

NVIVO Introduction Workshop

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What is Nvivo?

Explained

Nvivo is an internationally renowned commercial program available in multiple languages for Mac and Windows.

The software can be applied with text and media data for mixed methods studies and provides an array of visual analytic representations.

This Presentation Will Cover:

How to access the virtual desktop

Starting and setting up Nvivo

How to import transcriptions

Setting up a coding table

Coding a transcript (In Vivo)

Analyzing Data

Exporting Data

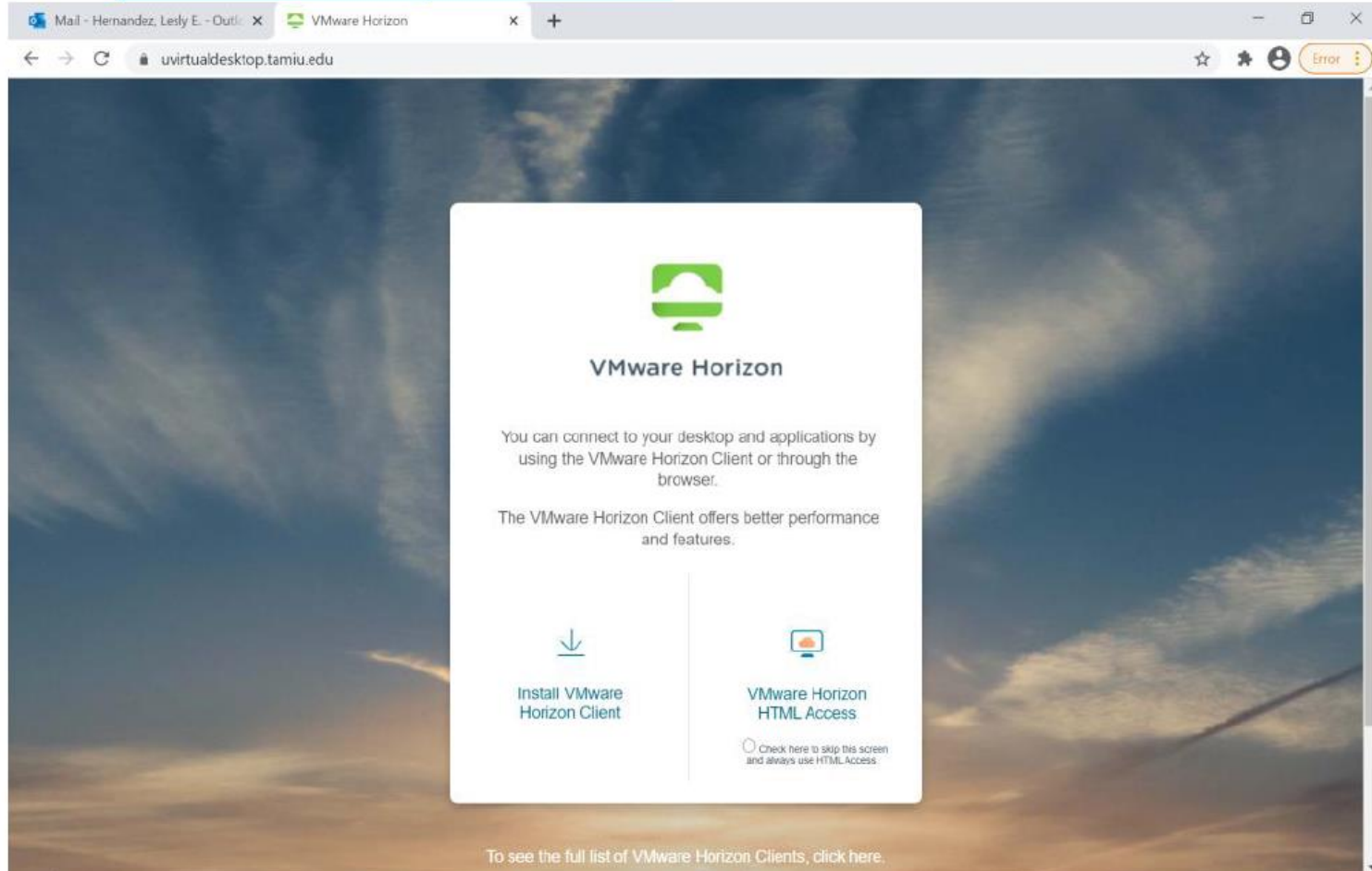
Virtual Desktop

UVIRTUALDESKTOP.TAMU.EDU

Virtual Desktops

The name of the image is "ARC Full Desktop" and is accessible via uvirtualdesktop.tamui.edu

Go to uvirtualdesktop.tamui.edu



The screenshot shows a web browser window with the URL uvirtualdesktop.tamui.edu. The page features a central white card with the VMware Horizon logo at the top. Below the logo, the text reads: "You can connect to your desktop and applications by using the VMware Horizon Client or through the browser." and "The VMware Horizon Client offers better performance and features:". Two options are presented: "Install VMware Horizon Client" with a download icon, and "VMware Horizon HTML Access" with a monitor icon. A checkbox labeled "Check here to skip this screen and always use HTML Access" is located below the HTML Access option. At the bottom of the page, a link states "To see the full list of VMware Horizon Clients, click here."

