AutoNumber	Unique ID to identify intervention type	txt	PK	Yes		
tlkpIntType	2	IntTypeField	Field name	Text 25	Field name	txt		Yes		
tlkpIntType	3	IntTypeDesc	Description	Text 50	Description	txt		Yes		
tlkpIntType	4	IntTypeSearch	Publication search	Yes/No	Use in publication search	chk		No		
tlkpPersTitle	0			Table	Title					
tlkpPersTitle	1	PersTitle	Title	Text 25	Description	txt		Yes		
tlkpPubEvalType	0			Table	Evaluation type					
tlkpPubEvalType	1	PubEvalTypeID	Evaluation type ID	AutoNumber	Unique ID to identify evaluation type	txt	PK	Yes		
tlkpPubEvalType	2	PubEvalType	Description	Text 40	Description	txt		Yes		
tlkpPubLang	0			Table	Language					
tlkpPubLang	1	PubLangID	Language ID	AutoNumber	Unique ID to identify language	txt	PK	Yes		
tlkpPubLang	2	PubLang	Description	Text 20	Description	txt		Yes		
tlkpPubSort	0			Table	Sort key values					Used in publication search form only
tlkpPubSort	1	PubSortID	Sort ID	AutoNumber	Unique ID to identify evaluation type	txt	PK	Yes		
tlkpPubSort	2	PubSortField	Field name	Text 25	Field name	txt		Yes		
tlkpPubSort	3	PubSortDesc	Description	Text 20	Description	txt		Yes		
tlkpPubLocType	0			Table	Location type					
tlkpPubLocType	1	PubLocTypeID	Location type ID	AutoNumber	Unique ID to identify location type	txt	PK	Yes		
tlkpPubLocType	2	PubLocType	Description	Text 20	Description	txt		Yes		

tlkpPubProgCur urrency	0		Table	Currency					
tlkpPubProgCur urrency	1	PubProgCurrID	Currency ID	AutoNumber	Unique ID to identify currency	txt	PK	Yes	
tlkpPubProgCur urrency	2	PubProgCurrCode	Code	Text 3	Code	txt		Yes	
tlkpPubProgCur urrency	3	PubProgCurrDesc	Description	Text 30	Description	txt		Yes	
tlkpPubType	0		Table	Publication type					
tlkpPubType	1	PubTypeID	Type ID	AutoNumber	Unique ID to identify publication type	txt	PK	Yes	
tlkpPubType	2	PubType	Description	Text 50	Description	txt		Yes	
tlkpPubType	3	PubTypeSearch	Publication search	Yes/No	Use in publication search	chk		No	Not used in current version of database
trelPersOrg	0		Table	Relates personnel to organisations					
trelPersOrg	1	PersOrgID	PersOrg ID	Autonumber	Unique ID to identify this record	txt	PK	Yes	
trelPersOrg	2	PersID	Personnel	Long Integer	Same entry as in Personnel table	cbo	D	Yes	tblPers.PersID
trelPersOrg	3	OrgID	Organisation	Long Integer	Same entry as in Organisation table	cbo	D	Yes	tblOrg.OrgID
trelPersOrg	4	PersOrgPos	Position	Text 30	Position	txt		No	Affiliation
trelPersOrg	5	PersOrgDept	Department	Text 40	Department	txt		No	Affiliation
trelPersOrg	6	PersOrgPhoneNum	Phone number	Text 20	Phone number	txt		No	Affiliation
trelPersOrg	7	PersOrgFaxNum	Fax number	Text 20	Fax number	txt		No	Affiliation
trelPersOrg	8	PersOrgLocal	Local	Text 5	Local	txt		No	Affiliation
trelPersOrg	9	PersOrgEmail	Email	Text 40	Email	txt		No	Affiliation
trelPersPub	0		Table	Relates personnel to publications					
trelPersPub	1	PersPubID	PersPub ID	Autonumber	Unique ID to identify this record	txt	PK	Yes	
trelPersPub	2	PersID	Personnel	Long Integer	Same entry as in Personnel table	cbo	D	Yes	tblPers.PersID
trelPersPub	3	PubID	Publication	Long Integer	Same entry as in Publication table	cbo	D	Yes	tblPub.PubID
trelPersPub	4	PersPubAuth	Author	Byte	Author rank	chk		No	
trelPersPub	5	PersPubEdit	Editor	Byte	Editor rank	chk		No	

