

Dec. 17, 2013

Annotated Bibliography

Qualitative Data References

The Annotated Bibliography is a carefully selected set of research-based resources that practitioners can use to support their work on their Program Improvement/Professional Development plans. This Reference List will allow practitioners to investigate high quality data resources independently. The resources include articles, government reports, tables, videos, websites, chapters in books, entire books. Criteria for selection included: online, free (nearly all), practical, research-based.

These resources provided the foundation for the three-module MLP course "Making Sense of Data." The sections include:

General Resources: NRS documents, Quantitative and Qualitative Data, Multiple Measures

Types of Qualitative Data: Questionnaires and Surveys, Interviews, Focus Groups, Observation, Document Review (Student Artifacts, Portfolios, Implementation Logs, Lesson Study Document Reviews)

Analyzing Qualitative Data: Processes, Coding

The Annotated Bibliography is a work in progress. As new resources are located, they will be added. As part of the Data Learning Community, please send me resources that you have found (url, title, and your reason for wanting it to be included.) to be added to a Practitioner Resources, Tips, and Tools section.

Annotated Bibliography

General Resources

National Reporting System (NRS) Publications

- Condelli, L., Pane, N., Shaewitz, D., Corley, M.A., Hollender, D, et. al. (2009, July) *The local connection: Building a data use learning community*. Washington, D.C : U.S. Department of Education, Office of Vocational and Adult Education. An excellent guide promoting the value of data, the importance of stakeholders' involvement with data, tools for training (66 pp.)
<http://www.nrsweb.org/docs/trainings/summer2009/LocalConnectionGuide7-09.pdf>
- Condelli, L, Shaewitz., D., Colombi, G., Coleman, S., Pane, N. (2008, June). *Building and sustaining NRS data quality: A guide to program improvement*. Washington, D.C.: Features three key issues in adult education (persistence, gain, transitions). U.S. Department of Education, Office of Vocational and Adult Education. The first stage of using data for program improvement is to have high quality data. 55 pp.)
<http://www.nrsweb.org/docs/trainings/Summer2008/BuildingandSustainingNRSD ataQualityGuide-FINAL8808.pdf>
- Condelli, L., Pane, N., Coleman, S., Shaewitz, D., Hollender, D. (2006, June). *Learning to be an NRS data detective: The five sides of the NRS*. Washington, D.C : U.S. Department of Education, Office of Vocational and Adult Education. Five sides=data collection policies and procedures, state data system, assessment, goal setting, follow-up measures. (68 pp.)
<http://www.nrsweb.org/docs/trainings/summer2006/5%20sides/Learning%20to%20be%20an%20NRS%20Data%20Detective.pdf>
- Condelli, L, Zaidi, A. (2003, May). Using NRS data for program management and improvement. Washington, D.C: U.S. Department of Education, Office of Adult and Vocational Education. Fundamental use of NRS data with some state examples. (70 pp.) http://www.nrsweb.org/docs/Data_Use_Guidebook.pdf

Quantitative vs. Qualitative Data

- http://www.xavier.edu/library/help/qualitative_quantitative.pdf A concise table by Xavier University that outlines the differences between qualitative and quantitative data.(1 p.)

- <http://www.gifted.uconn.edu/siegle/research/qualitative/qualquan.htm> A great table by University of Connecticut that highlights the differences between qualitative and quantitative data and provides the assumptions of qualitative design. (2 pp.)

Multiple/Mixed Measures

- Bernhardt, V. L. (1998) Multiple measures. Invited monograph. Provides groundwork for the need to use multiple measures to truly understand student achievement: program processes, demographics, perceptions, student outcomes (5 pp.) http://nces.ed.gov/pubs2007/curriculum/pdf/multiple_measures.pdf
- Cresswell, J.W. Understanding mixed methods research. Chapter 1. Easy to read chapter that shows the power of combining qualitative with quantitative data. (19 pp.) http://www.sagepub.com/upm-data/10981_Chapter_1.pdf
- Guskey, T.R. (2000). *Evaluating professional development*. Thousand Oaks, CA: Sage Publications.