Click on the VMware Horizon HTML Access

Mali - Hernandez, Lesly E. - Outli... X VMware Horizon x +

uvirtualdesktop.tamtu.edu Error

VMware Horizon

You can connect to your desktop and applications by using the VMware Horizon Client or through the browser.

The VMware Horizon Client offers better performance and features.

[Install VMware Horizon Client](#)

[VMware Horizon HTML Access](#)

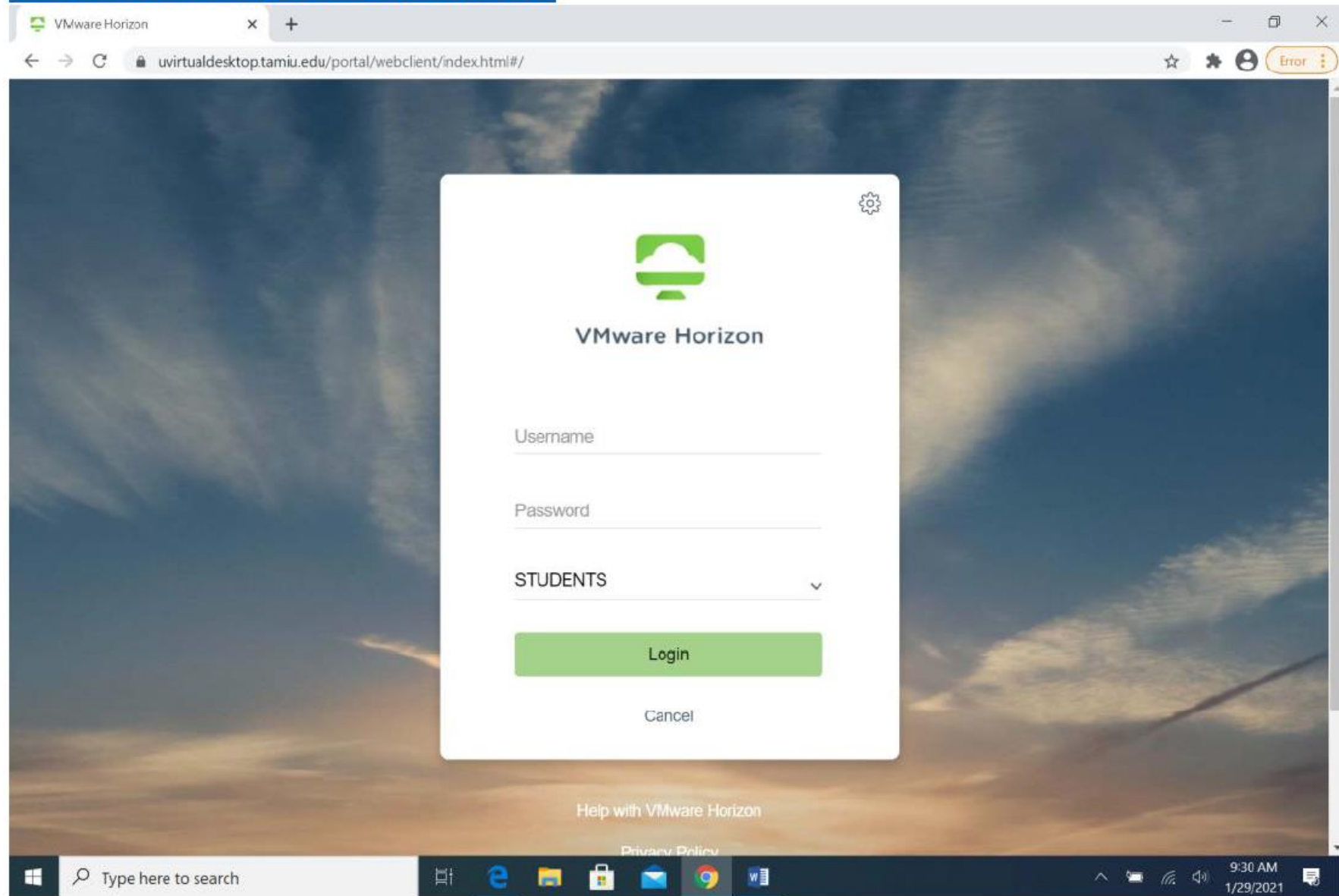
Check here to skip this screen and always use HTML Access.

To see the full list of VMware Horizon Clients, click here.

Type here to search

9:24 AM 1/29/2021

Sign in using your TAMIU student credentials. For example, leslyhernandez and not leslyhernandez@dusty.tamiu.edu.



The image shows a browser window displaying the VMware Horizon login portal. The browser's address bar shows the URL `uvirtualdesktop.tamiu.edu/portal/webclient/index.html#`. The login form is centered on a background image of a sunset sky. The form includes a VMware Horizon logo, a settings gear icon, and input fields for Username and Password. A dropdown menu is set to 'STUDENTS'. Below the fields are 'Login' and 'Cancel' buttons. At the bottom of the page, there is a 'Help with VMware Horizon' link and a 'Privacy Policy' link. The Windows taskbar is visible at the bottom of the screen, showing the search bar and several application icons.

