

## **Qualitative Data management and Analysis**

### **Health Research and Social Development Forum and University of Edinburgh**

**29 December, 2013- 5<sup>th</sup> January, 2014**

#### **A Report**

##### **Introduction:**

Health Research and Social Development Forum (HERD) and the University of Edinburgh organized a 7-day practical workshop on qualitative data analysis from 29 December 2013 to 5 January 2014 in Godavari, Lalitpur. This workshop was designed to complement and build on the workshop on qualitative research organised in December 2012. Its purpose was to offer an opportunity to the participants to reflect on their data collection experiences and engage in analysis of data in a supporting and learning environment. The workshop involved various practical exercises to help the participants in data management, coding, to generate themes and engage in the overall process of interpretation and data analysis. Overall, the workshop aimed to enhance practical skills in the analysis of qualitative research. A total of 19 participants from a number of social research organisations from Kathmandu attended the workshop.

##### **Learning outcomes**

The workshop was designed to appreciate the following learning by the participants:

- Have appreciated and gained knowledge of key principles of qualitative data analysis;
- Have learned skills in management, processing and organisation of qualitative data;
- Be able to code qualitative data and generate themes;
- Have gained skills in analysis of qualitative data;
- Have revisited and revised their research questions and data collection methods in the light of reflection on data and its analysis;

##### **Workshop Proceedings:**

The proceeding of the workshop is summarized in the table below. There are detailed notes of the workshop as it happened.



Topics	Methods	Issues/Discussions/Observation	Facilitators
<b>Day 1: 29 December, 2013</b>			
<b>Reflection on RECOUP I</b>	Recalling and sharing by the RECOUP I participants and building on the sharing experiences	<ul style="list-style-type: none"> <li>• Types of questions qualitative research can answer</li> <li>• Characteristics of good researcher</li> <li>• Practical and theoretical sessions were useful.</li> <li>• Participant observation and note taking</li> <li>• Gender and power relations in the group as seen in last year's FGD</li> <li>• Researcher is the instrument</li> </ul>	Ian Harper
<b>Exploring expertise:</b>	Group division and presentation followed by general discussion	<ul style="list-style-type: none"> <li>• Designing research</li> <li>• Implementation of research project</li> <li>• Reflective meetings</li> <li>• Getting ethical clearance and co-ordination</li> <li>• Conducting interviews, photography, observation</li> <li>• Negotiating access</li> <li>• Planning and budgeting fieldwork</li> <li>• Use of NVIVO; Atlas.ti</li> <li>• Writing reports/publication</li> </ul>	Jeevan Raj Sharma
<b>Introducing the project</b>	Individuals speaking of their project or representing the group project	<ul style="list-style-type: none"> <li>• Research study on global fund, labs, TB-HIV; psychotropic drugs; mental health curriculum; integration of returnee migrant in the local market, role of mothers' group, nurses' retention, health</li> </ul>	Jeevan Raj Sharma/ Ian Harper

		vulnerabilities of migrants etc	
<b>Day 2: 30 December, 2013</b>			
<b>Positive and Negative Experiences of Doing Qualitative research</b>	Group discussions and presentations; general discussion	<p>Positive:</p> <ul style="list-style-type: none"> <li>• Respect for researchers</li> <li>• Rapport building</li> <li>• Understanding diverse context</li> <li>• Opportunities to travel and learn new things</li> <li>• Time to think and reflect in long term study</li> <li>• Flexibility; emotional satisfaction</li> <li>• Interesting FGDs</li> </ul> <p>Negative:</p> <ul style="list-style-type: none"> <li>• Technological dependence</li> <li>• Expectations from participants</li> <li>• Time management</li> <li>• Handling emotional situations</li> <li>• Lack of trust</li> <li>• Difficult to convince people about the work</li> </ul>	Jeevan R Sharma
<b>Methods based group discussion</b>	<p>Group discussions and presentations; general discussion</p> <ul style="list-style-type: none"> <li>• Why did you choose the method?</li> <li>• Process of data collection</li> <li>• Recording of data</li> </ul>	<ul style="list-style-type: none"> <li>• Photo voice method</li> <li>• Content analysis</li> <li>• Focus group discussions</li> <li>• Interviews</li> <li>• Participant observation/ethnography</li> </ul>	Jeevan R Sharma
<b>Reflexivity</b>	Presentation and discussion	<ul style="list-style-type: none"> <li>• Thinking about how data is being produced—researcher as tool</li> <li>• Being critical of self's position</li> <li>• It's about honesty</li> </ul>	Kapil Dahal

		<ul style="list-style-type: none"> <li>• Continuous reflection of data</li> <li>• Observing hierarchy</li> <li>• Positionality of researcher</li> <li>• Discussion on negative evidence</li> </ul>	
<b>Quality in qualitative research</b>	Presentation and discussion	<ul style="list-style-type: none"> <li>• Description of process</li> <li>• Thickness of data</li> <li>• Mentioning about positionality</li> <li>• Observation enriches data</li> <li>• Not much focus on triangulation</li> </ul>	Kapil Dahal
<b>Cleaning and anonymising data</b>	Taking stock from participants on their data	<ul style="list-style-type: none"> <li>• Remove identifiers</li> <li>• Maintaining confidentiality</li> <li>• Some participants had cleaned and anonymised while some hadn't.</li> <li>• Sharing four data sets to work tomorrow</li> </ul>	Jeevan R Sharma/Ian Harper
<b>Day 3: 31<sup>st</sup> December, 2013 (half day)</b>			
<b>Coding exercise</b>	Four groups worked on four data sets		
<b>Sharing of the coding exercise</b>	Sharing in immediate groups and presenting to the larger group	<ul style="list-style-type: none"> <li>• Different styles of coding</li> <li>• Some underline, some make notes in side, some in copy</li> <li>• Analytical framework while coding</li> <li>• Writing summary; making index</li> <li>• Differing themes</li> <li>• Difficult to read others' transcript</li> <li>• Use of line numbers</li> </ul>	Jeevan R Sharma
<b>Day 4: 2<sup>nd</sup> January, 2014</b>			
<b>Data Management and Storage</b>	Demonstration and discussion	<ul style="list-style-type: none"> <li>• Background information in</li> </ul>	Rekha Khatri

