

Application of MAXQDA in Qualitative Research Data Analysis

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Workshop Outline -- Monday

8:00-8:30 Introductory Qualitative Data Analysis concepts

8:30-10:00 Introductory Concepts and an Introduction to Basic MAXQDA Features

10:00-10:15 Break

10:15-12:15 Creating a New Project to Code Text Data

12:15-12:30 Break

12:30-2:00 Working with Different Document Types in MAXQDA

8:00-8:30 Introductory Concepts

Introductory Concepts

- Workshop focus
- Brief overview of types of qualitative data
- Computer software and qualitative data
- Why we picked MAXQDA

Workshop Focus: Objectives

The workshop is designed to give participants a basic understanding of how the analysis of qualitative and mixed methods data can benefit from existing software tools.

Through examples and guided hands-on practice, the workshop aims to empower participants to apply such tools in their own work.

Workshop Focus: Objectives

The specific objectives of the workshop are to:

- Introduce the use of software tools in qualitative research data analysis
- Demonstrate various functions of MAXQDA software from preparing data to retrieving coded text
- Practice applying MAXQDA to data collected by the Social and Economic Survey Research Institute (SESRI)

Workshop Focus

We will not cover:

- Qualitative study design
- Qualitative data collection

Types of Qualitative Data

Form	Public	Private
Physical Objects	Sculptures, street signs, store merchandise, buildings, schools	Personal items, blood samples, clothing, pantry items
Still Images	Magazine ads, Web pages, art exhibits, posters	Family photo albums, patient x-rays, CAT scans
Sounds	Jingles, radio ads, political speeches, sport play-by-plays, music albums, focus group audio recordings	Memo dictation, oral histories, clinical interviews, in depth conversations, open-ended survey responses
Moving Images/Video	TV ads, news clips, sitcoms, documentaries, movies, TV series, YouTube videos	Home movies, wedding videos
Texts	Books, newspaper articles , court transcripts, tweets, government documents , personal ads, political buttons, parking tickets	Diaries, chat-room discussions, interview responses , transcripts of focus groups , emails, phone texts, shopping lists

Computer software and qualitative data

Computer Assisted Qualitative Data Analysis Software (CAQDAS) is software that facilitates a qualitative approach to qualitative data – although it can also be used for quantitative approaches to qualitative data.

Computer software packages can help with the following

- Storage

- Search and Retrieval

- Analytic Memoing

- Linking

- Coding

- Content Analysis

- Querying

- Data Display

- Writing and Annotating

- Mapping or Networking

Commonly used CAQDAS

Commercial

MAXQDA

Atlas.ti

Dedoose

HyperRESEARCH

NVivo

QDA Miner

Transana

Qualrus

XSight

Open Source

For Mac OS X:

TAMS Analyzer

<http://tamsys.sourceforge.net/>

For PC:

QDA Miner Lite

<http://provalisresearch.com/products/qualitative-data-analysis-software/freeware/>

Weft QDA

<http://www.pressure.to/qda/>

AnSWR from the CDC

<http://answr.software.informer.com/>

Online:

Coding Analysis Toolkit (CAT)

<http://cat.texifter.com/>

For use in R

RQDA

<http://rqda.r-forge.r-project.org/>

Resources for CAQDAS

Silver, C., & Lewins, A. (2014). *Using Software in Qualitative Research: A Step-by-Step Guide* (Second Edition edition). SAGE Publications Ltd.

Choosing a CAQDAS package:

<http://www.surrey.ac.uk/sociology/research/researchcentres/caqdas/support/choosing/>

Online Training (General):

<http://onlineqda.hud.ac.uk/index.php>

<http://ssp.unl.edu/archived-events>

thinking about and using
be an essential companion
researcher. Using a number
methods. Software provides
practical in-depth research
Qualitative Research provides
a step-by-step guide.
Assisted Qualitative Data
(CAQDAS). Christina Silver
& Ann Lewins. An essential
practice and principles of
to the second edition. ©

Why MAXQDA?

Languages + Unicode-based	UI in 14 languages Documents/coding in any language, multiple languages
Code many types of data	Text, audio, video, images
Organize memos and notes	Attach to documents, codes, segments. Make searchable
Work in teams	Intercoder agreement Assign roles for different users
Mixed Methods/ Quantitative	Import and export data from Excel, including a mix of numeric/integer and text/string variables
Linking	Between documents, outside sources, to geographical locations

**8:30-10:00 Introductory Concepts and
an Introduction to Basic MaxQDA
Features**

Basic Features

- Before we begin with MAXQDA, it is important to know that there are multiple ways to do almost everything in MAXQDA, including how to organize your study data and documents within it.
- Our goal is to show you some of the things you can do with MAXQDA, so that you feel comfortable exploring MAXQDA – or other software programs – after you leave the workshop.
 - You will not be an expert in MAXQDA at the end of the workshop, but you should leave with some basic information.

Basic Features

In this section we will introduce and demonstrate some basic aspects of MAXQDA using data gathered from articles on the internet about various health issues in the region.

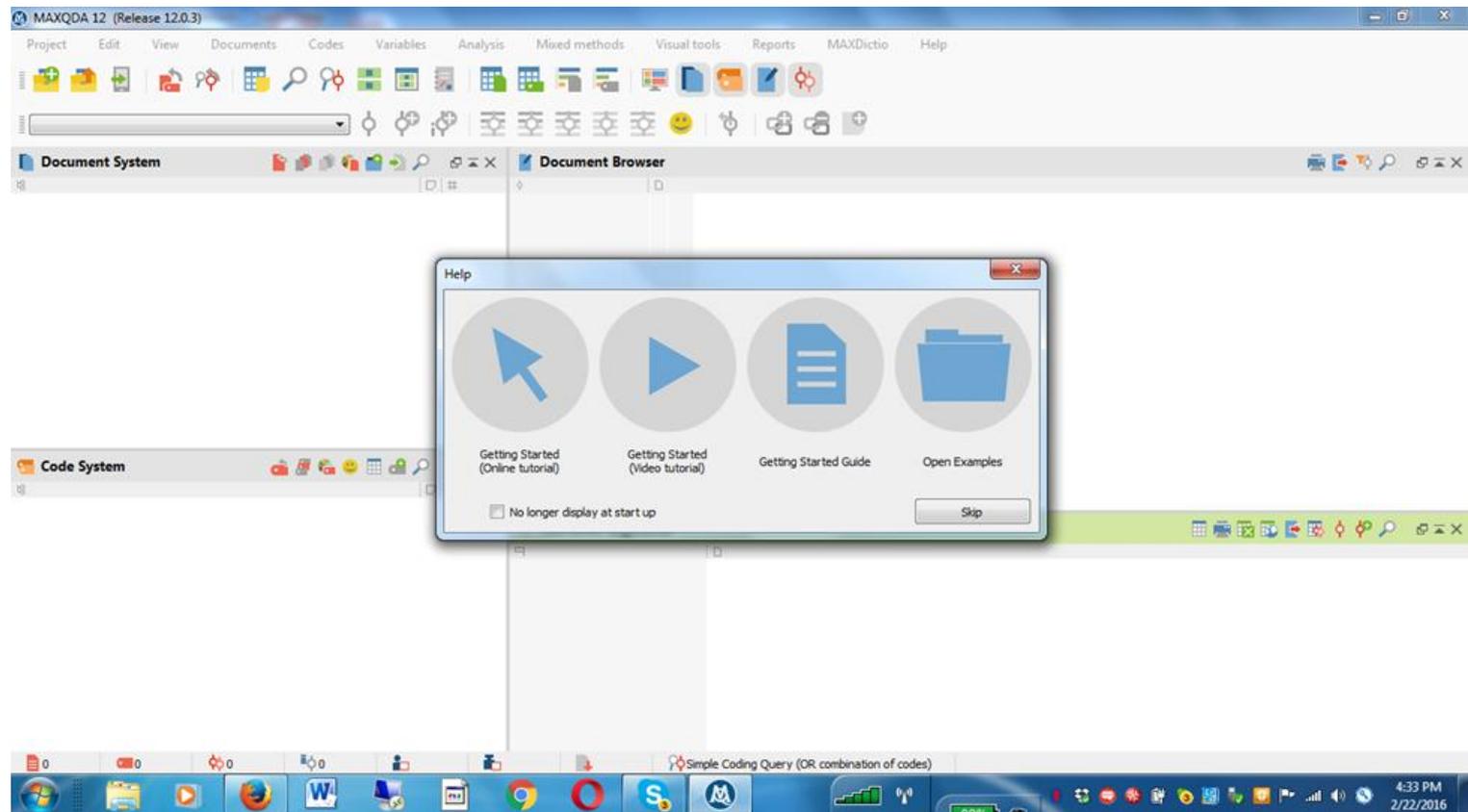
- The MAXQDA *project*
- The four *basic windows* within MAXQDA

MAXQDA Version 12

- **SPECIAL NOTE:** Late last year MAXQDA upgraded from Version 11 to Version 12. Version 12 has many improvements over Version 11, but if you used Version 11 you will find that many features now appear in a different location
- Two weeks ago there was a major upgrade to Version 12, leading to other new features and improvements.

Opening MAXQDA for the First Time

There are many useful resources available the first time you open MAXQDA.



MAXQDA Projects

- The MAXQDA project file is the basic file used to store and organize all of your documents, codes, memos, and journals related to one research project.
- Project files have the extension **.mx12** and can be sent as email attachments or copied to multiple computers.

MAXQDA Four Basic Windows

MAXQDA Includes four basic windows in which all of your work is done for a single project.

Document system

Code system

Document browser

Retrieved segments

MAXQDA Four Basic Windows

This is the arrangement of the four windows when you first open a project in MAXQDA. You can hide any of the windows you want and rearrange them as you prefer.



The screenshot displays the MAXQDA 12 software interface. The title bar indicates the project path: C:\Users\lk\Desktop\MaxQDA Projects_FTP\Internet Health Articles\Internet Health Articles Coded.mx12 - MAXQDA 12 (Release 12.1.0). The menu bar includes Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, and Help. The toolbar contains various icons for file operations and analysis. The main workspace is divided into four panes:

- Document System:** A tree view showing a hierarchy of documents. A tooltip for 'Montana_Peninsula 01-29-15' shows 'Creation date: 2/26/2016' and 'Author: lk'. The total count for documents is 194.
- Document Browser:** A large empty area for viewing document content.
- Code System:** A tree view showing a hierarchy of codes. The total count for codes is 194.
- Retrieved Segments:** A large empty area for viewing retrieved segments.

The status bar at the bottom shows 'Simple Coding Query (OR combination of codes)' and the system tray displays the time as 1:13 PM on 3/2/2016.

MAXQDA Four Basic Windows

Please open the Project File Internet Health Articles Coded

The project file we will use here is a set of articles collected from online news sites that focus on health issues (primarily obesity, diabetes, and heart disease) in Qatar and the Middle East. The news articles were pre-coded by University of Michigan staff.

Four Basic Windows: Document System

- The document system in MAXQDA is where all of the documents related to a project are stored.
- The documents can be in a variety of formats (Word, PDF, audio, video, image) within a single project.
- The amount and types of documents you store in a project depends on your preferences and your study:
 - Your project may have just a single document – such as one focus group transcript.
 - Your project may have 100s of documents in a variety of formats.

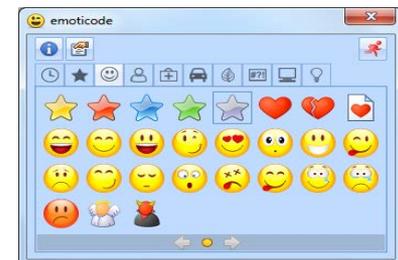
Four Basic Windows: Code System

The code system window is where all of the codes you use for any of the documents in your project appear.

Four Basic Windows: Code System

Six types of coding can be done in MAXQDA:

1. Classical coding – attaches existing code to segment
2. Free coding – new code attached to each segment (initial coding in grounded theory)
3. Targeted, selective coding – text reviewed (or searched) for a selected code to assign
4. *In-vivo* coding – respondents' words are added to codes and assigned their own code
5. Color coding – text segments highlighted
6. Emoticode – text segments assigned emoticon or symbol



Four Basic Windows: Code System

The information in the Code System essentially becomes the codebook for a project. Some recommend that each code in the code system should include: (1) the code; (2) a definition of the code; (3) guidelines when to use or not use the code; and (4) examples. This information would be included in the *Code Memo* for the code.

- Code labels can be up to 64 characters
- The coding system can be hierarchical with up to 10 levels
- The number of codes is not restricted
- Text segments can be assigned multiple codes
- Code memos can define the codes you use and provide examples and each memo can be denoted with a different icon.

Code System: Codebook

- Everything in the coding system can be produced as a codebook for the project. Codebooks are more useful and meaningful based on the number and quality of code memos you include in the project file.
- To produce a codebook click on the “Reports” Tab and then select “Codebook.”
- You will be prompted to save and name the Codebook which is saved as a .RTF file.

Code System: Codebook

The screenshot displays the MAXQDA 12 software interface. The main window shows a document titled "Linda_Gulf Times 03-14-15" with the headline "Qatar taking positive action in fight against obesity epidemic". A "Codebook" dialog box is open in the foreground, containing the following options:

- Only top level codes
- Only activated codes
- Include subcodes
- Options:
 - Standardize memo fonts
 - Number codes
 - Include parent code in code names
 - Export code system with frequencies

The background document shows a news article snippet with the date "11:17 PM 4 March 2014" and a paragraph starting with "between the Supreme Council of Health (SCH), Hamad Medical Corporation (HMC), Qatar Diabetes Association, Maersk Oil and pharmaceutical company Novo...".

At the bottom, the "Code System" panel lists various health-related codes and their frequencies:

- Health problems mentioned: 0
- Abnormal bone density: 2
- Cancer: 2
- Diabetes: 34
- Heart disease/cardiovascular disease: 7
- High cholesterol: 1
- Hypertension/high blood pressure: 8
- Insufficient sleep: 6
- Kidney disorder: 2
- Low blood calcium: 2

The Windows taskbar at the bottom shows the time as 2:13 PM on 3/2/2016.

Code System: Codebook Sample Page

codebook [Compatibility Mode] - Microsoft Word

File Home Insert Page Layout References Mailings Review View

Clipboard Font Paragraph Styles Editing

Navigation

Search Document

This document does not contain headings.

To create navigation tabs, create headings in your document by applying Heading Styles.

1 Education programs discussed

1.1 Education programs discussed\Education programs in the school

Assign this code to specific mentions of actual, or potential in-school programs related to health education.

EXAMPLE: *The Gulf state is considering plans to introduce anti-obesity awareness classes in schools.*

2 Experts-Organizations cited

Any time a specific organization or individual is cited within a paragraph, one of the following codes should be used to identify the organization or individual. Additional subcodes may need to be added here.

2.1 Experts-Organizations cited\International Diabetes Foundation

Statements referencing, or attributing information to the International Diabetes Foundation, should be assigned this code, including:

Without lifestyle changes, a quarter of the Middle East's population will be affected by 2035, according to the

Page: 4 of 10 Words: 1,715

2:14 PM 3/2/2016

Four Basic Windows: Document Browser

- The document browser is where you can view one or more of the documents in your Document system.
- You will assign codes (found in the Coding System) to the document in the Document Browser.
- To open any document into the document browser, simple double click on it in the Document System.
- You can open additional documents in new tabs.

Four Basic Windows: Retrieved Segments

- Some people say this is the window where you start asking questions such as:
 - Which codes are assigned most frequently?
 - What codes appear together most frequently?
 - Do two coders agree on the same codes for the same segments?
 - Do the coders understand the codes in the same way?
 - Do coders memos indicate any misunderstandings?
 - Do the segments that appear in this window convey something that isn't already in the codes?
 - Do we still agree with how the segments were coded?

Four Basic Windows: Retrieved Segments

- **Activation is key:** You can look at coded segments of any active document and active code in this window.
- To activate a document or documents, right click on the document and click on “activate.” Do the same to activate the code or codes you are interested in looking at.

10:15-12:15 Creating a New Project in MAXQDA

Creating a New Project in MAXQDA

Create a new project

- Decisions to make before creating project
- Preparing documents for MAXQDA
- Import documents
- Develop basic codes
- Begin using memos
- Retrieve coded segments

Before Creating a Project in MAXQDA

Make some basic decisions about the organization and functions of the project.

- What documents will be included in the file?
- Who will have access to the project, and what level of access will they have?
- What types of memos – or documentation – will you use?
- What types of coding systems will you use?

Preparing Documents for MAXQDA

- Make certain documents are in a format that can be used by MAXQDA (not HTML pages)
- Graphic images can be imported but they have some limitations that we will see later.
- While you can use audio files in MAXQDA, you will probably want them transcribed first.

Create a New Project

In this section we will create a new MAXQDA project and do the following:

- Import documents
- Develop basic codes
- Begin using memos

The data we will use was collected by SESRI in the spring of 2014 in a paper questionnaire given to school operators in Qatar whose schools (students, parents, administrators, and teachers) had participated in SESRI's 2012 Qatar Education Study.

