

MAXQDA: Advanced functions

In this workshop the participants learn how to use the advanced functions and features of the QDA software MAXQDA 10. Tailored towards more experienced users, participants will learn how to effectively import large amounts of data via pre-structured documents and spreadsheets. They will learn how to code, link and annotate audio and video files in MAXQDA, and how to use *geo links* (eg. from Google Earth) in their projects. Another focus will be set on practicing and discussing different teamwork options offered in MAXQDA. Finally, the visualization and mind-mapping tools in MAXQDA will be introduced.

Throughout the workshop, participants gain insights into the general logic of QDA software and into its academic reception. This meta-knowledge, combined with a strong focus on using the software, provides workshop participants with the skills to competently test other QDA software packages – after all, there is no “best” software, only software that best fits one’s needs.

Each participant should have access to PCs/Macs running Windows XP or higher. MAXQDA and the other leading software packages do not natively run under MAC OS. A fully functional 30 day trial of MAXQDA can be downloaded on <http://maxqda.de/> . A video projector should be provided on site.

9.00 – 9.15 (15 min)	<i>Introduction</i>
9.15 – 9.45 (30 min)	<i>Input: History and Discourse</i> <ul style="list-style-type: none"> • Hopes, fears and misconceptions connected to the use of QDA software • Software use and the communication of academic professionalization • Software and methodology: The distinction between method, function, and option • Commercial software vs. freeware
9.45 – 10.00	Break
10.00 – 11.30 (90 min)	<i>Advanced Data Organization:</i> Import of pre-structured text, import of texts from spreadsheets
11.30 – 11.45	Break
11.45 – 12.30 (45 min)	<i>Linking data:</i> Audio- and videos files: using time stamps; using geo-links (Google Earth)
12.30 – 13.30	Lunch Break
13.30 – 14.30 (60 min)	<i>Teamwork functions</i>
14.30 – 15.00 (30 min)	<i>Converting codes into variables</i>
15.00 – 15.15	Break
15.15 – 16.15 (60 min)	<i>Visual tools & MAXmaps</i>
16.15 – 16.30	Break
16.30 – 17.30 (60 min)	<i>Project Consulting, Q&A, workshop evaluation</i>