		<p>transcripts</p> <ul style="list-style-type: none"> <li>• Reflection in transcripts</li> <li>• Naming files</li> <li>• Storing files in web space, external drives etc</li> <li>• File management is part of analysis as it compels to think in different ways.</li> </ul>	
<b>Data Management and Storage; issues in transcribing and translating</b>	Group discussion and sharing with larger group	<ul style="list-style-type: none"> <li>• Categorising in different folders</li> <li>• Difficulty translating fill in words</li> <li>• Some record non-verbal gestures while some don't</li> <li>• Proverbs; typical words in roman in bracket; English words in inverted commas</li> <li>• Long answers but very short translation</li> <li>• Literal translation sometime doesn't give meaning.</li> <li>• Data stored in emails, external drives etc</li> <li>• Management and storage not given much importance</li> </ul>	Jeevan R Sharma/Ian Harper
<b>Working on our own data</b>	Participants worked on their own data for coding.		
<b>Day 5: 3<sup>rd</sup> January, 2014</b>			
<b>Sharing of data analysis</b>	Experiences shared by selected participants	<ul style="list-style-type: none"> <li>• Codes and tabulating; writing descriptive report; Using NVIVO</li> <li>• Coding in excel sheet; summarizing information according to participants</li> <li>• Writing according to information in every code</li> </ul>	Rita Thapa/ Amrita Limbu/ Nawaraj Upadhyaya/Jeevan R Sharma/ Ian Harper

		<ul style="list-style-type: none"> <li>• Re-reading, indexing, tabulating and writing</li> <li>• Looking for theoretical orientations</li> <li>• Critical event analysis</li> <li>• Thinking and writing</li> <li>• Writing about a particular aspect as mid step</li> </ul>	
<b>Sharing by participants with the progress in their data</b>	Sharing by participants	<ul style="list-style-type: none"> <li>• Reading and coding data by participants</li> <li>• Some had finished; some hadn't</li> <li>• Shared the kinds of issues that were coming up</li> </ul>	
<b>Writing as analysis</b>	Participants asked to write a page on one of the issues from data		
<b>Day 6: 4<sup>th</sup> January, 2014</b>			
<b>Sharing write up and feedback</b>	Sharing write up in pairs and feeding back followed by sharing in larger groups	<ul style="list-style-type: none"> <li>• Different ways of writing; specific and general in the same data set</li> <li>• Descriptive writing; thematic writing</li> <li>• Writing background and context</li> <li>• Depends on who the reader is</li> </ul>	Jeevan R Sharma
<b>Use of software in qualitative data management</b>	Demonstration of Atlas.ti and discussion	<ul style="list-style-type: none"> <li>• Using software to code data; it manages data but doesn't do the thinking</li> <li>• Useful in managing large volume of data</li> <li>• Brings together all the information under one heading</li> <li>• Devoid of context; fragments data</li> </ul>	Rekha Khatri
<b>Working on own data</b>			
<b>Approaches to</b>	Power point presentation	<ul style="list-style-type: none"> <li>• Techniques of analysis</li> </ul>	Jeevan R Sharma

<b>qualitative data analysis</b>		<ul style="list-style-type: none"> <li>• Case based research</li> <li>• Writing</li> <li>• Grounded theory</li> </ul>	
<b>Day 7: 5<sup>th</sup> January, 2014</b>			
<b>Working on own data</b>			
<b>Reflecting on the workshop</b>	<p>Group discussion and presentation:</p> <ul style="list-style-type: none"> <li>• Lessons learned</li> <li>• What would you do differently?</li> <li>• How will you move ahead?</li> </ul>	<ul style="list-style-type: none"> <li>• Importance of reflection</li> <li>• Data management</li> <li>• New methods of data collection and analysis</li> <li>• Merits and demerits of software</li> <li>• Use of field notes</li> <li>• Importance of writing</li> <li>• Analysis starts with data collection</li> <li>• People have different approaches to data analysis.</li> <li>• Qualitative research is not easy.</li> <li>• Realization of diminishing rigour in qualitative research</li> <li>• Will use the lessons learnt from here</li> <li>• Revising research questions</li> <li>• Reading literature</li> <li>• Identify gaps in data</li> </ul>	
<b>Moving ahead</b>	Discussion on the idea and need of taking this group forward	<ul style="list-style-type: none"> <li>• Group formed after RECOUP I but couldn't quite gain the momentum</li> <li>• Group can be used to share information on articles, conference calls etc</li> <li>• Meetings to discuss our own papers; can meet once in three months</li> </ul>	Rekha/Ian/Sushil Baral

		<ul style="list-style-type: none"><li>• Can be a reading group</li><li>• Can call people to give papers and discuss—part of academic culture</li><li>• Could be used for skills enhancing</li><li>• Organizations should be committed in sharing responsibilities in taking this forward.</li><li>• Need for advocacy within our organizations for the commitment</li></ul>	
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