Dear ATLAS.ti Users:

We invite you to read the July issue of *Inside ATLAS.ti: The QDA Newsletter*. Besides sharing with you news on upcoming activities and different programs, in this issue of *Inside ATLAS.ti* we let you know of the several training events scheduled for the next couple of months (you may even register here for our free webinars!), tell you about best practices with the software and keep you updated on what is going on in the international community of users.

In the section *Best Practices with ATLAS.ti*, our training team discusses a number of different procedures that serve to enrich the process of working at the data level. That is, procedures around working with data segmentation and coding. This article adds to previous articles, also published in *Inside ATLAS.ti*, on hyperlinks and on the benefits of renaming and commenting quotations.

In the section *Updates from the International Community of Users*, Ms. Ani Munirah Mohamad, our Manager of International Projects, who is based in Malaysia, provides and overview of the several training activities she has implemented in Southeast Asia in collaboration with local universities and companies.

Finally, let me invite you to *share with us* your own experience using, teaching, or consulting on ATLAS.ti. We would be happy to include your experience with the software in one of our future issues of *Inside ATLAS.ti*.

Sincerely,

Jörg Hecker
Chief Operations Officer, ATLAS.ti
Join us for the Second ATLAS.ti User Conference: Qualitative Data Analysis And Beyond. We invite ATLAS.ti users from around the world to come together in an event aimed at fostering an interdisciplinary and cross-border dialog on qualitative data analysis, with a particular emphasis on the role of ATLAS.ti in the research and data analysis process.

**Berlin, August 29-31, 2015.**

The conference will include a number of different training opportunities, symposia, and round tables on a variety of topics. For more information, visit the conference website here.

The preliminary program is available for download here.

**Important: Register by July 8 to take advantage of the lower “early bird” registration fees. Click here to register.**

ATLAS.ti User Conference 2015

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This year’s IPSA-NUS Methods Summer School took place in June 2015 at the beautiful National University of Singapore, with approximately 250 delegates from many parts of the world gathered to learn about research methods and technologies. ATLAS.ti was a proud sponsor of this important academic event. During the opening event on June 7th, Ms. Ani Munirah Mohamad, Manager of International Projects with ATLAS.ti, was given the chance to introduce the software to the delegates. Additionally, on June 10th, Ms. Munirah taught a half-day class on qualitative data analysis with ATLAS.ti. About 35 students attended the class, all of whom were aspiring and enthusiastic researchers with various backgrounds of interest.

IPSA-NUS Methods Summer School

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ATLAS.ti is a proud sponsor of the AIBR Association (Network of Iberoamerican Anthropologists) First International Conference of Anthropology: The Human Being: Cultures, Origins and Destiny, to be held in Madrid (Spain) between July 7-10, 2015. The Conference will summon professionals from more than 30 countries worldwide, featuring over a hundred panels and over 800 participants, including researchers, editors, journalists, students, and professionals from other fields interested in the discipline. The main goal of the conference is to advance anthropological theory by bringing together scholars from countries in Europe and the Americas.

Sergio López, President of AIBR, said the following about the Association and ATLAS.ti’s sponsorship of its first annual conference: “AIBR is proud to have ATLAS.ti as sponsor of our First International Conference of Anthropology. The support of this prestigious software firm is essential to enhance the activities of a professional association like ours in the discipline of anthropology. AIBR was founded in November 2002 with the goal of developing a research network of anthropologists in Spain, Portugal and America. Since its inception, AIBR has created a dynamic space for the exchange of research, news, and communication in Spanish that connects over 7,500 professional anthropologists.”

For more information, contact Sergio López, President of AIBR. You may also visit the organization website.

