



UNIVERSITY OF CALGARY
Office of Institutional Analysis

NVivo Qualitative Data Analysis (QDA) Tool Demo

Grad Success Week 2023

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Office of Institutional Analysis

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Learning Outcomes from this Session

- Basic navigation of NVivo 12 Plus tool
- Basic features: importing data, coding, creating and managing nodes
- Basic ways to display results
- Places to go for help with NVivo
- Final Remarks and Some Helpful Resources



Outline

- About NVivo
- Lumivero NVivo website
- Downloading NVivo from UCalgary IT software distribution
- NVivo tool
- Importing a file, coding text, managing nodes
- Displaying results

About NVivo

- One of the top qualitative data analysis (QDA) software tools in the world
- Owned by QSR International (started in 1995 by Tom and Lyn Richards)
- Originated as NUD*IST
 - Non numerical Unstructured Data Indexing Searching and Theorizing software created by Tom Richards in early 1980s. Tom is a computer scientist and Lyn is a sociologist, La Trobe University, Australia.
 - Becomes NVivo in 1999 (Tom Richards and Lynn Richards, early 1990s)

- Can import text, audio, video, emails, images, spreadsheets, online surveys, web content and social media from various sources
- e.g., Word, Excel, PDF, recorded interviews, etc.
- Caution: Mac users may find NVivo works in slightly different ways, and there may be some limitations.

- October 2022: QSR International, Palisade and Addinsoft partner to create Lumivero
- NVivo Academy offers a certificate program. Don't know if this is still offered under Lumivero.

<https://lumivero.com/products/nvivo/>



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The image shows a screenshot of the Lumivero NVivo website. The background is a dark blue gradient with a man in a dark shirt and glasses, resting his chin on his hand and looking at a laptop. The Lumivero logo is in the top left. The navigation bar includes links for Solutions, Industries, Products & Services, Company, Resources, and Contact. On the right, there are links for Community, Support, and Customer Login, along with a search icon and two buttons: 'BUY NOW' and 'FREE TRIAL'. The main heading reads 'Unlock Insights with Qualitative Data Analysis Software'. Below this, a paragraph describes the capabilities of NVivo 14. At the bottom left, there are two buttons: 'BUY NVIVO' and 'TAKE A TOUR OF NVIVO', with the latter circled in red.

LUMIVERO

Solutions Industries Products & Services Company Resources Contact

Community Support Customer Login

Search BUY NOW FREE TRIAL

NVIVO BETTER INSIGHTS, BETTER COLLABORATION

Unlock Insights with Qualitative Data Analysis Software

Discover more from your qualitative and mixed methods data with NVivo 14, the leading qualitative data analysis solution. With NVivo 14, you can ask complex questions of your data to identify themes and draw conclusions, employ advanced data management and visualization tools to uncover richer insights, and produce clearly articulated, defensible findings backed by rigorous evidence – all on one collaborative platform. Buy now or request a free trial of NVivo 14 to dive deeper into your research today.

BUY NVIVO TAKE A TOUR OF NVIVO

TAKE A LOOK INSIDE

See What NVivo Can Do

See why NVivo is the most cited and powerful software for qualitative data analysis.

[Related pages ->](#)

Discover NVivo's Core Capabilities

NVivo helps you discover more from your qualitative and mixed methods data. Uncover richer insights and produce clearly articulated, defensible findings





NVivo: Key Concepts

NVivo organizes, analyzes and visualizes qualitative data to find the patterns for rigorous results that can be shared with stakeholders.

[Importing](#)[Coding](#)[Memos](#)[Cases](#)[Classifications](#)[Queries](#)[Visualizations](#)

NVIVO

Getting started with NVivo

Importing data

The type of material you include in your project depends on your research questions and methodology—NVivo lets you import a wide range of materials, including interview transcripts, journal articles, audio/video recordings, and social media content.

Download NVivo from IT Software Distribution Site

- The University of Calgary has an enterprise licence for NVivo.
 - Currently, is NVivo 12. NVivo 14 will be available soon.
- It is free for students, staff and faculty.
- You can download it from the IT Software Download site.



Software Distribution

University Software Distribution

Please read this document as it has important information regarding eligibility of software licensed to the University of Calgary.

Faculty, Staff & Students are eligible to request software based on your user classification. Each software product will have different accessibility based on the terms of the Vendor's license agreement.

Steps for Requesting and downloading software

- 1. You must authenticate to the site with your IT Username** (i.e. dcherry, NOT, dcherry@ucalgary.ca or NOT your eID which may be different from your IT Username).
- When you **Select** the software:
 - If you see a link to **Request License**, you are **eligible** to get a license to use the software.
 - If you see a link to **Send Request***, user classification defines you as being not eligible for requesting the software. You can send a message to itsoftware@ucalgary.ca to inquire about getting the software.
- Software is either Automatically Approved or Pending Approval.
 - If the software is automatically **Approved** you will be presented with a **Download** link. You can download software right away or sign back in later to download.
 - If the software is **Pending approval**, you will receive an Email saying the request is submitted and another Email when it is approved instructing you to sign in to download the software.
- 4. Downloading the software.** The software can be distributed in a number of different downloadable formats. **It is important to download and Read the Read_Me file** as it will contain instruction on the files required and the installation instructions. Some software packages consist of a number of large files. Please ensure that you have some time set aside for this process as some software installations do take longer than others.



Central Authentication Service



**UNIVERSITY OF
CALGARY**

Sign In

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Software Distribution

HOME CONTACT

Menu

Software List

Logout

Quick Links

▪ Contact Us

Software List

Software	Version	More Info	
Analysis of Texts & Other Qualitative Data			
NVivo (Licensed to May 31, 2023)	12	Info	[Select]
GIS/Remote Sensing/Simulation			
Abaqus (licensed to August 31, 2023)	2019 & 2020	Info	[Select]
PCI Geomatica (Licensed to March 31, 2022)	2019 Banff	Info	[Select]
ANSYS (Licensed to July 31 2023)	2019R2 & 2021R1	Info	[Select]
Catalyst (Licensed to March 31, 2023)	2222	Info	[Select]
ArcGIS (Licensed to June 30, 2023)	Pro 2.9 sp2 & Desktop 10.8.2	Info	[Select]

There are two different editions of NVivo. Difference between NVivo 12 Pro and Plus.

NVivo 12 Pro

- Integrates with reference management tools (e.g. EndNote, RefWorks, Zotero)
- Supports multi-media files
- Analyse all forms of unstructured data
- Text, audio, video, images, spreadsheets
- Querying, matrix coding queries (for making comparisons)
- NCapture to capture social media content

NVivo 12 Plus

- All of NVivo 12 Pro functions
- Additional and more powerful features supporting analysis
- Automatically identify themes and sentiments
- Automatically create social network visualizations from social media data

This is what you see when you open NVivo



File

NVivo 12 Plus

Recent Projects

You haven't opened any projects recently.

Click Blank Project to create a new project or click Open Other Project to browse for an existing project. Create a copy of the Sample Project to experiment with NVivo features.

Open Other Project

New

- Blank Project
- Sample Project**
- Automated Insights Sample Project

Learn and Connect

- Research Ready**
to be best in any point of view. Research search for no examine into facts or principles
Get your research ready for NVivo
- Getting Started**
-START-
NVivo quick steps tutorial
- Customer Success Center
Courses, resources & support
- Customer Training
Deepen your learning with online courses & workshops
- NVivo Transcription
Your automated transcription assistant - quick, easy, precise.
- Request a feature
Request and vote for new NVivo features

Connect with us

I strongly encourage you to check out Sample Project, Getting Started, and Tutorials. The sample project includes video interviews.