trIpubCntry	0		Table	Relates publications to countries						
trIpubCntry	1	PubCntryID	PubCntry ID	Autonumber	Unique ID to identify this record	txt	PK	Yes		
trIpubCntry	2	PubID	Publication	Long Integer	Same entry as in Publication table	cbo	D	Yes	tblPub.PubID	
trIpubCntry	3	CntryID	Country	Long Integer	Same entry as in Country table	cbo	D	Yes	tlkpCntry.CntryID	

## COUNTRY LOOKUP TABLE

tlkpCntryReg	CntryRegID	CntryRegCode	CntryRegDesc		
				5	21
	1	AFRO	African	4	7
	2	AMRO	Americas/Pan American	4	21
	3	EMRO	Eastern Mediterranean	4	21
	4	EURO	Europe	4	6
	5	SEARO	South East Asia	5	15
	6	WPRO	Western Pacific	4	15

## INTERVENTION TYPE LOOKUP TABLE

tlkpIntType	IntTypeID	IntTypeField	IntTypeDesc		
				12	48
	1	PubIntMedia	Media campaigns	11	15
	2	PubIntSchool	School based	12	12
	3	PubIntHarm	Harm minimisation	10	17
	4	PubIntReg	Regulation of physical and economic availability	9	48
	5	PubIntComm	Community based	10	15

## PERSON TITLE LOOKUP TABLE

tkpPersTitle			
	PersTitle		19
	Dr		2
	Miss		4
	Mr		2
	Mrs		3
	Ms		2
	Professor		9
	Associate Professor		19

## PUBLICATION EVALUATION TYPE LOOKUP TABLE

tkpPubEvalType			
	PubEvalTypeID	PubEvalType	28
	1	Process Evaluation	18
	2	Process & Outcome Evaluation	28
	3	Outcome Evaluation	18
	4	Not Applicable	14
	5	Unclear	7

### PUBLICATION LOCATION TYPE LOOKUP TABLE

tlkpPubLocType	PubLocTypeID	PubLocType	
			13
	1	NDRI Library	12
	2	Internet	8
	3	Database	8
	4	Key Informant	13
	5	Other	5

### PUBLICATION SORTING LOOKUP TABLE

tlkpPubSort	PubSortID	PubSortField	PubSortDesc		
				11	13
	1	PubTitle	Title	8	5
	2	PubYear	Year	7	4
	3	PubMaxPct	Study quality	9	13
	4	PubSampSize	Sample size	11	11
	5	OrgName	Organisation	7	12



**PUBLICATION LANGUAGE LOOKUP TABLE**

<b>tlkpPubLang</b>		
	PubLangID	PubLang
		Entered by user

**PUBLICATION PROGRAM CURRENCY LOOKUP TABLE**

<b>tlkpPubProgCurrency</b>			
	PubProgCurrID	PubProgCurrCode	PubProgCurrDesc
		See currency tab	