Create a New Project

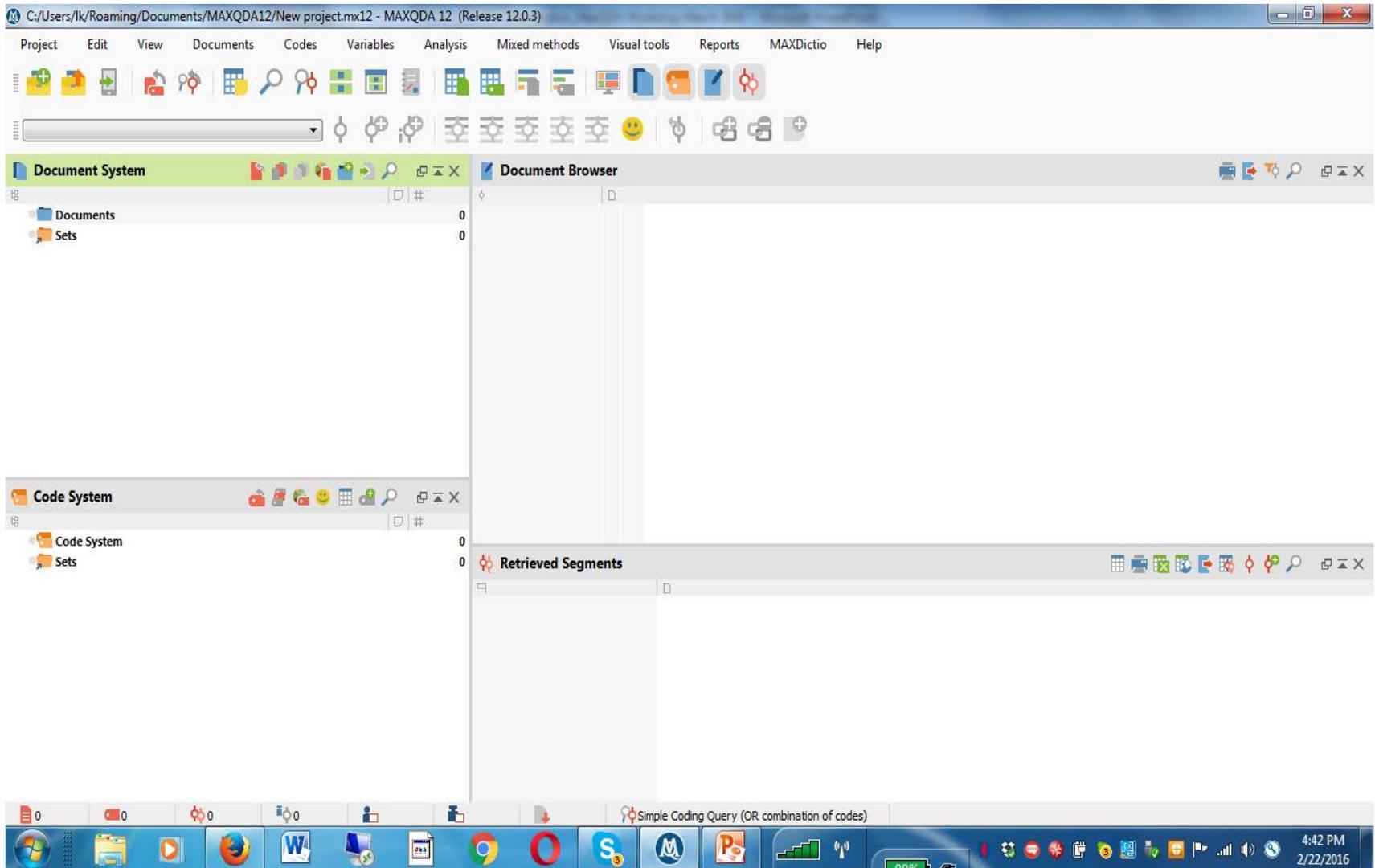
To create a new project in MAXQDA click on:
“New Project” under the “Project” tab

A Windows file browser will appear and you can navigate to the folder where you want to name and save your project.

The project is now created with the extension of **.mx12**

The four windows in your new project will be empty, with the exception of the words “Documents” and “sets” in the Document System and “Codes” and “sets” in the Code System (see next slide).

Beginning of New Project



Import Documents

To import documents into the new project:

- Right click on the word “Documents” in the document system.
 - This opens a list of things you can do in the document system, including “Import document(s)” which is about 12th on the list.
- Clicking on “Import document(s)” brings up a pop-up menu that allows you to browse for the documents you wish to import.

Import Documents

In our example we want to organize our documents by creating *Document Groups* BEFORE we import any documents.

- To create a new Document Group right click on the word “Documents” in the document system. This opens a list of things you can do in the document system, including “New document group” which is about 7th on the list.
- Clicking on “New document group” creates a document group named “Group1,” “Group2,” etc. You can then rename the document group into something meaningful for your project.
- Once the document group is created and named, right click on the group, and then import documents directly into that group.

Develop Basic Codes (Coding System)

- Depending on a researcher's orientation and the type of project (new or replication) they may use:
 - *a priori* codes – based on established theory or a previously developed coding scheme.
 - Grounded codes that emerge through reviewing and coding the text in a series of iterative steps.
- In this example we will develop a coding system using both of these methods, including codes using *in-vivo* coding.

Develop Basic Codes (Coding System)

- In the remaining portion of this exercise we will try a variety of coding methods in MAXQDA including:
 - In-vivo coding
 - Coding with a new code
 - Coding with an existing code
 - Highlight coding
- We will also create hierarchical codes

Importing Existing Coding System

- We will start by importing a partially-developed coding system for this project file that is in Excel (see next slide).

Importing Existing Coding System

Coding Scheme School Questionnaires - Microsoft Excel

File Home Insert Page Layout Formulas Data Review View Acrobat

Clipboard Font Alignment Number Styles Cells Editing

B3 Responses should be assigned this code if they mention replacing old equipment

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Code	Memo											
2	Change Sports	This broad category refers to changes discussed in the sports facilities. Responses to Q32, Q33, and Q34 should be coded using the subcodes in this category											
3	Change Sports\Replace Old equipment	Responses should be assigned this code if they mention replacing old equipment											
4	Change Sports\Add swimming pool												
5	Change Sports\Emphasize health issues& reduce obesity												
6	Change Sports\Increase sports offered												
7	Change Sports\No changes planned, none needed												
8	Change Sports\Maintenance, paint												
9	Change Sports\Staff & community use												
10	Change Cafeteria	This broad category refers to changes discussed in the school's cafeteria or food offerings. Responses to Q16, Q17, and Q18 should be assigned codes from											
11	Change Cafeteria\Add Vending machines												
12	Change Cafeteria\Buffet style												
13	Change Cafeteria\Increase staff												
14	Change Cafeteria\Redecorate, paint												
15	Change Cafeteria\Prepare food at school												
16	Change Cafeteria\Offer healthier food												
17	Change Cafeteria\More variety food, more diverse food												
18	Change Cafeteria\No changes planned, none needed												
19													
20													
21													
22													
23													
24													
25													

Sheet1 Sheet2 Sheet3

Ready 7:04 AM 3/5/2016

Importing Existing Coding System

- Click on the “Codes” Tab and select the 10th option – “Import Codes and Code Memos from Excel Spreadsheet.”

Begin Using Memos

We will also begin using a variety of memos in this exercise. Documentation in the forms of such things as codebooks, memos, and journals are critical components of qualitative research. Memos in MAXQDA give researchers the ability to document different aspects of their project.

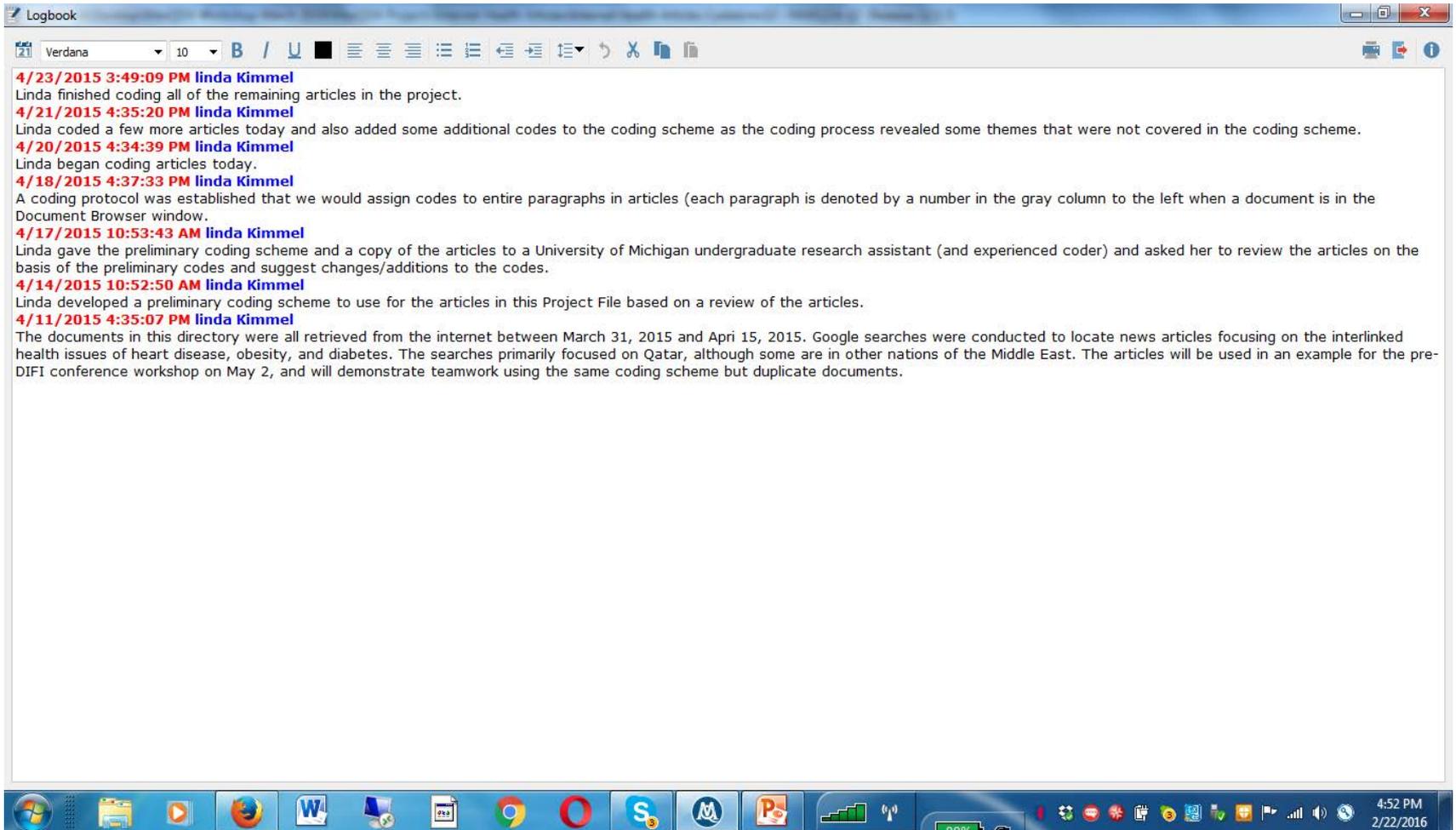
- The **logbook** is a special form of documentation that serves as a research journal.
- **Memos** can be assigned to projects, document groups, text segments, and codes.
 - Documents can have multiple memos attached but codes can only have one memo.
 - “Free memos” are not attached to any specific aspect of the project (such as a code or document) but to the project as a whole.
 - Memo Manager displays all memos of any type within a project.

Logbook

- To open – or start – a logbook, click on the “Analysis” tab and click on “Logbook” at the bottom of the menu.
- To make a new entry in a logbook click on the icon on the top left.

Example of Logbook

The logbook below includes the date each entry was made, and the team member who made the entry.



The screenshot shows a window titled "Logbook" with a standard Windows-style title bar. The window contains a list of entries, each starting with a date, time, and name in red text. The entries are as follows:

- 4/23/2015 3:49:09 PM linda Kimmel**
Linda finished coding all of the remaining articles in the project.
- 4/21/2015 4:35:20 PM linda Kimmel**
Linda coded a few more articles today and also added some additional codes to the coding scheme as the coding process revealed some themes that were not covered in the coding scheme.
- 4/20/2015 4:34:39 PM linda Kimmel**
Linda began coding articles today.
- 4/18/2015 4:37:33 PM linda Kimmel**
A coding protocol was established that we would assign codes to entire paragraphs in articles (each paragraph is denoted by a number in the gray column to the left when a document is in the Document Browser window).
- 4/17/2015 10:53:43 AM linda Kimmel**
Linda gave the preliminary coding scheme and a copy of the articles to a University of Michigan undergraduate research assistant (and experienced coder) and asked her to review the articles on the basis of the preliminary codes and suggest changes/additions to the codes.
- 4/14/2015 10:52:50 AM linda Kimmel**
Linda developed a preliminary coding scheme to use for the articles in this Project File based on a review of the articles.
- 4/11/2015 4:35:07 PM linda Kimmel**
The documents in this directory were all retrieved from the internet between March 31, 2015 and April 15, 2015. Google searches were conducted to locate news articles focusing on the interlinked health issues of heart disease, obesity, and diabetes. The searches primarily focused on Qatar, although some are in other nations of the Middle East. The articles will be used in an example for the pre-DIFI conference workshop on May 2, and will demonstrate teamwork using the same coding scheme but duplicate documents.

The window also shows a standard Windows taskbar at the bottom with various application icons and a system tray on the right displaying the time as 4:52 PM on 2/22/2016.

Overview of Memos

- The Overview of Memos is in table format and provides an overview of all of the memos saved in your project folder.
- As with most tables in MAXQDA, it can be exported into an Excel file.
- To open the Overview of Memos, click on the “Analysis” tab and click on “Overview of Memos” near the bottom of the menu (There is also an overview of memos icon).



Example of Portion of Memo Manager

Overview of memos

All 41 Memos

Document gro...	Document	Code	Document set	Title	Author	Creation date	Preview	Origin	Begin	End
				Description of Pr...	l kimmel	3/16/2015 11:33...	The majority of t...	Project		
Government Rep...	National Health ...			National Health ...	linda Kimmel	4/10/2015 3:45 ...	This report was ...	Document		
Government Rep...	SCH_April_1_2015			SCH_April_1_2015	linda Kimmel	4/10/2015 3:49 ...	This is one of a s...	Document	1	1
Government Rep...	SCH_February_...			SCH_February_...	linda Kimmel	4/10/2015 3:56 ...	This document w...	Document	1	1
Government Rep...	SCH_AnnualRep...			SCH_AnnualRep...	linda Kimmel	4/10/2015 4:06 ...	The annual repo...	Document		
Government Rep...	SCH_DG_GUIDE...			SCH_DG_GUIDE...	linda Kimmel	4/14/2015 4:50 ...	The Qatar Dietar...	Document		
		Qatar Suprem...		Qatar Suprem...	linda Kimmel	4/14/2015 4:54 ...	This code include...	Code		
Coding Schemes	1st Coding sche...			1st Coding sche...	linda Kimmel	4/17/2015 10:55...	This is the prelimi...	Document	1	1
		Surgery		Surgery	linda Kimmel	4/20/2015 4:35 ...	This code should...	Code		
		Healthy diet-hea...		Healthy diet-hea...	linda Kimmel	4/20/2015 4:38 ...	This code should...	Code		
		Exercise, sport ...		Exercise	linda Kimmel	4/20/2015 4:40 ...	This code should...	Code		
		Suggested or po...		Suggested policy...	linda Kimmel	4/20/2015 4:42 ...	This code should...	Code		
		Media organizati...		Media organizati...	linda Kimmel	4/20/2015 4:46 ...	This code should...	Code		
		Universities, Uni...		Universities, Uni...	linda Kimmel	4/20/2015 4:48 ...	This code should...	Code		
		Actual policy cha...		Actual policy cha...	linda Kimmel	4/20/2015 4:52 ...	Any actual policy...	Code		
		International Dia...		International Dia...	linda Kimmel	4/20/2015 4:53 ...	Statements refe...	Code		
		Qatar Olympic C...		Qatar Olympic C...	linda Kimmel	4/20/2015 4:56 ...	Statement made...	Code		
		Qatar Diabetes ...		Qatar Diabetes ...	linda Kimmel	4/20/2015 4:59 ...	Statements mad...	Code		
		Medical doctors/...		Medical doctors	linda Kimmel	4/20/2015 5:01 ...	This code should...	Code		
		Experts-Organiz...		Experts-Organiz...	linda Kimmel	4/20/2015 5:02 ...	Any time a speci...	Code		
		Kidney disorder		Kidney disorder	linda Kimmel	4/20/2015 5:04 ...	This code should...	Code		
		Insufficient sleep		Insufficient sleep	linda Kimmel	4/20/2015 5:05 ...	Assign this code ...	Code		
		Obesity and ove...		Obesity...	linda Kimmel	4/20/2015 5:07 ...	Assign this code ...	Code		

4:55 PM 2/22/2016

Reports: Word Frequencies

- Researchers often want to know which words appear most frequently in the documents in their project file when they first begin a new project.
- The Word Frequencies feature under the MAXDictio Tab can provide insights.
- However, if the documents include questions as well as responses, the word counts will be misleading.