VMware Horizon

Username

Password

STUDENTS

Login

Cancel

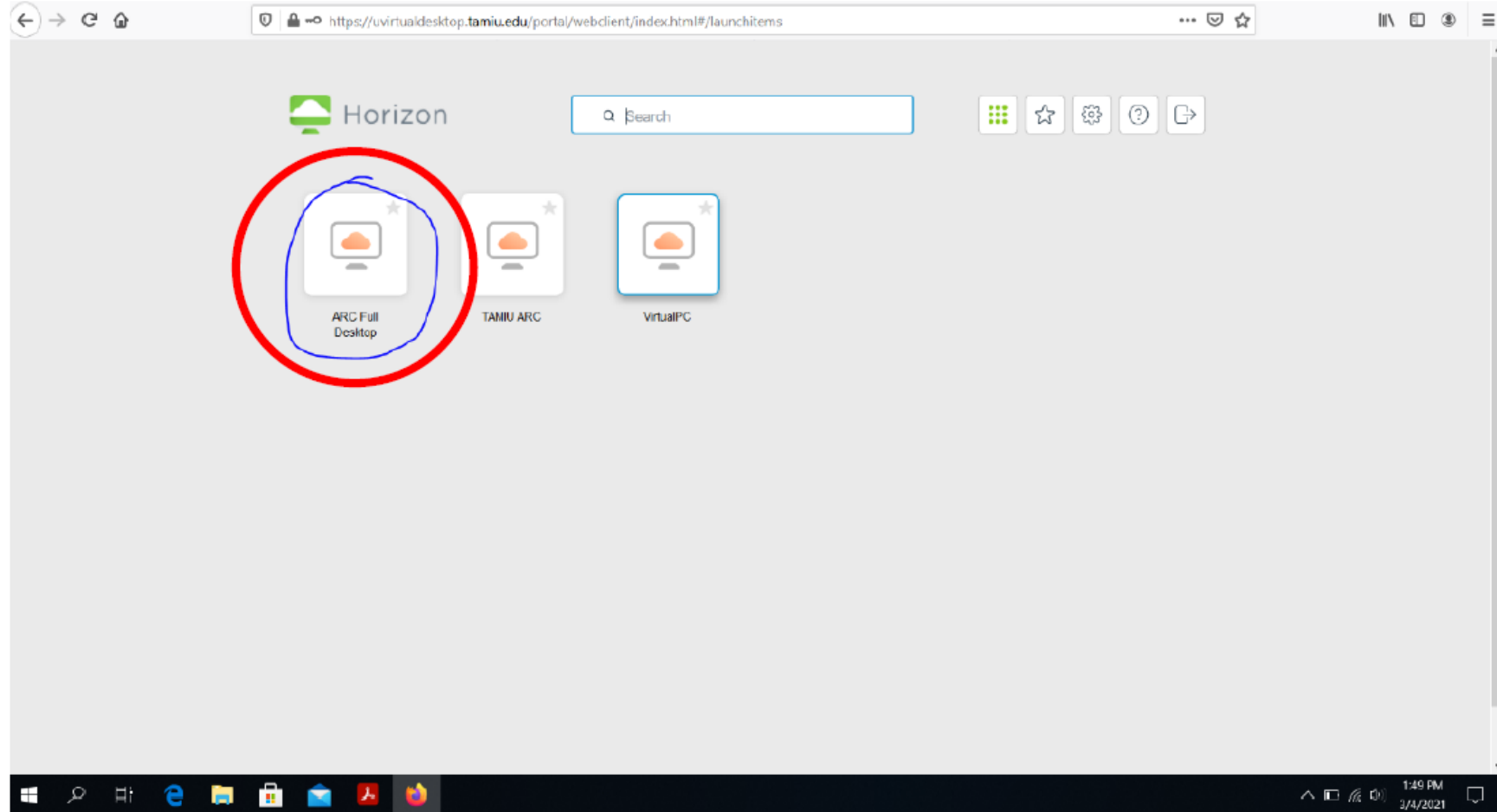
Help with VMware Horizon

Privacy Policy

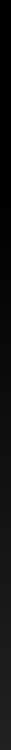
Type here to search

9:30 AM
1/29/2021

Then after you log in, click on virtual PC.