## COUNTRY TABLE

tkpCntry	CntryID	CntryRegID	CntryEng	CntryFrch	CntrySpan	CntryISO2	CntryISO3	CntryUN	CntryWB	CntryWHO
	1	3	Afghanistan	Afghanistan	Afganistan	AF	AFG	4 AFG		3010
	2	4	Albania	Albanie	Albania	AL	ALB	8 ALB		4005
	3	1	Algeria	Algérie	Algeria	DZ	DZA	12 DZA		1010
	4	4	Andorra	Andorre	Andorra	AD	AND	20 ADO		4008
	5	1	Angola	Angola	Angola	AO	AGO	24 AGO		1020
	6	2	Antigua and Barbuda	Antigua-et-Barbuda	Antigua y Barbuda	AG	ATG	28 ATG		2010
	7	2	Argentina	Argentine	Argentina	AR	ARG	32 ARG		2020
	8	4	Armenia	Arménie	Armenia	AM	ARM	51 ARM		4007
	9	6	Australia	Australie	Australia	AU	AUS	36 AUS		5020
	10	4	Austria	Autriche	Austria	AT	AUT	40 AUT		4010
	11	4	Azerbaijan	Azerbaïdjan	Azerbaijan	AZ	AZE	31 AZE		4012
	12	2	Bahamas	Bahamas	Bahamas	BS	BHS	44 BHS		2030
	13	3	Bahrain	Bahrein	Barain	BH	BHR	48 BHR		3020
	14	5	Bangladesh	Bangladesh	Bangladesh	BD	BGD	50 BGD		3025
	15	2	Barbados	Barbade	Barbados	BB	BRB	52 BRB		2040
	16	4	Belarus	Bélarus	Belarusia	BY	BLR	112 BLR		4018
	17	4	Belgium	Belgique	Bélgica	BE	BEL	56 BEL		4020
	18	2	Belize	Belize	Belice	BZ	BLZ	84 BLZ		2045
	19	1	Benin	Bénin	Benin	BJ	BEN	204 BEN		1025
	20	5	Bhutan	Bhoutan	Butan	BT	BTN	64 BTN		3027
	21	2	Bolivia	Bolivie	Bolivia	BO	BOL	68 BOL		2060
	22	4	Bosnia and Herzegovina	Bosnie-Herzégovine	Bosnia y Herzegovina	BA	BIH	70 BIH		4025
	23	1	Botswana	Botswana	Botswana	BW	BWA	72 BWA		1030
	24	2	Brazil	Brésil	Brasil	BR	BRA	76 BRA		2070
	25	6	Brunei Darussalam	Brunéi Darussalam	Brunei Darussalam	BN	BRN	96 BRN		3030
	26	4	Bulgaria	Bulgarie	Bulgaria	BG	BGR	100 BGR		4030
	27	1	Burkina Faso	Burkina Faso	Burkina Faso	BF	BFA	854 BFA		1035

	28	1 Burundi	Burundi	Burundi	BI	BDI	108 BDI	1040
	29	6 Cambodia	Cambodge	Camboya	KH	KHM	116 KHM	3050
	30	1 Cameroon	Cameroun	Cameroon	CM	CMR	120 CMR	1045
	31	2 Canada	Canada	Canada	CA	CAN	124 CAN	2090
	32	1 Cape Verde	Cap-Vert	Cabo Verde	CV	CPV	132 CPV	1060
	33	1 Central African Republic	République centrafricaine	República del Africa Central	CF	CAF	140 CAF	1070
	34	1 Chad	Tchad	Chad	TD	TCD	148 TCD	1080
	35	2 Chile	Chili	Chile	CL	CHL	152 CHL	2120
	36	6 China	Chine	China	CN	CHN	156 CHN	3068
	37	2 Colombia	Colombie	Colombia	CO	COL	170 COL	2130
	38	1 Comoros	Comores	Comoros	KM	COM	174 COM	1090
	39	1 Congo	Congo	Congo	CG	COG	178 COG	1100
	40	6 Cook Islands	Îles Cook	Islas Cook	CK	COK	184 AAA*	5060
	41	2 Costa Rica	Costa Rica	Costa Rica	CR	CRI	188 CRI	2140
	42	1 Côte d'Ivoire	Côte d'Ivoire	Costa de Marfil	CI	CIV	384 CIV	1115
	43	4 Croatia	Croatie	Croacia	HR	HRV	191 HRV	4038
	44	2 Cuba	Cuba	Cuba	CU	CUB	192 CUB	2150
	45	3 Cyprus	Chypre	Chipre	CY	CYP	196 CYP	3080
	46	4 Czech Republic	République tchèque	República de Checoslovaquia	CZ	CZE	203 CZE	4045
	47	5 Democratic People's Republic of Korea	République populaire démocratique de Corée	República Democrática de Korea	KP	PRK	408 PRK	3083
	48	1 Democratic Republic of the Congo	République démocratique du Congo	República Democrática de Congo	CD	COD	180 ZAR	1555
	49	4 Denmark	Danemark	Dinamarca	DK	DNK	208 DNK	4050
	50	3 Djibouti	Djibouti	Djibouti	DJ	DJI	262 DJI	1120
	51	2 Dominica	Dominique	Dominica	DM	DMA	212 DMA	2160
	52	2 Dominican Republic	République dominicaine	República Dominicana	DO	DOM	214 DOM	2170
	53	2 Ecuador	Équateur	Ecuador	EC	ECU	218 ECU	2180
	54	3 Egypt	Égypte	Egipto	EG	EGY	818 EGY	1125
	55	2 El Salvador	El Salvador	El Salvador	SV	SLV	222 SLV	2190
	56	1 Equatorial Guinea	Guinée équatoriale	Guinea Equatorial	GQ	GNQ	226 GNQ	1130
	57	1 Eritrea	Érythré	Eritrea	ER	ERI	232 ERI	1135