1st AIBR International Conference of Anthropology

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Drs. Trena Paulus and Ann Bennet have published another article that references the use of ATLAS.ti in research processes. This is the article’s citation:

_Trena M. Paulus & Ann M. Bennett (2015): “I have a love-hate relationship with ATLAS.ti: integrating qualitative data analysis software into a graduate research methods course”. International Journal of Research & Method in Education, DOI: 10.1080/1743727X.2015.1056137_

**Abstract:** While research on teaching qualitative methods in education has increased, few studies explore teaching qualitative data analysis software within graduate-level methods courses. During 2013, we required students in several such

Latest Publication Referencing Research with ATLAS.ti

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courses to use ATLAS.ti™ as a project management tool for their assignments. By supporting students’ early experiences with ATLAS.ti™, we anticipated that they might continue using the tool in their future research work. Using a case study and reflective practice approach, we reviewed course materials, including student and instructor reflections, to understand what happened when data analysis software was integrated into an advanced methods course. We identified five major themes: (1) a needed push out of their comfort zones; (2) various forms of support working together; (3) keys to motivation; (4) a new generation educating the current one and (5) use of the software beyond coursework. Implications for practice include ensuring adequate access and support for learning the software, balancing methodological and technical instruction, and creating meaningful student assignments and feedback opportunities. Read more.

See here references to recent publications describing research using ATLAS.ti.

Winners of the ATLAS.ti - IIQM Dissertation Award 2014

ATLAS.ti sponsors the competitive award that the International Institute for Qualitative Methodology (IIQM) grants every year to the best doctoral dissertation and Master’s thesis projects employing qualitative research methods. For more information on the award and to see the full bios of winners, Click here to visit the Award website page.

Below are the winners of the 2014 awards.

**Doctoral Award – Karyn Taplay**

Karyn is an assistant professor in the Department of Nursing at Brock University in St. Catharines, Ontario. In 2014, Karyn completed her PhD in Nursing from McMaster University. Her dissertation topic was “The Organizational Cultures of Ontario Schools of Nursing: A Grounded Theory Study”. This research looks at phenomena contributing to the adoption and incorporation of simulation as an educational strategy in undergraduate nursing programs in Ontario.

**Master’s Award – Keren Tang**

Keren Tang completed her MSc from the School of Public Health at the University of Alberta. For her thesis, she collaborated with the Yellowknives Dene First Nation Community Wellness Program in the Northwest Territories in a participatory action research project. Applying a Freirian approach to raise critical consciousness, she worked with Aboriginal youth to develop participatory videos that explored and mobilized community-level physical activity.

**ATLAS.ti at Summer Research and Training Institute**

The ATLAS.ti Training Team taught a one-week introductory workshop at the Summer Research and Training Institute for American Indian and Alaska Native Health Professionals, held in Portland, Oregon (USA) between June 14th and July 1st. This was a highly satisfying experience for the training team and we look forward to collaborate with the Institute once again in the future. One of the participants, Wendeed Gardner, was the lucky winner of a single-user license. Wendeed’s bio is as follows:

Wendeed Gardner (Stockbridge-Munsee Band of Mohican Indians), MPH, DPT Candidate, is the Student Outreach and Recruitment Assistant at the Native American Center for Health Professions (NACHP), University of Wisconsin School of Medicine and Public Health. Ms. Gardner completed her Master of Public Health from Emory University concentrating in Global Health and Community Health and Development. She has worked in reproductive and sexual health outreach since 2004, when she began her service as a health educator in the United States Peace Corps in Tanzania. While working at the Project Coordinator at NW Tribal Epidemiology Center she collaborated with tribal community members to adapt a CDC-recognized sexual health intervention for AI/AN youth called Native VOICES. Wendeed came to NPAIHB after working as an ORISE fellow at the Centers for Disease Control and Prevention (CDC), where she developed a national strategy for outreach to AI/AN youth through the GYT: Get Yourself Tested Campaign- an initiative that encourages STD testing through the involvement of music and celebrity talent, and special promotions hosted on MTV Networks.
Learning Resources and Events

Listed below are the educational activities scheduled for the next few months. All information on Training services can be found on the website by clicking here. You may also call our Training office at +1-866-880-0231 (toll-free US and Canada) or you may send us an email.

Free group introductory webinars

If your organization is evaluating ATLAS.ti or you want to introduce it to your students or at professional meetings, schedule a presentation with one of our instructors. We would be happy to tailor the presentation to your needs. To schedule a presentation, please complete this form.