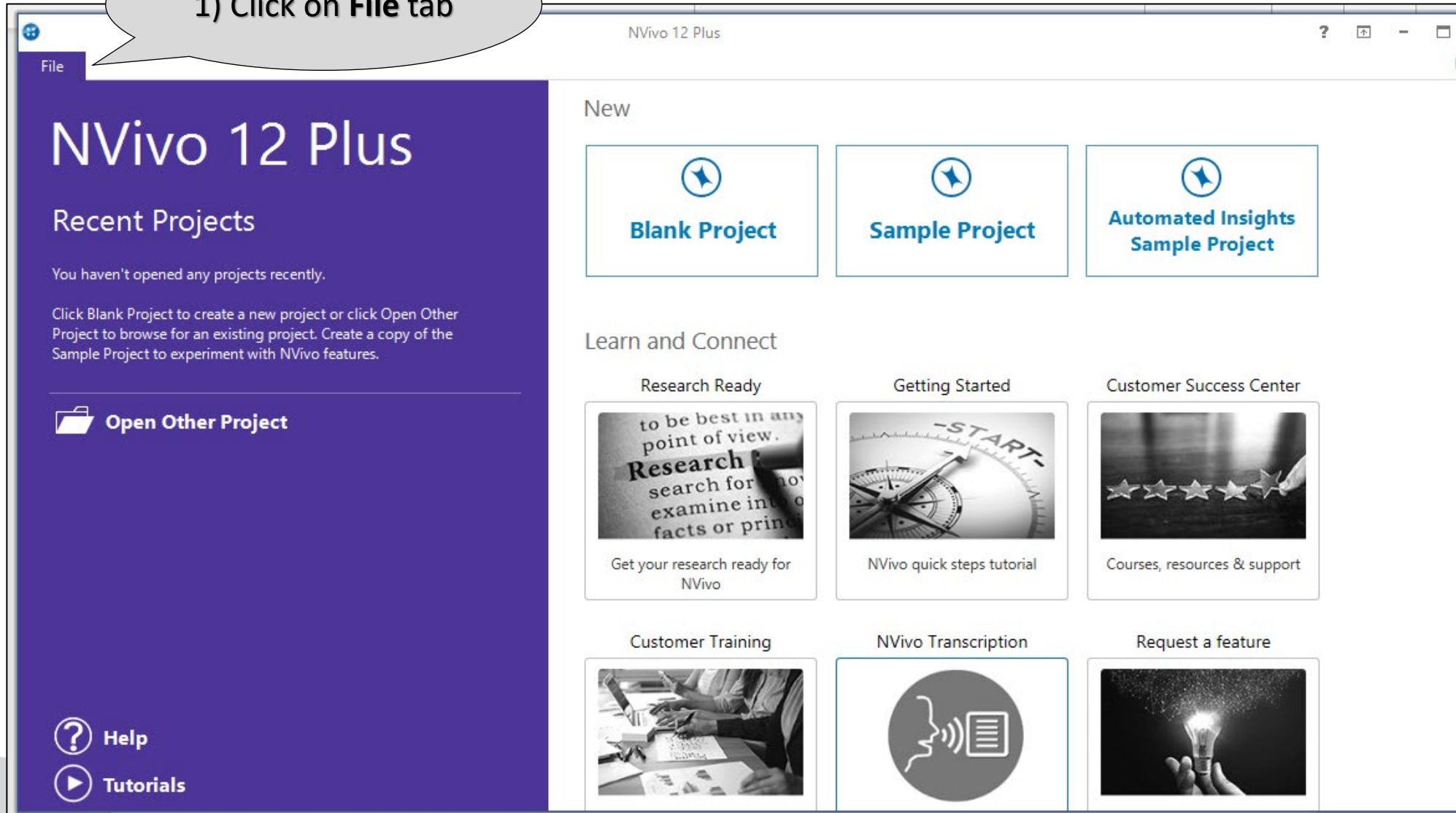
Help Tutorials

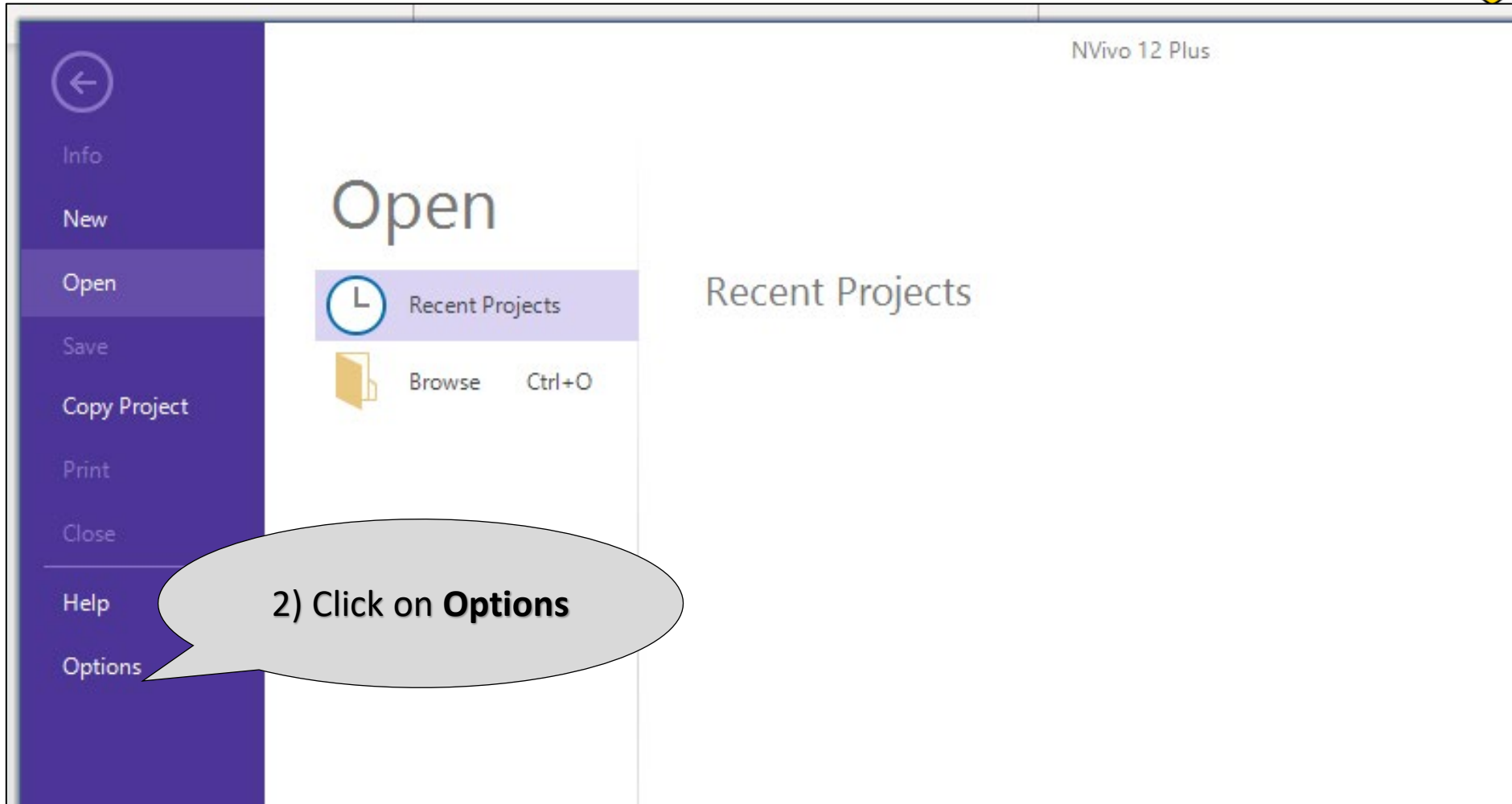
You can switch between Pro and Plus editions.



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1) Click on **File** tab





NVivo 12 Plus

Recent Projects

You haven't opened any projects recently.

Click Blank Project to create a new project or click Open Other Project to browse for an existing project. Create a copy of the Sample Project to experiment with NVivo features.

 **Open Other Project**

New


Blank Project


Sample Project


Automated Insights

Learn and Connect

Research Ready



Get your research ready
NVivo

Customer Training



Deepen your learning
online courses & workshops

Application Options

Application Options dialog box showing the **Edition** dropdown menu. The dropdown is open, showing options: **Plus**, **Pro**, and **Plus**. A speech bubble points to the dropdown with the text: "3) Under the **Edition** dropdown, choose Pro or Plus. Then close/re-open NVivo to get the changed edition."

Audio/Video | Datasets | Text | Project Recovery

General | Connections | Notifications | Display | Labels | Paragraph Styles

Edition: **Plus** (dropdown menu open showing Plus, Pro, Plus)

Name: jtgomies

Initials: JTG

Performance

☐ Display plain text for codes with

References displayed in coding reference

Update projects on network drives

Language

User interface language

Coding

☒ Code whole words

Customer Experience Improvement Program

☐ Participate in the Customer Experience Improvement Program [Read more about the program](#)

Start Screen

☒ Show Learn and Connect tiles

Clear Recent Project List

Reset Apply OK Cancel

Assumption – before you start:

You have set up your research project properly.

Do this before you even start thinking about using NVivo, or any other QDA tool.



A design framework will help you: (check out: NVivo training materials)

- What are the **types of data** you will be analysing – interviews, news articles, etc.
- What are the **units of analysis** – person, place, etc.
- What are the **variables** – NVivo's attributes – gender, population, etc. What variables are you comparing?
- What is the study's **time frame** – e.g., longitudinal
- What are some **big themes**? – identify broad/general topic areas you will want for coding (e.g., “community”)
- **This will help you estimate how much coding you will need to do.**
- **The effort you put to this part will cut down on coding errors later.**

You can open a Blank Project. Then fill in New Project window to create a new file. OR open an existing file. OR import a file.



File

NVivo 12 Plus

Recent Projects

D2L User Survey - Staff - Improve
P:\Major\3344 - D2L Survey for VP Teaching and Learning\Analysis\A...