58	4	Estonia	Estonie	Estonia	EE	EST	233	EST	4055
59	1	Ethiopia	Éthiopie	Etiopia	ET	ETH	231	ETH	1140
60	6	Fiji	Fidji	Fiji	FJ	FJI	242	FJI	5070
61	4	Finland	Finlande	Finlandia	FI	FIN	246	FIN	4070
62	4	France	France	Francia	FR	FRA	250	FRA	4080
63	1	Gabon	Gabon	Gabón	GA	GAB	266	GAB	1160
64	1	Gambia	Gambie	Gambia	GM	GMB	270	GMB	1170
65	4	Georgia	Géorgie	Georgia	GE	GEO	268	GEO	4084
66	4	Germany	Allemagne	Alemania	DE	DEU	276	DEU	4085
67	1	Ghana	Ghana	Gana	GH	GHA	288	GHA	1180
68	4	Greece	Grèce	Grecia	GR	GRC	300	GRC	4140
69	2	Grenada	Grenade	Granada	GD	GRD	308	GRD	2230
70	2	Guatemala	Guatemala	Guatemala	GT	GTM	320	GTM	2250
71	1	Guinea	Guinée	Guinea	GN	GIN	324	GIN	1190
72	1	Guinea-Bissau	Guinée-Bissau	Guinea-Bissau	GW	GNB	624	GNB	1192
73	2	Guyana	Guyana	Guyana	GY	GUY	328	GUY	2260
74	2	Haiti	Haiti	Haití	HT	HTI	332	HTI	2270
75	2	Honduras	Honduras	Honduras	HN	HND	340	HND	2280
76	4	Hungary	Hongrie	Hungría	HU	HUN	348	HUN	4150
77	4	Iceland	Islande	Islandia	IS	ISL	352	ISL	4160
78	5	India	Inde	India	IN	IND	356	IND	3100
79	5	Indonesia	Indonésie	Indonesia	ID	IDN	360	IDN	3110
80	3	Iran, Islamic Republic of	Iran (République islamique d')	República Islamica de Iran	IR	IRN	364	IRN	3130
81	3	Iraq	Iraq	Iraq	IQ	IRQ	368	IRQ	3140
82	4	Ireland	Irlande	Irlanda	IE	IRL	372	IRL	4170
83	4	Israel	Israël	Israel	IL	ISR	376	ISR	3150
84	4	Italy	Italie	Italia	IT	ITA	380	ITA	4180
85	2	Jamaica	Jamaïque	Jamaica	JM	JAM	388	JAM	2290
86	6	Japan	Japon	Japón	JP	JPN	392	JPN	3160
87	3	Jordan	Jordanie	Jordania	JO	JOR	400	JOR	3170