Reports: Word Frequencies

Word frequency

In 23 documents (6607 words total) 584 Words (TTR = 0.0884)

Word	Word length	Frequency	%	IndSchool_01	IndSchool_04	IndSchool_07	IndSchool_08	IndSchool_09	IndSchool_10	IndSchool_12	IndSchool_16	IndSchool_18
the	3	541	8.19	22	24	25	28	22	27	32	19	23
to	2	319	4.83	15	12	17	13	12	14	14	14	12
in	2	239	3.62	11	10	10	15	11	12	11	9	9
you	3	161	2.44	7	7	7	7	7	7	7	7	7
plan	4	142	2.15	6	6	7	7	6	7	6	6	6
below	5	138	2.09	6	6	6	6	6	6	6	6	6
describe	8	138	2.09	6	6	6	6	6	6	6	6	6
space	5	138	2.09	6	6	6	6	6	6	6	6	6
and	3	128	1.94	6	7	7	5	6	5	4	5	4
Please	6	115	1.74	5	5	5	5	5	5	5	5	5
science	7	99	1.50	4	4	4	4	4	5	5	4	4
have	4	98	1.48	5	5	4	4	4	4	4	4	4
YES	3	95	1.44	4	5	4	4	4	4	5	4	4
any	3	93	1.41	4	4	4	4	4	4	4	4	4
this	4	93	1.41	4	4	5	4	4	4	4	4	4
IF	2	92	1.39	4	4	4	4	4	4	4	4	4
of	2	79	1.20	6	4	3	9	1	4	8	2	4
make	4	74	1.12	3	4	3	4	3	3	3	3	3
change	6	72	1.09	3	3	3	3	3	3	5	3	3
improve	7	71	1.07	3	3	5	3	3	3	3	3	3
like	4	70	1.06	3	3	3	3	3	3	3	3	3
about	5	69	1.04	3	3	3	3	3	3	3	3	3
Are	3	69	1.04	3	3	3	3	3	3	3	3	3
If	2	69	1.04	3	3	3	3	3	3	3	3	3
month	5	69	1.04	3	3	3	3	3	3	3	3	3
next	4	69	1.04	3	3	3	3	3	3	3	3	3
resource	8	69	1.04	3	3	3	3	3	3	3	3	3
there	5	69	1.04	3	3	3	3	3	3	3	3	3
twelve	6	69	1.04	3	3	3	3	3	3	3	3	3
unlimited	9	69	1.04	3	3	3	3	3	3	3	3	3

Windows taskbar: 2:34 PM 3/2/2016

Exercise Using Supplemental Facilities

Questionnaire Project File

- Add a new higher level code “Change Science” to the Code System .
- Code the responses to the science question “Q26. If you had unlimited resources, what would you like to improve about the science laboratories? [Please describe in the space below]” in at least the first four schools and add the codes to the coding system.
- Use color coding on at least one segment that might serve as an interesting quote in a report.
- Code at least one response “in vivo” (which will add the code to the coding system).
- Update the Logbook to reflect the work you do.
- Create a memo for each of the documents you code that describes your work.
- Produce a codebook for the project file.

**12:30-2:00 Working with Different
Document Types in MAXQDA**

Working with Different Document Types in MAXQDA

- This afternoon we will have a brief introduction to working with three different types of documents in MAXQDA:
 - Focus group transcripts
 - Poster images
 - Excel files
- We will spend more time with each of these document types and project files tomorrow.

Importing Focus Group Transcripts

In the first example we will import a focus group transcript (currently a Word Document) into MAXQDA.

We use a pseudo focus group transcript created by combing information collected in a series of in-depth, personal interviews with exhibitors at a Book Festival in Ann Arbor, Michigan at the conclusion of the event to get their feelings about the experience and to suggest changes for future events.

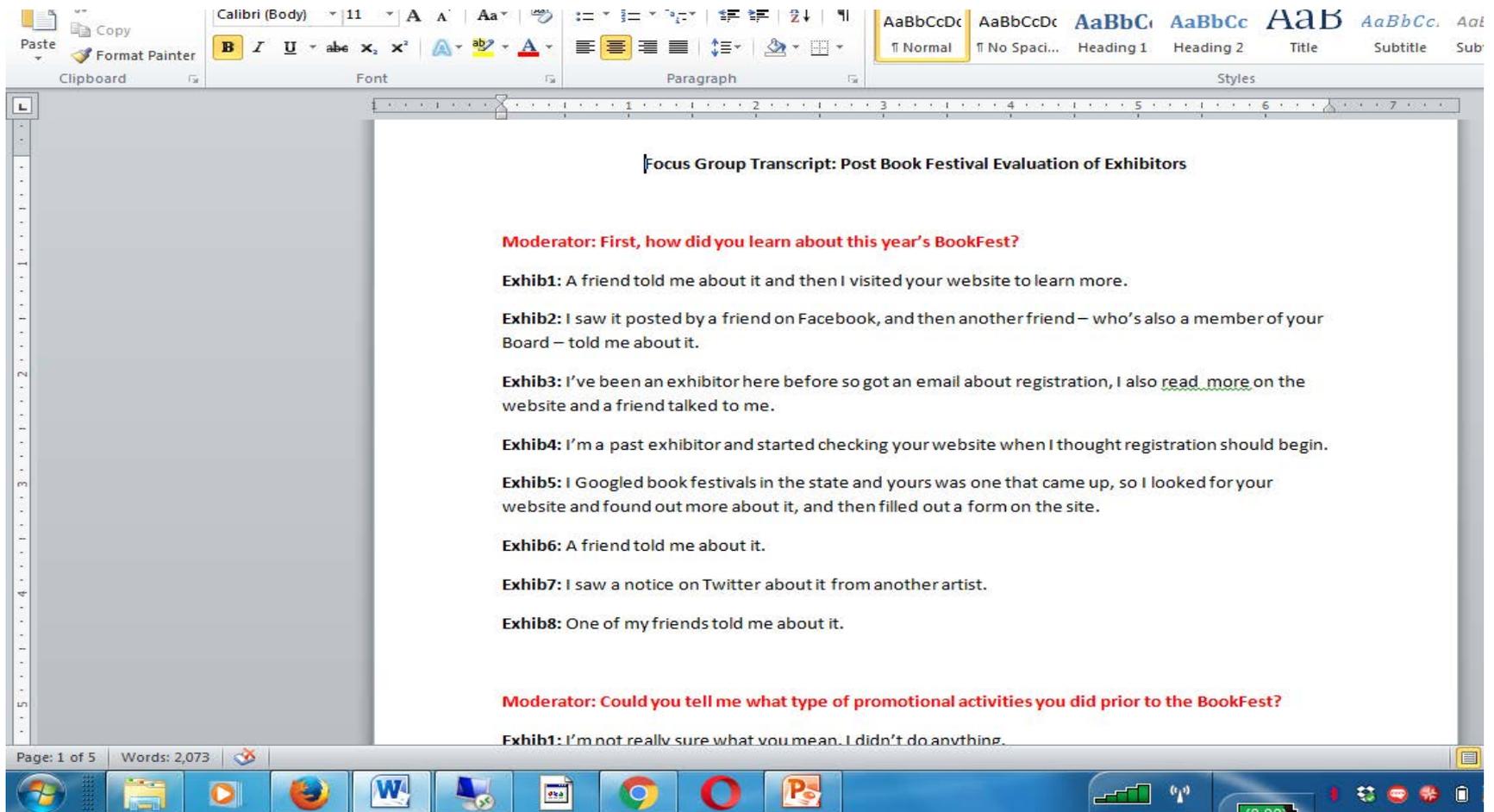
Focus Group Transcript Preparation

There are two requirements to prepare a focus group transcript:

1. Each contribution by any participant (moderator or speaker) must begin with their name always in exactly the same way.
2. Each speaker's name (including the moderator) must be followed by a colon (“:”)

Focus Group Transcript Preparation

A Transcript in Word ready for import into MAXQDA (NOTE: The moderator's questions are in red to stand out, but this is not required.)



Import Focus Group Transcript

- Under the “Documents” tab click on the fifth option, “Import Focus Group Transcript.”
- Select the file “MAXQDA
Projects\Focus_Group_Exhibitors\Focus
Group_Transcript_Exhibitors.docx”
- These steps will import each speaker as a separate document as is shown on the next slide.

Focus Group Transcript Imported in MAXQDA

The screenshot displays the MAXQDA 12 software interface. The title bar indicates the file path: C:/Users/lk/Roaming/Documents/MAXQDA12/test focus group.mx12 - MAXQDA 12 (Release 12.0.3). The menu bar includes Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, and Help. The toolbar contains various icons for document management, search, and analysis.

The main workspace is divided into several panes:

- Document System:** A tree view on the left showing the project structure. It includes a 'Documents' folder with a sub-folder 'Focus Group_Transcript_Exhibitors' containing 'Focus Group Transcript' (1 page) and 'Moderator' (7 pages), and eight 'Exhib' sub-folders (Exhib1 to Exhib8, each 7 pages). There is also a 'Sets' folder (0 pages).
- Code System:** A tree view below the Document System, showing a 'Code System' folder with a sub-folder 'Focus Group_Transcript_Exhibitors' (0 pages) and the same 'Focus Group Transcript' (1 page) and 'Moderator' (7 pages) sub-items, along with eight 'Exhib' sub-folders (Exhib1 to Exhib8, each 7 pages) and a 'Sets' folder (0 pages).
- Document Browser:** The central pane displays the content of the selected document, 'Focus Group Transcript: Post Book Festival Evaluation of Exhibitors'. It shows a list of 9 segments, each with a speaker label and a line number:
 - 1
 - 2 **Moderator:** First, how did you learn about this year's BookFest?
 - 3 **Exhib1:** A friend told me about it and then I visited your website to learn more.
 - 4 **Exhib2:** I saw it posted by a friend on Facebook, and then another friend – who's also a member of your Board – told me about it.
 - 5 **Exhib3:** I've been an exhibitor here before so got an email about registration, I also read more on the website and a friend talked to me.
 - 6 **Exhib4:** I'm a past exhibitor and started checking your website when I thought registration should begin.
 - 7 **Exhib5:** I Googled book festivals in the state and yours was one that came up, so I looked for your website and found out more about it, and then filled out a form on the site.
 - 8 **Exhib6:** A friend told me about it.
 - 9 **Exhib7:** I saw a notice on Twitter about it from another artist.
- Retrieved Segments:** A pane at the bottom of the Document Browser, currently empty.

The Windows taskbar at the bottom shows the system tray with the date and time: 1:11 PM, 2/23/2016. The taskbar also displays icons for various applications including Internet Explorer, Word, PowerPoint, and MAXQDA.

Focus Group Transcript Imported in MAXQDA

We will review the features of a focus group project file in more detail tomorrow.

Using Image Files in MAXQDA

We will use a previously created MAXQDA project file:
“MaxQDA Projects\PosterImages\Poster_Images_V3.mx12”

The file includes as documents images of posters that were created in different countries related to **gender based violence issues.**

Using Image Files in MAXQDA

As with any document, you need to decide what you will treat as your coding “segment” with an image:

- Do you want coders to assign a code to the entire image?
- Do you want coders to just code a portion of the image?

Using Image Files in MAXQDA

If you treat the entire image as a segment and assign the code to the whole image as below:

The screenshot displays the MAXQDA 12 software interface. The top menu bar includes Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, and Help. The toolbar contains various icons for document management and analysis. The Document System pane on the left shows a tree view of folders and files, with 'UN1' selected. The Code System pane at the bottom left shows a tree view of codes, with 'Both women and men_Linda' selected. The main workspace displays a grid of eight images, each showing a person with their hand raised in a 'stop' gesture. A green highlight coding box is drawn around the entire grid, and the text '..Both women and men' is visible next to it. The Windows taskbar at the bottom shows the system clock as 9:55 AM on 2/26/2016.

Using Image Files in MAXQDA

If you treat the entire image as a segment and assign the code to the whole image the entire image will appear in the Retrieved Segment Window:

The screenshot displays the MAXQDA 12 software interface. The title bar shows the file path: C:\Users\VK\Desktop\MaxQDA Projects\PosterImages\Poster_Images_V3.mx12 - MAXQDA 12 (Release 12.0.3). The menu bar includes Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, and Help. The toolbar contains various icons for file operations and analysis. The Document System pane on the left shows a hierarchical tree structure with folders like Nigeria1, Palestine1, Public Services International, Sri Lanka1, UN1, UNHCR1, WHO1, Yemen1, Reports on GBV, UNFPA Joint Report, and WHO_Multi-Country-Report. The Code System pane on the left shows a list of codes with their counts, including Abstract image_Lauren (2), Cartoon images_Lauren (15), Real human images_Lauren (12), Violence depicted in poster_Lauren (6), Linda Codes (0), Bruises, Blood_Linda (2), Gender of images_Linda (0), Both women and men_Linda (11), Men only_Linda (3), Women only_Linda (10), Problems with coding_Linda (3), Type of graphic_Linda (0), and Abstract image_Linda (3). The Retrieved Segments pane on the right shows a grid of 8 images, each with a hand raised in a 'stop' gesture. The bottom status bar displays 'Simple Coding Query (OR combination of codes)' and the system tray shows the time as 9:58 AM on 2/26/2016.

Using Image Files in MAXQDA

If you assign a code to just a portion of the image as below:

The screenshot displays the MAXQDA 12 software interface. The main window shows a grid of eight images, each featuring a person with their hand raised in a 'stop' gesture. A green rectangular selection box is drawn around the left side of the bottom-left image, which shows a man with glasses and an orange scarf. A vertical green line extends from the bottom of this selection box to a label in the left-hand pane that reads `..Men only_Linda`. The left-hand pane is divided into two sections: 'Document System' and 'Code System'. The 'Document System' shows a tree view with folders like 'Nigeria1', 'Palestine1', 'Public Services International', 'Sri Lanka1', 'UN1', 'UNHCR1', 'WHO1', and 'Yemen1'. The 'Code System' shows a tree view with codes such as 'Abstract image_Lauren', 'Cartoon images_Lauren', 'Real human images_Lauren', 'Violence depicted in poster_Lauren', 'Linda Codes', 'Bruises, Blood_Linda', 'Gender of images_Linda', 'Both women and men_Linda', 'Men only_Linda', 'Women only_Linda', 'Problems with coding_Linda', and 'Type of graphic_Linda'. The 'Men only_Linda' code is highlighted in blue. The bottom status bar shows 'Simple Coding Query (OR combination of codes)'. The Windows taskbar at the bottom indicates the time is 10:02 AM on 2/26/2016.

Using Image Files in MAXQDA

If you assign a code to just a portion of the image, only that portion will appear in the Retrieved Segments window.

The screenshot displays the MAXQDA 12 software interface. The title bar indicates the project path: C:\Users\Wk\Desktop\MaxQDA Projects\PosterImages\Poster_Images_V3.mx12 - MAXQDA 12 (Release 12.0.3). The menu bar includes Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, and Help. The toolbar contains various icons for file operations and analysis.

The interface is divided into several panels:

- Document System:** A tree view on the left showing a hierarchy of documents. The 'UN1' document is selected, with a count of 4. Other documents include Nigeria1 (6), Palestine1 (4), Public Services International (6), Sri Lanka1 (4), UNHCR1 (4), WHO1 (4), Yemen1 (4), Reports on GBV (0), UNFPA Joint Report (0), and WHO_Multi-Country-Report (0).
- Code System:** A tree view on the left showing a hierarchy of codes. The 'Men_only_Linda' code is selected, with a count of 4. Other codes include Abstract image_Lauren (2), Cartoon images_Lauren (15), Real human images_Lauren (12), Violence depicted in poster_Lauren (6), Bruises, Blood_Linda (2), Gender of images_Linda (0), Both women and men_Linda (10), Women only_Linda (10), Problems with coding_Linda (3), and Type of graphic_Linda (0).
- Retrieved Segments:** A panel on the right showing a list of segments. The 'UN1' document is selected, with a count of 0. The segment '0[160 - 168]315' is selected, with a count of 1. A small image of a man's face is displayed next to the segment.

The bottom status bar shows the Simple Coding Query (OR combination of codes) and the system clock indicating 10:04 AM on 2/26/2016.

Using Image Files in MAXQDA

We will examine this MAXQDA project containing images in more detail tomorrow.

Importing Excel Files into MAXQDA

In the final example of the day we will import an Excel file that includes some sample responses from a study collected by SESRI.

- A major improvement in version 12 of MAXQDA is how easy it now is to import Excel files into MAXQDA

Importing Excel Files into MAXQDA

- Many of us conduct surveys that include a mix of *closed-ended questions* (such as those that require a yes/no response) and *open-ended questions* (allowing the respondent to answer in their own words a sometimes lengthy response).
- This combination of responses can be imported into MAXQDA from an Excel sheet so that the open-ended response – or responses – can be coded using MAXQDA's features.

Importing Excel Files into MAXQDA

Our example includes some of the responses to a Marriage Delay study of women conducted by SESRI several years ago.

- The sample Excel file (next screen) includes a series of responses from the survey, including an open-ended response to a question about hypothetical conditions the women would like to have added to a marriage agreement.

