

QUALITATIVE SECONDARY RESEARCH

A Step-By-Step Guide

CLAIRE LARGAN
THERESA MORRIS

ISAGE

Los Angeles | London | New Delhi
Singapore | Washington DC | Mefcoume

CONTENTS

<i>List of Figures and Tables</i>	ix
<i>About the Authors</i>	xiv
Introduction	1
1 Introducing Qualitative Secondary Research	13
What is qualitative secondary research?	14
Considering the benefits of qualitative secondary research	16
What types of data can I use?	18
Classifying data	19
Where will I find my data?	21
What type of question will I ask?	22
How will I manage my data?	23
How will I know the quality of my data?	23
What will my research look like?	24
What happens if I want to use numbers?	26
Why should I do qualitative secondary research?	27
How do I know if qualitative secondary research is for me?	32
2 Preparing for Qualitative Secondary Research	35
Why do you want to study this topic?	36
Beginning your research	37
Reading to support your research	41
Developing skills of critical appraisal	44
Creating research questions, aims and objectives	45
Creating a research proposal	51
The development of skills and attitudes	52
Developing a research 'mindset'	53
Being 'CLEAR'	54

3 The Role of Theory in Qualitative Secondary Research	57
Why do you need to know about theory?	58
Understanding research positions	60
Understanding theory and concepts	63
Your influence on your research	71
Where do I write about theory and concepts in my study?	73
4 Designing Qualitative Secondary Research	77
What is a qualitative secondary research design?	78
Designing your qualitative secondary research	79
Exploring criteria for research quality	89
How to write up your methodology	94
What happens when things go wrong?	96
5 Ethics in Qualitative Secondary Research	99
Why do I need to think about ethics?	100
What are the main ethical principles?	101
Ethics committees	113
Ethical and legal access to data	114
Being an ethical qualitative secondary researcher	116
Ethics checklist	117
6 Exploring Documents as Data	121
What are qualitative data?	122
Making important decisions about data	123
Ethical approaches to data	124
Exploring documents as sources of data	125
Deciding how to use documents as sources of data	139
Selecting methods of analysis	140
Understanding your influence on data selection	141
7 Locating your Data	144
What type of data am I searching for?	145
Ethical searching	146
How do I find data?	147
Where do I find data?	154
Accessing quantitative data	162
8 Securing Quality over Quantity	165
Why do I need to reduce my data?	166
How do I achieve data quality?	167
Understanding the quality of your data	168

Knowing your data	170
What are sampling strategies?	178
Seeking research quality	185
9 Constructing a Literature Review	188
What is a literature review?	189
Conducting your literature review	190
Writing your literature review	197
A checklist for completing your review	208
10 Managing your Data	211
What is data management?	212
Generating a data management plan	213
Managing the collection of bibliographic data	217
Strategies for organising your data	219
Understanding data ownership	220
Thinking about data security	226
Planning your data disposal	228
11 Analysing Data	231
Why do I need to analyse my data?	232
Analysing data using constant comparison	233
Analysing data using framework analysis	243
Understanding theory first approaches	246
Using computers to analyse data	247
Making an interpretation	248
Exploring different methods of analysis	248
Data analysis and research rigour	252
Advice and guidance for analysing your data	252
12 Working with Numbers	256
Why do I need numbers when working with qualitative data?	257
How do I begin to create meaning from numbers?	258
How can statistics create meaning?	260
Descriptive statistics	263
How do I use descriptive statistics in my research?	270
13 Presenting your Findings and Forming Conclusions	277
What happens after your analysis?	278
What is a findings section?	278
Writing your findings section	281
Communicating your findings effectively	289

Data display and visualisation	291
Writing your conclusion	295
Writing your recommendations	296
Final considerations	297
14 Being a Qualitative Secondary Researcher	301
What makes a good' qualitative secondary researcher?	302
Why should I reflect on my research project?	302
Using a completion checklist	306
What have I learnt as a qualitative secondary researcher?	312
How can I disseminate my research?	314
<i>Glossary</i>	319
<i>References</i>	328
<i>Index</i>	344