



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

School of Professional and
Continuing Education
(SPACE)

NVivo8

software training workshop

Target Participant

This course has been designed to meet the needs of working professional from academic, researchers, commercial or nonprofit sectors at either undergraduate or graduate levels.

Part I

9 - 10 June 2009 | Bilik Seminar, **UTMSpace**

Part II

11 - 12 June 2009 | CICT, UTM, Skudai, Johor

Qualitative Research Workshop (Part I)

Introduction

This workshop provides an introduction to qualitative methodology, including concepts and techniques. Concepts include symbolism and a holistic perspective. Methods and techniques include fieldwork participant observation, informal interviewing, triangulation, and unobtrusive measures.

Course Schedule

DAY 1 - 9 June 2009 -

08.00 - 08.30 a.m	Registration
09.00 - 10.00 a.m	Introduction: - What is Qualitative Analysis? - What are the differences between qualitative and quantitative research? - Ethics in Qualitative Research
10.00 - 10.30 a.m	Refreshment
10.30 - 12.30 p.m	Identifying a Topic for your research
01.00 - 02.00 p.m	Lunch/Solat Zohor
02.00 - 03.30 p.m	Developing Your Theoretical Framework
03.30 - 04.00 p.m	Refreshment
04.00 - 05.00 p.m	Use mind map in arranging a Literature Review
05.00 p.m	End of Day One

Learning Outcome

At the end of the course the participants will be able to:

1. Have a better understanding of qualitative research design.
2. Explain the qualitative research process.
3. Possess knowledge and skill to carry out research project (qualitative or mixed method research project).
4. Summarize the strengths and limitations of qualitative methods.

DAY 2 - 10 June 2009 -

09.00 - 10.00 a.m	Method in Qualitative Research: - Case studies - Action research - Ethnography
10.00 - 10.30 a.m	Refreshment
10.30 - 12.30 p.m	Method in Qualitative Research: - Focus Group - Symbolic Interactionism - Grounded Theory
01.00 - 02.00 p.m	Lunch/Solat Zohor
02.00 - 03.30 p.m	Introduction to Qualitative Data Analysis - Manually - Using Computer Software
03.30 - 04.00 p.m	Refreshment
04.00 - 05.00 p.m	Writing Up your qualitative research: - Techniques how to write up qualitative report
05.00 p.m	End of Day Two

NVivo8 Software Training Workshop : (Part II)

Analyzing Qualitative Data

A Hands-On: Introduction to NVivo 8

This course will provide an overview of the software, show how to set up a research project, and demonstrate some of the analytical capabilities of the software. This will be a hands-on course, where participants will have a chance to use the software.

A two-day thorough introduction of the main features of NVivo 8 is shown using a sample project data or you will work with your own data. You will learn how to: efficiently and effectively manage, code and analyze your semi-structured, unstructured interview, video and audio data sources; structure your thematic node system supported by your chosen methodology; set-up the demographic information to aid profiling your data; use queries to seek answers to research questions as well as formulate new questions and explore new ideas; use the NVivo modeling facility to capture the big picture of your data.

The teaching method is mainly hands-on, supported by presentation, demonstration, reflection, insightful exercises, discussions, questions and answers, opportunity for participants to share tips and insights, clinic session for advice on own data.

The course is designed for the complete novice as well as those who have used previous versions of the software: NVivo7, N6, NVivo 2.

Expected Outcomes

When you complete this course you will effectively manage your non-numeric data analysis within the NVivo 8 environment.

Consultant Profile

ASSOCIATE PROFESSOR DR. ABDUL HAFIDZ HJ. OMAR

Head of Department at the Faculty of Education, Universiti Teknologi Malaysia. Vice President of Malaysia Qualitative Research Association 2002 – 2005. Presented in a number of seminars which include World Congress of Sociology, Montreal, Canada 1998, Commonwealth Game Scientific Congress, 1988, Asia Sports Congress in Korea 1999 and in Tehran, Iran, 1999, Europe Sport Science Congress Salzburg, Austria, 2003, poster presentation Clermont Ferrand, France, 2004, The Association of Southeast Asian Institutions of Higher Learning Convention (ASAIHL) 2000, Asia Physical Education, Sport and Dance Convention 1999, etc. He attended the Academic Exchange Program 9DAAD in Germany, 1986 and conducted a pre-game workshop in Perth, Australia 2004. His research areas include Leadership in Organization, Fitness, Sport Culture and Coaching. His published seven textbooks for Malaysia Secondary and Primary school. His latest work published in 2007 entitled: Striving for a Balance between Modernity and Elite Sports and Analyzing Qualitative Data Using NVivo 2, NVivo 7 and NVivo 8, NUDIST, ETHNOGRAPHY, ATLAS.ti software.

DR. DAYANG HJH. TIAWA AWANG HJ HAMID

Part-time lecturer at the Faculty of Education and SPACE, Universiti Teknologi Malaysia. She has a very broad technical skill especially in various software applications (MS Word, PowerPoint, Adobe Photoshop CS2, Adobe Illustrator, FreeHand, Macromedia Flash, Macromedia Authorware, Macromedia Dream-Weaver, Microsoft FrontPage, Adobe Video-Premier, Sound-Forge Audio Studio, Ulead Studio-Video, Qualitative Data Analysis Software: NVivo 2, NVivo 7 and NVivo 8, NUDIST, Atlas.ti, Ethnography and many more). She is on her way of becoming a potential academician; as she is actively written papers for educational seminar and her books entitled Analysis Data Qualitative Using NVivo 8, Symbioses: Qualitative Research and Computer Graphics Application are about to be published.

