

Modular training in NVivo Discovering NVivo

Learning objectives:

Understand the role of NVivo in the qualitative analysis process.

Understand and master the NVivo environment:

- Data management
- Case management
- Data coding
- Matrix coding query
- Documenting your analysis; memos, annotations and See-also links.

Level: Newcomer

Prerequisites: Computer literacy, ability to manage and organise files. Mastery of the Microsoft Office suite.

Target audience: Anyone working with qualitative material (interviews, reports, videos, sounds, web data, ...).

Duration: 12 h

Sequencing:

1 half-day of 4h

4 additional modules of 2 hours

Possible training methods

- Inter-company
- Intra-company
- Distance learning (virtual classroom)
- Synchronous (live)

FRANCE

72, rue des Archives
75003 PARIS
formation@ritme.com
+33 (0)1 42 46 00 42

BELGIQUE

40, rue des Anciens Étangs
1190 BRUXELLES
info@ritme-be.com
+32 (0)2 203 90 48

SUISSE

Voie du Chariot 3
1003 LAUSANNE
info@ritme.ch
+41 (0)21 711 15 20

Detailed training programme

1. Qualitative analysis with NVivo and getting started with the software (1h)

Reminder of the basic principles of qualitative analysis

The place of Computer-Assisted Qualitative Data Analysis Software in the research process

NVIVO's interface and perspective

2. Preparing a project (1h)

Preparation of the data, organisation of the software and data importation (textual data in word and pdf – working with images)

The NVivo mind map: brainstorming as a starting point for coding

Practical exercises

3. Deductive and inductive coding (2h)

Practical exercises on textual and image databases. The different coding logics.

Relationships

Module 1: The special case of audio and video data and transcription (2h)

The different types of transcription.

Exchange between participants about their good practices

Tools for efficient transcription

Demonstration of NVivo transcription

Importing transcriptions made outside NVIVO

Module 2: Automatic queries (2h)

Automatic coding of emotions and themes

Automatic coding based on document structure - working with semi-structured and structured interviews

Module 3: Working with surveys and data tables (2h)

Importing Excel files

FRANCE

72, rue des Archives
75003 PARIS
formation@ritme.com
+33 (0)1 42 46 00 42

BELGIQUE

40, rue des Anciens Étangs
1190 BRUXELLES
info@ritme-be.com
+32 (0)2 203 90 48

SUISSE

Voie du Chariot 3
1003 LAUSANNE
info@ritme.ch
+41 (0)21 711 15 20

Module 4: Documenting your analyses, your work + Cross-referencing matrices (2h)

Memos and annotations

See-also links

Matrix coding query to explore the links between ideas

Pedagogical and supervisory means:

Sessions with the trainer, Digital teaching aids, Theoretical presentations, use of data provided by the participants.

Monitoring and evaluation of learning:

Regular alternation between theory and practice through practical work and situation tests. Evaluation questionnaire at the end of the course on the knowledge of the tool and its practice.

Expected results & skills at the end of the course:

To know the basics of the software to start a research project and to carry out a first level coding allowing an in-depth analysis of the sources.

At the end of this training, participants will be able to be autonomous to carry out their qualitative analyses and start a research project.

Updated on: May/05/21

FRANCE

72, rue des Archives
75003 PARIS
formation@ritme.com
+33 (0)1 42 46 00 42

BELGIQUE

40, rue des Anciens Étangs
1190 BRUXELLES
info@ritme-be.com
+32 (0)2 203 90 48

SUISSE

Voie du Chariot 3
1003 LAUSANNE
info@ritme.ch
+41 (0)21 711 15 20