

## Chapter Eight: Compiling the Final Report – The Last Phase of the Writing Process

### Skills trainings in this chapter

Skills training 8.1: exporting memos for reports

Skills training 8.2: how to quote data segments in reports

Skills training 8.3: export networks for reports

Skills training 8.4: creating a code book

Skills training 8.5: exporting the document with codes in the margin

### Projects for skills trainings

On the book's companion website (<https://study.sagepub.com/friese3e>), you can find and download several sample projects to use as you work through the skills trainings the book offers.

For this chapter, you can work with the following sample projects:

- **Children & Happiness analysis** for skills training 8.1 to 8.5

### Video tutorials

On the book's companion website (<https://study.sagepub.com/friese3e>), you can find links to video tutorials that offer step by step guidance about using ATLAS.ti so you can learn to master the software at your own pace.

**Title:** ATLAS.ti Mac: Creating an Output of the Codebook

**URL:** [https://www.youtube.com/watch?v=nz6Q\\_jJM0is](https://www.youtube.com/watch?v=nz6Q_jJM0is)

**Title:** ATLAS.ti 8 Windows: Creating Output of Codes with Definitions

**URL:** <https://www.youtube.com/watch?v=VLqXVbcgL94&t=5s>

**Title:** Reports in ATLAS.ti Mac

**URL:** [https://www.youtube.com/watch?v=rQXsJgMYCZ8&list=PLs\\_YczcegWF5t4CJWhL9N1wGdIM-gekm0&index=16](https://www.youtube.com/watch?v=rQXsJgMYCZ8&list=PLs_YczcegWF5t4CJWhL9N1wGdIM-gekm0&index=16)

### Further reading

Here Susanne has carefully put together a selection of articles, chapters and other resources to help you successfully complete a qualitative data analysis project.

I would like to invite you to once again look at the following two books that I already recommended as further readings in chapter 1. They also contain valuable ideas on how to write up the report:

- Richards, Lyn and Morse, Janice M. (2013). *Readme First: For A User's Guide to Qualitative Methods*, 3rd ed. Thousand Oaks, CA: Sage <https://uk.sagepub.com/en-gb/eur/readme-first-for-a-users-guide-to-qualitative-methods/book236735>
- Richards, Lyn (2009). *Handling Qualitative Data: A Practical Guide*, 2nd edn. London: Sage. <https://uk.sagepub.com/en-gb/eur/handling-qualitative-data/book241828>

Wolcott, Harry E. (2009). *Writing up Qualitative Research*, (3rd ed.) London: Sage. <https://uk.sagepub.com/en-gb/eur/writing-up-qualitative-research/book233101>

In this book, Wolcott offers suggestions on every aspect of the writing process from beginning to end. The style is chatty and humorous, resulting in a guidebook that is accessible and a pleasure to read.

Burnard, Phillip (2004). *Writing a qualitative research report*. *Nurse Education Today*, 24, 174 -179: <http://citeseerx.ist.psu.edu/viewdoc/download?doi=10.1.1.474.5462&rep=rep1&type=pdf>

This paper offers a format for writing a qualitative research report for publication.

Corden, Anne and Sainsbury, Roy (2006). *Using verbatim quotations in reporting qualitative social research: researchers' views*. ESRC 2136 – March 2006 <https://www.york.ac.uk/inst/spru/pubs/pdf/verbquotresearch.pdf>

This paper presents findings from a study investigating the practice and impact of using verbatim quotations from research participants in reporting qualitative social research for policy.

Dickie, Virginia A. (2003). *Data analysis in qualitative research. A plea for sharing the magic and the effort*. American Journal of Occupational Therapy, 57, 49-56.

<https://ajot.aota.org/pdfaccess.ashx?url=/data/journals/ajot/930147/49.pdf>

In this paper the author argues that there is a problem with trying to write qualitative research papers within the accepted tradition of quantitative works as neither the orderly progression of topics of the traditional quantitative research paper nor the setting aside of data analysis in a “method” section is a good fit for most qualitative research.

### **Review questions**

When you have worked through all skills training, you should be able to answer the following questions:

- 1 When do you start writing your analysis?
- 2 Which parts of your ATLAS.ti project can you use for the method chapter of your report?
- 3 Which parts of your ATLAS.ti project can you use for the results chapter of your report?
- 4 How do you export the relevant parts for your report?
- 5 Which parts of your ATLAS.ti project can you use for the appendix?
- 6 How do you prepare a code book?