Working With Transcribed Data

Online course learning objectives

This course follows on from the popular course: Do Your Interviews, but learners can also take it as a stand-alone course. The course will provide a clear understanding of the skills needed to manage and transcribed data collected from methods such as interviews, surveys, and focus groups.

This course will help learners to:

- Understand why it's important to have a clear overview of transcribed data before coding
- Devise and apply a coding frame to code transcribed data
- Apply emergent coding to interpret transcribed data
- Use software to code and analyze data
- Analyze and interpret transcribed data
- Select the most appropriate coding method for transcribed data

Language: English
Time to complete: 2 hours
Level: Beginner
Instructor: Dr Helen Kara

Online course full syllabus

MODULE ONE: GETTING TO KNOW YOUR DATA

If you've collected your data through interviews or focus groups, you'll have recorded discussions to transcribe. Transcribing means converting recorded audio (or video) data into text. When you've transcribed your data, you'll need to analyze that data. There are several steps to this process and it's important to work through them systematically. The first step is to get to know your data, which is the focus of this first module.

This module will help you to:

- Recognize the importance of working systematically with data
- Familiarize yourself with your data
- Identify your biases—and know what to do about them

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MODULE TWO: USING A CODING FRAMEWORK

Once you're familiar with your data, it's time to sort your data so you can better understand them and analyze them. One way to do this is using a coding frame. This module will explain what a coding frame is, how to create and test a coding frame, and how to apply a coding frame to your data.

This module will help you to:

- Create a draft coding frame
- Recognize the importance of testing a draft coding frame
- Apply a coding frame to transcribed data

MODULE THREE: EMERGENT CODING

Emergent coding is very different from using a coding frame. You will use emergent coding when your question is broad and exploratory as a way to extract the most information from your data. This module will explain what emergent coding is and show you how it's done. Then you will have the chance to try out emergent coding for yourself.

This module will help you to:

- Recognize what emergent coding is
- Apply and finalize emergent coding
- Identify how software can help with coding and analysis

MODULE FOUR: CODING AND EVALUATING DATA WITH SOFTWARE (OPTIONAL)

Throughout this course, we've looked at coding data manually, and while these techniques are effective, there's also software available to help with the process. This optional module will show you how to use two such software, Delve and NVivo, to support coding and evaluation of transcribed data.

This module will help you to:

- Identify how software can help with coding and analysis
- Recognize how best to use Delve and NVivo to analyze your data

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MODULE FIVE: FROM CODING TO ANALYSIS

You've learned how to code your data, now it's time to move on to your analysis. We'll discuss the relationship between analytic work and writing, and give you an overview of the process of writing your findings up as an assignment.

This module will help you to:

- Analyze coded data
- Identify the difference between codes, categories, and themes
- Recognize how writing can support your analytic work