

# [1 To 1 Tailored Training](#)

## The Leading Qualitative Software Tool Used by Qualitative Researchers

### Training Options

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### 1 To 1 Tailored Training

We provide tailored training to suit your specific needs at a date and time convenient to you. If you prefer a face-to-face training, the training will take place at our office in Rufford, Lancashire, L40 1TE, North-West of England.

If you prefer a remote session over the internet, it will be delivered via [GoToMeeting](#) **screen sharing** software in a secure and private online meeting room. You will need an internet connection with headphones or a telephone. You will also need a working copy of NVivo software installed on your computer for the training. We offer **20 minutes FREE taster session** for you to experience the remote session environment before you make a decision.

Both face-to-face and remote training are charged at an **hourly rate of £45+VAT** for Students and **£65+VAT for non-students**. We recommend, you buy a **4-hours plan** that will take you from the beginning to your write-up.

### Training Workbook

You will receive a comprehensive workbook at the face-to-face session. For remote training, you will receive a PDF version of the workbook by email, in advance of the meeting.

### After Training Support

You will receive ongoing after training support via phone, email and a [weekly live questions and answers Webinar](#).

### Cancellation Terms

We required at least 2-working days notice for confirmed meeting date and time to be changed. A cancellation notice should be given at least 3 working

days otherwise a part payment is required. **A typical structure of 1-1 tailored programme is as follows BUT note, the training will be tailored to your needs:**

- Create your project from scratch, if you have not already created it.
- Create folders to store your transcripts and other data sources.
- Import your data sources into NVivo.
- If applicable, you will be shown how to format your **focus group** data in readiness for importing.
- Setup the demographic attributes for your 1-1 transcripts, focus groups, survey datasheets.
- You will learn how to make notes: create project journal; add annotations, memos, See also links, and hyperlinks.
- Develop your thematic coding framework to code your data into.
- Code your transcripts and other data sources into both open codes and thematic coding framework.
- Tidy up your coding: re-house your open codes into the thematic coding framework; merge some nodes to generate a simpler coding system for analysis.
- Set up queries to explore and to answer your research questions.
- Use visual tools to create presentation views of your current understanding as well as to explore relationships in your data.
- Explore your data using Maps, Charts, Diagrams, and Social Network Analysis.
- Export your reference summaries or query outputs into Microsoft Word to begin your writing up.
- Learn how to generate framework matrices if required, to systematically review your literature.

## **Booking Request**

Please request for 1-to-1 training by clicking on the button below.

## **Access to NVivo Software**

**Download All Versions of NVivo**

**Watch How to Use NVivo – Visit Our YouTube Channel**

**Read Why You Should Use NVivo for Your Literature Review**