Example of Excel File to Import into MAXQDA

The screenshot shows a Microsoft Excel spreadsheet titled "Marriage Delay Data - Microsoft Excel". The spreadsheet has the following columns: A (Document Group), B (Document Name), C (Age), D (Status), E (Conditions), F (EdCurr), G (EmpEver), and H (EmpCurr). The data is as follows:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Document Group	Document Name	Age	Status	hypcond	EdCurr	EmpEver	EmpCurr						
2	Conditions	163354	32	2	to have my own house	9	1	1						
3	Conditions	185110	27	2	to have my own house	5	1	1						
4	Conditions	178781	38	2	to have my own house	5	0	0						
5	Conditions	113991	34	2	to have a house	7	1	0						
6	Conditions	125297	39	2	to have an independent house	4	0	0						
7	Conditions	139553	39	2	to allow me to continue my studies	9	1	0						
8	Conditions	142409	32	2	to allow me to work	9	0	0						
9	Conditions	100696	35	2	I have to live in a separate house	8	1	1						
10	Conditions	143672	38	2	to treat the woman like a human being and to finish my studies	3	0	0						
11	Conditions	76462	28	2	nothing	5	1	0						
12	Conditions	177553	28	2	nothing	5	1	1						
13	Conditions	181958	31	2	nothing	5	1	1						
14	Conditions	192765	35	2	nothing	5	1	1						
15	Conditions	193861	30	2	nothing	9	1	1						
16	Conditions	104612	35	2	nothing	9	1	0						
17	Conditions	145495	21	2	nothing	1	0	0						
18	Conditions	145858	27	2	nothing	1	0	0						
19	Conditions	146439	34	2	nothing	3	0	0						
20	Conditions	128850	25	2	a job and to live with the in-laws	5	0	0						
21	Conditions	37913	39	2	I already put my conditions	8	1	1						
22	Conditions	122499	30	2	The fear of God and a separate home	7	1	0						
23	Conditions	147103	33	2	nothing	4	0	0						
24	Conditions	159587	35	2	nothing	1	0	0						
25	Conditions	100828	32	2	not to marry another woman	10	1	1						

Importing Excel Files into MAXQDA

- Each row in the Excel file should represent a single case in your study (a respondent, a newspaper article, etc.).
- When the file is imported into MAXQDA, each row will become a separate document in your project's document system.

Formatting Data in Excel Files to Use in MAXQDA

- Two columns are required by MAXQDA:

The first column will include the Document Group for the cases (labeled in our example “Document Group.”)

The second column will include the unique ID of the case (labeled in our example “Document Name.”)

- Every other column may have a standard heading to describe the variable in the column.

Importing Excel Files into MAXQDA

- First start a new project and save it as “Excel_Project”.
- Under the “Documents” tab, select the third option, “Import documents from Excel spreadsheet.” When you select the file a popup screen will appear (next slide) that prompts you to select the column for the Document Group and the Document Name.

Importing Excel Files into MAXQDA

Import documents from Excel spreadsheet

Which column contains the labels for ...

... the document group?

... the document name?

Mark the columns to be imported and automatically coded as text.
Mark the columns to be imported as variables.

Column	Code	Variable
Document Group	<input type="checkbox"/>	<input type="checkbox"/>
Document Name	<input type="checkbox"/>	<input type="checkbox"/>
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Status	<input checked="" type="checkbox"/>	<input type="checkbox"/>
hypcond	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EdCurr	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EmpEver	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EmpCurr	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Options

Code empty cells

Documents that exist in project before import (same document name in document group):

Import

Ignore for import

Add text to existing documents

OK Cancel

Importing Excel Files into MAXQDA

- All of the remaining variables (or columns) in your Excel file will be listed in the popup window and you will need to check either “code” or “variable” for each column.
- Code: MAXQDA assigns a preliminary code (the same for each value) in each column (see next screen).

Importing Excel Files into MAXQDA: Code Selected for Import

The screenshot displays the MAXQDA 12 (Release 12.0.3) software interface. The main window shows a project titled "C:/Users/lk/Roaming/Documents/MAXQDA12/test2_new.mx12 - MAXQDA 12 (Release 12.0.3)". The interface is divided into several panes:

- Document System:** A tree view on the left showing a "New document group" containing multiple "Conditions" documents. The "Conditions" document is selected.
- Code System:** A tree view on the left showing a "Code System" with various codes: V1, V2, Age, Status, hypcond, EdCurr, EmpEver, EmpCurr, and Sets. The "Conditions" code is selected.
- Document Browser: Conditions:** A table in the center-right pane showing the selected code's content. The table has two columns: the code name and its value.
- Retrieved Segments:** A pane at the bottom showing the results of a query, currently empty.

The "Document Browser: Conditions" pane displays the following data:

Code	Value
V1	1 Conditions
V2	2 163354
Age	3 32
Status	4 2
hypcond	5 to have my own house
EdCurr	6 9
EmpEver	7 1
EmpCurr	8 1

The Windows taskbar at the bottom shows the system tray with the date and time: 11:06 AM, 2/26/2016.

Importing Excel Files into MAXQDA

- In our example we want to select “Variable” for most of the other variables in the file, and we only want to code the column labeled “hypcond” (with the hypothetical conditions for the marriage contract.)
- Variable: These become part of the variables associated with the document (see next page). We will use them in some mixed methods analyses tomorrow.

Importing Excel Files into MAXQDA: Variable Selected for Import

Document variables

List of document variables

11 Variables

Variable	Variable type	To be displayed	Source	Missing value	Categorical	Display as t...
Document group	Integer	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Document name	Text	<input checked="" type="checkbox"/>	System		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Creation date	Date/Time	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Number of coded segme...	Integer	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Number of memos	Integer	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Author	Text	<input checked="" type="checkbox"/>	System		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Age	Integer	<input checked="" type="checkbox"/>	User	-99	<input type="checkbox"/>	<input type="checkbox"/>
Status	Integer	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
EdCurr	Integer	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
EmpEver	Boolean (True/F...	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
EmpCurr	Boolean (True/F...	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>

11:50 AM
2/26/2016

Using Lexical Search to Code

- Lexical Search (under Analysis tab or use icon)  allows us to search for words or phrases in documents and then assign codes to them.
- We will start by trying to search for various responses that relate to the code of “Education”
- We enter a series of words that relate to the code (next slide)

Using Lexical Search to Code

The screenshot displays the MAXQDA 12 software interface. At the top, the title bar reads "C:\Users\JK\Desktop\MaxQDA Projects\Marriage Delay\MarriageDelay_Practice.mx12 - MAXQDA 12 (Release 12.0.3)". The menu bar includes Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, and Help. Below the menu is a toolbar with various icons. The main workspace is divided into several panels:

- Document System:** Shows a tree view of documents. The "Documents" folder is expanded, listing several documents with IDs such as 163354, 185110, 178781, 113991, 125297, 139553, 142409, 100696, 143672 (selected), 76462, and 177553.
- Code System:** Shows a tree view of codes. The "Education" code is selected. Other codes include "Divorce other marriage", "Divorce first wife", "Divorce payment", "promise not to marry again", "Promise not to divorce", "Has no conditions, nothing, none", "Housing", "Have own house", "Live with family", "Not marry another woman", "Treat woman like human being", and "Refuses to answer".
- Document Browser:** Shows a document titled "143672" with a snippet of text: "to treat the woman like a human being and to finish my studies".
- Retrieved Segments:** A panel at the bottom right, currently empty.

A "Lexical search" dialog box is open in the center. It has a search bar and two buttons: "+ New" and "X Delete". The "Search strings" list contains: education, studies, study, college, school, and university. On the right side of the dialog, there are options for "In documents" (selected) and "In memos", and "OR" (selected) and "AND" search operators. There is also a "Within" field set to "1" paragraphs. Other options include "Find whole words", "Case-sensitive", "Only in activated documents", and "Only in retrieved segments". At the bottom of the dialog are "Open", "Save", "Run search", and "Cancel" buttons.

The Windows taskbar at the bottom shows the system tray with the date and time: 4:54 PM, 2/26/2016. The taskbar also shows several open applications including Internet Explorer, Word, and Chrome.

Using Lexical Search to Code

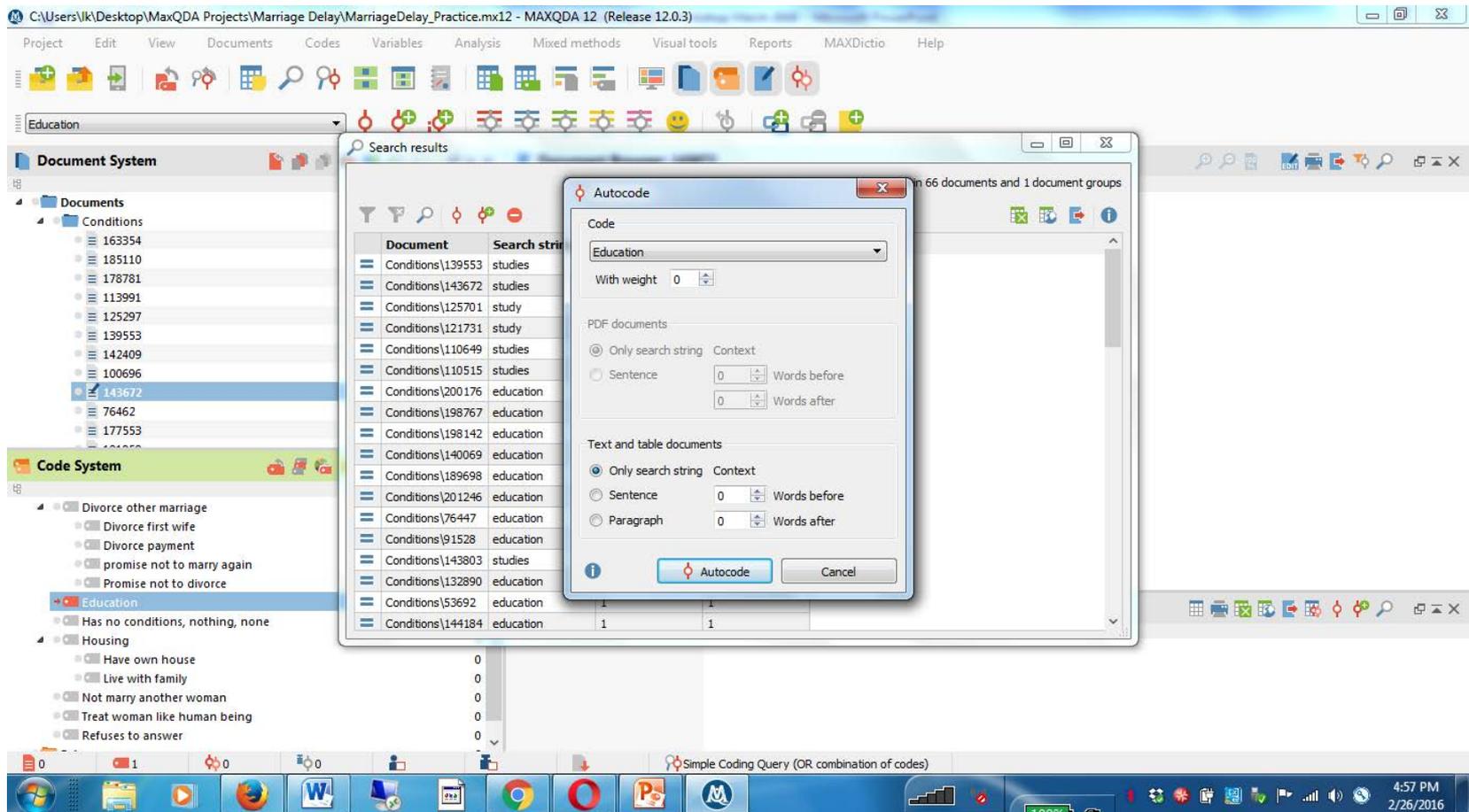
The screenshot displays the MAXQDA 12.0.3 interface. The main window shows a project titled 'MarriageDelay_Practice.mx12'. The left sidebar contains a 'Document System' tree with 'Documents' and 'Code System' sections. The 'Code System' section is expanded to show 'Education' selected. A 'Search results' dialog box is open in the foreground, displaying 66 hits across 66 documents and 1 document group. The search results are as follows:

Document	Search string	Begin	End
Conditions\139553	studies	1	1
Conditions\143672	studies	1	1
Conditions\125701	study	1	1
Conditions\121731	study	1	1
Conditions\110649	studies	1	1
Conditions\110515	studies	1	1
Conditions\200176	education	1	1
Conditions\198767	education	1	1
Conditions\198142	education	1	1
Conditions\140069	education	1	1
Conditions\189698	education	1	1
Conditions\201246	education	1	1
Conditions\76447	education	1	1
Conditions\91528	education	1	1
Conditions\143803	studies	1	1
Conditions\132890	education	1	1
Conditions\53692	education	1	1
Conditions\144184	education	1	1

The bottom status bar shows 'Simple Coding Query (OR combination of codes)'. The Windows taskbar at the bottom indicates the time is 4:55 PM on 2/26/2016.

Using Lexical Search to Code

By clicking on the “autocode” icon, the following popup occurs:



Using Lexical Search to Code: Overview of Coded Segments

Coded segments

All 66 coded segments from 66 documents and 1 document groups

Comment	Document gro...	Document na...	Code	Begin	End	Weight s...	Preview	Area	Coverage %	Author
	Conditions	139553	Education	1	1	0	to allow me to continue my studies	34	91.89	lk
	Conditions	143672	Education	1	1	0	to treat the woman like a human being and to finish my studies	62	95.38	lk
	Conditions	125701	Education	1	1	0	continue studying and not to forbid me from seeing my family an	72	96.00	lk
	Conditions	121731	Education	1	1	0	continue studying and living in a separate home	47	94.00	lk
	Conditions	110649	Education	1	1	0	I have to finish my studies	27	90.00	lk
	Conditions	110515	Education	1	1	0	driving a car, graduate studies, and work	41	93.18	lk
	Conditions	200176	Education	1	1	0	continue my education	21	87.50	lk
	Conditions	198767	Education	1	1	0	continue my education	21	87.50	lk
	Conditions	198142	Education	1	1	0	continue my education	21	87.50	lk
	Conditions	140069	Education	1	1	0	continue my education	21	87.50	lk
	Conditions	189698	Education	1	1	0	continue my education and work	30	90.91	lk
	Conditions	201246	Education	1	1	0	continue my education	21	87.50	lk
	Conditions	76447	Education	1	1	0	continue my education and a separate house	42	93.33	lk
	Conditions	91528	Education	1	1	0	to work and to continue my education	36	92.31	lk
	Conditions	143803	Education	1	1	0	to provide support for my needs and to continue my studies	58	95.08	lk
	Conditions	132890	Education	1	1	0	a separate house and to complete my education	45	93.75	lk
	Conditions	53692	Education	1	1	0	to continue her education and work	34	91.89	lk
	Conditions	144184	Education	1	1	0	to continue my education	24	88.89	lk
	Conditions	162748	Education	1	1	0	to complete my education	24	88.89	lk
	Conditions	123169	Education	1	1	0	to go to university	19	86.36	lk
	Conditions	182396	Education	1	1	0	the job and school	18	85.71	lk
	Conditions	120266	Education	1	1	0	work and university	19	86.36	lk
	Conditions	125291	Education	1	1	0	driving and school and work	27	90.00	lk
	Conditions	198119	Education	1	1	0	permission to finish studies and work	37	92.50	lk
	Conditions	104564	Education	1	1	0	education	9	75.00	lk
	Conditions	169636	Education	1	1	0	education	9	75.00	lk
	Conditions	174682	Education	1	1	0	education	9	75.00	lk
	Conditions	189815	Education	1	1	0	complete my education	21	87.50	lk

5:00 PM
2/26/2016

Exercise

- Code the remaining segments using the Lexical search function.
- Check the “Overview of Coded segments” after each new assignment to make sure there are no problem codes.
- Open new documents not assigned a code (0 in the document system on the right) for new terms to search for.

Workshop Outline -- Tuesday

8:00-10:00 Teamwork with MAXQDA

10:00-10:15 Break

10:15-12:15 Analysis Methods and output from
MAXQDA

12:15-12:30 Break

12:30-2:00 Analysis Methods and output continued

8:00-10:00 Teamwork with MAXQDA

Teamwork

- Many qualitative researchers conduct their studies alone, with no help from other researchers or staff.
- But some larger qualitative projects involve multiple researchers, and at times teams of coders. MAXQDA offers a number of ways to do *teamwork*. We will explore a few of these issues this morning.

Teamwork

Teamwork can be done in many different ways in MAXQDA. The first way to do teamwork:

- **Example 1:** Duplicate copies of the same documents are made for all coders.
 - For example, if we wanted two coders – Dave and Linda -- to code the same internet article about health, we would create two copies of the article, one named Linda_NewsArticle and the second Dave_NewsArticle. Dave and Linda would each use the same set of codes and we would then compare their results with various visual tools.

Teamwork

Teamwork can be done in many different ways in MAXQDA. The second way to do teamwork.

- **Example 2:** Separate sets of codes are made for each coder (signified with their name).
 - In this case Dave and Linda would code the same document, but they would each have their own set of codes within the coding system.

Teamwork Example 1:

Duplicate Versions of Same Document

- In this example we look at teamwork using duplicate sets of documents, with the coders using the same sets of codes.