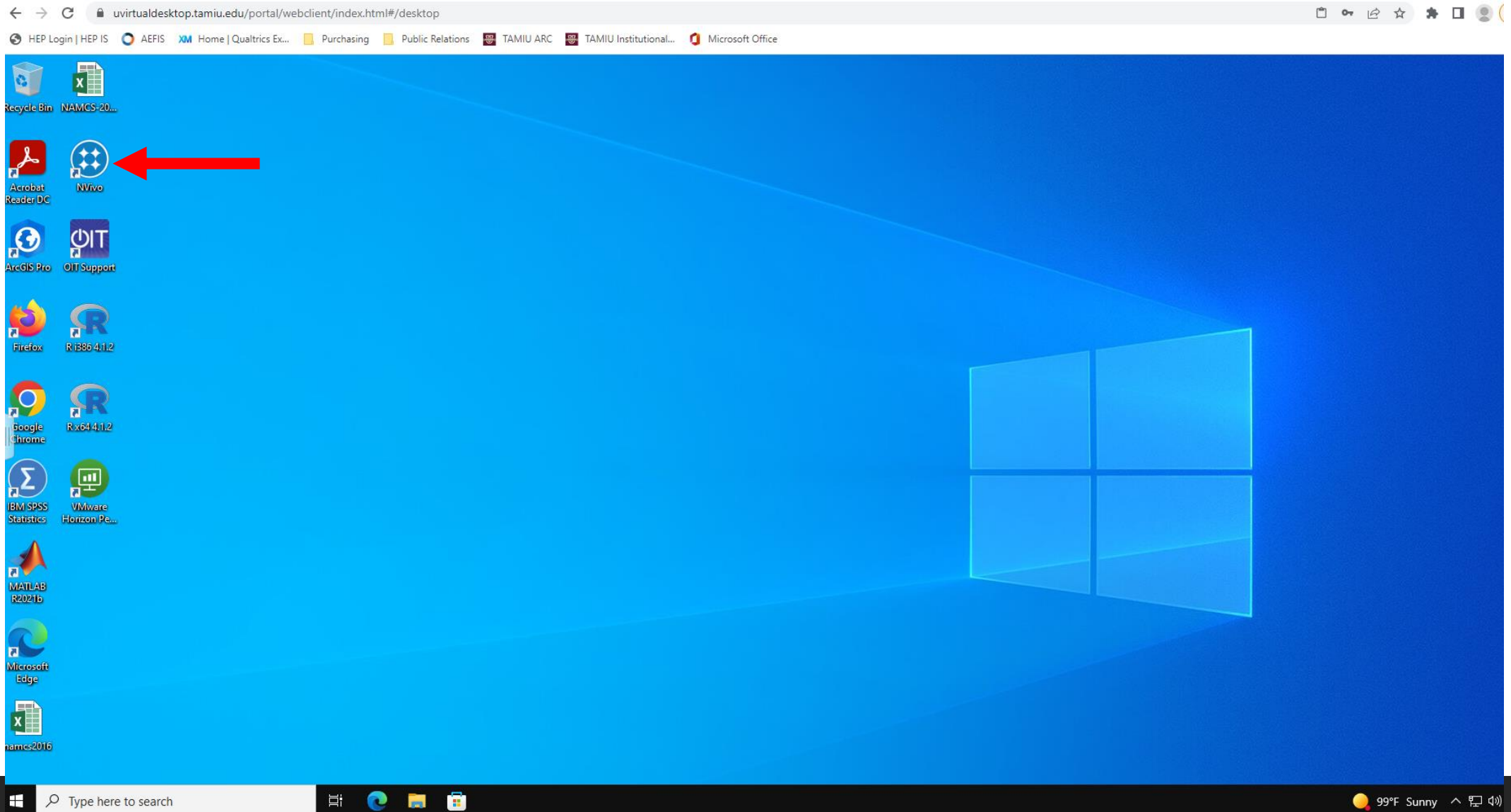


Live
Demonstration



Starting and Setting up NVIVO

The Nvivo Application should be available in your desktop (if it is not then you can search for it in the search bar on the bottom of your screen.)



You may need to register/create your account the first time you open Nvivo.
Once it is set up, select new project to get started.

The screenshot displays the NVivo software interface. On the left is a dark blue sidebar with the NVivo logo and navigation options: 'Recent Projects' (with a sub-item 'Test'), 'Open Other Project', 'Collaboration Cloud', 'Application Options', and 'About NVivo'. The main area has a light gray header with a 'FILE' menu and a welcome message 'Welcome: Tano Trevino'. Below the header are three buttons: 'New Project' (highlighted with a red circle), 'Sample Project Multi-method', and 'More Sample Projects'. The interface is divided into three columns: 'Account' (showing login details for Tano Trevino), 'Getting Started' (with a tutorial video thumbnail), and 'Learn & Connect' (with links to Customer Hub, NVivo Community, NVivo Academy, Free Transcription, and Request a feature). The Windows taskbar is visible at the bottom.

Recent Projects

- Test
C:\Users\tano.trevino\Documents\Test.nvp

Open Other Project

Collaboration Cloud

Application Options

About NVivo

FILE Welcome: Tano Trevino

New Project

Sample Project Multi-method

More Sample Projects

Account

Logged in as:
Tano Trevino

Account Name
Texas A&M International University

Manage Account

Log out

Getting Started

For a quick overview of NVivo click the tutorial below...

Getting Started Tutorial...

Research Ready
Prepare for NVivo.

Help
User help for NVivo Windows

Learn & Connect

- Customer Hub**
All you need to succeed with NVivo.
- NVivo Community**
Join to connect and learn with fellow researchers.
- NVivo Academy**
Online NVivo training.
- Free Transcription**
Free transcription credit for new users.
- Request a feature**
Request and vote for new NVivo features.