Free webinar on qualitative methodology

We would like to invite you to join us on a lecture by Dr. Alex Clark, from the University of Alberta, on Thursday July 16th at 3:00 pm EDT (register here). Dr. Clark will present “Critical realism and realist evaluation: An overview for everyone”. This presentation is part of the webinar series on qualitative methodology ATLAS.ti co-sponsors with the International Institute on Qualitative Methodology (IIQM). Visit the program website to learn about this webinar series and to watch videos of past presentations.

Free ATLAS.ti webinars

See below a table listing the free webinars offered in the months of July and August. For more information, visit the ATLAS.ti Training website page.

<table>
<thead>
<tr>
<th>Webinar</th>
<th>Language</th>
<th>Date/Time</th>
<th>Time Zone</th>
<th>Register</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction ATLAS.ti 7 Windows</td>
<td>English</td>
<td>July 14th, 1:00pm-2:00pm</td>
<td>EST</td>
<td>Register here.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>July 14th, 2:30pm-3:30pm</td>
<td>SGT</td>
<td>Register here.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>July 28th, 1:00pm-2:00pm</td>
<td>EST</td>
<td>Register here.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>August 4th, 2:30pm-3:30pm</td>
<td>SGT</td>
<td>Register here.</td>
</tr>
<tr>
<td>Español</td>
<td>Español</td>
<td>6 de julio, 6:00pm-7:00pm</td>
<td>CEST</td>
<td>Inscribirse aqui.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 de agosto, 6:00pm-7:00pm</td>
<td>CEST</td>
<td>Inscribirse aqui.</td>
</tr>
<tr>
<td>Introduction ATLAS.ti Mac</td>
<td>English</td>
<td>July 9th, 1:00pm-2:00pm</td>
<td>EST</td>
<td>Register here.</td>
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<tr>
<td></td>
<td></td>
<td>July 21st, 2:30pm-3:30pm</td>
<td>SGT</td>
<td>Register here.</td>
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<tr>
<td></td>
<td></td>
<td>July 23rd, 1:00pm-2:00pm</td>
<td>EST</td>
<td>Register here.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>August 18th, 2:30pm-3:30pm</td>
<td>SGT</td>
<td>Register here.</td>
</tr>
<tr>
<td>Español</td>
<td>Español</td>
<td>7 de julio, 6:00pm-7:00pm</td>
<td>CEST</td>
<td>Inscribirse aqui.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4 de agosto, 6:00pm-7:00pm</td>
<td>CEST</td>
<td>Inscribirse aqui.</td>
</tr>
<tr>
<td>Special Topics: Memos in ATLAS.ti Mac</td>
<td>Español</td>
<td>July 8th, 12:00pm-1:00pm</td>
<td>EST</td>
<td>Register here.</td>
</tr>
<tr>
<td>Special Topics: Approaches to Coding in ATLAS.ti 7 Windows</td>
<td>Español</td>
<td>July 6th, 12:00pm-1:00pm</td>
<td>EST</td>
<td>Register here.</td>
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</tbody>
</table>
Introductory and advanced ATLAS.ti online workshops

Below is the list of introductory and advanced courses scheduled for July and August. These courses are taught through web conferencing. Click here to purchase and register for these courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Language</th>
<th>Date/Time</th>
<th>Time Zone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to ATLAS.ti 7</td>
<td>English</td>
<td>July 13th, 15th and 17th, each day from 1:00pm to 3:30pm</td>
<td>EST</td>
</tr>
<tr>
<td>Windows</td>
<td>Español</td>
<td>21, 22 y 23 de julio, entre las 6:00pm y las 8:00pm</td>
<td>CEST</td>
</tr>
<tr>
<td>Introduction to ATLAS.ti Mac</td>
<td>English</td>
<td>July 22nd, 24th and 26th, each day from 1:00pm to 3:30pm</td>
<td>EST</td>
</tr>
<tr>
<td></td>
<td>Español</td>
<td>30 de junio, 1 y 2 de julio, 6:00pm a 8:00pm</td>
<td>CEST</td>
</tr>
<tr>
<td>Advanced ATLAS.ti 7 Windows</td>
<td>English</td>
<td>August 3rd, 4th and 5th, each day from 11:00am to 1:00pm</td>
<td>EST</td>
</tr>
</tbody>
</table>

Face-to-face workshops

Below are the face-to-face courses scheduled for the next few months. If you are an independent consultant teaching ATLAS.ti, please write to us and we would be happy to help announce your training events.