- First, we will look at duplicate copies of an article from January 29, 2015 from the Peninsula coded by two people:

Montana: Montana_Peninsula-01-29-15

Linda: Linda_Peninsula-01-29-15

- Activate each of the two documents and activate all of the sub-codes under “Health Problems Mentioned”

Teamwork Example 1:

Duplicate Versions of Same Document

- Under the Analysis Tab, click on “Intercoder Agreement” (the sixth selection) and in the popup window pick the two documents you want to compare (see next slide).
- You can select between:
 - Code existence in document (% agreement at top)
 - Code frequency in document (% agreement at top)
 - Segment agreement in % (this can produce kappa)
- This will produce a code matrix browser.

Teamwork Example 1: Duplicate Versions of Same Document Analysis Tab, Intercoder Agreement:

The screenshot displays the MAXQDA 12 software interface. The main window shows a document titled "Workshop_Peninsula 01-29-15" with the text "Hypertension, obesity rates high in Qatar". A dialog box titled "Intercoder agreement" is open, comparing two documents:

- Document 1: Linda_Online Articles Coded\Linda_Peninsula 01-29-15
- Document 2: Montana_Articles\Montana_Peninsula 01-29-15

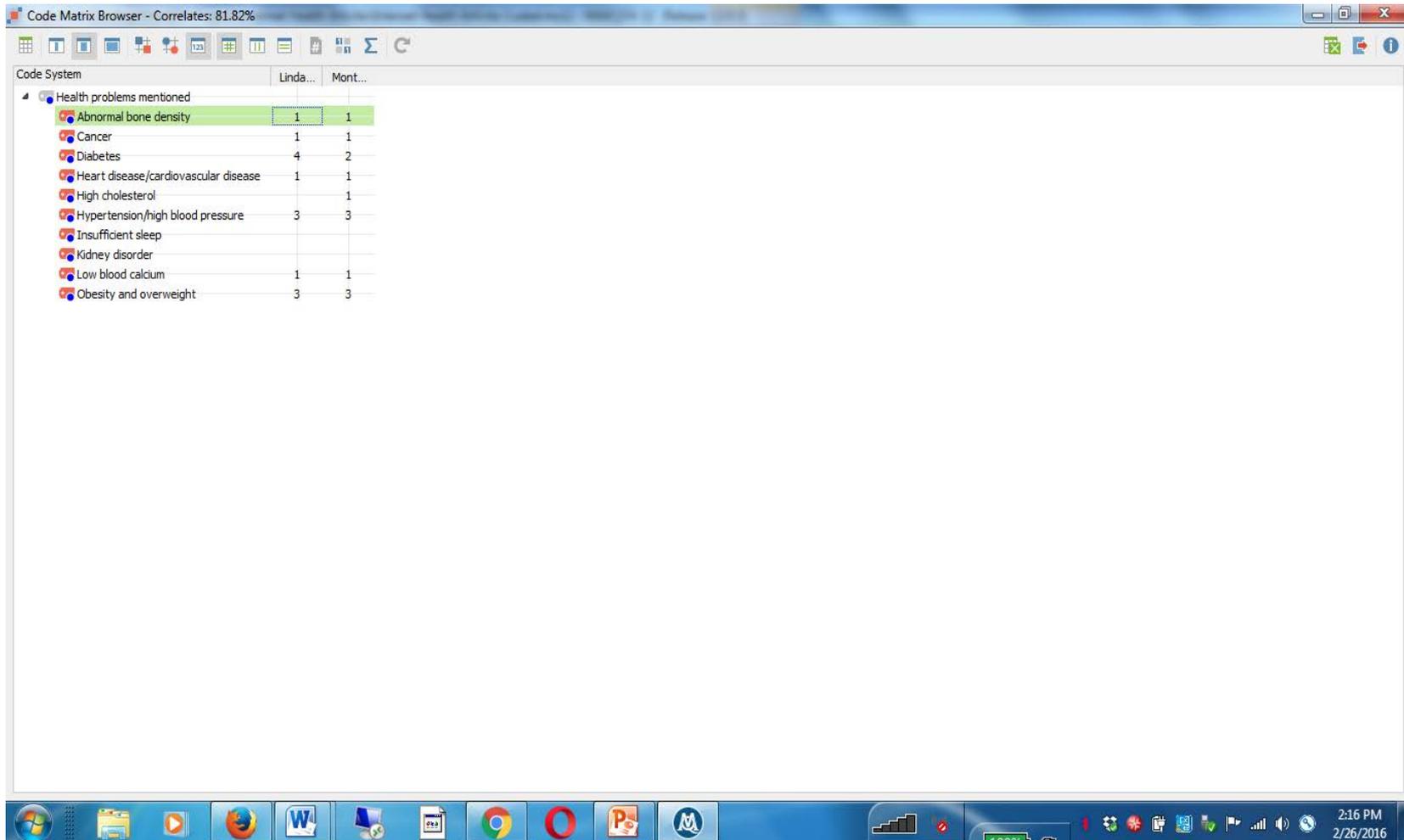
The dialog box allows selecting the "Type of agreement":

- Code existence in the document
- Code frequency in the document
- Segment agreement in %

The "Correlates [%]" is set to 90. The "Only for activated codes" checkbox is checked. The "OK" and "Cancel" buttons are visible.

The background interface includes a "Document System" tree on the left with folders like "Documents", "Coding Schemes", and "Government Reports and Announcements". A "Code System" tree at the bottom left lists codes such as "Abnormal bone density", "Cancer", "Diabetes", "Heart disease/cardiovascular disease", "High cholesterol", "Hypertension/high blood pressure", "Insufficient sleep", "Kidney disorder", and "Low blood calcium". The main text area shows a snippet of an article with a URL: [319147/hypertension-obesity-rates-high-in-qatar](#).

Teamwork Example 1: Duplicate Versions of Same Document-Code Matrix Browser (Code frequency selected)



Teamwork Example 1: Duplicate Versions of Same Document-Quote Matrix Table

MAXQDA12_Quote Matrix (4) - Microsoft Excel

	A	B	C	D	E	F	G	H
1		Linda_Peninsula 01-29-15	Montana_Peninsula 01-29-15					
2	Health problems mentioned							
	Abnormal bone density	About 25 percent of the referrals were due to abnormal bone density and low blood calcium rates, 19 percent due to dyslipidemia (high Cholesterol), 18 percent due to diabetes and 17 percent due to high blood pressure.	About 25 percent of the referrals were due to abnormal bone density and low blood calcium rates, 19 percent due to dyslipidemia (high Cholesterol), 18 percent due to diabetes and 17 percent due to high blood pressure.					
3	Cancer	12 - 12 (0) As Qatar and the surrounding region continue to witness an increase in the number of people affected by diabetes, obesity, cardiovascular disease and cancer, the report illustrates how Qatar Biobank continues to play a leading role in the development of personalised medicine through genomics.	12 - 12 (0) As Qatar and the surrounding region continue to witness an increase in the number of people affected by diabetes, obesity, cardiovascular disease and cancer, the report illustrates how Qatar Biobank continues to play a leading role in the development of personalised medicine through genomics.					
4	Diabetes	15 - 15 (0) DOHA: A study by Qatar Biobank among a cross section of Qataris and long-time expatriates has reconfirmed the high prevalence of hypertension and obesity in the country. 5 - 5 (0) About 25 percent of the referrals were due to abnormal bone density and low blood calcium rates, 19 percent due to dyslipidemia (high Cholesterol), 18 percent due to diabetes and 17 percent due to high blood pressure. 12 - 12 (0)	15 - 15 (0) As Qatar and the surrounding region continue to witness an increase in the number of people affected by diabetes, obesity, cardiovascular disease and cancer, the report illustrates how Qatar Biobank continues to play a leading role in the development of personalised medicine through genomics. 15 - 15 (0) With 17 percent of Qatar's adult population suffering from type 2 diabetes, knowledge and information collected by Qatar Biobank will enable scientists gain insights into the causes of these diseases and tailor treatments matching individual					

Quote Matrix

Ready

2:19 PM
2/26/2016

Teamwork Example 2: Using Graphic Images

- International posters about Gender Based Violence (GBV)
- In this example we look at teamwork using the same images, but unique sets of codes for each researcher. (Linda and Lauren)

Teamwork:

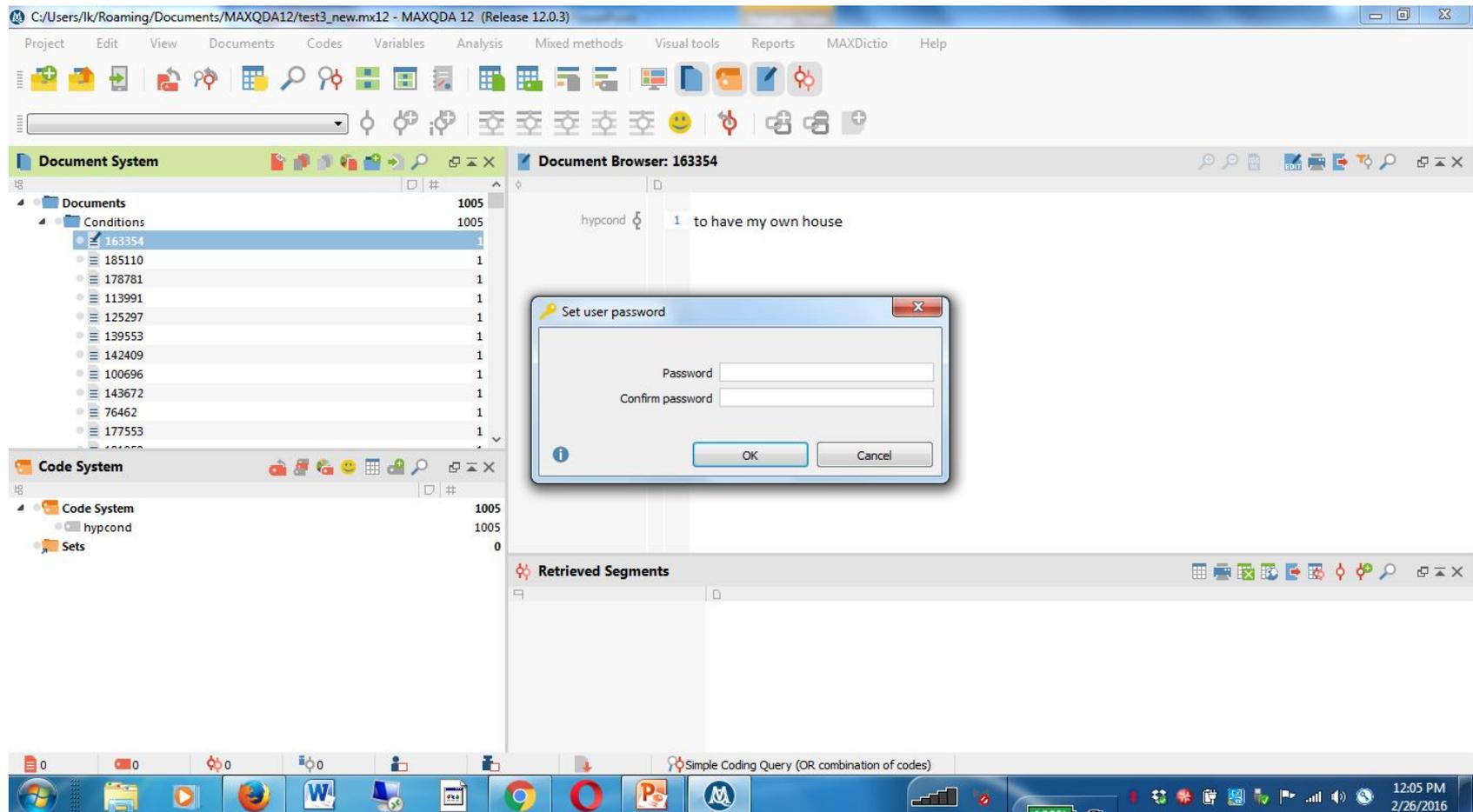
Setting User Management Permissions

If multiple users are going to work directly from the same project file, you may want to set up User Management Permissions that define what each user can do in the file.

Teamwork:

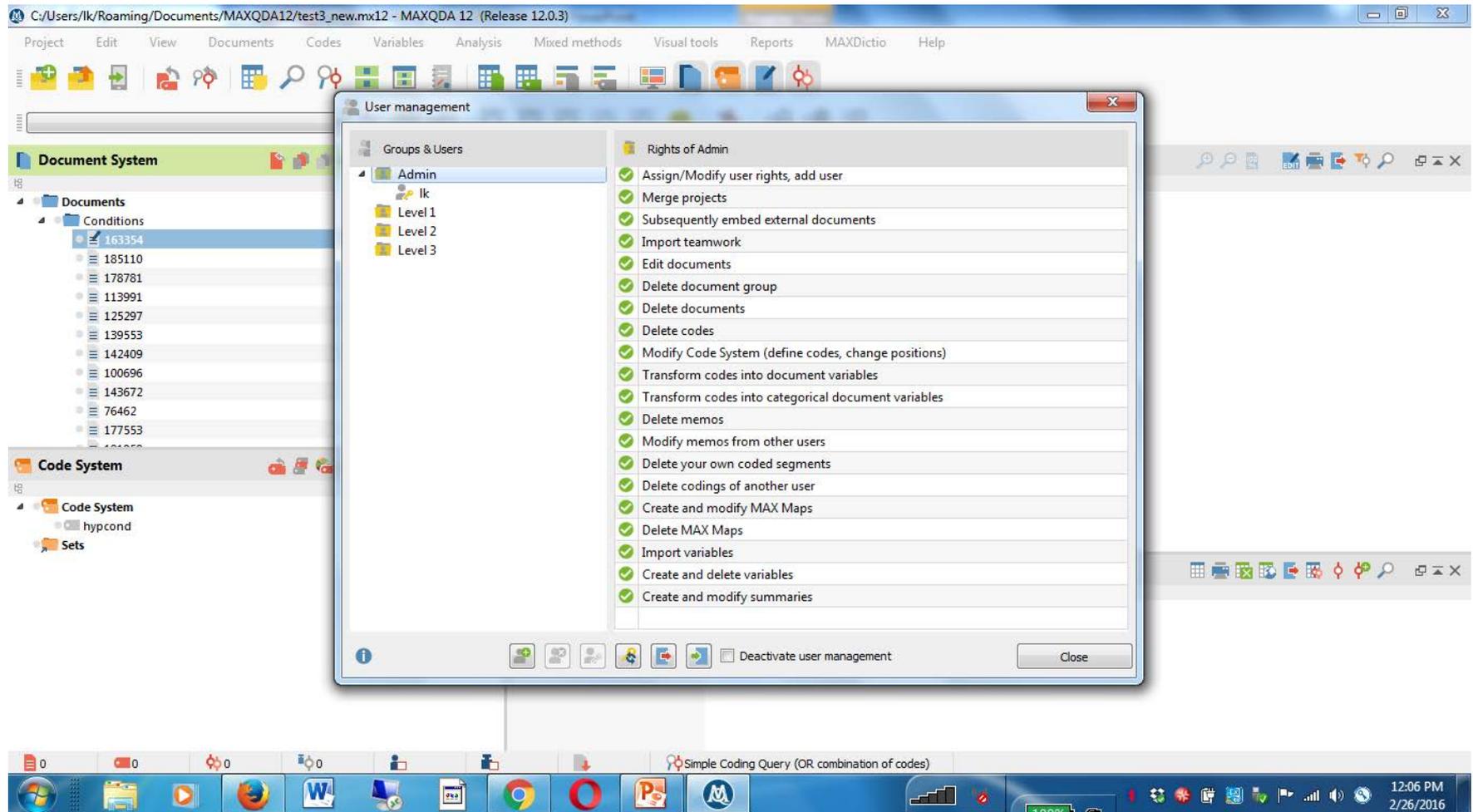
Setting User Management Permissions

Under the “Project” tab click on the next to the bottom selection “Activate User Management”. You will be prompted to create a password.



Teamwork: Setting User Management Permissions

The next screen sets you as the Administrator with full privileges. You may then add another user and limit their access to the Project File, or give them the same access.



Teamwork:

Setting User Management Permissions

By default MAXQDA has three user levels that have various permissions.

- For example, a person entered in Level 3 may only delete their own codes (see next slide).
- You may change any of these permissions.

Teamwork: Setting User Management Permissions Level 3 Default

The screenshot displays the MAXQDA 12 software interface with the 'User management' dialog box open. The dialog box is titled 'User management' and shows the 'Rights of Level 3' section. The 'Groups & Users' section on the left lists 'Admin', 'lk', 'Level 1', 'Level 2', 'Level 3', and 'Montana'. The 'Rights of Level 3' section on the right lists various permissions, with 'Delete your own coded segments' checked. The background shows the 'Document System' and 'Code System' panels. The taskbar at the bottom includes icons for various applications and the system clock showing 12:23 PM on 2/26/2016.