88	4	Kazakhstan	Kazakstan	Kazakistan	KZ	KAZ	398	KAZ	4182
89	1	Kenya	Kenya	Kenya	KE	KEN	404	KEN	1220
90	6	Kiribati	Kiribati	Kiribati	KI	KIR	296	KIR	5105
91	3	Kuwait	Koweït	Kuwait	KW	KWT	414	KWT	3190
92	4	Kyrgyzstan	Kirghizistan	Kyrgyzstan	KG	KGZ	417	KGZ	4184
93	6	Lao People's Democratic Republic	République démocratique populaire lao	República Democrática de Lao	LA	LAO	418	LAO	3200
94	4	Latvia	Lettonie	Latvia	LV	LVA	428	LVA	4186
95	3	Lebanon	Liban	Libano	LB	LBN	422	LBN	3210
96	1	Lesotho	Lesotho	Lesoto	LS	LSO	426	LSO	1230
97	1	Liberia	Libéria	Liberia	LR	LBR	430	LBR	1240
98	3	Libyan Arab Jamahiriya	Jamahiriya arabe libyenne	Jamahiriya arabe libyenne	LY	LBY	434	LBY	1250
99	4	Lithuania	Lituanie	Lituania	LT	LTU	440	LTU	4188
100	4	Luxembourg	Luxembourg	Luxemburgo	LU	LUX	442	LUX	4190
101	1	Madagascar	Madagascar	Madagascar	MG	MDG	450	MDG	1260
102	1	Malawi	Malawi	Malawi	MW	MWI	454	MWI	1270
103	6	Malaysia	Malaisie	Malasia	MY	MYS	458	MYS	3236
104	5	Maldives	Maldives	Maldives	MV	MDV	462	MDV	3255
105	1	Mali	Mali	Mali	ML	MLI	466	MLI	1280
106	4	Malta	Malte	Malta	MT	MLT	470	MLT	4200
107	6	Marshall Islands	Îles Marshall	Islas Marshall	MH	MHL	584	MHL	5107
108	1	Mauritania	Mauritanie	Mauritania	MR	MRT	478	MRT	1290
109	1	Mauritius	Maurice	Mauritius	MU	MUS	480	MUS	1300
110	2	Mexico	Mexique	Mexico	MX	MEX	484	MEX	2310
111	6	Micronesia, Federated States of	Micronésie (États fédérés de)	Estados Federados de Micronesia	FM	FSM	583	FSM	5108
112	4	Monaco	Monaco	Mónaco	MC	MCO	492	MCO	4205
113	6	Mongolia	Mongolie	Mongolia	MN	MNG	496	MNG	3260
114	3	Morocco	Maroc	Marruecos	MA	MAR	504	MAR	1310
115	1	Mozambique	Mozambique	Mozambique	MZ	MOZ	508	MOZ	1320
116	5	Myanmar	Myanmar	Myanmar	MM	MMR	104	MMR	3270
117	1	Namibia	Namibie	Namibia	NA	NAM	516	NAM	1325

118	6	Nauru	Nauru	Nauru	NR	NRU	520	NRU	5110
119	5	Nepal	Népal	Nepal	NP	NPL	524	NPL	3280
120	4	Netherlands	Pays-Bas *	Holanda	NL	NLD	528	NLD	4210
121	6	New Zealand	Nouvelle-Zélande	Nueva Zelandia	NZ	NZL	554	NZL	5150
122	2	Nicaragua	Nicaragua	Nicaragua	NI	NIC	558	NIC	2340
123	1	Niger	Niger	Niger	NE	NER	562	NER	1330
124	1	Nigeria	Nigéria	Nigeria	NG	NGA	566	NGA	1340
125	6	Niue	Nioué	Niue	NU	NIU	570	CCC*	5170
126	4	Norway	Norvège	Noruega	NO	NOR	578	NOR	4220
127	3	Oman	Oman	Omán	OM	OMN	512	OMN	3285
128	3	Pakistan	Pakistan	Pakistán	PK	PAK	586	PAK	3290
129	6	Palau	Palaos	Palau	PW	PLW	585	PLW	5180
130	2	Panama	Panama	Panamá	PA	PAN	591	PAN	2350
131	6	Papua New Guinea	Papouasie-Nouvelle-Guinée	Papúa Nueva Guinea	PG	PNG	598	PNG	5195
132	2	Paraguay	Paraguay	Paraguay	PY	PRY	600	PRY	2360
133	2	Peru	Pérou	Perú	PE	PER	604	PER	2370
134	6	Philippines	Philippines	Filipinas	PH	PHL	608	PHL	3300
135	4	Poland	Pologne	Polonia	PL	POL	616	POL	4230
136	4	Portugal	Portugal	Portugal	PT	PRT	620	PRT	4240
137	3	Qatar	Qatar	Qatar	QA	QAT	634	QAT	3320
138	6	Republic of Korea	République de Corée	República de Korea	KR	KOR	410	KOR	3325
139	4	Republic of Moldova	République de Moldova	República de Moldova	MD	MDA	498	MDA	4260
140	4	Romania	Roumanie	Rumania	RO	ROM	642	ROM	4270
141	4	Russian Federation	Fédération de Russie	Federación Rusia	RU	RUS	643	RUS	4272
142	1	Rwanda	Rwanda	Ruanda	RW	RWA	646	RWA	1370
143	2	Saint Kitts and Nevis	Saint-Kitts-et-Nevis	Saint Kitts y Nevis	KN	KNA	659	KNA	2385
144	2	Saint Lucia	Sainte-Lucie	Santa Lucía	LC	LCA	662	LCA	2400
145	2	Saint Vincent and the Grenadines	Saint-Vincent-et-les Grenadines	San Vicente y la Granadinas	VC	VCT	670	VCT	2420
146	6	Samoa	Samoa	Samoa Occidental.	WS	WSM	882	WSM	5197
147	4	San Marino	Saint-Marin	San Marino	SM	SMR	674	BBB*	4275

