

# **E-CONTENT PREPARED BY**

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**NAAC Accredited "A" Grade College  
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**E-Content prepared for students of  
B.Sc. Programme in Economics**

**Name of Course: Data Collection and  
Data Processing  
(BSCPECOSE301)**

**Topic of the E-Content**

***Collection of Data: Primary data and Secondary  
Data***

## **Learning outcomes:**

- 1. Know the types of data based on the source of data collection.**
- 2. Learn the advantages of Primary and secondary data.**
- 3. Understand the advantages of primary data over secondary data.**
- 4. Distinguish between primary and secondary data.**
- 5. Know to draft a good questionnaire.**

## **Introduction**

A statistical enquiry relates to the collection, analysis and interpretation of data. All statistical investigation starts with collection of statistical facts or data that arise from some sphere of human experience. Depending on the methods of data collection data can be classified into Primary data and Secondary data.

Primary data are raw data to which statistical methods are yet to be applied and are collected directly from the field of investigation. In case of Primary data collection the enquirer visits the field of enquiry directly and collects the data.

**Examples of primary data:** Annual Report of Railway Board<sup>i</sup>, Census of India<sup>ii</sup>.

Contrary to primary data, secondary data are collected by some other individual or organisation and now used from that source for use in another connection.

**Examples of secondary data:** Annual Statement of the Foreign Trade of India<sup>iii</sup>, Publications of State and Central Governments.

## **Methods of Primary Data Collection:**

1. Direct Observation by the investigator.
2. Indirect Observations.
3. Information from local correspondents.
4. Google Forms, E-mails etc.

## **Methods of Secondary data collection:**

1. Official Publication of Organisations, Ministries, Governments etc.
2. Journals.

3. Books
4. Newspapers

### **Primary Data vs. Secondary Data**

<b>Primary Data</b>	<b>Secondary Data</b>
Original in nature and collected directly by the investigator	Do not originate from the investigator
They are raw data	They are processed data

The choice between primary and secondary data depends on the nature and scope of the enquiry, availability of financial resources, availability of time, degree of accuracy required, status of the individual etc. However, it is advisable to prefer primary data over secondary data because the reliability of the latter may be questioned on account of risk of errors of transcription. A primary source also supplies complete detailed information that is not supplied by secondary source.

Important points to be kept in mind before using secondary data:

1. Objective and scope of the original enquiry.
2. The definition used for the units in which data are collected.
3. The method of data collection.
4. The sources of the compiler's information for collecting data.

### **How to draft a good questionnaire?**

A questionnaire is a format containing a series of questions relevant to a statistical enquiry. It is an instrument for Primary data collection.

Drafting a questionnaire is a skilful art. The following points must be kept in mind before drafting a questionnaire:

1. The questionnaire must have a heading indicating the purpose of the enquiry. The heading must be lucid and easy to understand.
2. The questionnaires must contain a section on the general information of the respondents like name, address, age, sex etc.
3. The questionnaire must contain the instructions for filling up the form.
4. The questionnaire must have clarity.

5. The number of questions should not be huge.
6. The questions must be arranged in a logical manner.
7. Questions which are of personal nature, hurting religious sentiments etc. must be avoided.
8. Questions requiring rigorous calculations must be avoided.
9. The questions must be of objective nature.
10. One or more cross checks must be incorporated within the questionnaire.
11. The questionnaire must be pre-tested before carrying out the actual survey.

### **References:**

1. Gun, Gupta and Dasgupta: Basic Statistics
2. N.G. Das: Statistical Methods (Volume I)
3. C R Kothari – Research Methodology: Methods and Techniques, New Age International.
4. B C Tandon – Research Methodology in Social Sciences, Chaitanya Publishing House.

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<sup>i</sup> [https://indianrailways.gov.in/railwayboard/view\\_section.jsp?lang=0&id=0,1,304,366,554](https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&id=0,1,304,366,554)

<sup>ii</sup> <https://censusindia.gov.in/>

<sup>iii</sup> [www.dgciskol.gov.in/data\\_information.aspx](http://www.dgciskol.gov.in/data_information.aspx)