Document System

- Documents
 - Conditions
 - 163354
 - 185110
 - 178781
 - 113991
 - 125297
 - 139553
 - 142409
 - 100696
 - 143672
 - 76462
 - 177553

Code System

- Code System
 - hypcond
- Sets

User management

Groups & Users

- Admin
- lk
- Level 1
- Level 2
- Level 3
- Montana

Rights of Level 3

- Assign/Modify user rights, add user
- Merge projects
- Subsequently embed external documents
- Import teamwork
- Edit documents
- Delete document group
- Delete documents
- Delete codes
- Modify Code System (define codes, change positions)
- Transform codes into document variables
- Transform codes into categorical document variables
- Delete memos
- Modify memos from other users
- Delete your own coded segments
- Delete codings of another user
- Create and modify MAX Maps
- Delete MAX Maps
- Import variables
- Create and delete variables
- Create and modify summaries

Deactivate user management

Close

Simple Coding Query (OR combination of codes)

12:23 PM
2/26/2016

**10:15-12:15 Analysis Methods with
MAXQDA and Output Produced from
MAXQDA**

Use of MAXQDA for Analysis

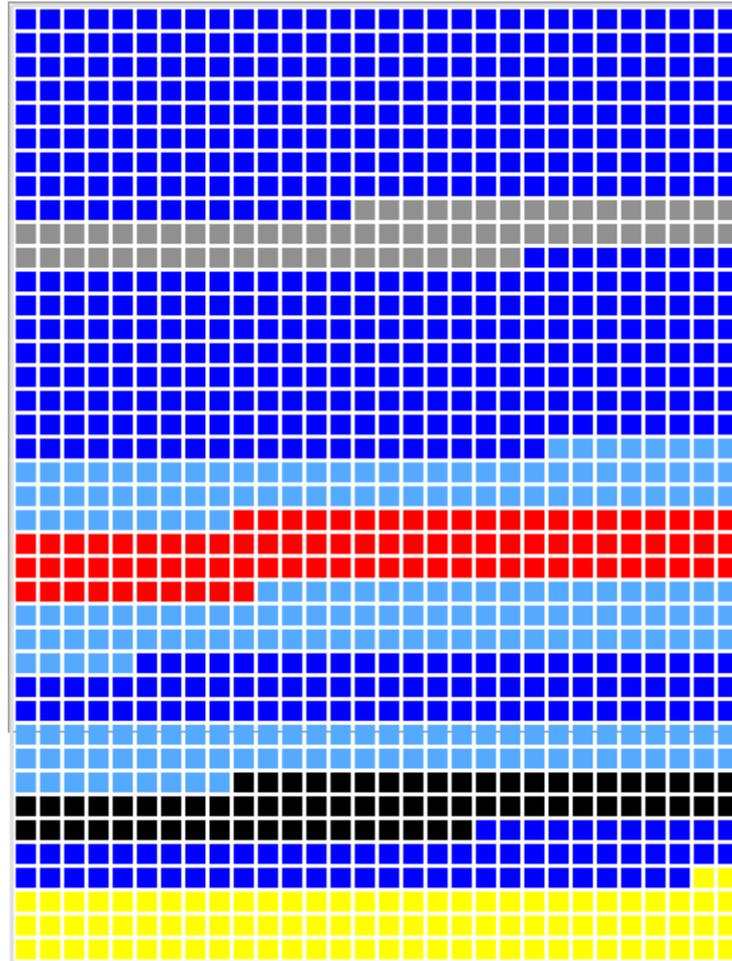
- Some researchers only use MAXQDA as a method to code text data. They then export the codes assigned in MAXQDA and make use of the codes in a statistical package such as Stata, SPSS, or SAS.
- Other researchers use MAXQDA both for the coding of text data and for analysis of the codes in a variety of methods.
- There are a large number of analysis and reporting tools within MAXQDA, and today we will look at some of these tools

Basic Analysis Methods: Visual Tools

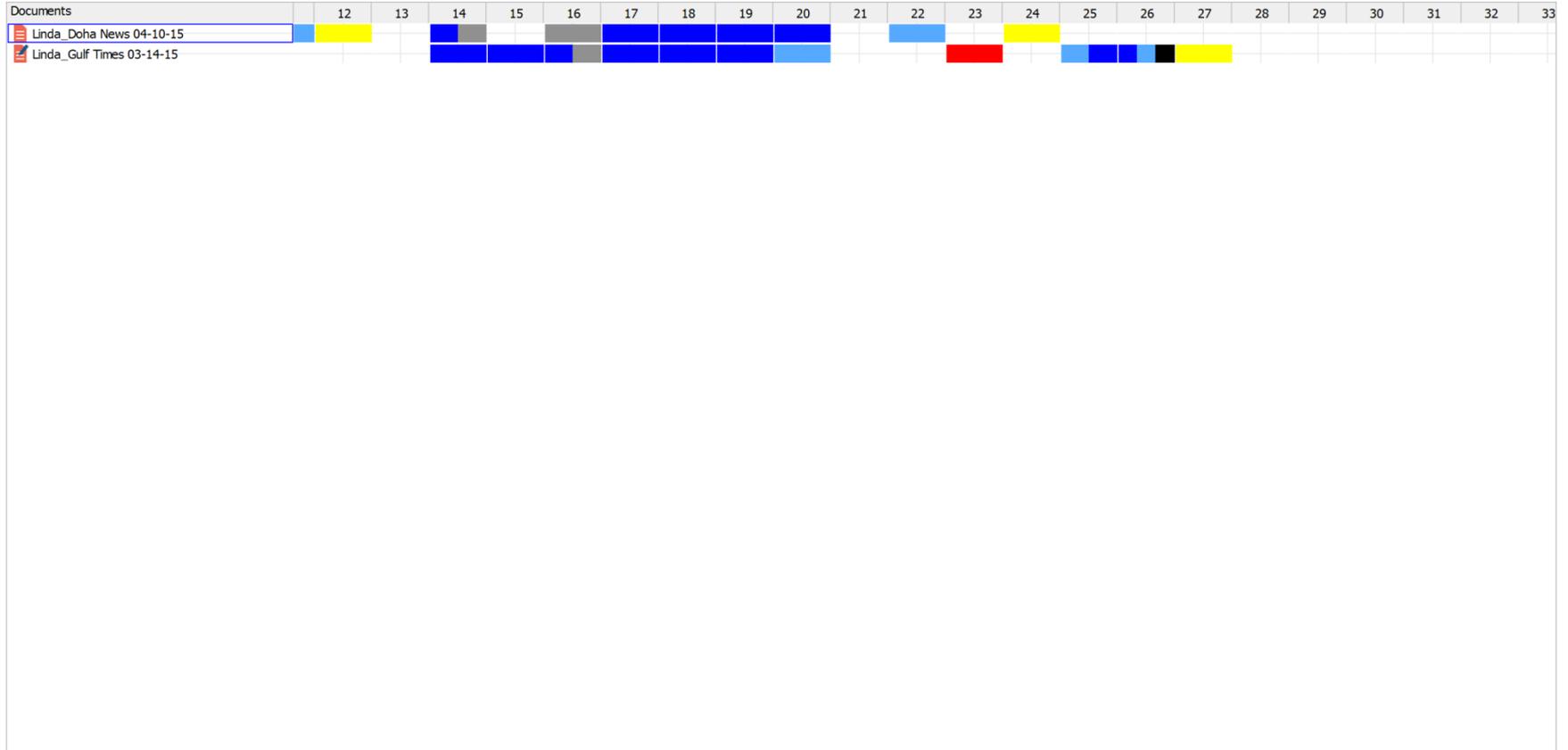
First, we will look at various Visual Tools to examine coded segments or documents including:

- Document portrait
- Document comparison chart
- Codeline
- Code matrix browser
- Code relations browser
- Quote matrix

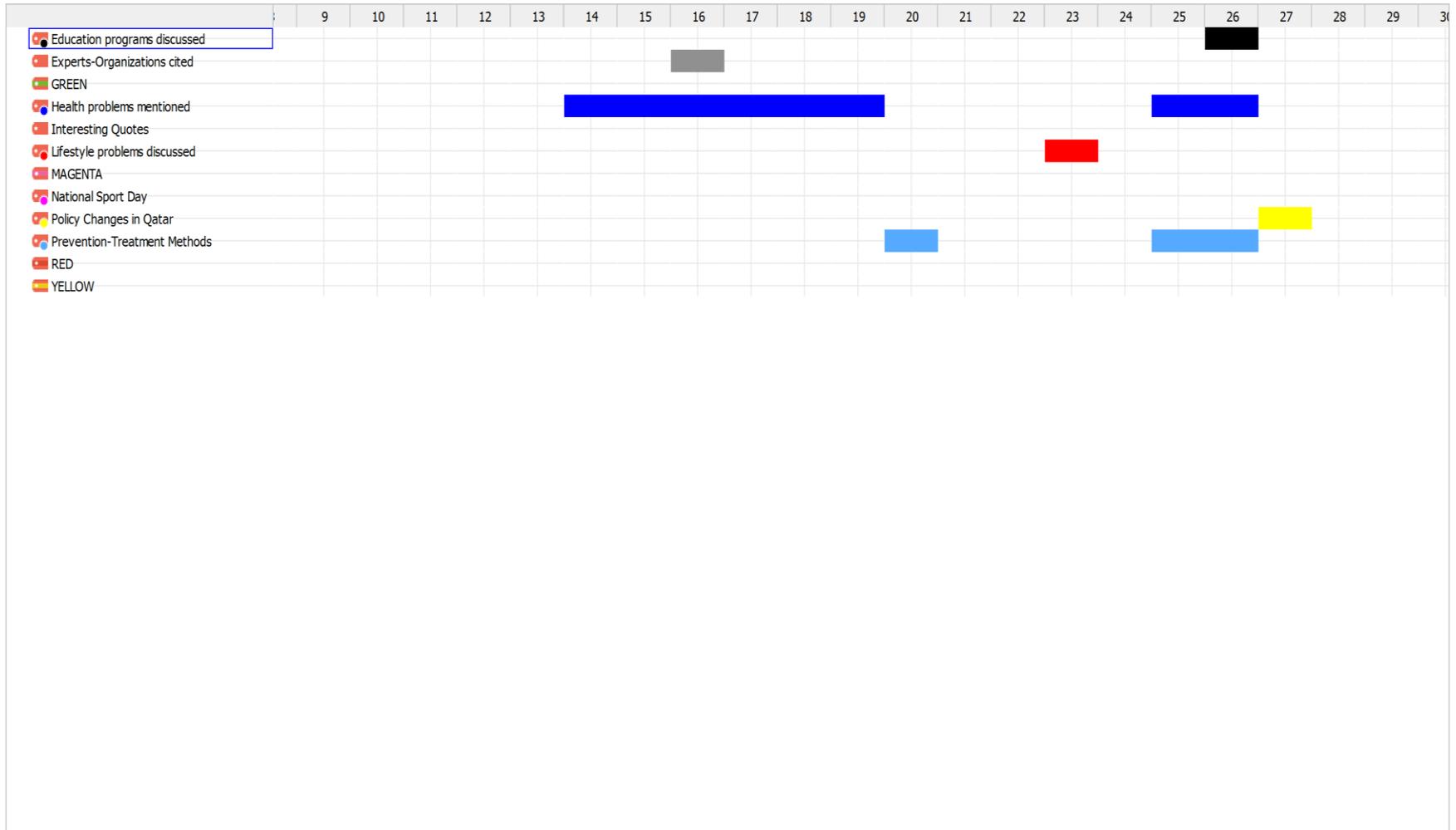
Visual Tools: Document Portrait



Visual Tools: Document Comparison Chart



Visual Tools: Codeline



Visual Tools: Code Matrix Browser

Code System	Linda_Arabian Busines...	Linda_Doha News 04-10-15	Linda_Gulf Times 03-14-15
Education programs discussed			
Education programs in the school			
Media campaigns			
Parent training			
Experts-Organizations cited			
Qatar other government organizations/			
International Diabetes Foundation			
Media organizations within Qatar			
Medical doctors/medical centers not-un			
Qatar Diabetes Foundation			
Qatar Foundation			
Qatar Olympic Committee			
Qatar Supreme Council of Health			
Universities, University employees/prof			
GREEN			
Health problems mentioned			
Abnormal bone density			
Cancer			
Diabetes			
Heart disease/cardiovascular disease			
High cholesterol			
Hypertension/high blood pressure			
Insufficient sleep			
Kidney disorder			
Low blood calcium			
Obesity and overweight			
Interesting Quotes			
Lifestyle problems discussed			
Family demands			
Fast food			
Heat/Weather			
High caloric food			
Lack of exercise or physical activity			
Leisure time spent on TV, computers, v			
Sedentary occupation/office job			
Westernized lifestyle			

Visual Tools: Quote Matrix (Focus Group)

MAXQDA12_Quote Matrix (6) - Microsoft Excel

File Home Insert Page Layout Formulas Data Review View Acrobat

Clipboard Font Alignment Number Styles Cells Editing

C6 I saw it posted by a friend on Facebook

	A	B	C	D
1		Exhib1	Exhib2	Exhib3
2	Exhib4			
3	BookFest Website	I visited your website to learn more \Pseudo Focus Group2_Exhibitors_Montana\Exhib1 3 - 3 (0)		I also read more on the website \Pseudo Focus Group2_Exhibitors_Montana\Exhib3 5 - 5 (0)
4	Email			got an email about registration \Pseudo Focus Group2_Exhibitors_Montana\Exhib3 5 - 5 (0)
5	Facebook		I saw it posted by a friend on Facebook \Pseudo Focus Group2_Exhibitors_Montana\Exhib2 4 - 4 (0)	
6	Friend	A friend told me about it \Pseudo Focus Group2_Exhibitors_Montana\Exhib1 3 - 3 (0)	I saw it posted by a friend on Facebook \Pseudo Focus Group2_Exhibitors_Montana\Exhib2 4 - 4 (0) then another friend – who's also a member of your Board – told me about it. \Pseudo Focus Group2_Exhibitors_Montana\Exhib2 4 - 4 (0)	a friend talked to me. \Pseudo Focus Group2_Exhibitors_Montana\Exhib3 5 - 5 (0)
7	Internet search, Google			
8	Other exhibitor			
9	Twitter			
10				
11				
12				
13				
14				
15				
16				

Quote Matrix

Ready

3:31 PM 2/28/2016

Exercise Using Visual Tools

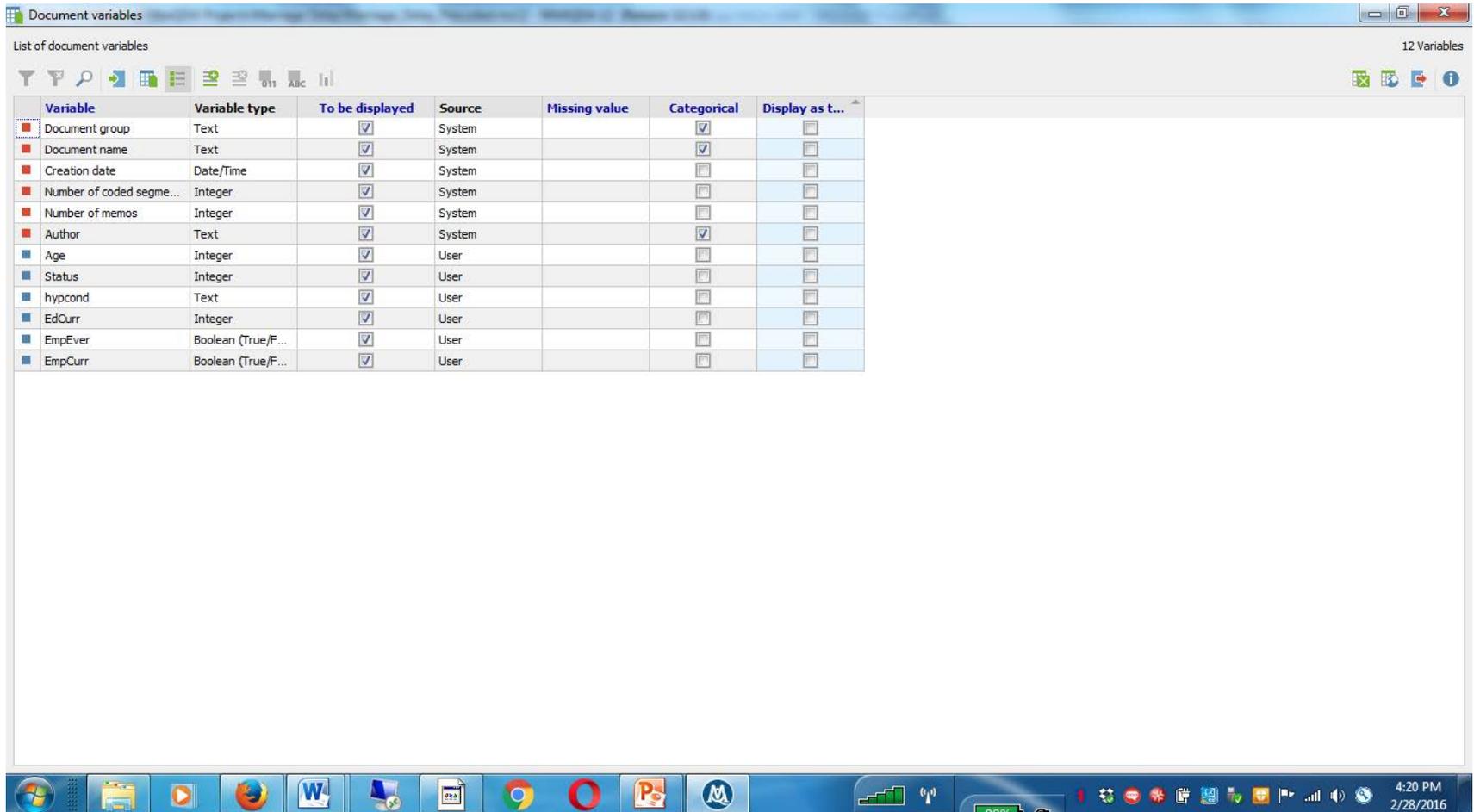
- Open the Poster_Images_V3 Project file
- Activate the first 10 images
- Activate all of the subcodes under “Linda” for the gender of characters in the image and for the type of image (abstract, cartoon, human)
- Create a code matrix browser and compare the codes across the ten images. How do the documents differ across these 2 types of codes?
- Create a code relations browser – are there certain codes that seem to go together?