<table>
<thead>
<tr>
<th>Course</th>
<th>Language</th>
<th>Date</th>
<th>Location</th>
<th>Organizer</th>
<th>Register/Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introducción a ATLAS.ti</td>
<td>Español</td>
<td>3 de Julio</td>
<td>Madrid, España</td>
<td>ATLAS.ti</td>
<td>Consultar aquí.</td>
</tr>
<tr>
<td>Windows</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to ATLAS.ti</td>
<td>English</td>
<td>September 10th, 11th and 12th</td>
<td>Corvallis, Oregon, USA</td>
<td>ATLAS.ti</td>
<td>Purchase and register here.</td>
</tr>
<tr>
<td></td>
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<td></td>
</tr>
<tr>
<td>ATLAS.ti for Novices</td>
<td>English</td>
<td>September 16th and 17th</td>
<td>Rotterdam, Netherlands</td>
<td>Evers Research &amp; Training</td>
<td>Visit website. Write to organizers.</td>
</tr>
</tbody>
</table>

Conferences

AIBR-Network of Iberoamerican Anthropologists, celebrate their First International Conference of Anthropology: The Human Being: cultures, origins and destiny. Madrid (Spain), July 7-10, 2015. For more information, visit the organization website here.

12th Conference of the European Sociological Association 2015: Please stop by the ATLAS.ti exhibit booth at the ESA Annual Conference in Prague. The conference will be held in Prague on August 25-28th.

Second International ATLAS.ti User Conference: Qualitative Data Analysis And Beyond. Berlin, August 29-31, 2015. Includes a number of different training opportunities, symposia, and round tables on qualitative data analysis topics. For more information, visit the conference website here.
On July 1, update 1.0.25 (build 102) was released for ATLAS.ti Mac. This update brings the following improvements:

- Improvements to network editor.
- Improvements to code co-occurrence table.
- Added ability to create video snapshot documents

Code-Document Table

This is a code frequency matrix that gives two alternative pieces of information: a) the number of quotations linked to codes (or code groups) across documents (or document groups), and b) the number of words that make up the quotations linked to codes (or code groups) across documents (or document groups). This matrix can be exported in Excel format.

Richer Network Editor

Now, it is possible to see in the network editor the previews of quotations and documents. It is also possible to modify the layout of the network.

Improvements to Code Co-occurrence Table

Now, the code co-occurrence table can be exported directly into Excel. Also, in Excel the numbers refer to the number of co-occurrences between codes, rather than to their c-coefficient. Please read pages 83-86 of the manual for an explanation of code co-occurrences.

New Snapshot Documents

Now, it is possible to take a snapshot of any frame of a video document. The snapshot will become a document in itself. That is, the user will be able to work with it just like any other document of the project.
Best Practices

Working at the Data Level – Making the Best of Data Segmentation and Coding

A good analysis process with ATLAS.ti necessarily lies on a good foundation of work at the data level. Fundamentally, this implies doing a good job segmenting the data and coding. As you do this, there are a number of operations that are commonly used in the day-to-day process of working with quotations and codes. These operations may seem trivial, but they play an important role in a process of data analysis that, because of its iterative nature, requires a constant effort of looking back at what has been done.

In this short article, we will describe a set of ‘house-keeping’ operations related to quotations and codes. These are the following: deleting, resizing, and merging quotations; unlinking, replacing, merging and deleting codes. These operations will be described as they are done in ATLAS.ti 7 Windows and Mac.

Operations with Quotations

Deleting a quotation

The process of deleting quotations is very simple in both versions of the software. In both cases, a quotation is deleted by simply right-clicking on the bar on the margin and selecting Delete. In the Mac version, there is the additional possibility of simply selecting the quotation on the margin and pressing the “Delete” key on the keyboard. However, be aware that if a quotation is linked to one or more than one code, that linkage will be deleted as well.