Course Schedule

DAY 1 - 11 June 2009 -

08.00 - 08.30 a.m	Registration and Introduction
09.00 - 10.00 a.m	Introduction: - What is Qualitative Analysis? - Why use a computer for qualitative analysis?
10.00 - 10.30 a.m	Refreshment
10.30 - 12.30 p.m	Getting started with NVivo 8; - Gathering Your Source Materials: o Import Internals: documents, video, audio, pictures o Transcribe audio and video file o Create External or proxy documents
01.00 - 02.00 p.m	Lunch/Solat Zohor
02.00 - 03.00 p.m	- Nodes and Coding: o What are nodes and coding? o Approach to coding and working with coded data o Types of node in NVivo8 o Organizing free node and tree nodes
03.00 - 03.30 p.m	Refreshment
03.30 - 05.00 p.m	- Creating Cases and Attributes - Create or import Memos & Annotations o Linking Data: Using Memos and Annotations
05.00 p.m	End of Day One

DAY 2 - 12 June 2009 -

08.30 - 10.00 a.m	Using the Search Tool: - Text searches - Coding Query - Matrix Coding - Compound Query - Word Frequency Search
10.00 - 10.30 a.m	Refreshment
10.30 - 12.30 p.m	Visualizing your Findings; - Using the Model function (This section considers the possibilities open to researchers for conceptual mapping of methodological processes and research findings): o Creating Dynamic and Static Models o Adding and Connecting Items o Grouping Items to Layer the Model o Exporting Models
01.00 - 02.00 p.m	Lunch/Solat Zohor
02.00 - 3.00 p.m	Reports (This section looks at the possibilities for researchers to report on their project both at interim and final stages and to export such reports to other applications to enhance their presentation): o Summary Reports o Exporting to Word o Exporting to HTML Pages o Exporting List to Microsoft Excel
03.00 - 03.30 p.m	Refreshment
03.30 - 05.00 p.m	Conclusion
05.00 p.m	End of Day Two

REGISTRATION FORM

To confirm your registration, please complete this form including payment.

YES! Please register the following participant(s) for this course

I am interested but unable to attend. Please put me on your mailing list

Course Details:

Course Name	: NVivo8 (Part I)	NVivo8 (Part II)
Date	: 9 - 10 June 2009	11 - 12 June 2009
Venue	: Bilik Seminar, UTMSpace	CICT, UTM, Skudai, Johor
Course Fee	: RM 890.00 per pax RM 490.00 per pax (UTM Student)	RM 990.00 per pax RM 590.00 per pax (UTM Student)

(including lecture notes, and other course materials, lunches, refreshments and attendance certificate)

For further information, please contact:

Professional Development Unit,
SPACE, Universiti Teknologi Malaysia
40-50, Jalan Kebudayaan 1, Taman Universiti
81300 Skudai, Johor, MALAYSIA

Tel : (607) 521 8164 / 5166
Fax : (607) 521 1355
Website : www.spaceutm.edu.my/pdu
E-mail : spseminar@spaceutm.edu.my
Contact Person : Ms. Faniza / Ms. Ain

Details of the Participant Attending the Course:

No.	Name of Participant	Position	NRIC (for HRDF claim)	Fee (RM)
1.				
2.				
3.				
TOTAL				

(Please attach a separate list if necessary)

Sponsorship Self-Sponsored Company-Sponsored

Individual / Company Details (for issuance of invoice) :

Organisation : _____
 Co. Reg. No* : _____ * if applicable
 Address : _____

 Contact Person : _____ Designation : _____
 Telephone : _____ H/Phone : _____
 Fax. No. : _____ E-mail : _____

This registration is invalid without a signature. Payment must be made no later than 7 working days before the course commences. An undertaking letter may be accepted in cases where payment is delayed and all payment must be made no later than 14 working days after the course commences. Participants who registered but did not attend will be invoiced accordingly. Fees will only be refunded in full for cancellation received in writing more than 10 working days prior to the commencement date. No refunds will be made thereafter. Substitute attendee(s) will be accepted at no extra charge.

Authorised Signature* : _____ Date : _____
 Name : _____ Designation : _____

* Head of Department / Approving Manager

MODE OF PAYMENT

A. Cheque or Bank Draft

Cheque No./ Bank Draft No. : _____ Bank/ Branch : _____

All crossed cheque / bank draft should be made payable to SPACE, UNIVERSITI TEKNOLOGI MALAYSIA.
 Account Number : 0118-0001324-05-5 | Bank Name : CIMB Bank Berhad | Branch : UTM Skudai, Johor

B. Credit Card

VISA I, hereby authorize
 Universiti Teknologi Malaysia to charge the total fee to my credit card.

MASTER CARD Card Holder's Signature : _____
 Credit Card No. : _____
 Expiry Date (MM/YY) : _____

C. Telegraphic Transfer / Local Order

Transaction Date : _____ Reference Number : _____

Terms & Conditions Apply

Address : **UTMSpace**, 40-50 Jalan Kebudayaan 1, Taman Universiti, 81300 Skudai, Johor | Tel : 07-5218159/70 | Fax : 07-5211355

Company's Stamp