**12:30-2:00 Analysis Methods with
MAXQDA and Output Produced from
MAXQDA (Continued)**

Analysis Methods with MAXQDA and Output Produced from MAXQDA (Continued)

- In this final session we will look at additional MAXQDA reporting tools and output.
- First we will look at the idea of adding “Variables” to a project file and document.
- In the Marriage Delay Excel file we looked at yesterday there were existing “Variables” including each respondent’s age.

Document Variables



Document variables

List of document variables

12 Variables

Variable	Variable type	To be displayed	Source	Missing value	Categorical	Display as t...
Document group	Text	<input checked="" type="checkbox"/>	System		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Document name	Text	<input checked="" type="checkbox"/>	System		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Creation date	Date/Time	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Number of coded segme...	Integer	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Number of memos	Integer	<input checked="" type="checkbox"/>	System		<input type="checkbox"/>	<input type="checkbox"/>
Author	Text	<input checked="" type="checkbox"/>	System		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Age	Integer	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
Status	Integer	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
hypcond	Text	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
EdCurr	Integer	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
EmpEver	Boolean (True/F...	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>
EmpCurr	Boolean (True/F...	<input checked="" type="checkbox"/>	User		<input type="checkbox"/>	<input type="checkbox"/>

4:20 PM
2/28/2016

Document Variables

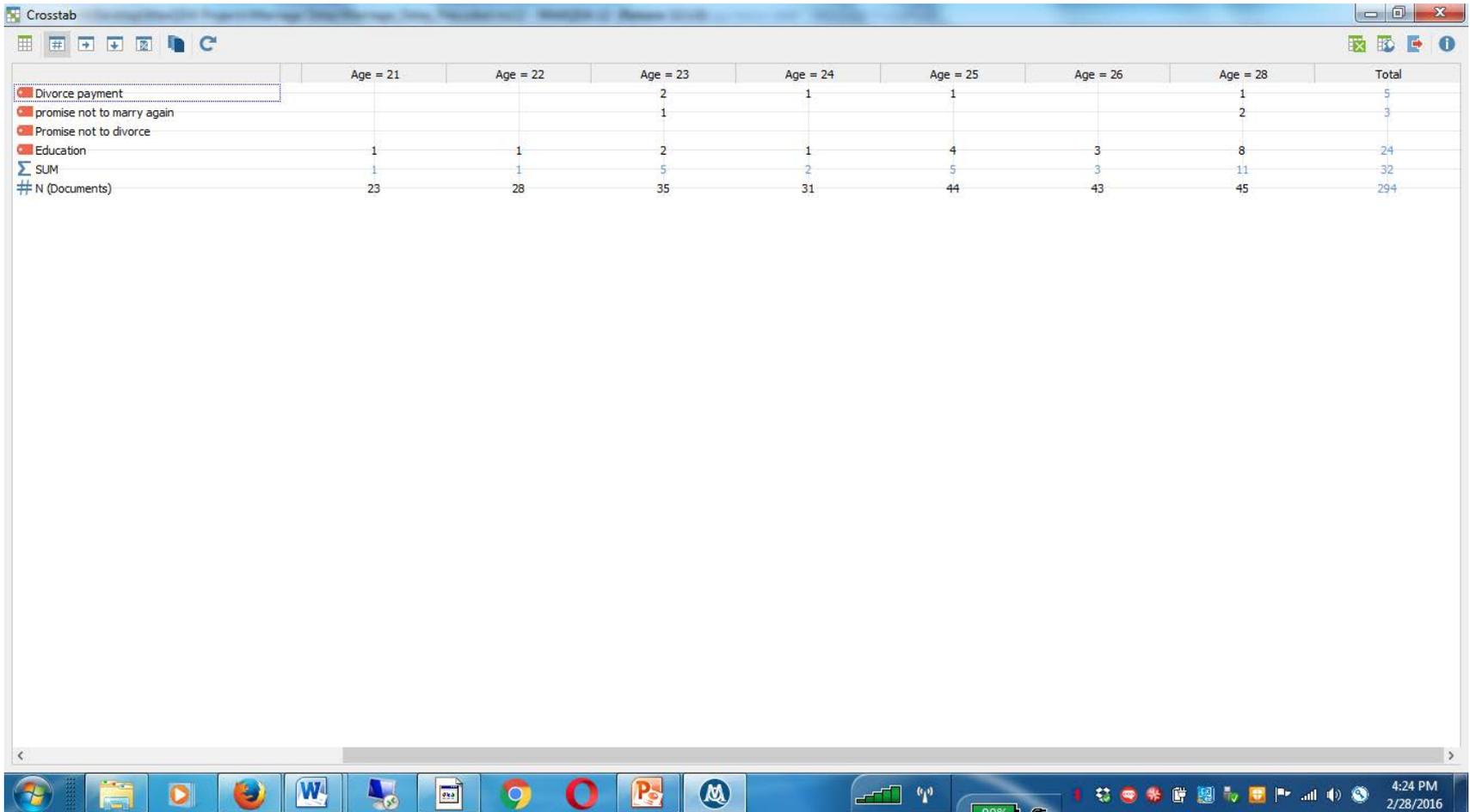
The document variables can be used in a variety of analyses within MAXQDA including basic crosstabs of activated codes.

Crosstabs in MAXQDA

The screenshot shows the MAXQDA software interface with the 'Crosstab' dialog box open. The dialog box is titled 'Crosstab' and has a 'Variables' list on the left. The 'Age' variable is selected and highlighted in green. The right side of the dialog shows a list of selected values: '[Age] = 18', '[Age] = 19', and '[Age] = 20'. Below this is a 'Value' dropdown menu set to '20'. At the bottom of the dialog, there are two checked options: 'Only for activated documents' and 'Only for activated codes'. The 'OK' and 'Cancel' buttons are at the bottom right.

The background interface shows a 'Document System' tree on the left with a list of documents under 'Conditions'. The 'Code System' tree on the right shows a list of codes under 'Conditions'. The taskbar at the bottom shows the system clock as 4:11 PM on 2/28/2016.

Crosstabs in MAXQDA



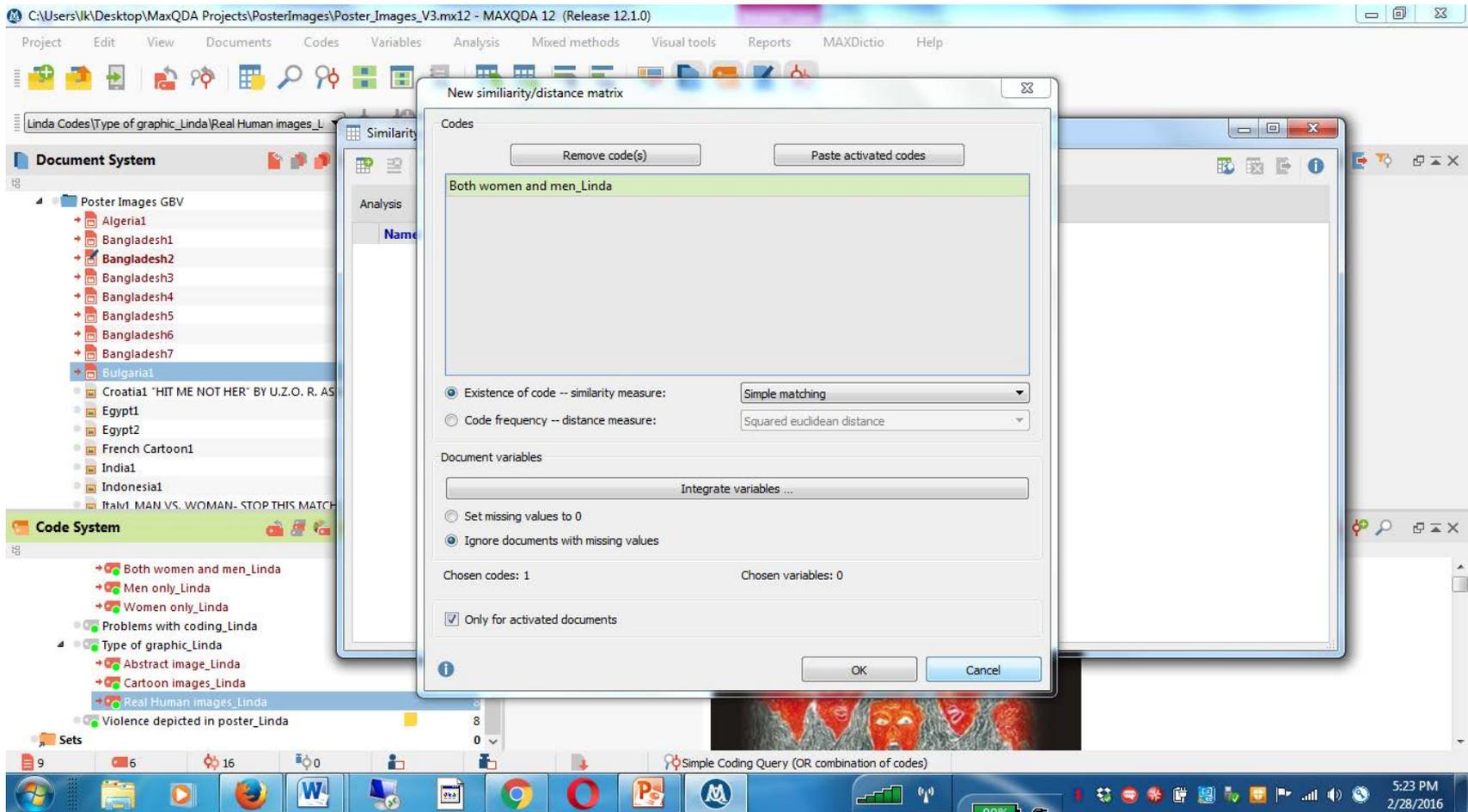
The screenshot displays a Crosstab window in MAXQDA. The window title is 'Crosstab'. The table shows the following data:

	Age = 21	Age = 22	Age = 23	Age = 24	Age = 25	Age = 26	Age = 28	Total
<input checked="" type="checkbox"/> Divorce payment			2	1	1		1	5
<input checked="" type="checkbox"/> promise not to marry again			1				2	3
<input checked="" type="checkbox"/> Promise not to divorce								
<input checked="" type="checkbox"/> Education	1	1	2	1	4	3	8	24
Σ SUM	1	1	5	2	5	3	11	32
# N (Documents)	23	28	35	31	44	43	45	294

The Windows taskbar at the bottom shows the time as 4:24 PM on 2/28/2016.

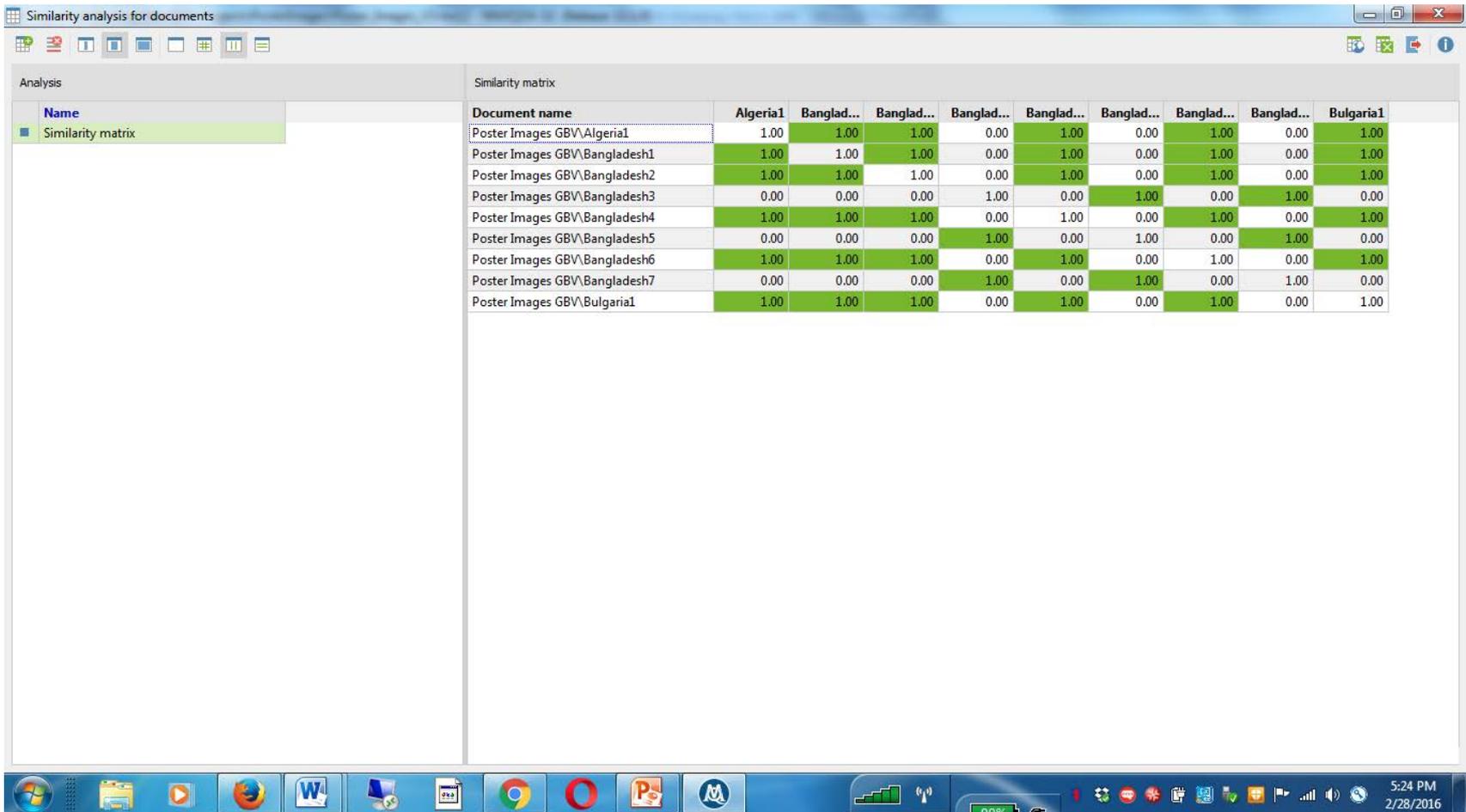
Similarity Analysis

Only one code selected for similarity



Similarity Analysis

Only one code selected for similarity: The values can only be 0 (no match) or 1 (both have code)

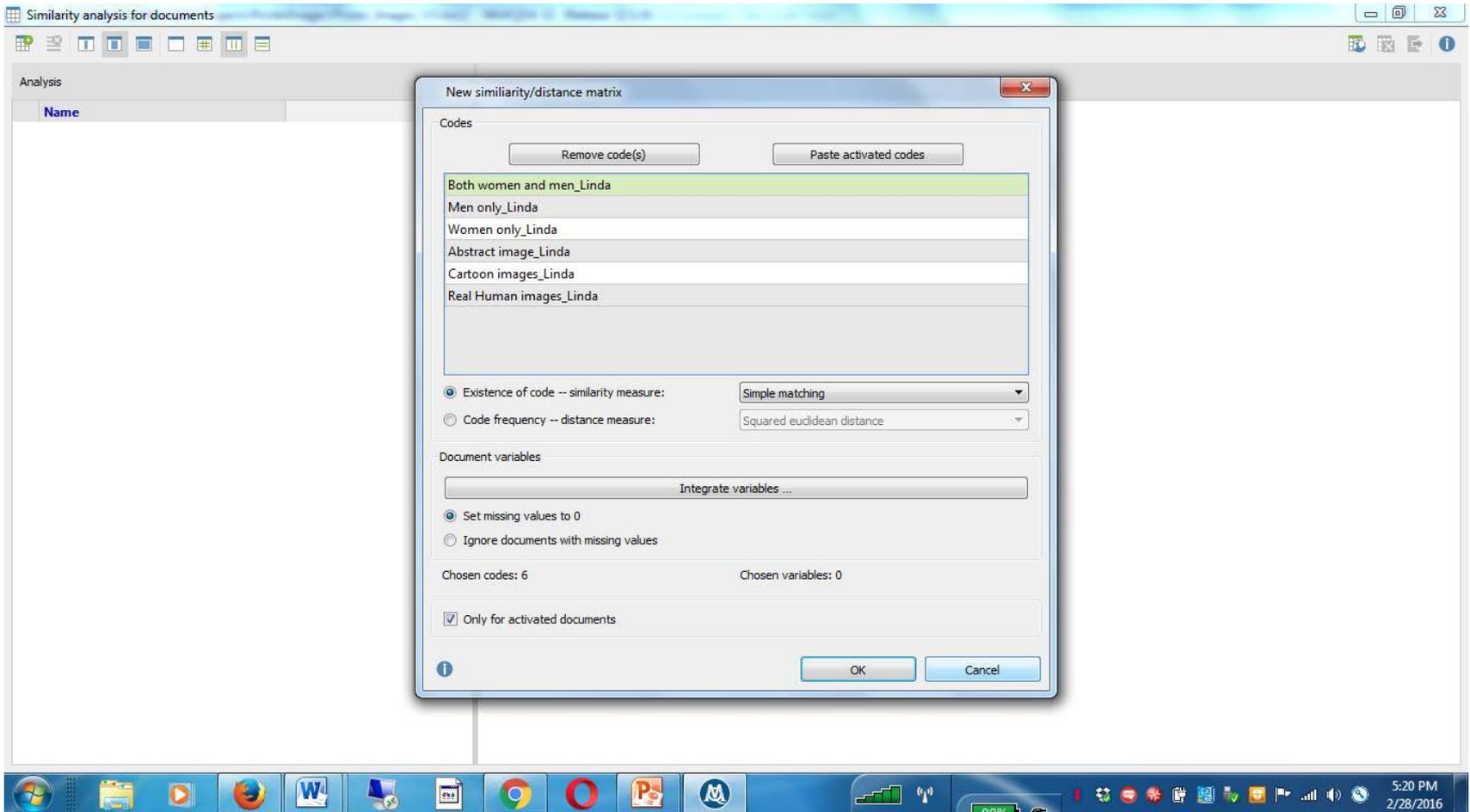


The screenshot shows a software window titled "Similarity analysis for documents". The main area displays a "Similarity matrix" table. The table has 10 columns representing different document codes: Algeria1, Banglad..., Banglad..., Banglad..., Banglad..., Banglad..., Banglad..., Banglad..., Banglad..., and Bulgaria1. The rows represent document names, including "Poster Images GBV\Algeria1" and several "Poster Images GBV\Bangladesh" files (1-7), plus "Poster Images GBV\Bulgaria1". The similarity values are binary (0.00 or 1.00), indicating a match (1) or no match (0) between the selected code and the document's code.

