

# GSS Data Upload Web Page Screen with File Specifications

**Data File Help**

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**GSS Data Upload**

Please upload some of all of your institution's GSS data in a comma-separated value (.csv) file format. You can also download an exchange format file that corresponds to the .csv file format below from 'Upload Data' option in the GSS Web system.

**Data Format Overview**

The .csv file is divided into data sections that correspond to the corresponding sections in the GSS survey instrument. Click the following section to view a detailed description of the data item formats.

**Unit Profile (Data Item ID: DEP)**

- [Part-time Master's Students: Ethnicity, Race, and Citizenship \(Data Item ID: REPM\)](#)
- [Part-time Doctoral Students: Ethnicity, Race, and Citizenship \(Data Item ID: REPD\)](#)
- [Full-time Doctoral Students: Ethnicity, Race, and Citizenship \(Data Item ID: REFD\)](#)
- [Full-time Master's Students: Ethnicity, Race, and Citizenship \(Data Item ID: REFM\)](#)
- [Full-time Master's Students: Financial Support \(Data Item ID: SUPM\)](#)
- [Full-time Doctoral Students: Financial Support \(Data Item ID: SUPD\)](#)
- [Postdocs: Ethnicity, Race, and Citizenship \(Data Item ID: PRC\)](#)
- [Postdocs: Financial Support \(Data Item ID: PSP\)](#)
- [Postdocs: Type and Origin of Degree \(Data Item ID: PD1, PD2, PD3\)](#)
- [Nonfaculty Researchers \(Data Item ID: NFR\)](#)

**Notes**

Every line in the .csv file begins with the same 5 identification variables (School ID, Unit ID, Reporting Year, Data Item ID, Line Number)

The School ID and Reporting Year fields always have same data values for all files while the Unit ID fields have data value will vary for each reporting unit. The first three fields will be pre-filled in the file with GSS system generated values from the previous year reporting.

The Data Item ID field pertains to the section to which the data correspond to, and the Line Number field pertains to the row of the question grid to which the data that corresponds to. All subsequent fields are the data for the corresponding question.

If the data upload is unsuccessful, an error report screen will display a message indicating the issues, and the line number in the file where the error was found.

If the data upload is successful, you will be automatically directed to the 'Unit Status' Menu to see the results. Once you review that the data are correct, you may submit to NSF.

**Data File Format - Part-time Citizenship, Ethnicity, and Race By Gender**

**Data File Help**

**Data File Format - New**

**Part Time Citizenship, Ethnicity, and Race by Gender**

**Line 1 - (A) Foreign nationals holding temporary visas, regardless of ethnicity or race**

Field Number	Description	Example	Maximum Length
1	Institution ID - School ID	999-9999	9
2	Unit ID	12974	12
3	Reporting Year (must be '2015')	2015	4
4	Data Item ID (must be "REP")	REP	3
5	Line Number (must be "1")	1	1
6	Part Time Male Graduate Students (Col. 1)	19	4
7	Part Time Female Graduate Students (Col. 2)	19	4
8	Total Part Time Graduate Students (Col. 3)	19	4

**Line 2 - (B) U.S. citizens, Hispanic/Latino ethnicity (one or more races)**

Field Number	Description	Example	Maximum Length
1	Institution ID - School ID	999-9999	9
2	Unit ID	12974	12
3	Reporting Year (must be '2015')	2015	4
4	Data Item ID (must be "REP")	REP	3
5	Line Number (must be "2")	2	1
6	Part Time Male Graduate Students (Col. 1)	19	4
7	Part Time Female Graduate Students (Col. 2)	19	4
8	Total Part Time Graduate Students (Col. 3)	19	4

**Line 3 - (C) U.S. citizens, non-Hispanic/Latino, One Race, American Indian/Alaska Native**

Field Number	Description	Example	Maximum Length
1	Institution ID - School ID	999-9999	9
2	Unit ID	12974	12
3	Reporting Year (must be '2015')	2015	4
4	Data Item ID (must be "REP")	REP	3
5	Line Number (must be "3")	3	1
6	Part Time Male Graduate Students (Col. 1)	19	4
7	Part Time Female Graduate Students (Col. 2)	19	4
8	Total Part Time Graduate Students (Col. 3)	19	4

**Line 4 - (D) U.S. citizens, non-Hispanic/Latino, One Race, Asian**

Field Number	Description	Example	Maximum Length
1	Institution ID - School ID	999-9999	9
2	Unit ID	12974	12