Open Other Project

New

Blank Project

Sample Project

Automated Insights
Sample Project

Learn and Connect

Research Ready

Get your research ready for NVivo

Getting Started

NVivo quick step tutorial

Customer Success Center

Courses, resources & support

Customer Training

Deepen your learning with online courses & workshops

New Project

Title

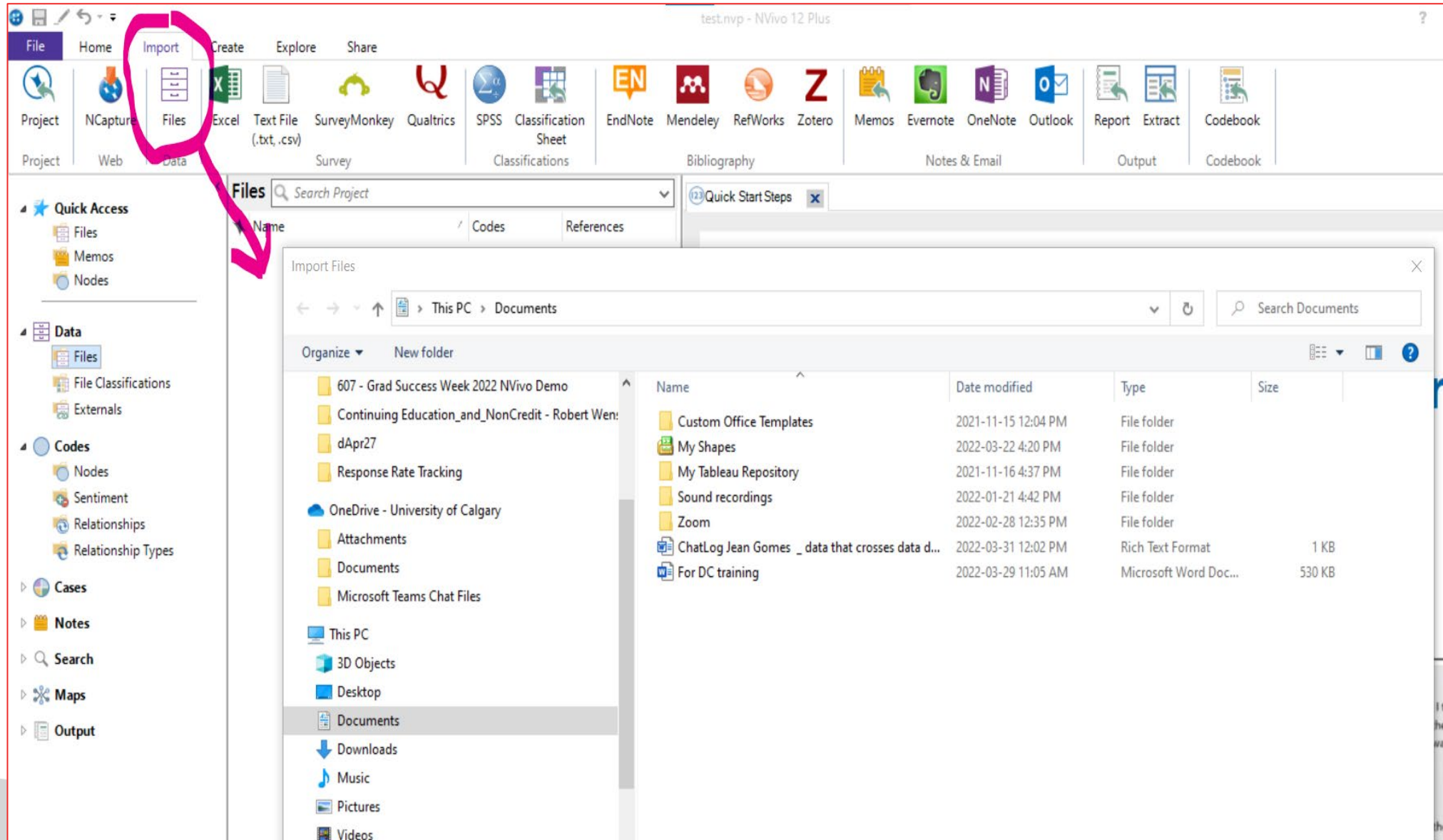
Description

File name

☐ Write user actions to project event log

Connect with us

Importing a file, coding text, managing nodes





Let's get started.nvp - NVivo 12 Pro

File Home **Import** Create Explore Share

Project NCapture **Files** Excel Text File (.txt, .csv) SurveyMonkey Qualtrics SPSS Classification Sheet EndNote Mendeley RefWorks Zotero Memos Evernote OneNote Outlook Report Extra

Project Web Data Survey Classifications Bibliography Notes & Email Output

Files Search Project

Quick Access

- Files
- Memos
- Nodes

Data

- Files
- File Classifications
- Externals

Codes

- Nodes
- Relationships

Import Files

Name

← → - ↑ > This PC > OS (C:) > Users > thachbold > Documents > Research Material

Search Research Material

Organize ▾ New folder

Quick access

OneDrive - Personal

OneDrive - QSR International

QSR International

This PC

Anna.docx

Barbara.docx

Betty and Paul.wmv

Fishermen spread shells to restore habitat.pdf

Helen.mp3

Mary.docx

NVivo workspace basically comprised of four panes.



The screenshot shows the NVivo 12 Plus workspace for a project named 'ENVIRONMENTAL CHANGE.nvp'. The interface is divided into four main panes, each highlighted with a blue arrow and label:

- Ribbon:** The top horizontal bar containing various tool groups like File, Home, Import, Create, Explore, Share, Document Tools, and Document.
- Navigation pane:** The left vertical pane showing a tree view of the project's structure, including Quick Access (Files, Memos, Nodes), Data (Files, Interviews, Literature, News Articles, File Classifications, Externals), Codes (Nodes, Sentiment, Relationships, Relationship Types), Cases, Notes, Search, Maps, and Output. The 'Interviews' folder is circled in red.
- List pane:** The central pane displaying a table of interview data. The 'Interviews' tab is selected and circled in red. The table has columns for Name, Codes, and References.
- Detail pane:** The right vertical pane showing the content of the selected interview. It includes a title bar with 'Barbara' and a 'Click to edit' link. The content shows the interview text, with a section titled 'Q.1. Connection to Down East' and responses from 'Henry' and 'Barbara'.

Name	Codes	References
Barbara		4
Charles		1
Dorothy		1
Margaret		
Maria and Daniel		1
Mary and James		1
Richard and Patricia		1
Robert		1
Susan		1
Thomas		1
William		1

Q.1. Connection to Down East

Henry
Tell me about your personal and family history in Down East. How long have you or your family been living Down East full time or part time?

Barbara
There when I was two years old in 1969. My parents still live here. They live down Beaufort, in town, and went to Beaufort Elementary and middle school away for college. So I've lived here most of my life although I've moved away.

Henry
And you've lived Down East how long?

Barbara
Since '96. My husband and I bought this little cottage in '96.

Henry

Data >> Files ...Displays your text in the detail pane (right-side panel).

Create folders to store your interviews, news articles, etc.



The screenshot displays the NVivo 12 Plus software interface. The left-hand pane shows a navigation tree with categories: Quick Access, Data, Codes, Cases, and Notes. The 'Data' category is expanded, and the 'Files' sub-item is highlighted with a red arrow. The main central area shows a table of project files. The 'Files' tab is selected, and a red box highlights the 'Files' header. Below it, a table lists project files, with one entry 'ImproveComments_Staff_forNVI' highlighted by a red box. The right-hand pane displays the content of the selected file, showing a list of text excerpts. A red box highlights the file name 'ImproveComments_Staff_forNVI' in the top right corner of the right pane.

Name	Codes	References
ImproveComments_Staff_forNVI	31	151

ImproveComments_Staff_forNVI

Click to edit

Better mobile user friendly system -more tools like tophat

-The terms used for information categories are often obscure. -There's no obvious way to add peer mentors (undergrad students) to the registration list. I know there is a way (I've used it before), but could not find it for this term. Please add a link

#1. Access to metrics on what the entire group of students is doing on the site...not just what one student at a time is doing. #2. The ability to change materials with confidence. Often, files that are removed are still linked to once the link has been changed.

1) When I teach cross-listed courses (a 500/600 course), I either have to "map" the two courses on to one of another, but this requires the grading scheme to be the same in both the 500 and 600 level sections (and usually it is not) or I have to add as "participants" the students in one section to the other, just so that I don't have to post information and course content twice -- but as their grade book is still in their original section, this means that they have to check both the 500 and 600 level sections for info and their grades. Why is it not possible to map courses onto each other that have different grading schemes? 2) I would like to be able to print off my class roster or grade book in a way that fits 8.5 x 11 paper -- when I currently export my grade book it is to excel which organizes the list not by student surname but by student ID. 3) I would like to be able to record attendance using D2L -- a roster that I could easily check off during class. Currently there is not attendance function on D2L.

a better way to get just the names of students in a given group into a spreadsheet or into Word.

Ability to create and print exams from the Question Library

Ability to customize look, especially with images. Making editing/bulk editing easier and quicker. (Fairly easy to build a course, but more difficult to edit in a streamlined way.) Make restrictions easier to handle for new users like TAs and administrators.

Access to teaching and learning guidance: I go once or twice a year to the TITL for their D2L work sessions to help ensure my course import/export is done correctly, and similar guidance. This semester we had one of the mobile support staff come to our dept a couple of times which was great. I'm not a natural techno person so having these sorts of training ops that make it easy for faculty to learn the ropes and new tricks is really helpful. I've only been at the U of C a couple of years and didn't have this sort of LMS at my last place: regular learning helps me get the most out of the system.