148	1	Sao Tome and Principe	Sao Tomé-et-Príncipe	San Tomé-Príncipe	ST	STP	678 STP	1385
149	3	Saudi Arabia	Arabie saoudite	Saudi Arabia	SA	SAU	682 SAU	3340
150	1	Senegal	Sénégal	Senegal	SN	SEN	686 SEN	1390
151	1	Seychelles	Seychelles	Seychelles	SC	SYC	690 SYC	1400
152	1	Sierra Leone	Sierra Leone	Sierra Leone	SL	SLE	694 SLE	1410
153	6	Singapore	Singapour	Singapur	SG	SGP	702 SGP	3350
154	4	Slovakia	Slovaquie	Eslovakia	SK	SVK	703 SVK	4274
155	4	Slovenia	Slovénie	Eslovenia	SI	SVN	705 SVN	4276
156	6	Solomon Islands	Îles Salomon	Islas Solomón	SB	SLB	90 SLB	5198
157	3	Somalia	Somalie	Somalia	SO	SOM	706 SOM	1420
158	1	South Africa	Afrique du Sud	Sur Africa	ZA	ZAF	710 ZAF	1430
159	4	Spain	Espagne	España	ES	ESP	724 ESP	4280
160	5	Sri Lanka	Sri Lanka	Sri Lanka	LK	LKA	144 LKA	3365
161	3	Sudan	Soudan	Sudán	SD	SDN	736 SDN	1470
162	2	Suriname	Suriname	Suriname	SR	SUR	740 SUR	2430
163	1	Swaziland	Swaziland	Swazilandia	SZ	SWZ	748 SWZ	1480
164	4	Sweden	Suède	Suecia	SE	SWE	752 SWE	4290
165	4	Switzerland	Suisse	Suíza	CH	CHE	756 CHE	4300
166	3	Syrian Arab Republic	République arabe syrienne	República Árabe de Siria	SY	SYR	760 SYR	3370
167	4	Tajikistan	Tadjikistan	Tajikistan	TJ	TJK	762 TJK	4301
168	5	Thailand	Thaïlande	Tailandia.	TH	THA	764 THA	3380
169	4	The Former Yugoslav Republic of Macedonia	ex-République yougoslave de Macédoine	Antigua República Yugoslavia de Macedonia	MK	MKD	807 MKD	4195
170	1	Togo	Togo	Togo	TG	TGO	768 TGO	1510
171	6	Tonga	Tonga	Tonga	TO	TON	776 TON	5200
172	2	Trinidad and Tobago	Trinité-et-Tobago	Trinidad y Tabago	TT	TTO	780 TTO	2440
173	3	Tunisia	Tunisie	Tunez	TN	TUN	788 TUN	1520
174	4	Turkey	Turquie	Turquía	TR	TUR	792 TUR	3400
175	4	Turkmenistan	Turkménistan	Turkmenistan	TM	TKM	795 TKM	4302
176	6	Tuvalu	Tuvalu	Tuvalu	TV	TUV	798 TLU	5205
177	1	Uganda	Ouganda	Uganda	UG	UGA	800 UGA	1530