Annotated Bibliography

Types of Qualitative Data

Highly Recommended

- <http://www.paadultedresources.org/> Resource: *Agency Professional Development Team Webinar: Data Collection Methods*. August 2013. Lead Consultants. A recorded power point that covers all of the data collection methods in the Program Improvement/Professional Development GOAL Worksheet (63 pp.)
- http://www.sagepub.com/upm-data/10985_Chapter_4.pdf Data Collection Methods, Chapter 4, covers all of the methods from the webinar and others as well. Provides examples. (43 pp.) If you cannot access it, please let me know and I'll send a pdf.
- <http://managementhelp.org/evaluation/program-evaluation-guide.htm> Excellent website with many tools for data and when/why to use them. Basic overview (10 pp.)
- http://www.aea267.k12.ia.us/system/assets/uploads/files/1527/qualitative_research_ch.pdf Excellent pdf showing types of qualitative research (basic, phenomenology, grounded theory, ethnography). Pay attention mostly to Basic.
- www.qualitative-researcher.com Excellent blog, that includes a wealth of well-organized information from research and the field

Questionnaires/Surveys

- <http://survey-software-review.toptenreviews.com/tips-to-creating-a-good-survey.html> Tips to Creating a Good Survey (1 p.)
- <http://owl.english.purdue.edu/owl/resource/559/06/> Creating Good Interview and Survey Questions (2 pp).
- http://www.sciencebuddies.org/science-fair-projects/project_ideas/Soc_survey.shtml Survey questions how to (8 pp.)

- <https://www.surveymonkey.com/blog/en/blog/2013/04/10/qualitative-vs-quantitative/> Blog. Provides a business-based issue and provides ideas for structured (closed) and unstructured (questions)
- <http://www.cdc.gov/healthyouth/evaluation/pdf/brief15.pdf> Checklist to evaluate the quality of questions. 8 steps to ensure interview questions are clear. Created to use in phone interviews, it can also be a guide for questionnaires. (2 pp.)
- <https://www.surveymonkey.com/blog/en/blog/2012/04/13/10-online-survey-tips/> Clear summary with tips that could be used in an online survey or paper survey (3 pp.)
- <https://www.surveymonkey.com/s/parental-support-template> Sample parental support survey template
- <http://www.surveymonkey.com/s/8S3YW27> Family literacy Resources for New Parents survey example
- <http://www.utexas.edu/academic/ctl/assessment/iar/teaching/gather/method/survey-Response.php> Response rates (2 pp.)
- <http://www.cdc.gov/HealthyYouth/evaluation/pdf/brief21.pdf> CDC response rates (4 pp.)
- <http://www.snapsurveys.com/qualitative-quantitative-research/> Snap survey, (1 p.)
- <http://blog.surveymethods.com/what-is-the-difference-between-a-qualitative-and-quantitative-survey/> Business-based, leans toward survey as a quantitative measure; begs to be debated. (1 p.)
- <http://www.qualtrics.com/blog/writing-survey-questions/> Blog with 7 question writing mistake.
- <http://www.holypoll.com/2013/01/24/ambiguous-questions/> Ambiguous question examples. (2 pp.)

Interviews

- <http://ag.arizona.edu/sfcs/cyfernet/cyfar/Intervu5.htm> The Use of Qualitative Interviews in Evaluation, Meg Sewell, (8 pp.)