All the features but loading texts are basically useless and the students hate them. The most useful improvement would be to have a constant online chat feature that all students could access. This would allow for virtual office hour and allow students to pose questions and answer them in real time.

An upgrade to the newest D2L would be a good start.

As an instructor, I have used a few versions of Blackboard, Moodle, and D2L. As a learner, I have used others as well. They all have their quirks, but I'm certain that none of them have been designed by people who actually teach. The biggest improvement for me would be to change the way quizzes are

Before coding..... let's talk about nodes

Nodes are like themes or bins

- “A node is like a container for qualitative data (themes, or concepts). It is a way to tag your data and sources in order to find and analyze trends or patterns. When you code information at a node it may appear that you are moving your data from its original source, but really you are simply adding tags to the source.” (source: Columbia University Libraries:

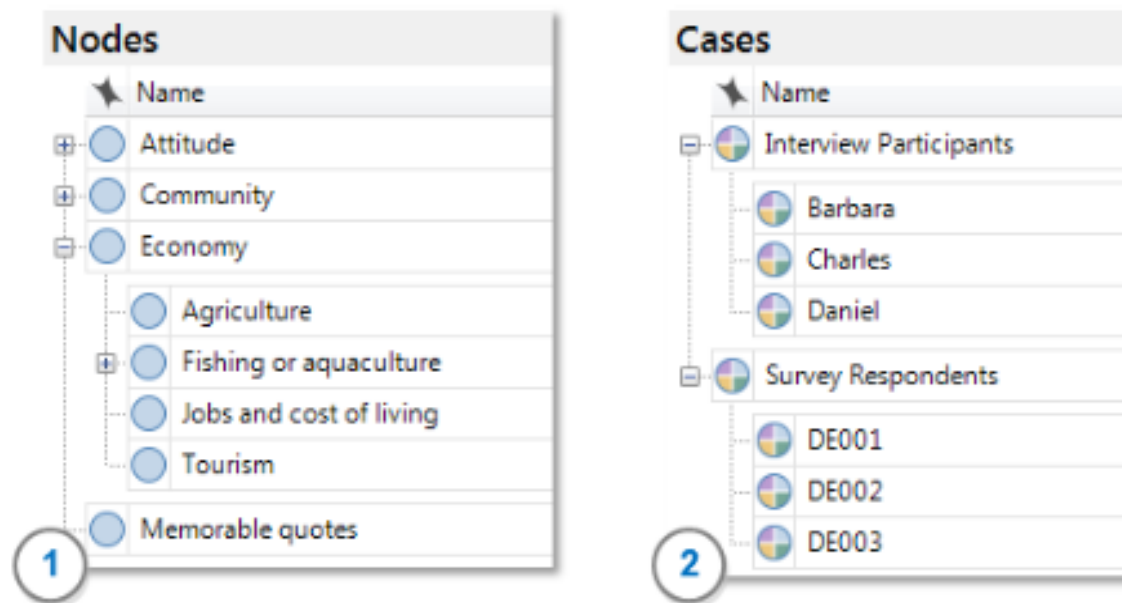
http://library.columbia.edu/locations/dssc/nvivo_guide/nvivo_terminology.html#d_child_node)

- Create and delete
- Move and copy
- Rename
- You can code one comment to many nodes

See coding techniques in NVivo<https://help-nv.qsrinternational.com/12/win/v12.1.99-d3ea61/Content/coding/coding-techniques.htm>

Theme nodes and case nodes

You can create different types of nodes in your NVivo project to represent the themes and cases in your data.



1 Theme nodes represent the topics found in your files. These nodes might be descriptive (*this text is about that topic*) or more analytical (*this issue matters because...*).

2 Case nodes represent your 'units of observation'—which might include people, places, sites or organizations. You can use case classifications to record information about your cases.

Viewing an individual's comments.



My Project.nvp - NVivo 12 Pro

File Home Import Create Explore Share

Paste Cut Copy Merge Clipboard

Properties Open Memo Link Item

Add To Set Create As Code Create As Cases

Query Visualize Explore

Code Auto Code Range Code Uncode Coding

Case Classification

File Classification

Detail View Sort By Undock Navigation View List View Find

Workspace

1

2

3

Click to edit

Interview with Barbara on February 19th, 2009 at her home in Bettie, North Carolina. Barbara writes cooking curriculum materials and does earth science environmental consulting work with soil scientists.

Q.1. Connection to Down East

Henry
Tell me about your personal and family history in Down East. How long have you or your family been living Down East full time or part time?

Barbara
My family moved here when I was two years old in 1969. My parents still live here. They moved down in Gloucester. But I was raised in Beaufort, in town, and went to Beaufort Elementary middle school and high school, then moved away for college. So I've lived here most of my life although I've moved away.

Henry
And you've lived Down East how long?

Barbara
Since '96. My husband and I bought this little cottage in '96.

Henry
And have you lived here full time since then or is it a part time – seasonal?

Barbara
It's part time. It was full time, but then in 2000 he got a job up North. And so since then he's been here on a very sporadic schedule. Sometimes full time but not always, because of his job down here – I was doing some environmental fieldwork down here that's kept me down here while he was up there.

Henry
I see. So – but you were not born in Carteret County, but you lived most of your life one of the other towns –

22

Creating new themes in Nodes.



My Project.nvp - NVivo 12 Pro

File Home Import Create Explore Share

Clipboard: Cut, Copy, Paste, Merge

Properties: Open, Memo Link, Item

Explore: Query, Visualize

Coding: Code, Auto Code, Range Code, Uncode

Classification: Case Classification, File Classification

Workspace: Detail View, Sort By, Undock, Navigation View, List View, Find

themes Search Project

Name	Files	References	Description
Community		0	0
Natural environment		0	0
Real estate development		0	0

Drag selection here to code to a new node

Quick Access

- Files
- Memos
- Nodes

Data

- Files
 - interviews
 - literature
 - news articles
- File Classifications
- Externals

Codes

- Nodes**
 - themes**
 - Relationships
 - Relationship Types

Cases

- Cases
 - animals
 - people
 - places
- Case Classifications

Notes

- Memos
- journals
- Framework Matrices
- Annotations
- See Also Links

Search

Maps

Output

Barbara

Click to edit

Interview with Barbara on February 19th, 2009 at her home in Bettie, North Carolina. Barbara writes cooking curriculum materials and does earth science environmental consulting with soil scientists.

Q.1. Connection to Down East

Henry

Tell me about your personal and family history in Down East. How long have you or you been living Down East full time or part time?

Barbara

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Henry

And you've lived Down East how long?

Barbara

Since '96. My husband and I bought this little cottage in '96.

Henry

And have you lived here full time since then or is it a part time – seasonal?

Barbara

It's part time. It was full time, but then in 2000 he got a job up North. And so since then been here on a very sporadic schedule. Sometimes full time but not always, because of n down here – I was doing some environmental fieldwork down here that's kept me down while he was up there.

Henry

I see. So – but you were not born in Carteret County, but you lived most of your life one

(continued)



My Project.nvp - NVivo 12 Pro

File Home Import Create Explore Share

Paste Cut Copy Merge Clipboard Properties Open Memo Link Create As Code Create As Cases Query Visualize Code Auto Code Range Code Uncode Case Classification File Classification Detail View Sort By Undock Navigation View List View Find Workspace

Quick Access
Files
Memos
Nodes

Data
Files
Interviews
Literature
News articles
File Classifications
Externals

Codes
Nodes
themes

Cases
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Notes
Memo
jou
Frame
Annotations
See Also Links

themes

Name	Files	References	Description
Community		0	0
Natural environment		0	0
Real estate development		0	0

Search Project

Barbara

Click to edit

Interview with Barbara on February 19th, 2009 at her home in Bettie, North Carolina. Barbara writes cooking curriculum materials and does earth science environmental consulting with soil scientists.