178	4	Ukraine	Ukraine	Ucrania	UA	UKR	804	UKR	4303
179	3	United Arab Emirates	Émirats arabes unis	Emiratos Arabes Unidos	AE	ARE	784	ARE	3405
180	4	United Kingdom	Royaume-Uni de Grande-Bretagne et d'Irlande du Nord	Reino Unido de Gran Bretaña e Irlanda del Norte	GB	GBR	826	GBR	4308
181	1	United Republic of Tanzania	République-Unie de Tanzanie	República Unida de Tanzania	TZ	TZA	834	TZA	1546
182	2	United States of America	États-Unis d'Amérique	Estados Unidos de América	US	USA	840	USA	2450
183	2	Uruguay	Uruguay	Uruguay	UY	URY	858	URY	2460
184	4	Uzbekistan	Ouzbékistan	Uzbekistan	UZ	UZB	860	UZB	4335
185	6	Vanuatu	Vanuatu	Vanuatu	VU	VUT	548	VUT	5207
186	2	Venezuela	Venezuela	Venezuela	VE	VEN	862	VEN	2470
187	6	Viet Nam	Viet Nam	Vietnam	VN	VNM	704	VNM	3408
188	3	Yemen	Yémen	Yemén.	YE	YEM	887	YEM	3420
189	4	Yugoslavia	Yougoslavie	Yugoslavia	YU	YUG	891	YUG	4340
190	1	Zambia	Zambie	Zambia	ZM	ZMB	894	ZMB	1560
191	1	Zimbabwe	Zimbabwe	Zimbabwe	ZW	ZWE	716	ZWE	1570

## PUBLICATION PROGRAM CURRENCY TABLE

tlkpPubProgCurrency	PubProgCurrID	PubProgCurrCode	PubProgCurrDesc
	1	DZD	Algeria Dinars
	2	ARP	Argentina Pesos
	3	AUD	Australia Dollars
	4	ATS	Austria Schillings
	5	BSD	Bahamas Dollars
	6	BBD	Barbados Dollars
	7	BEF	Belgium Francs
	8	BMD	Bermuda Dollars
	9	BRL	Brazil Real
	10	BGL	Bulgaria Lev
	11	CAD	Canada Dollars
	12	CLP	Chile Pesos
	13	CNY	China Yuan Renmimbi
	14	CYP	Cyprus Pounds
	15	CZK	Czech Republic Koruna
	16	DKK	Denmark Kroner
	17	XCD	Eastern Caribbean Dollars
	18	EGP	Egypt Pounds
	19	EUR	Euro
	20	FJD	Fiji Dollars
	21	FIM	Finland Markka
	22	FRF	France Francs
	23	DEM	Germany Deutsche Marks
	24	GRD	Greece Drachmas
	25	HKD	Hong Kong Dollars

	26	HUF	Hungary Forint
	27	ISK	Iceland Krona
	28	INR	India Rupees
	29	IDR	Indonesia Rupiah
	30	IEP	Ireland Punt
	31	ILS	Israel New Shekels
	32	ITL	Italy Lira
	33	JMD	Jamaica Dollars
	34	JPY	Japan Yen
	35	JOD	Jordan Dinar
	36	KRW	Korea (South) Won
	37	LBP	Lebanon Pounds
	38	LUF	Luxembourg Francs
	39	MYR	Malaysia Ringgit
	40	MXP	Mexico Pesos
	41	NLG	Netherlands (Dutch) Guilders
	42	NZD	New Zealand Dollars
	43	NOK	Norway Kroner
	44	PKR	Pakistan Rupees
	45	PHP	Philippines Pesos
	46	PLZ	Poland Zloty
	47	PTE	Portugal Escudo
	48	ROL	Romania Leu
	49	RUR	Russia Rubles
	50	SAR	Saudi Arabia Riyal
	51	SGD	Singapore Dollars
	52	SKK	Slovakia Koruna
	53	ZAR	South Africa Rand
	54	ESP	Spain Pesetas
	55	SDD	Sudan Dinar

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	56 SEK	Sweden Krona
	57 CHF	Switzerland Francs
	58 TWD	Taiwan Dollars
	59 THB	Thailand Baht
	60 TTD	Trinidad and Tobago Dollars
	61 TRL	Turkey Lira
	62 GBP	United Kingdom Pounds
	63 USD	United States Dollars
	64 VEB	Venezuela Bolivar
	65 ZMK	Zambia Kwacha

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