Resizing a quotation

It is not uncommon that the user finds the need to resize a quotation to either make it larger or smaller than its current size. This is not uncommon because the process of deciding how much to select when segmenting the source of information is subjective. Although it is a methodological choice, it can also be influenced by the circumstances of the moment. Also, given the iterative nature of qualitative data analysis, revising the work previously done, including the boundaries of quotations, is intrinsic to the process. In the Windows version of ATLAS.ti, resizing quotations, regardless of whether the document is of text, graphic, audio, or video format, includes the following steps:

a. Select the quotation
b. Reselect the segment
c. Go to the Quotations top menu
d. Select Modify Boundaries

Figure 1 below illustrates this procedure. Alternatively, the user has the option of using the shortcuts located on the left side of the workspace. There, select the fifth icon from top to down.

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Figure 1 below illustrates this procedure. Alternatively, the user has the option of using the shortcuts located on the left side of the workspace. There, select the fifth icon from top to down.
Merging Quotations

Merging quotations can be a useful procedure when you decide that two or more quotations should be unified in order to constitute one single quotation. This can be done in all types of documents. Please note that this procedure is not yet available in ATLAS.ti Mac.

Below is an example of two quotations that we want to merge. In this case, they are text quotations, each separated from the other by a few lines of text.

To merge these two quotations, select one of them and on the top menu go to Quotations/Miscellaneous/Merge quotations. Following, you will be given the option of selecting the quotations with which you want to merge the one you had previously selected. Once that is done, you have to decide whether you want to combine the boundaries of the selected quotations, or, instead, you prefer to preserve the boundaries of the target quotation. The target quotation is the first one that was selected. If the option to expand the boundaries of the target quotation is selected, the result will look as follows:

Instead, if the option to preserve the boundary of the merged target is selected, the result will look as follows:

Operations with Codes

When coding, some of common operations are the following: unlinking a code from a quotation, replacing codes on a quotation, merging codes, and deleting codes. Here, we will describe these operations.

Unlinking and replacing codes

When coding, it is common that the user decides to remove a code from a quotation or to replace it with another one. Let’s say that a quotation is coded by Code A and Code B. After a while, the user may decide that only Code B should remain. In that case, the user would have to select Code A on the margin, right-click on it and simply select Unlink from the context menu. This is done the same way in both the Windows and Mac versions of ATLAS.ti, although in the Mac version the user can also select the code on the margin and click the “Delete” key on the keyboard. See below:
Alternatively, the user may want to replace a code with another one. Let’s say that Code A should be replaced with Code C. In that case, the easiest is to simply select Code C in the Code Manager or side panel/Navigator, and drag and drop it on top of code B on the margin. In ATLAS.ti Mac, the operation requires a simple extra step. When dropping Code C onto Code A in order to replace it, a window opens up listing the options of merging, swapping, and linking. Simply select the **Swapping** option.

### Merging codes

As codes are revisited with the purpose of ‘cleaning’ up the coding scheme, a common operation is to merge those codes that may refer to closely related aspects or meanings of the same phenomenon. For instance, if coding following a very descriptive approach, you may end up with codes that have a low level of groundedness (i.e., they are linked to few quotations). In that case, it may make sense to merge. In the Windows version of the program, using the Code Manager, select the code whose name you want to keep, right-click on it and select **Merge**. Following, a list of codes opens up so that you can select the codes with which you want to merge the selected code. In ATLAS.ti Mac, select a code in either the Code Manager or the Navigator, drag and drop it onto another code and select **Merge**. See below.

### Deleting Codes

Finally, you may find the need to delete a code at a given moment in the process of analysis with ATLAS.ti. You may find the need to do this right after creating them, or while revisiting your coding structure. However, my recommendation is that you do not take the process of deleting codes lightly. A code that is not used does not necessarily mean that the concept it represents is meaningless. In fact, it could be just the opposite. That is, the fact that the code has not been linked to quotations may tell you that there is no evidence to support a given statement, and that in itself could be part of the findings.

To delete a code in ATLAS.ti 7 Windows, just select it on the Code Manager, right click on it and select **Delete**. You will be prompted to confirm the operation. In ATLAS.ti Mac, you will not be prompted to confirm because in that version of ATLAS.ti there is an **Undo** function that you can use. If the code is linked to a quotation and it is the only code linked to it, in both the Windows and the Mac version, the system will ask you if you also want to delete the quotation. If you select **No**, the quotation will remain, but not coded.