- <http://www.youtube.com/watch?v=JSNq1Jc1rhk&feature=relmfu> Qualitative Research Methods: Interviews (3:38 min.)
- <http://qualitative-researcher.com/blog/?p=1577> The Interview Guide
- http://qualitative-researcher.com/in_depth_interviews.php Qualitative Research Methods: In Depth Interviews (2 pp.)
- <http://www.cdc.gov/healthyouth/evaluation/pdf/brief15.pdf> Checklist to evaluate the quality of questions. 8 steps to ensure interview questions are clear. Created to use in phone interviews, it can also be a guide for questionnaires. (2 pp.)
- <http://www.youtube.com/watch?v=9t-hYjAKww&feature=youtu.be> The Unstructured Research Interview (18 min.)
- <https://owl.english.purdue.edu/owl/resource/559/06/> Creating good interview and survey questions. Purdue's OWL. (2 pp.)
- <http://qualitative-researcher.com/blog/?p=1414> 10 suggestions for skillful listening, good for interviews and focus groups (blog)
- http://www.nsf.gov/pubs/1997/nsf97153/c3app_b.htm Sample of an interview guide (2 pp.)
- <https://owl.english.purdue.edu/owl/resource/559/04/> Good summary of types of interviews, how to set up an interview, and do's and don't's (2 pp.)
- <http://www.humankinetics.com/excerpts/excerpts/explore-four-methods-for-collecting-qualitative-research> Nice summary of kinds of qualitative research, includes interviews and focus groups (short)

Focus Groups

- <http://www.youtube.com/watch?v=BmePDLqZUFU&feature=relmfu> Qualitative Research Methods: Focus Groups (6:30 min.)
- <http://www.youtube.com/watch?v=rt5W7tXvljo> Boise State (8 min.)
- <http://www.youtube.com/watch?v=RAk5sHabVq4> Good video on conducting a focus group. (5 min.)
- http://qualitative-researcher.com/focus_groups.php Qualitative Research Methods: Focus Groups (2 pp.)

- http://www.nsf.gov/pubs/1997/nsf97153/c3app_c.htm Sample of a focus group guide
- <http://www.humankinetics.com/excerpts/excerpts/explore-four-methods-for-collecting-qualitative-research> Nice summary of kinds of qualitative research. Includes interviews and focus groups. (2 pp.)

Observation

- <http://www.youtube.com/watch?v=nU3xEmCFcCo> Qualitative Research Methods: Observation video (7:10 min.)
- <http://learningstore.uwex.edu/assets/pdfs/G3658-5.pdf> University of Wisconsin (8 pp.)
- <http://www.vcu.edu/cte/resources/nfrg/ClassroomObservationGuidelines.pdf> (VCU, 2 pp.)
- http://www.nsf.gov/pubs/1997/nsf97153/c3app_a.htm Sample of an observation form
- http://ed.fnal.gov/trc_new/program_docs/instru/classroom_obs.pdf Sample of a classroom observation protocol (17 pp. form)
- http://annenberginstitute.org/pdf/class_obs.pdf Annenberg observation protocol form. Very detailed. Intended for K-12, it can be adapted for adult education (7 pp.)

Document Review

- http://siteresources.worldbank.org/WBI/Resources/213798-1194538727144/11Final-Document_Review.pdf World Bank (3 pp.)
- <http://www.archives.gov/education/lessons/worksheets/> Website with pdf's of worksheets for document analysis for written, photograph, cartoon, poster, map, artifact, movie, sound recording

Portfolio

- <http://teachingcenter.wustl.edu/About/ProgramsforGraduateStudentsandPostdocs/resources/Pages/Creating-a-Teaching-Portfolio.aspx> Teaching portfolio tips

- <http://www.vcu.edu/cte/resources/nfrg/DevelopingaTeachingPortfolio.pdf> VCU (7 pp.)
- <http://www.is.wayne.edu/FLS/PORTFOLI.HTM> ERIC: Teacher Portfolio Assessment (7 pp.)
- <http://cte.illinois.edu/resources/topics/portfolio.html> University of Illinois (2 pp.)
- http://www.schreyerstitute.psu.edu/pdf/Designing_a_Teaching_Portfolio.pdf Penn State University, Schreyers College (3 pp.)

Lesson Study

- www.ets.org/flicc/pdf/Nov4LessonStudyPacketOne.pdf An Introduction to Lesson Study, Florida and the Islands Regional Comprehensive Center (Nov. Dec. 2009). A 2-day training on Lesson Study as a practice embedded peer-to-peer professional learning strategy.

