

Survey Design and Analysis (22 April 2026)

Course Description:

This workshop will provide learners with essential knowledge and practical tips for designing surveys and analysing survey data. The structure of the workshop will mirror key steps taken when conducting a survey. Examples that are relevant to the social service sector will be used to illustrate key concepts and common challenges faced. Learners can look forward to opportunities for class/group discussions and hands-on practice.

Course Objectives:

This workshop aims to equip learners with practical tips in survey design and inappropriate practices. Learners will also learn to manage and analyse data obtained from surveys.

Topics Covered Include:

- Types of survey questions and indicators
- Instrument validity and reliability
- Questionnaire format, order, and mode of data collection
- Common challenges of survey design in social service
- Basic survey data analysis

Course Schedule:

- 22 April 2026, 9:00 am – 6:00 pm

The workshop will be conducted in-person at the NUS Kent Ridge Campus (The Shaw Foundation Building, Block AS7). Participants will be informed of the venue after their registration is confirmed.

Pre-requisites:

Participants are required to have at least a Degree in any discipline. Preference may be given to applicants who intend to use a survey to fulfil a task at work, or have worked in the social service and community health sectors for at least 2 years.

Who Should Attend:

The workshop targets policymakers, programme managers and practitioners, and seeks to equip them with the relevant knowledge and skills on survey design and analysis relevant to the social service sector.

Trainers:

Mr Tan Zhi Han is a Research Associate at the Social Service Research Centre (SSR), NUS. He has a Master in Public Policy from the Lee Kuan Yew School of Public Policy. Zhi Han serves as the data analyst of the In-Work Poverty and the Challenges of Getting By among the Young research project, which involves four waves of panel survey design and analysis. He has also provided research consultancy services on pre-post survey questionnaire design. His research interests include occupational and educational inequalities, social mobility, and wage policies.

Course Fees:

This course is **SSG-approved (Tier 2)**. Participants who are Singaporeans or Singaporean Permanent Residents will be eligible for subsidies of 50% of the course fees, excluding GST. Singaporean participants who are aged 40 years old and above will be eligible for higher subsidies of up to 70% of course fees. Corporate-sponsored participants from SMEs will be eligible for higher subsidies of up to 70% of course fees. Participants must pass all assessment components, to be eligible for SSG funding. The table below shows the breakdown of the course fee payable.

	International Participants	Singapore Citizens			Singapore PRs	
		non-SME		SME (ETSS)	non-SME	SME (ETSS)
		39 years old or younger	40 years old or older (MCES)			
Full Programme Fee	\$ 850.00	\$850.00	\$850.00	\$850.00	\$ 850.00	\$ 850.00
Less: SSG Grant Amount (50%)	\$ -	\$425.00	\$425.00	\$425.00	\$ 425.00	\$ 425.00
Nett Programme Fee	\$ 850.00	\$425.00	\$425.00	\$425.00	\$ 425.00	\$ 425.00
9% GST on Programme Fee	\$ 76.50	\$ 76.50	\$ 76.50	\$ 76.50	\$ 76.50	\$ 76.50
Total Nett Programme Fee Payable, Including GST	\$ 926.50	\$501.50	\$501.50	\$501.50	\$ 501.50	\$ 501.50
Less: Additional Funding (If Eligible)	\$ -	\$ -	\$170.00	\$170.00	\$ -	\$ 170.00
Total Nett Programme Fee Payable, Including GST, after additional funding from the various funding schemes	\$ 926.50	\$501.50	\$331.50	\$331.50	\$ 501.50	\$ 331.50

*To be eligible for ETSS, course fees have to be fully paid for by the employer.

Registration:

You may register online through the [NUS L3AP Portal](#).

Registration closes on 20 March 2026.