1:37 PM

Title your new project and optionally fill in a brief description. Be sure that your file is saved to a folder that is easily assessable. Click next.

Multi-method Sample Projects

NEW PROJECT - STEP 1 of 2

Projects created in this version of NVivo cannot be opened in previous versions.

Project title

File name Browse...

Description

Keep a log of user actions

For text analysis of your data, select the text content language that (most of) your data files will be.

Text content language

Cancel

It is recommended to turn on auto-saving so no work is lost in the event of a network error. Now you can create your new project.

Multi-method Sample Projects

NEW PROJECT - STEP 2 of 2

Project Saving

Autosave the project? (If Yes, Undo is disabled) Yes No

Display save reminders every minutes Yes No

Project Recovery

NVivo can automatically create project recovery files as short-term backups. File creation is triggered by saving. (We recommend you also save backups manually)

Create recovery files

Store the most recent recovery files

Recovery file location Browse...

Back

Once you have finished transcribing your interviews or have downloaded your content into the virtual desktop, you can now import all documents onto the program.

The screenshot shows the NVivo software interface. The top ribbon has tabs for File, Home, Import, Create, Explore, Share, and Modules. The 'Import' tab is highlighted with a red circle. Below the ribbon, there are icons for Clipboard, Item, Organize, Query, Visualize, Code, Autocode, Range Code, Uncode, Case Classification, File Classification, and Workspace. The main area is titled 'Files' and contains a search bar labeled 'Search Project'. Below the search bar, there is a large white box with the following text:

Files

All the data files you import into the project are stored in the Files folder. You can create new documents here, as well.

Optionally create subfolders to organize your data—for example, put all interviews together in one folder.

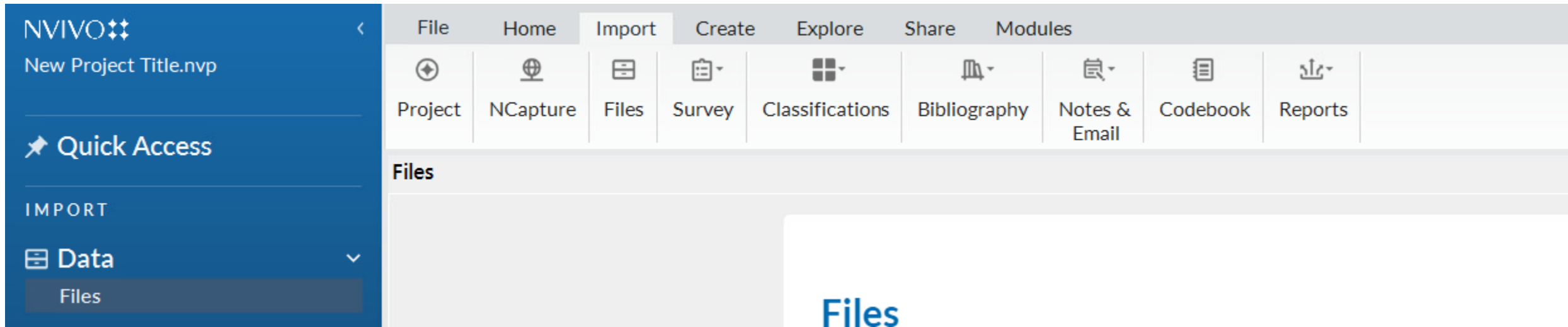
- To import files located on your computer, go to the **Import** tab and use the **Files**, **Survey** or **NCapture** commands. You can also drag and drop files into this space.
- For files that you have sent to NVivo with NVivo-Office Integration, use the **Collect Office Files** command on the **Modules** tab.

[more]

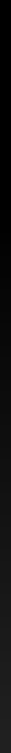
At the bottom of the white box is a blue button labeled 'Close'. The bottom status bar shows '0 Items'.

There are many different formats and ways to import data to Nvivo that will best suit your needs.

You can also import a codebook if you are using one that has been previously created in Nvivo.



Live Demonstration



Coding with Nvivo

Now that your data is imported, you can create a code list by selecting the coding section on the left part of the screen and hitting the “create” tab on the top.

The screenshot displays the NVivo software interface. The top menu bar includes 'File', 'Home', 'Import', 'Create', 'Explore', 'Share', and 'Modules'. The 'Create' tab is highlighted with a red circle. Below the menu bar, there are icons for 'Memo', 'Framework Matrix', 'Relationship', 'Code', 'Document', 'Case', 'Case Classification', 'File Classification', 'Static Set', 'Dynamic Set', and 'Folder'. The main content area is titled 'Codes' and contains a search bar labeled 'Search Project'. The left sidebar is divided into sections: 'Quick Access', 'IMPORT', 'ORGANIZE', and 'EXPLORE'. The 'ORGANIZE' section is highlighted with a red circle, and the 'Coding' option is selected. The 'Coding' section is further divided into 'Codes', 'Relationships', and 'Relationship Types'. The main content area displays the following text:

Codes

Typically, codes are themes that you identify in your data.

Codes collect, in one place, all the text, images (or portions of images), and audio and video timespans that you identify as relevant to the themes you identify.