Q.1. Connection to Down East

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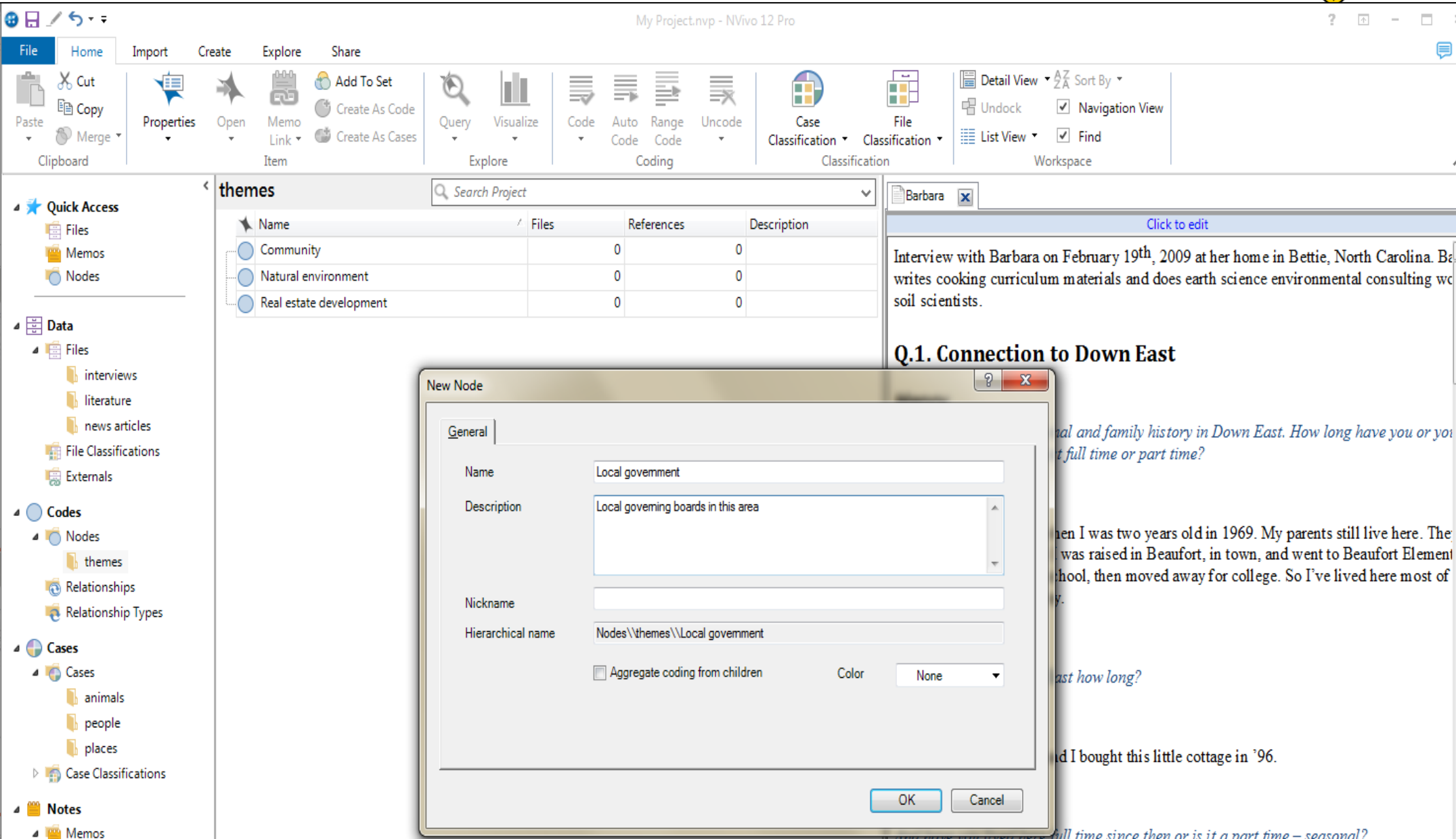
Henry
And have you lived here full time since then or is it a part time – seasonal?

Barbara
It's part time. It was full time, but then in 2000 he got a job up North. And so since then

Right-click mouse on Nodes>themes. Window pops up. Click on New Node.

Drag selection here to code to a new node

(continued)



The screenshot displays the NVivo 12 Pro software interface. The main window shows a project named 'My Project.nvp'. The left sidebar contains a 'Quick Access' pane with 'Files', 'Memos', and 'Nodes'. Below this is a 'Data' pane with 'Files' (interviews, literature, news articles) and 'File Classifications'. The 'Codes' pane shows 'Nodes' (themes, Relationships, Relationship Types) and 'Cases' (animals, people, places, Case Classifications). The 'Notes' pane shows 'Memos'. The main workspace is divided into a 'themes' table and a 'Detail View' pane.

themes

Name	Files	References	Description
Community		0	0
Natural environment		0	0
Real estate development		0	0

Detail View

Interview with Barbara on February 19th, 2009 at her home in Bettie, North Carolina. Barbara writes cooking curriculum materials and does earth science environmental consulting with soil scientists.

Q.1. Connection to Down East

...and family history in Down East. How long have you or your family lived here full time or part time?

When I was two years old in 1969. My parents still live here. The house was raised in Beaufort, in town, and went to Beaufort Elementary school, then moved away for college. So I've lived here most of my life.

...how long?

...and I bought this little cottage in '96.

...and have you lived here full time since then or is it a part time – seasonal?

New Node

General

Name: Local government

Description: Local governing boards in this area

Nickname:

Hierarchical name: Nodes\themes\Local government

☐ Aggregate coding from children

Color: None

OK Cancel

Done!



My Project.nvp - NVivo 12 Pro

File Home Import Create Explore Share

Clipboard: Cut, Copy, Paste, Merge
Properties
Open
Memo Link
Add To Set
Create As Code
Create As Cases
Item

Explore: Query, Visualize
Coding: Code, Auto Code, Range Code, Uncode
Classification: Case Classification, File Classification
Workspace: Detail View, Sort By, Undock, Navigation View, List View, Find

Quick Access: Files, Memos, Nodes

Data: Files (interviews, literature, news articles), File Classifications, Externals

Codes: Nodes (themes, Relationships, Relationship Types)

Cases: Cases (animals, people, places), Case Classifications

Notes

themes

Name	Files	References	Description
Community		0	0
Local government		0	0
Natural environment		0	0
Real estate development		0	0

Drag selection here to code to a new node

Barbara

Click to edit

Interview with Barbara on February 19th, 2009 at her home in Bettie, North Carolina. Barbara writes cooking curriculum materials and does earth science environmental consulting with soil scientists.

Q.1. Connection to Down East

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Henry
And you've lived Down East how long?

Barbara
Since '96. My husband and I bought this little cottage in '96.

Henry

Turn on Coding Stripes and Highlight. These are great visual aids. Click on Nodes. Create your nodes. Continue coding your text (see next slide).

The screenshot displays the NVivo 12 Plus interface. The 'Document Tools' ribbon at the top includes 'Coding Stripes' and 'Highlight' buttons, which are highlighted with red arrows. The 'Quick Access' pane on the left shows the 'Nodes' button, also highlighted with a red arrow. The 'Nodes' list in the center shows a table of nodes with columns for Name, Files, and References. The text document on the right shows a document titled 'ImproveComments_Staff_forNVI' with yellow highlights and coding stripes. Red arrows point to the 'Click to edit' link at the top of the document view and the 'Coding Density' bar on the right side of the document view.

Name	Files	References
Adobe Connect - better synchronization, simplify	1	3
Attendance tracking - ability to record attendance; more streamlined	1	3
Content browser - improve linking to modules	1	1
D2L interface - allow customizations; managing images	1	17
Discussion forum - better search function; better layout; more interactive	1	6
File exporting, importing and printing - more control over formatting; faster	1	9
Grades tool, gradebook - easier to set up; more control over display of grades	1	14
Grades tool, gradebook - flag when certain actions impact grades	1	1
Grades tool, gradebook - instructor can track changes	1	1
Group and collaborative work - better interface for interactions; more interactive tools	1	4
Groups and Courses - easier way to create, manage; copying resources and references	1	11
Metrics about students - create metrics about whole class	1	1
Negative comments - general; keep D2L simple	1	12
New functions to add - online chat; program evaluation tools	1	5
Notifications and News - more obvious; email to students; easier way to notify	1	3
Office 365 - integration	1	1
PeopleSoft registration - integration	1	1
Quizzes function - easier way to create; better extraction; quiz database to create and print a quiz	1	6
Registration list - easier to add people; easier to track individuals	1	2
Restrictions more are too tight	1	1
Rubrics - improve functionality; control weighting; relate to grading	1	6
Security - control what is displayed	1	4
Support and training - easier to access; more help	1	13
Upgrade to newest D2L version	1	2
Video - better support	1	2

Document view text (with highlights and coding stripes):

Better mobile user friendly system - more tools like tophat

-The terms used for information categories are often obscure. -There's no obvious way to add mentors (undergrad students) to the registration list. I know there is a way (I've used it before) could not find it for this term. Please add a link

#1. Access to metrics on what the entire group of students is doing on the site...not just what student at a time is doing. #2. The ability to change materials with confidence. Often, files that removed are still linked to once the link has been changed.

1) When I teach cross-listed courses (a 500/600 course), I either have to "map" the two courses one of another, but this requires the grading scheme to be the same in both the 500 and 600 sections (and usually it is not) or I have to add as "participants" the students in one section to the other, just so that I don't have to post information and course content twice -- but as their grade book is still in their original section, this means that they have to check both the 500 and 600 sections for info and their grades. Why is it not possible to map courses onto each other that have different grading schemes? 2) I would like to be able to print off my class roster or grade book in a way that fits 8.5 x 11 paper -- when I currently export my grade book it is to excel which organizes list not by student surname but by student ID. 3) I would like to be able to record attendance using D2L -- a roster that I could easily check off during class. Currently there is not attendance function in D2L.

a better way to get just the names of students in a given group into a spreadsheet or into Word

Ability to create and print exams from the Question Library

Ability to customize look, especially with images. Making editing/bulk editing easier and quicker (Fairly easy to build a course, but more difficult to edit in a streamlined way.) Make restrictions to handle for new users like TAs and administrators.