Implementation Logs/Reflective Journals

- Guskey, T.R. (2000). *Evaluating professional development*. Thousand Oaks, CA: Sage Publications, pp. 199-202.
- <http://www.nova.edu/ssss/QR/QR13-4/ortlipp.pdf> Ortlipp, M. (Dec. 2008) Keeping and using reflective journals in the qualitative research process. *The Qualitative Report*, 13,(4), pp. 695-705. Research-based approach. Excellent. (10 pp.)

Study Circles

- <http://www.ncsall.net/index.html?id=896.html> A NCSALL paper on Study Circles to investigate persistence

Peer-Led Learning Teams

- http://www.edweek.org/media/finalslides_forposting.pdf Powerpoint on learning teams (63 pp.)

Annotated Bibliography

Analyzing Qualitative Data Resources

ARTICLES/REPORTS/TEXTS

- <http://learningstore.uwex.edu/assets/pdfs/g3658-12.pdf> Analyzing Qualitative Data. Excellent for coding ideas, University of Wisconsin (9 pp.)
- http://www.sagepub.com/upm-data/24614_01_Saldana_Ch_01.pdf Saldana, “An introduction to codes and coding,” chapter 1 from *The Coding Manual for Qualitative Researchers*. Excellent help for the complexities of coding. (30 pp.)
- <http://www.cdc.gov/healthyouth/evaluation/pdf/brief19.pdf> Analyzing qualitative data for Evaluation (CDC) (2 pp.)
- <http://ambounds.org/Class/makingsense2.pdf> Making Sense of our Findings. Good guide for multiple measures, accuracy, presenting (3 pp.)
- http://www.nsf.gov/pubs/1997/nsf97153/chap_4.htm Analyzing Qualitative Data, Chapter 4. Foundation for much of Making Sense of Data, Module 3. (16 pp.)
- http://onlineqda.hud.ac.uk/Intro_QDA/how_what_to_code.php QDA How and what to code. I had trouble opening this with the hyperlink, but Googled the title and it showed up. (5 pp.)
- http://onlineqda.hud.ac.uk/Intro_QDA/what_is_qda.php QDA What is Qualitative Data Analysis? (3 pp.)
- <http://www.bmj.com/content/320/7227/114> Analysing qualitative data. Mostly Medically based. (5 pp.)
- http://learngen.org/~aust/EdTecheBooks/AECT_HANDBOOK96/40/40-03.html 40.3 Analyzing Qualitative Data. Summarizes Miles & Huberman as well as other experts of analyzing qualitative data. Some advice on coding data. (9 pp.)
- <http://www.nsf.gov/pubs/2002/nsf02057/nsf02057.pdf> The 2002 User-friendly handbook for project evaluation. Comprehensive overview of data for evaluation. (92 pp.)
- Miles, Huberman, & Saldana (2014). *Qualitative data analysis: A methods sourcebook, 3rd Edition*. Washington, DC: Sage Publications. (Amazon.com about \$35.)

VIDEOS/BLOGS/WEBSITES

- <http://www.youtube.com/watch?v=GZKZKUycqFU> Coding Qualitative Data, (6:41 min.)
- <http://www.youtube.com/watch?v=em3dRhWQEAA> You've got some interview data. What next? Good tips for coding (8:59 min.)
- <http://qualitative-researcher.com/blog/?p=1617> BLOG, with multiple topics using data—how to do focus groups, interview, etc. You can spend lots of time here!
- http://www.innonet.org/index.php?section_id=4&content_id=16 Nifty website that may have tool examples for your use
- <http://www.socialresearchmethods.net/kb/index.php> Research methods Knowledge Base--Cornell (web-based book, mostly quantitative). By William Trochin, PhD, Cornell who gave me permission to share with you on Oct. 22, 2013
- http://en.wikipedia.org/wiki/Computer-assisted_qualitative_data_analysis_software Wikipedia's list of some CAQDS