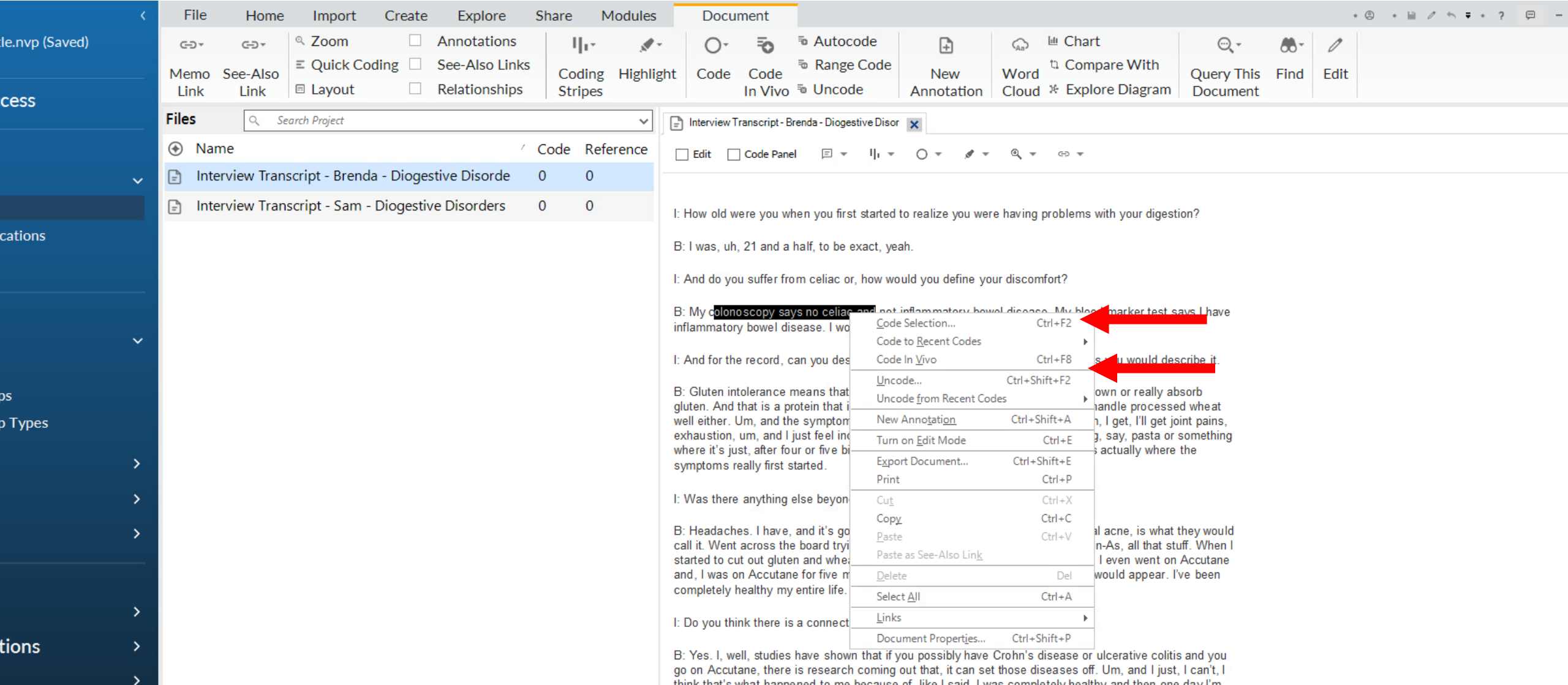
All codes are saved here—you can create subfolders to help organize them. You can also create code hierarchies—for example, a code 'Education' could have child codes 'Primary', 'Secondary' and 'Tertiary'.

[\[more\]](#)

You can create your codes before looking at your transcript if it is based on an existing theory.

At the bottom of the interface, there is a 'Close' button and a status bar showing '0 Items'.

Now when you go to your data, you can assign your codes to words or phrases. You can also take a constructivist approach where you create codes in real time or “in vivo.” Simply select the text you wish to code and change the name in the “Code” section on the left side.



If you created a code beforehand, then you can select from a list of codes.