Access to teaching and learning guidance: I go once or twice a year to the TITL for their D2L workshops sessions to help ensure my course import/export is done correctly, and similar guidance. This

Keep creating nodes as you read. Highlight text drag/drop into Nodes.
Coding strips and highlights will show your work.
(NVivo does sentiment coding by looking at words in isolation.)

The screenshot displays the NVivo 12 Plus software interface. The top menu bar includes File, Home, Import, Create, Explore, and Share. Below the menu is a toolbar with various icons for file management, exploration, and coding. The main workspace is divided into three panes: a left sidebar with a tree view of project components (Quick Access, Data, Codes, Cases, Notes, Search, Maps, Output), a central pane showing a list of nodes, and a right pane showing a preview of a selected node's content.

The central pane, titled 'Nodes', contains a table with the following columns: Name, Files, and References. The table lists various nodes related to the '3_D2L User Survey - Staff - Improve (NVivo 12).nvp' project. A 'New Node' dialog box is open in the foreground, allowing the user to create a new node. The dialog has a 'General' tab with fields for Name, Description, Nickname, and Hierarchical name. The 'Hierarchical name' field is set to 'Nodes\\'. There are also checkboxes for 'Aggregate coding from children' and a 'Color' dropdown menu.

Name	Files	References
Adobe Connect - better synchronization, simplify	1	3
Attendance tracking - ability to record attendance; more streamlined	1	3
Content browser - improve linking to modules	1	1
D2L interface - allow customizations; managing images	1	17
Discussion forum - better search function; better layout; more interactive	1	6
File exporting, importing and printing - more control over formatting; faster	1	9
Grades tool, gradebook - easier to set up; more control over display of grades	1	14
Grades tool, gradebook - flag when certain actions impact grades	1	1
Grades tool, gradebook - instructor can track changes	1	1
Group and collaborative work - better interface for interactions; more interactive tools	1	4
Groups and Courses - easier way to create, manage; copying resources and references	1	11
Metrics about students - create metrics about whole class		
Negative comments - general; keep D2L simple		
New functions to add - online chat; program evaluation		
Notifications and News - more obvious; email to students		
Office 365 - integration		
PeopleSoft registration - integration		
Quizzes function - easier way to create; better extraction		
Registration list - easier to add people; easier to track		
Restrictions more are too tight		
Rubrics - improve functionality; control weighting; relationships		
Security - control what is displayed		
Support and training - easier to access; more help		
Upgrade to newest D2L version		
Video - better support		
xGeneral comments - not coded		

The 'New Node' dialog box has the following fields and options:

- Name: [Empty text box]
- Description: [Empty text box]
- Nickname: [Empty text box]
- Hierarchical name: Nodes\\
- Aggregate coding from children: ☐
- Color: None

You can create subnodes (child nodes).

Click on a node and a detail pane opens showing all comments coded to that node.



The screenshot shows the NVivo 12 Plus interface. The 'Nodes' list on the left contains the following nodes:

Name	Files	References
Adobe Connect - better synchronization, simplify	1	3
Attendance tracking - ability to record attendance; more streamlined	1	3
Content browser - improve linking to modules	1	1
D2L interface - allow customizations; managing images	1	17
Clearer more intuitive terms and labels	1	5
Mobile friendly - better view	1	2
Streamline access to different areas; easier to use	1	3
Discussion forum - better search function; better layout; more interactive	1	6
File exporting, importing and printing - more control over formatting; faster	1	9
Grades tool, gradebook - easier to set up; more control over display of grades	1	14
Grades tool, gradebook - flag when certain actions impact grades	1	1
Grades tool, gradebook - instructor can track changes	1	1
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Office 365 - integration	1	1
PeopleSoft registration - integration	1	1
Quizzes function - easier way to create; better extraction; quiz database to create and print a quiz	1	6

The detail pane for the 'D2L interface - allow customizations; managing images' node shows the following references:

Reference 1 - 0.23% Coverage

Ability to customize look, especially with images. Making editing/bulk editing easier and quicker. (Fairly easy to build a course, but more difficult to edit in a streamlined way.) Make restrictions easier to handle for new users like TAs and administrators.

Reference 2 - 0.90% Coverage

Ease of use. Ease of set up. I'd like to replicate my courses that use similar templates, grade settings, etc. easily and efficiently. The copy/export function does not do this easily or well (it copies too much, or not the right things). It is time-consuming and arduous to set up each course. The interface is unappealing and not intuitive to use. I have to search other school's websites (!!) pretty routinely to remind myself how to set things up, etc. (and I'm not technologically averse). I dislike having to 'hide' grades individually, and then to remember to 'unhide' them for student display. I really dislike having to have a separate student d2l account (thank you, nice people at IT) just to understand how my students are experiencing the site. (The student view option does not let me see grades, which is what I sometimes want to know.) The website does not work with images very well, or stream video. Basically, this interface has been out of date for a decade or more, and is extremely burdensome. It is the opposite of innovative.

Reference 3 - 0.24% Coverage

Have the groups tab be more clear and easier to use.

Some best practices about nodes

- Remember: nodes are bins that hold themes
- Do continual housekeeping; decluttering; re-arranging
- Review your nodes after you've created about 20 of them
- Keep similar nodes together ("like with like")
 - never duplicate a node
- Usually, you would have about 10 top level nodes at most
 - 3 levels deep at most (subnodes)

This handout
will be available
to you along
with today's
demo.

Perfecting The Art Of Qualitative Coding

Written by Philip Adu

January 31, 2016

Dr. Philip Adu is a Methodology Expert at the National Center for Academic & Dissertation Excellence (NCADE) in [The Chicago School of Professional Psychology \(TCSPP\)](#). In this post, he takes us through the stages of qualitative coding and, along the way, outlines the features he finds most useful.

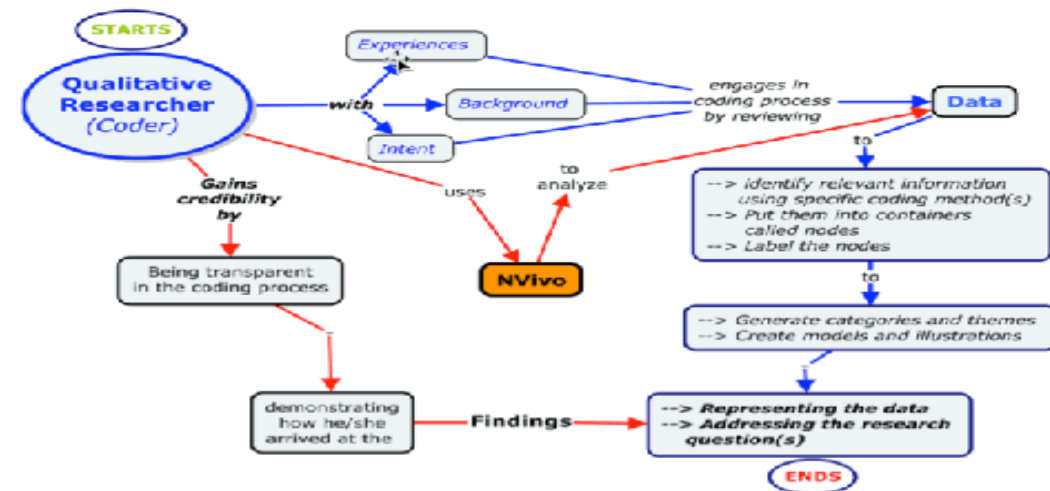
Think about analyzing interview transcripts: capturing significant information from the data and putting them into 'containers', called codes ([in NVivo](#)).

What about labeling each code created, providing a brief description about each of the codes, and documenting your reflections?

You then sort the codes into 'big containers' called parent codes based on their content similarities and unique relationships.

Lastly, you use the parent codes (i.e. themes) to address the research question(s). Here's an illustration of the high-level process:

Qualitative Analysis Process



1

Build an efficient node hierarchy

Take time out from coding to reflect on your nodes and organize the themes that are emerging. **Reasons for keeping your nodes organized include:**

- Being able to find your nodes easily saves time during the coding process.
- If you have trouble finding a node, you are less likely to use it consistently.
- You are more likely to lose or confuse ideas in an unwieldy node structure.

Here are some strategies for building an efficient node structure:

- Keep node names short and pertinent.
- Make sure a node only appears once in the whole hierarchy.
- Try not to combine concepts in a node. For example, instead of coding some text at *skeptical attitudes about government policy*, code it to both of these nodes:
 - skeptical attitudes
 - government policy

Remember that you can use queries to gather your coded content in all sorts of combinations—for example, find all content coded at the node *skeptical attitudes* AND at the node *government policy*.

- Try not to force nodes into a hierarchy—if a node is not related to any other concept then leave it at the top level.
- Try not to nest more than 3 levels deep if you can help it.
- Make a node to gather 'great quotes'.
- Prune your nodes regularly. Merge, reorganize, rename.

Create a nodes Codebook to list your nodes and descriptions



The screenshot shows the NVivo 12 Pro interface with the 'Share' tab selected. A red arrow points to the 'Share' tab, and another red arrow points to the 'Export Codebook' button in the ribbon. A third red arrow points to the 'Export Codebook' dialog box, which is open and shows the 'Save As' field with the path 'C:\Users\ytgomes\Desktop\Codebook - 3_D2L User Sun'. The dialog box also has an 'Include number of files and references' checkbox and 'OK' and 'Cancel' buttons.