### Conclusion

We would like to close with the recommendation that you invest time in working at the data level. The operations discussed in this short article will help you make the best use of the procedures available to describe the data through segmentation and coding. In previous issues of *Inside ATLAS.ti* you will find articles discussing other operations with quotations. On issue 2015/3 we discuss hyperlinking and on issue 2014/5 we discuss renaming and commenting quotations. Read those articles as well. All issues of *Inside ATLAS.ti* can be found here. For an in-depth description of the operations discussed here, read the user manuals of ATLAS.ti. They can be found here.
Updates from the Community of Users

ATLAS.ti Training Activities in South East Asia

Ani Munirah Mohamad,
Manager of International Projects
Training & Partnership Development

Over the past couple of years, there had been an increasing response to our series of ATLAS.ti training activities conducted in few countries in South East Asia, such as Malaysia, Thailand and Singapore. Apart from holding face-to-face courses, we also have other training activities such as online courses, coaching lessons, seminar appearances and conference sponsorship programs. The aim of this article is to describe each of these training activities with the hope that we can reach out to a much wider audience.

Face-to-face Courses

Face-to-face courses cover both public and institutional courses. The public courses are open to the general public while the institutional ones are organized by institutions for their staffs or students. Public courses are held at least once every month with the assistance of our dedicated event organizers, including the Malaysian Postgraduate Workshop Series (MPWS), Panoply Consultancy and Megabase Academy. On the other hand, institutional courses are essentially in-house trainings, in which we coordinate the trainings directly with the clients, and the courses are normally held at the clients’ office. Until today, we have taught approximately 80 face-to-face courses involving approximately 2,500 participants in both the public and institutional categories.

Online Courses and Coaching Lessons

We also offer online courses – both complimentary and paid. Normally, the complimentary courses would last for one hour and are aimed at giving an introduction of the software and demonstrating ATLAS.ti in action. Meanwhile, the paid courses are taught about once a month, in three sessions of two hours each. These courses are scheduled at a time convenient to people in the Southeast Asia time zones. For a calendar, please visit the ATLAS.ti website.

For clients who wish to have more personalized attention, we also offer one-to-one or group coaching lessons. At the moment, these lessons are ongoing and are offered either face-to-face or using the online medium. The modules for the coaching relate to the use of the ATLAS.ti software but are highly customizable depending on the needs of the clients.

Seminar Appearances

From time to time, we are also featured as invited speakers at seminars, to talk about different aspects of the ATLAS.ti software, such as working on literature reviews with the program. Normally, most of the seminar participants are postgraduate students and researchers from different backgrounds of study.

It is worth highlighting that we have been invited to present in the seminar series Jomhebat Pascasiswazah (Postgraduate Seminar – Let us Become Great!) organized by MPWS since 2013. We have presented in seven of the eight seminars of the series, to audiences of about 350-500 participants in each. In total, we have introduced ATLAS.ti to approximately
3,500 students, professors and researchers through these series alone! Additionally, we were also invited to speak at another seminar organized by one of the largest postgraduate groups on Facebook - Doctorate Support Group (DSG). A total of 250 aspiring postgraduate researchers participated in the seminar, and it was our honor to be part of the seminar to introduce using ATLAS.ti in literature review.

Conference Sponsorships

ATLAS.ti also participates in conference sponsorships programs in the South East Asian region. Some of the previous conferences we attended were held in Selangor, Sarawak and Putrajaya in Malaysia, Khon Kaen in Thailand, and Singapore. We carried out exhibition to showcase the ATLAS.ti software and at some conferences, mini-training sessions. We hope to participate in more conferences in the region, and the list of upcoming conferences is already being shortlisted and will be announced soon.

At the moment, we are planning more exciting series of training activities for the next half of 2015 and afterwards. If you have any proposals or enquiries about training services in Southeast Asia and beyond, you may contact us by email.
Talk To Us – We Love Hearing from You!

We hope you enjoyed reading this issue of INSIDE ATLAS.ti – The QDA Newsletter. And we welcome your feedback and suggestions!

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