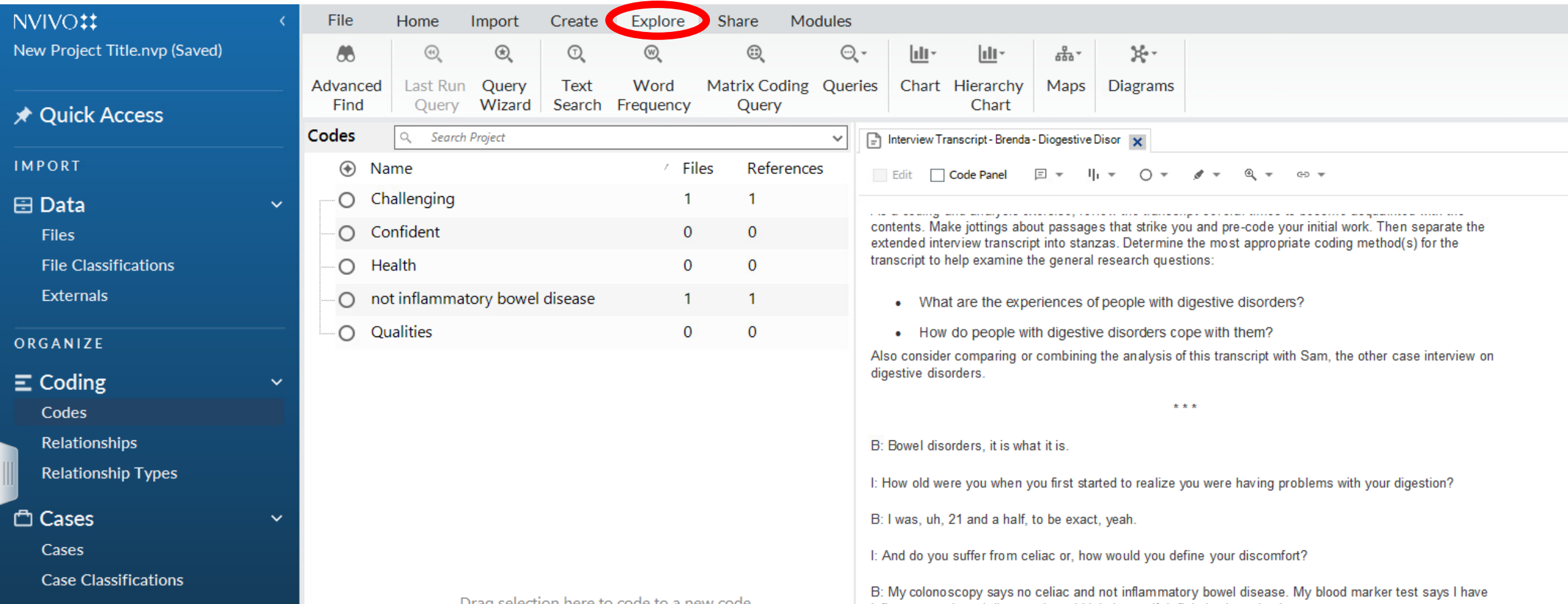
The screenshot displays a software interface for coding. At the top, there is a menu bar with options like 'Quick Coding', 'Layout', 'Relationships', 'Coding Stripes', 'Highlight', 'Code In Vivo', 'Range Code', 'Uncode', 'New Annotation', 'Word Cloud', 'Compare with Explore Diagram', and 'Query Document'. Below the menu, a search project dropdown is set to 'Interview Transcript - Brenda - Diogestive Disor'. A list on the left shows two transcripts: 'script - Brenda - Diogestive Disorde' with a count of 0, and 'script - Sam - Diogestive Disorders' with a count of 0. A 'Select Code Items' dialog box is open in the center, featuring a search bar with the placeholder 'Search (CTRL+F)'. Under the 'Codes' section, 'Challenging' is selected with a radio button. Other options include 'Confident', 'Health', 'Qualities', 'Relationships', and 'Cases'. The 'Create New' section has a radio button for 'Child Code' with the text 'under 'Challenging''. A blue button at the bottom of the dialog reads 'Code Selection to 'Challenging''. The background text editor shows an interview transcript with questions like 'was conducted in April 2013 by Cody Goulder, ve disorders. Brenda is 25 years old and the', 'ript several times to become acquainted with the ou and pre-code your initial work. Then separate th e most appropriate coding method(s) for the tions:', 'igestive disorders?', 'ope with them?', 'f this transcript with Sam, the other case interview', '**', 'you were having problems with your digestion?', 'fine your discomfort?', 'ry bowel disease. My blood marker test says I hav initely gluten intolerant.', and 'ans? Gluten intolerance? As you would describe it.'

B: Gluten intolerance means that you, your body just does not digest or break down or really absorb gluten. And that is a protein that is found in wheat. I would also say that I don't handle processed wheat well either. Um, and the symptoms are across the board. For me personally, um, I get, I'll get joint pains exhaustion, um, and I just feel incredibly full. After four or five bites, if I'm having, say, pasta or something

Live Demonstration



To review the data, you can use the explore tab on the top of the screen to view different queries such as word frequencies.



The screenshot shows the NVivo software interface. The top menu bar includes 'File', 'Home', 'Import', 'Create', 'Explore' (highlighted with a red circle), 'Share', and 'Modules'. Below the menu bar is a toolbar with icons for 'Advanced Find', 'Last Run Query', 'Query Wizard', 'Text Search', 'Word Frequency', 'Matrix Coding Query', 'Queries', 'Chart', 'Hierarchy Chart', 'Maps', and 'Diagrams'. The left sidebar contains navigation options: 'Quick Access', 'IMPORT', 'Data', 'ORGANIZE', 'Coding', and 'Cases'. The 'Codes' section is expanded, showing a table of codes with columns for 'Name', 'Files', and 'References'. The 'Explore' tab is active, displaying a search bar and a list of codes. The main content area shows an interview transcript snippet with a list of research questions.