Nodes

Name	Reference	Description
Adobe Connect - better access to archived sessions; better tech	8	
Calendar - course calendar post due dates; easier access; post	24	
Chat tool - save chat log; easier for peer-to-peer	2	
Checklist - more accessible	1	
Communications - improve and consistent technology; more support; fix D2L emailing	1	13
Content, Course content - more standardized; better organized; better flagging of read or opened	1	30
Course - access before start date	1	1
Course home page - to much content; link to content by default; customizable	1	10
Courses from past terms - better organization of all the courses	1	2
Courses from past terms - do not remove course content	1	10
Courses from past terms - remove or hide them	1	1

2_ImproveComments_Stdg_inpu

- Integrate with Dropbox/Google Drive (a cloud drive) as it's somewhat difficult in browser (such as a opening code file by default - Make downloading a file
- Changes to the quizzes feature - Changes advancements in terms of communication
- course homepage has too much happen example 'how to create video notes')
- D2L experience by class is limited by it up.



My Project

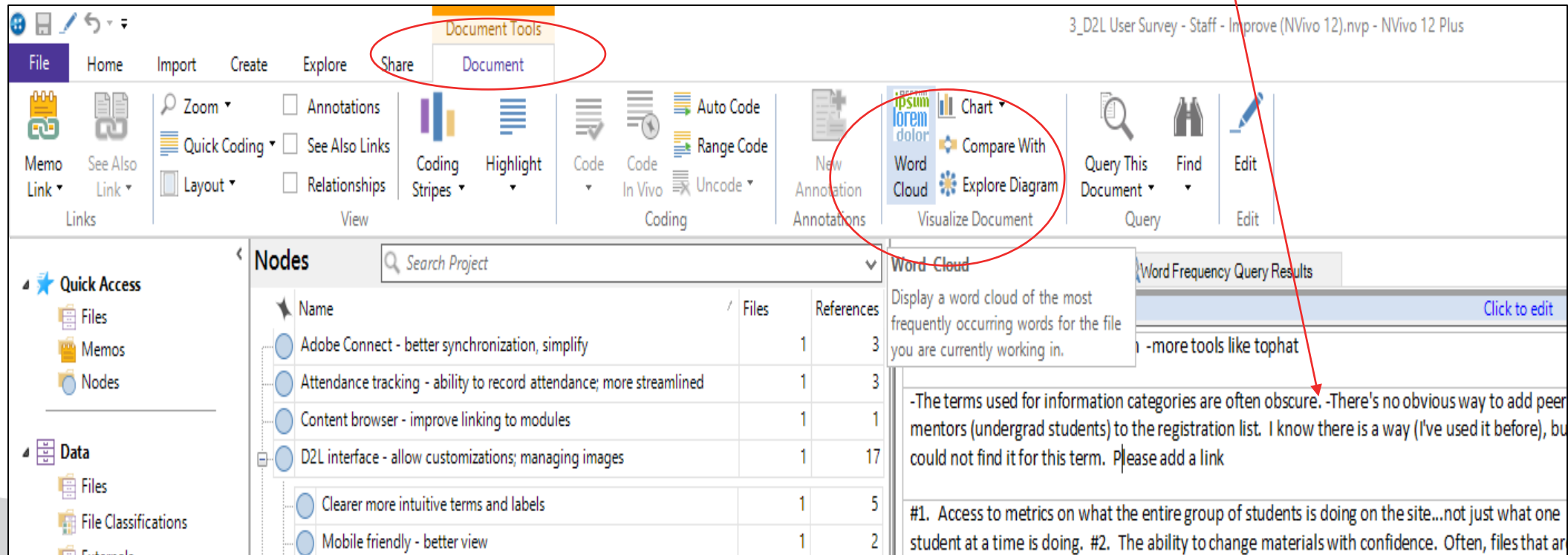
Nodes

Name	Description
Adobe Connect - better access to archived sessions; better technology; reliable audio	
Calendar - course calendar post due dates; easier access; post other appointments	
Chat tool - save chat log; easier for peer-to-peer	
Checklist - more accessible	

The codebook is useful if you have included descriptions of your nodes when you created them. Otherwise, this is just blank.

Displaying Results

First, click inside the detail pane. The ribbon will display **Document Tools**. Let's choose Word Cloud.



The screenshot shows the NVivo 12 Plus interface. The ribbon is set to **Document Tools**, which is circled in red. The **Word Cloud** button is also circled in red. A tooltip for the Word Cloud button is visible, stating: "Display a word cloud of the most frequently occurring words for the file you are currently working in." Below the ribbon, the **Nodes** pane is visible, showing a list of nodes with their respective file counts and reference counts. The **Word Cloud** visualization is displayed on the right, showing a list of terms and their frequency.

Name	Files	References
Adobe Connect - better synchronization, simplify	1	3
Attendance tracking - ability to record attendance; more streamlined	1	3
Content browser - improve linking to modules	1	1
D2L interface - allow customizations; managing images	1	17
Clearer more intuitive terms and labels	1	5
Mobile friendly - better view	1	2

Word Cloud

Display a word cloud of the most frequently occurring words for the file you are currently working in.

Word Frequency Query Results

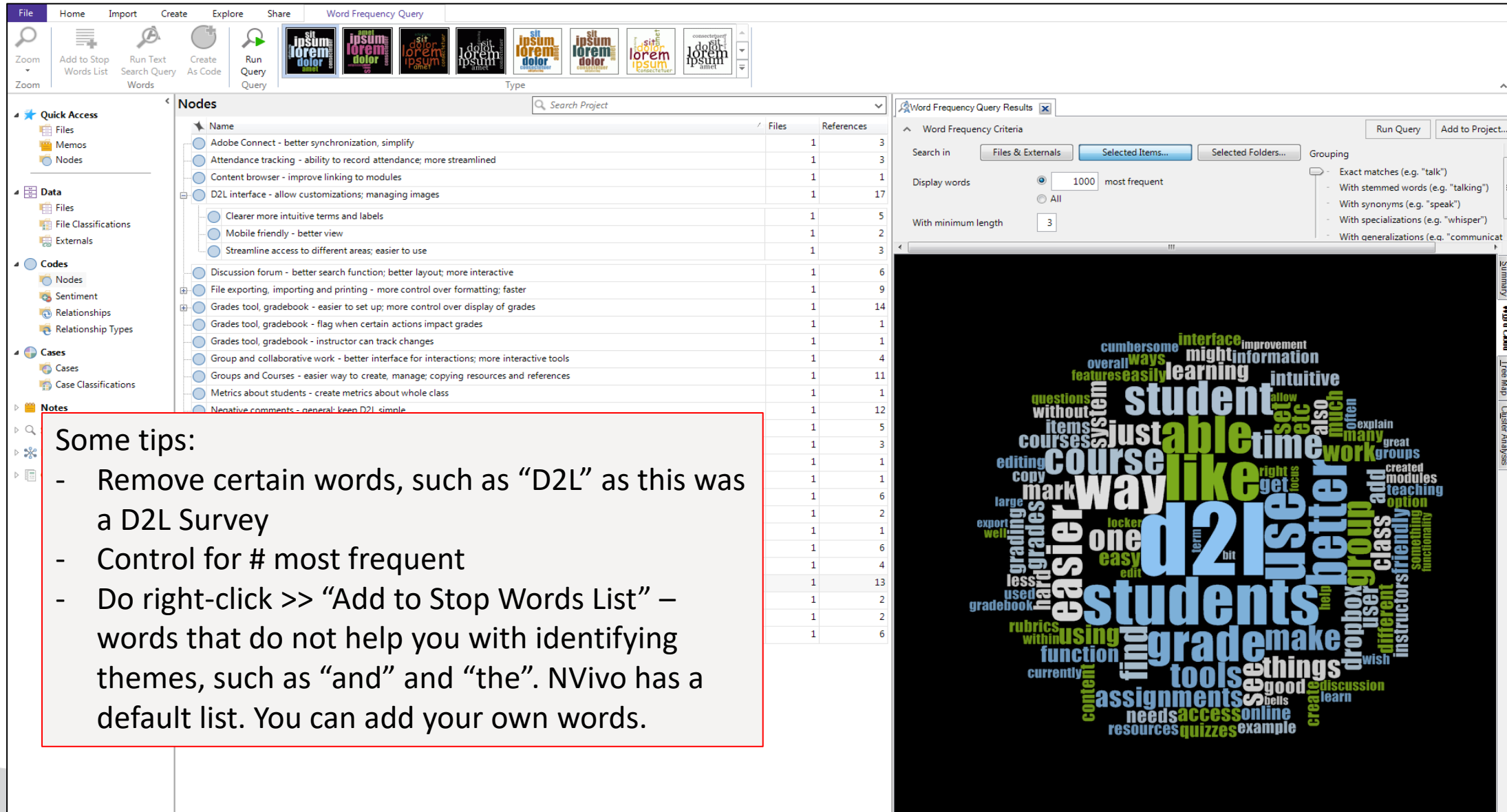
[Click to edit](#)

