QUALITATIVE DATA ANALYSIS WITH
ATLAS.TI 7 WINDOWS/MAC

Instructor
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Material: Participants will be given a hard copy of the ATLAS.ti Quick Tour and electronic copies of the documents that will be used in class.

This class is taught with either the Windows or Mac versions of ATLAS.ti.

9:00 am to 4:00 pm all three days

Learning Objectives
• Participants will learn about computer-assisted qualitative data analysis
• Participants will learn about the methodological principles behind ATLAS.ti
• Participants will learn about the role of ATLAS.ti in the research process
• Participants will learn the fundamental functions and procedures of ATLAS.ti
• Participants will learn to use ATLAS.ti in data analysis following an approach emphasizing data integration, organization, and constant documentation of the process.

Methodology
• The instructor will introduce the structure of an ATLAS.ti project and the methodological principles behind it. This will be done using a Power Point.
• The instructor and the participants will build together an analysis project with the software and will go through the procedures of a typical project: setting-up, segmentation and coding, analysis and outputs.
• All in class will work with a set of documents provided by the instructor. (Exceptions to this can be made in the case of on-site workshops).
Outline | Day 1

I. Introduction to ATLAS.ti

1. Conceptual introduction
   a. Qualitative data analysis.
   b. Computer-assisted qualitative data analysis.
   c. What does ATLAS.ti do?
   d. What is the role of ATLAS.ti in the research process?
   e. A work model for ATLAS.ti.
2. The components of an ATLAS.ti project.
   a. What is the project?
   b. The objects of the project

II. Setting up the project

1. Creating the project
   a. Saving the project
   b. Commenting the project
2. Adding and loading the project’s documents
   a. Adding source documents
   b. Accessing the documents through drop-down menu and side panel
   c. Accessing documents in the Document Manager
   d. Commenting on the documents
   e. The multi-document view
3. Organizing PDs in families/groups
   a. Definitions and applications
   b. Creating document families/groups
   c. Examining document families/groups in a network view

III. Data Segmentation

1. Definitions and applications
2. Selecting segments in the documents and creating free quotations
3. Renaming quotations
4. Commenting quotations
5. Hyperlinking quotations and examining them in networks
IV. Writing Reflections in the Form of Memos
1. Definitions and applications
2. The Research Diary memo
3. Using the Research Diary memo to describe the data segmentation process
4. Incorporating quotations into the memo
5. Linking memos to quotations

Outline | Day 2

V. Coding
1. Definitions and applications.
2. Two approaches: inductive and deductive
3. Creating codes inductively
   a. In vivo coding
   b. Open coding
4. Creating codes deductively: Free codes
5. Coding using different strategies
6. Auto-coding
7. Organizing/cleaning the coding system

VI. Data Exploration and Analysis
8. Word frequency counts: The Word Cruncher
   a. Definitions and applications
   b. Producing output as a spreadsheet
   c. Producing output as word cloud
   d. Filtering by document family
   e. Exception list

Outline | Day 3

9. Semantic linkages between codes
   a. Definitions and applications
   b. Linking the codes
   c. Representing the linkage graphically
   d. The Code Forest and the Code Tree
10. Co-occurrences
   a. Definitions and applications
   b. Approaches to identify co-occurrences
      i. The Code Co-occurrence output
      ii. The Code Co-occurrence Explorer
      iii. The Code Co-occurrence Table

11. The Query Tool
   a. Definitions and applications
   b. The operators
   c. Using the tool with Boolean operators
   d. Filtering the query by documents and families

12. The Code-PD Table
   a. Definitions and applications
   b. Quotation count
   c. Word count

13. Working with Survey Data
   a. The spreadsheet
   b. The prefixes
   c. Importing the survey data
   d. Results of the importation

References