Name	Files	References
Challenging	1	1
Confident	0	0
Health	0	0
not inflammatory bowel disease	1	1
Qualities	0	0

Interview Transcript - Brenda - Digestive Disor

contents. Make jottings about passages that strike you and pre-code your initial work. Then separate the extended interview transcript into stanzas. Determine the most appropriate coding method(s) for the transcript to help examine the general research questions:

- What are the experiences of people with digestive disorders?
- How do people with digestive disorders cope with them?

Also consider comparing or combining the analysis of this transcript with Sam, the other case interview on digestive disorders.

B: Bowel disorders, it is what it is.

I: How old were you when you first started to realize you were having problems with your digestion?

B: I was, uh, 21 and a half, to be exact, yeah.

I: And do you suffer from celiac or, how would you define your discomfort?

B: My colonoscopy says no celiac and not inflammatory bowel disease. My blood marker test says I have

Select Run Query

The screenshot shows the top toolbar with the following items: File, Home, Import, Create, Explore, Share, Modules, Word Frequency Query. Below the toolbar is a 'Codes' section with a search box and a table. The 'Word Frequency Query' panel is open, showing search options and a 'Run Query' button circled in red.

Name	Files	References
Challenging	1	1
Confident	0	0

Word Frequency Query Results

Word Frequency Criteria

Search in: Files & Externals, Selected Items..., Selected Folders...

Display words: 1000 most frequent

Grouping: Exact matches (e.g. "talk"), With stemmed words (e.g. "talking")

Run Query Save Criteria...

The 'Word Frequency Criteria' dialog box is shown with the following settings: Search in: Files & Externals; Display words: 1000 most frequent; With minimum length: 3; Grouping: Exact matches (e.g. "talk"). A yellow banner states: 'Query results exclude project stop words. Add or remove stop words in project properties.' Below is a table of results.

Word	Length	Count	Weighted Percentage (%)
like	4	182	3.81
just	4	93	1.95
know	4	79	1.66
gluten	6	45	0.94
really	6	42	0.88
think	5	40	0.84
people	6	39	0.82
get	3	34	0.71

View the tabs on the right hand side to assess which format may best represent your data.



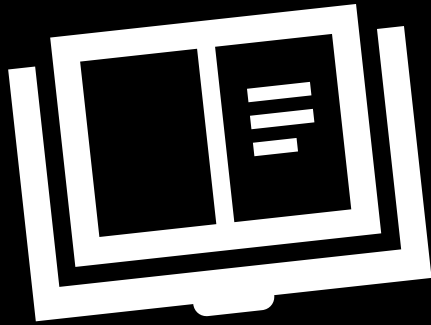
Export your codes to use outside of the application. Click on the Share tab and Export

The screenshot displays the NVivo software interface. The top navigation bar includes tabs for File, Home, Import, Create, Explore, Share, and Modules. The 'Share' tab is highlighted with a red circle. Below the navigation bar, a toolbar contains icons for 'New Formatted Report', 'New Text Report', 'Export Project', 'Copy Project', 'Print', and 'Export'. The 'Export' icon is also circled in red. A dropdown menu is open under the 'Export' icon, showing options: 'Export Project', 'Copy Project', 'Print', and 'Export'. The 'Export' option is circled in red, and a sub-menu is visible below it with the following items: 'Export List', 'Export Codebook', 'Export Bibliography', and 'Export'. The keyboard shortcut 'Ctrl+Shift+E' is displayed next to the 'Export' option. In the background, a table lists codes and their file and reference counts:

Name	Files	References
Challenging	1	1
Confident	0	0
Health	0	0
not inflammatory bowel disease	1	1
Qualities	0	0

At the bottom of the screen, a word cloud visualization is shown, featuring prominent words such as 'just think', 'really like gluten', 'know one even', 'stuff get', 'started eat something', 'doctors feel much actually', 'symptoms little around candida yeast', 'back going yeah', 'well', 'people', 'time doctor food celiac', 'things right year', 'thing things right year', 'emotional need digestive way disease', 'treat first', 'put away', 'free good', 'gonna', 'bowel day', 'saying help', 'fear also', 'tell gut kind', 'found take', 'getting pizza', 'never point got', 'different went', 'stomach doctors', 'years symptoms', 'ire better system blood friends', 'disorders issues', 'shit medical', 'make kinda body', 'mean drink medicine literally', 'now diet', 'dad insurance', 'see anything', 'bad almost', 'stomach', 'years', 'symptoms', 'little around candida yeast', 'feel much actually', 'started eat something', 'know one even', 'stuff get', 'back going yeah', 'well', 'people just think', 'really like gluten', 'time doctor food celiac', 'things right year', 'thing things right year', 'emotional need digestive way disease', 'treat first', 'put away', 'free good', 'gonna', 'bowel day', 'saying help', 'fear also', 'tell gut kind', 'found take', 'getting pizza', 'never point got', 'different went', 'stomach doctors', 'years symptoms', 'ire better system blood friends', 'disorders issues', 'shit medical', 'make kinda body', 'mean drink medicine literally', 'now diet', 'dad insurance', 'see anything', 'bad almost'.

Live
Demonstration



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