-more tools like tophat

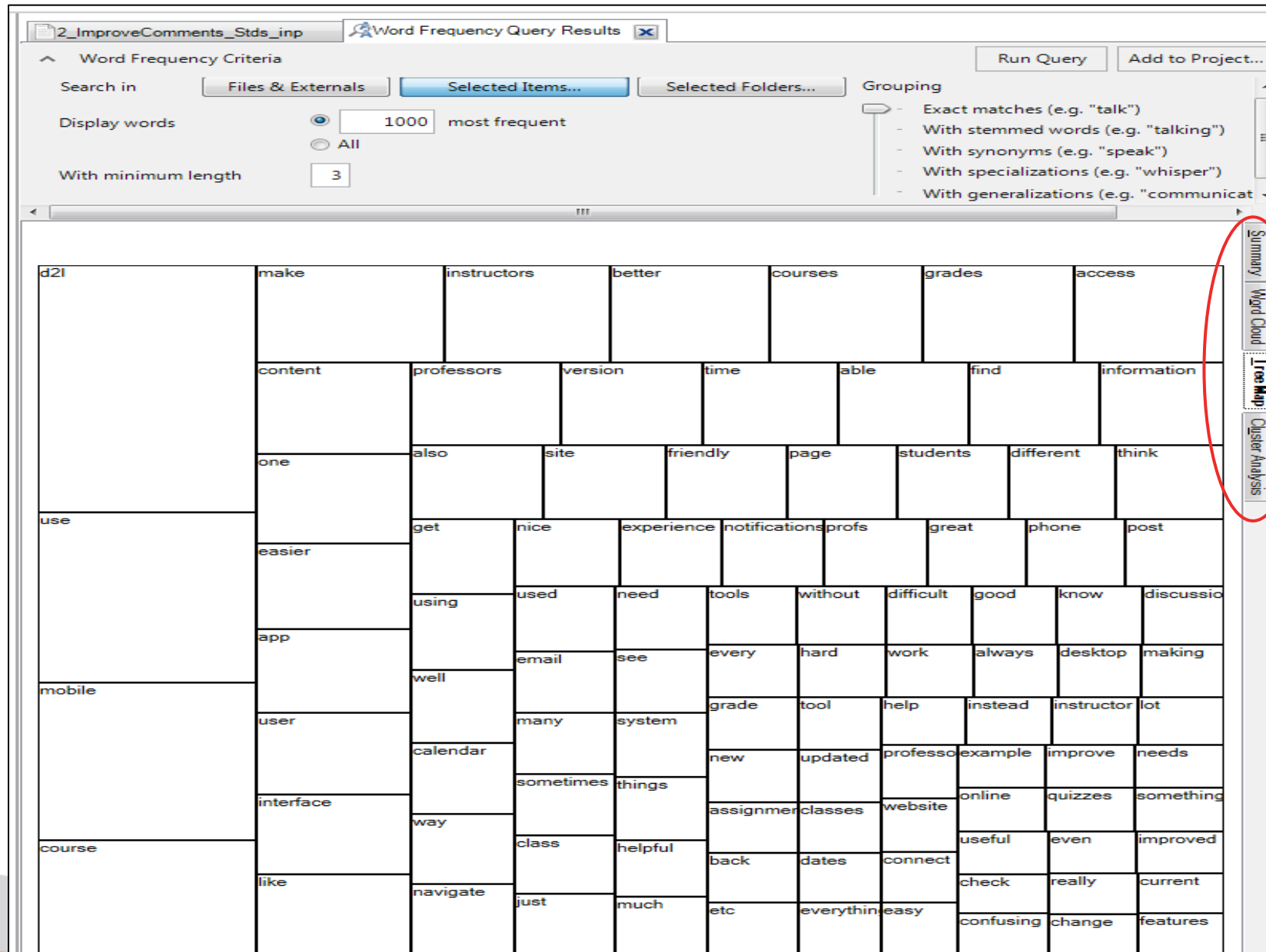
-The terms used for information categories are often obscure. -There's no obvious way to add peer mentors (undergrad students) to the registration list. I know there is a way (I've used it before), but could not find it for this term. Please add a link

#1. Access to metrics on what the entire group of students is doing on the site...not just what one student at a time is doing. #2. The ability to change materials with confidence. Often, files that are

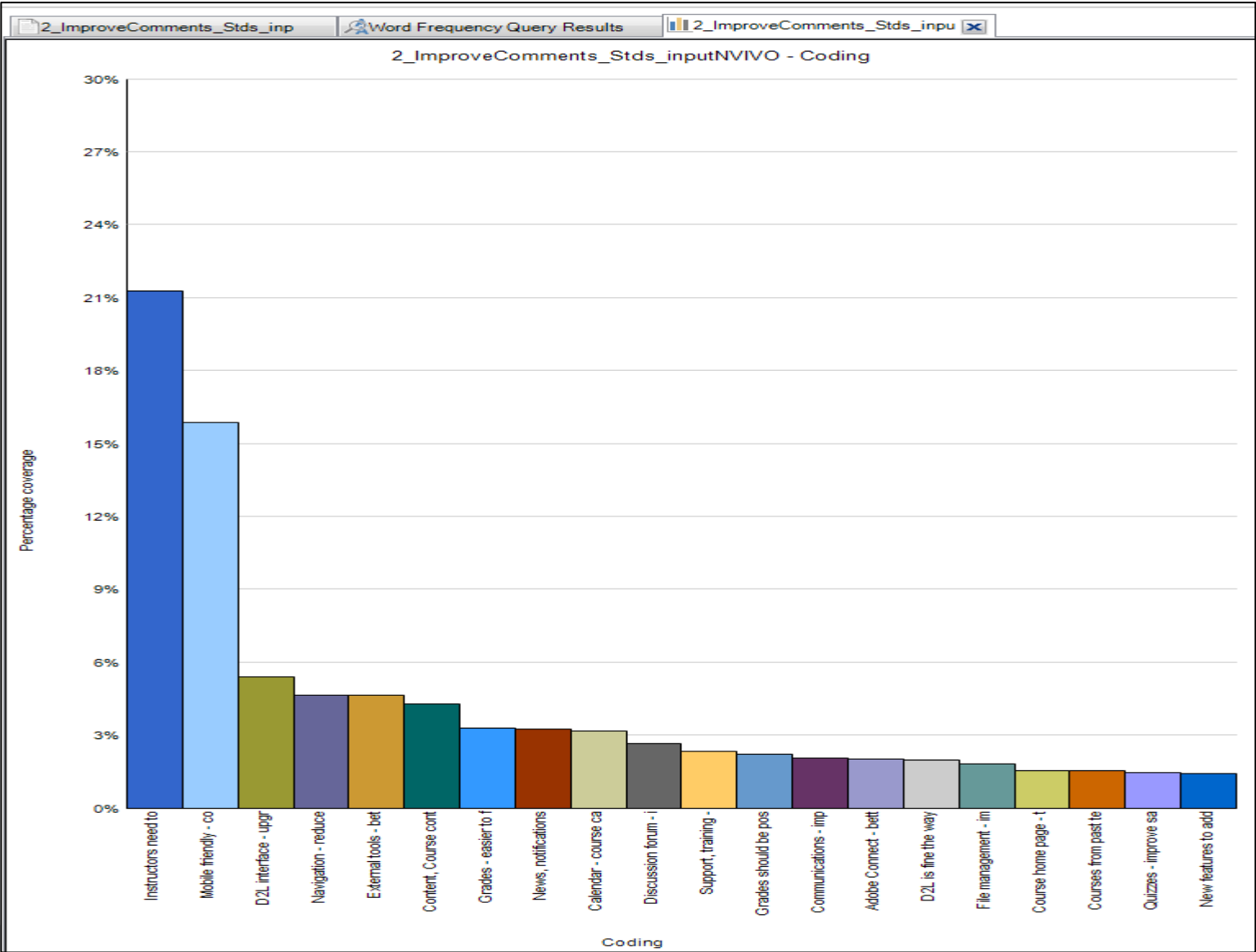
Word Cloud



Tree Map – size of rectangle represents # coding references



Bar Graph



Some Helpful Resources

- Use the webinars/tutorials in NVivo website and NVivo tool.
- Google/You Tube videos – be careful, the information may be dated
- **Dr. Paul Pival**, ppival@ucalgary.ca, Research Librarian – Data Analytics’
Economics Liaison Librarian
 - Paul has great expertise in using NVivo. He assists students and researchers.
 - <https://libguides.ucalgary.ca/guides/nvivo>
- Handout: Perfecting the Art of Qualitative Coding – by Philip Adu
- **International Institute for Qualitative Methodology**, based in Univ of Alberta,
<https://www.ualberta.ca/international-institute-for-qualitative-methodology/index.html>
- Using NVivo in Qualitative Research - by Lyn Richards
- Bazeley, Pat and Jackson, Kristi (2013). Qualitative Data Analysis with NVivo, Sage Publications
- Silver, Christina and Lewins, Ann (2014). Using Software in Qualitative Research: A Step by Step Guide, Sage Publications



**Thank you for attending this
session about NVivo!**