Document name	Algeria1	Banglad...	Bulgaria1							
Poster Images GBV\Algeria1	1.00	1.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00
Poster Images GBV\Bangladesh1	1.00	1.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00
Poster Images GBV\Bangladesh2	1.00	1.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00
Poster Images GBV\Bangladesh3	0.00	0.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00
Poster Images GBV\Bangladesh4	1.00	1.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00
Poster Images GBV\Bangladesh5	0.00	0.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00
Poster Images GBV\Bangladesh6	1.00	1.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00
Poster Images GBV\Bangladesh7	0.00	0.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00
Poster Images GBV\Bulgaria1	1.00	1.00	1.00	0.00	1.00	0.00	1.00	0.00	1.00	1.00

Similarity Analysis

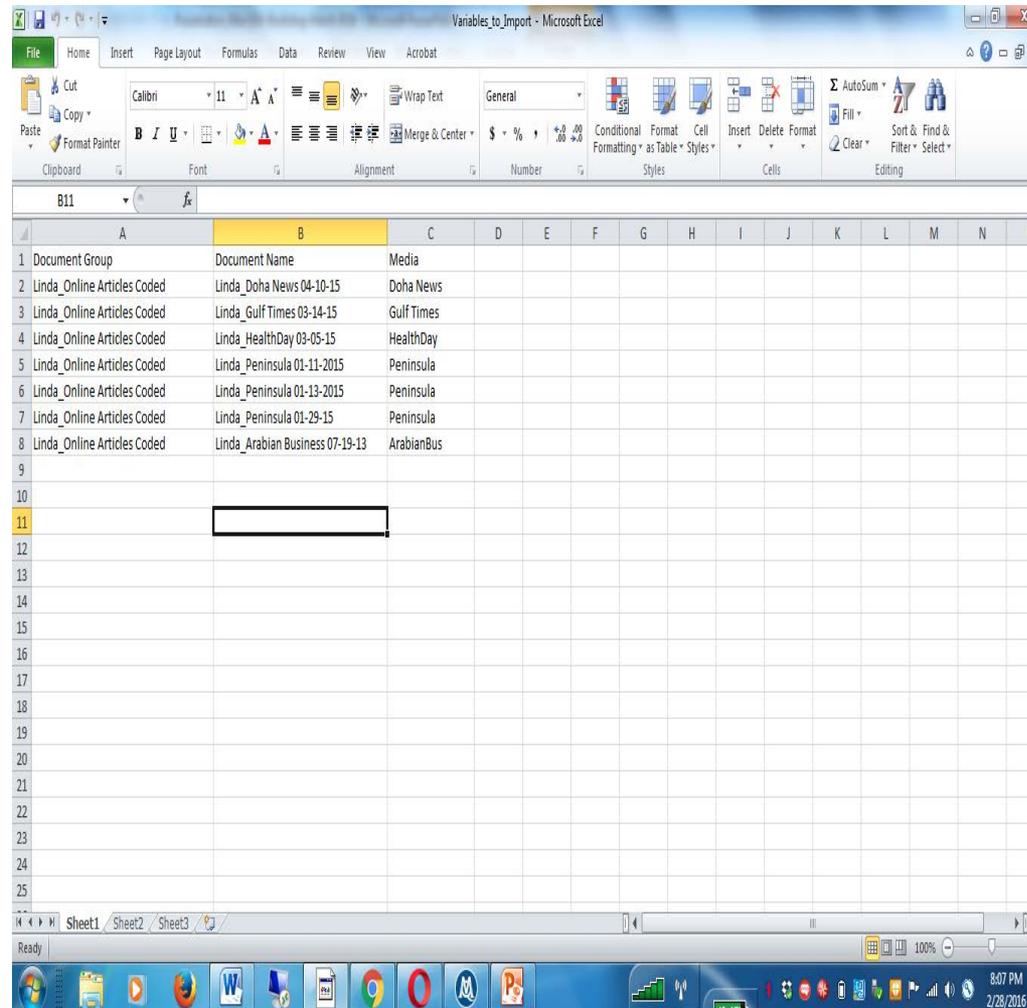
Multiple codes selected



Adding Document Variables to Project File

- You can add document variables to documents after a project has been created.
- For example, in the internet health articles file we have worked with, we might want to add the source of each article as a variable.
- The variables need to be added in Excel in the format shown on the following screen.

Adding Document Variables to Project File: Excel Format



The screenshot shows a Microsoft Excel spreadsheet titled "Variables_to_Import - Microsoft Excel". The spreadsheet has three columns: "Document Group", "Document Name", and "Media". The data is as follows:

Document Group	Document Name	Media
Linda_Online Articles Coded	Linda_Doha News 04-10-15	Doha News
Linda_Online Articles Coded	Linda_Gulf Times 03-14-15	Gulf Times
Linda_Online Articles Coded	Linda_HealthDay 03-05-15	HealthDay
Linda_Online Articles Coded	Linda_Peninsula 01-11-2015	Peninsula
Linda_Online Articles Coded	Linda_Peninsula 01-13-2015	Peninsula
Linda_Online Articles Coded	Linda_Peninsula 01-29-15	Peninsula
Linda_Online Articles Coded	Linda_Arabian Business 07-19-13	ArabianBus

The spreadsheet is displayed in the "Home" tab of the ribbon, with the "B11" cell selected. The status bar at the bottom indicates "Ready" and the system clock shows "8:07 PM 2/28/2016".

Adding Document Variables to Project File: Excel Format

Click on the Variables Tab, and click on “Import Data” (the third selection) in the “Document Variables” Section.

Adding Document Variables to Project File: Excel Format

The screenshot shows the MAXQDA 12 software interface. The main window displays a document titled "Doha News" with the following text:

...ainst obesity epidemic

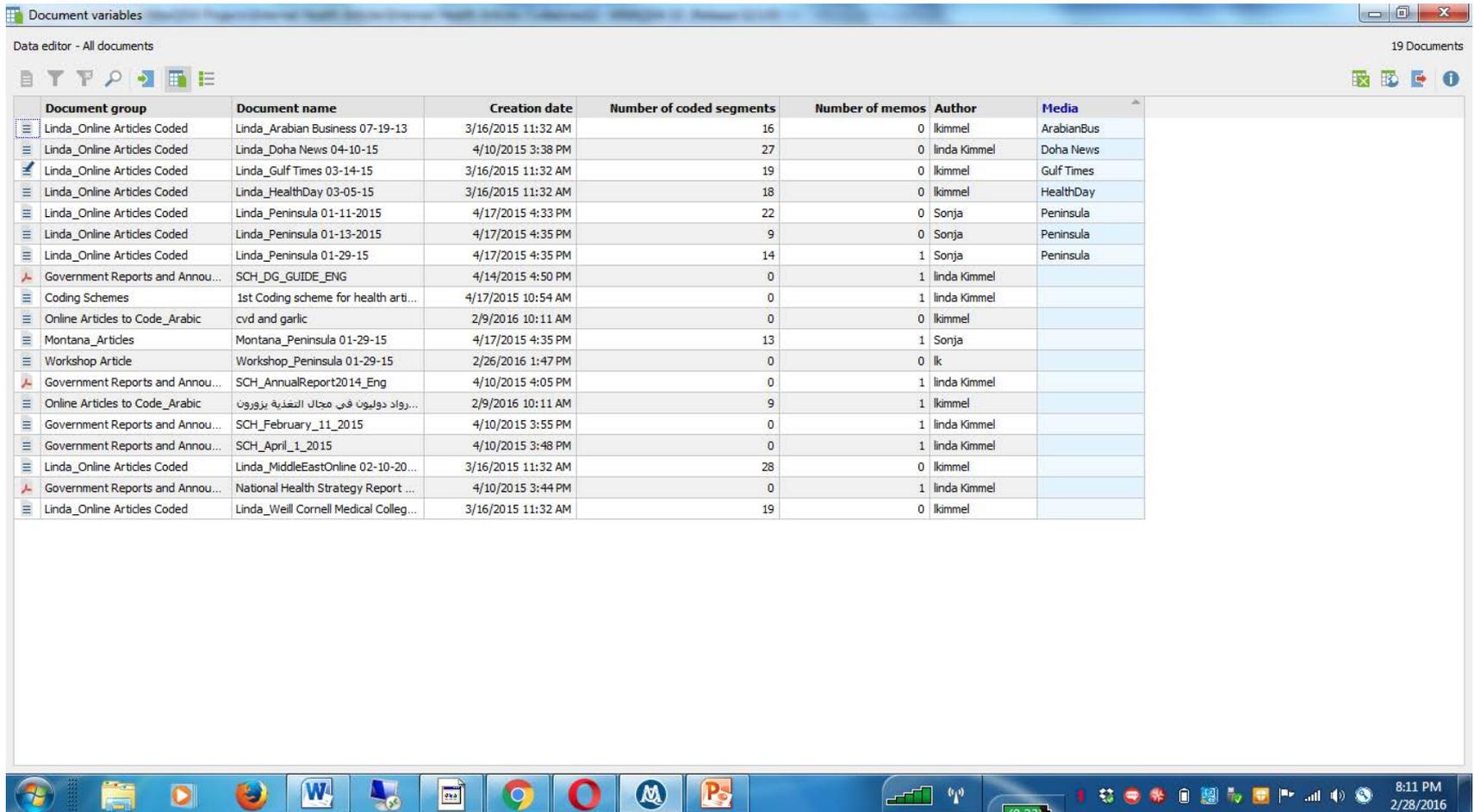
...cil of Health (SCH), Hamad Medical Corporation (HMC),
...y, Maersk Oil and pharmaceutical company Novo
...onal Vision of a healthy and prosperous nation.

The "Import variables" dialog box is open, showing a table with the following data:

Source	Target	Preview data type
<input checked="" type="checkbox"/> Media	New variable: Text	Doha News

The "Import" button is highlighted in blue.

Adding Document Variables to Project File: Excel Format



The screenshot shows a software window titled "Document variables" with a "Data editor - All documents" subtitle. The window displays a table with 19 documents. The table has the following columns: Document group, Document name, Creation date, Number of coded segments, Number of memos, Author, and Media. The data is as follows:

Document group	Document name	Creation date	Number of coded segments	Number of memos	Author	Media
Linda_Online Articles Coded	Linda_Arabian Business 07-19-13	3/16/2015 11:32 AM	16	0	lkimmel	ArabianBus
Linda_Online Articles Coded	Linda_Doha News 04-10-15	4/10/2015 3:38 PM	27	0	linda Kimmel	Doha News
Linda_Online Articles Coded	Linda_Gulf Times 03-14-15	3/16/2015 11:32 AM	19	0	lkimmel	Gulf Times
Linda_Online Articles Coded	Linda_HealthDay 03-05-15	3/16/2015 11:32 AM	18	0	lkimmel	HealthDay
Linda_Online Articles Coded	Linda_Peninsula 01-11-2015	4/17/2015 4:33 PM	22	0	Sonja	Peninsula
Linda_Online Articles Coded	Linda_Peninsula 01-13-2015	4/17/2015 4:35 PM	9	0	Sonja	Peninsula
Linda_Online Articles Coded	Linda_Peninsula 01-29-15	4/17/2015 4:35 PM	14	1	Sonja	Peninsula
Government Reports and Annou...	SCH_DG_GUIDE_ENG	4/14/2015 4:50 PM	0	1	linda Kimmel	
Coding Schemes	1st Coding scheme for health art...	4/17/2015 10:54 AM	0	1	linda Kimmel	
Online Articles to Code_Arabic	cvd and garlic	2/9/2016 10:11 AM	0	0	lkimmel	
Montana_Articles	Montana_Peninsula 01-29-15	4/17/2015 4:35 PM	13	1	Sonja	
Workshop Article	Workshop_Peninsula 01-29-15	2/26/2016 1:47 PM	0	0	lk	
Government Reports and Annou...	SCH_AnnualReport2014_Eng	4/10/2015 4:05 PM	0	1	linda Kimmel	
Online Articles to Code_Arabic	رؤاد دوليون في مجال التغذية بزيرون	2/9/2016 10:11 AM	9	1	lkimmel	
Government Reports and Annou...	SCH_February_11_2015	4/10/2015 3:55 PM	0	1	linda Kimmel	
Government Reports and Annou...	SCH_April_1_2015	4/10/2015 3:48 PM	0	1	linda Kimmel	
Linda_Online Articles Coded	Linda_MiddleEastOnline 02-10-20...	3/16/2015 11:32 AM	28	0	lkimmel	
Government Reports and Annou...	National Health Strategy Report ...	4/10/2015 3:44 PM	0	1	linda Kimmel	
Linda_Online Articles Coded	Linda_Weill Cornell Medical Colleg...	3/16/2015 11:32 AM	19	0	lkimmel	

Importing Twitter Data

- **I WILL ONLY ADDRESS THIS IF THERE IS TIME**

Importing Twitter Data

- You can directly import data from twitter into MAXQDA, provided you have a twitter account.
- Under the “Documents” tab, click on “Import Data from Twitter.”
- The following popup screen will appear.

Importing Twitter Data

The screenshot displays the MAXQDA 12 (Release 12.1.0) interface with the 'Import data from Twitter' dialog box open. The background shows the software's menu bar (Project, Edit, View, Documents, Codes, Variables, Analysis, Mixed methods, Visual tools, Reports, MAXDictio, Help) and a sidebar with 'Document System' and 'Code System' sections. The dialog box contains the following elements:

- Twitter login:** A 'Connect to Twitter' button and a Twitter logo.
- Connected as:** Linda Kimmel.
- Terms:** A checkbox for 'The imported Twitter content must not be used for advertisement purposes and must not be used for people identification. By continuing I agree with these terms.' (unchecked).
- Search:** Input fields for 'All of these words', 'This exact phrase', 'Any of these words', 'None of these words', and 'These hashtags'.
- Accounts:** Input fields for 'From these accounts', 'To these accounts', and 'Mentioning these accounts'.
- Filters:** A dropdown for 'Written in' (set to 'Any language'), date pickers for 'From' (2/22/2016) and 'to' (2/28/2016), and an unchecked 'Include retweets' checkbox.
- Buttons:** 'Run search' and 'Cancel' buttons at the bottom.

The Windows taskbar at the bottom shows the time as 7:44 PM on 2/28/2016 and the active window title as 'Simple Coding Query (OR combination of codes)'.

Concluding Remarks

- There are a lot of resources available on CAQDAS. We encourage you to explore some of the resources to learn more about CAQDAS.
- Consider the types of projects you are involved with or are planning to do, and decided whether CAQDAS makes sense for you.
 - A single open-ended response in a large-scale survey of over 2,000 respondents? CAQDAS is probably not the most efficient method.
 - Focus group transcripts or other types of text documents? CAQDAS may be extremely useful.
- If you decide to go with MAXQDA, recognize that it is extremely flexible and can be used in a variety of ways to best fit your needs and the needs of your project.