SOP 0420 The Use of DINO- Dietary Coding and Analysis

1. What

This SOP provides an introductory description on the use of DINO for dietary coding and data analysis.

2. When

To be referred to prior to coding food records or analysing dietary intake in DINO

3. Who

To be used by anyone who is involved in using DINO for diet coding and data analysis.

4. Why

To ensure correct procedures are followed and to enlighten users how to enter dietary intake and analyse data.

5. Procedure/Method

Diet coding:

1. Before coding food records read the supporting training documents; Coder User Manual, Coding Food Rules.xls, Children`s portion sizes.xls, Sandwich calculator.xls

Data analysis:

1. Only when coding and editing is complete for a study should you produce the dietary data (unless interim data production has been agreed by the Principal Investigator).
2. The data checking process has been clearly defined in supporting SOP's and these should be read fully prior to producing any data and followed using their step-by-step guidance;
   SOP 5 - Checks to be carried out on Dietary Datasets before producing tables
   SOP 6 - Dataset production using DINO
3. Datasets should ideally be double-checked by another member of your team, particularly if new variables have been computed.

6. Related Documentation

Supporting SOP's and training documents as listed within this SOP above.

Doc Number	Title
5	Checks to be carried out on Dietary Datasets before producing tables
6	Dataset production using DINO