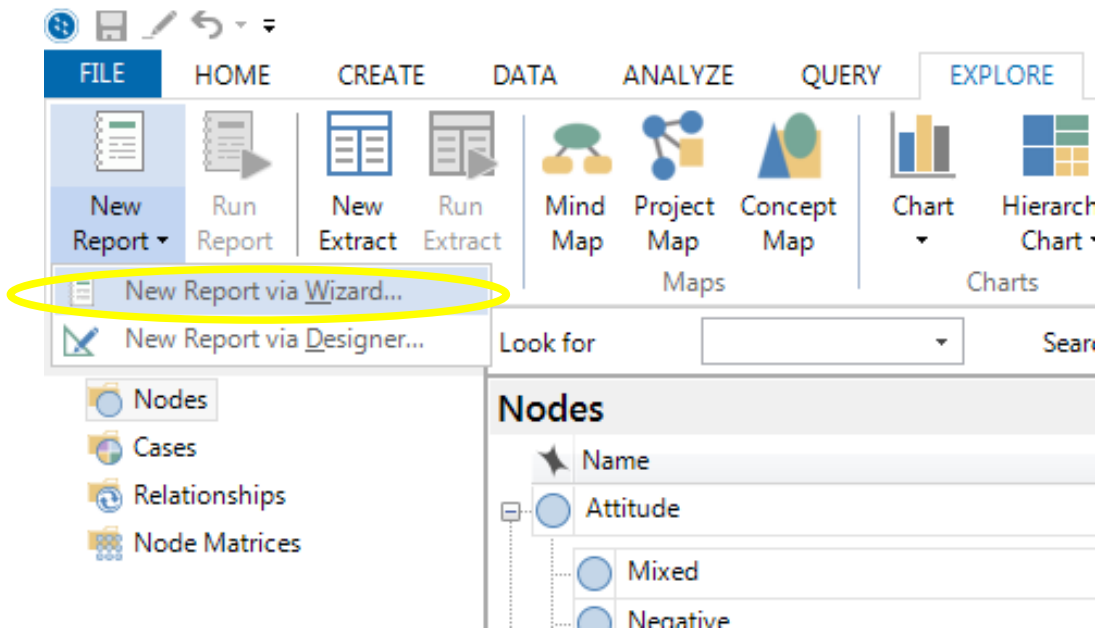


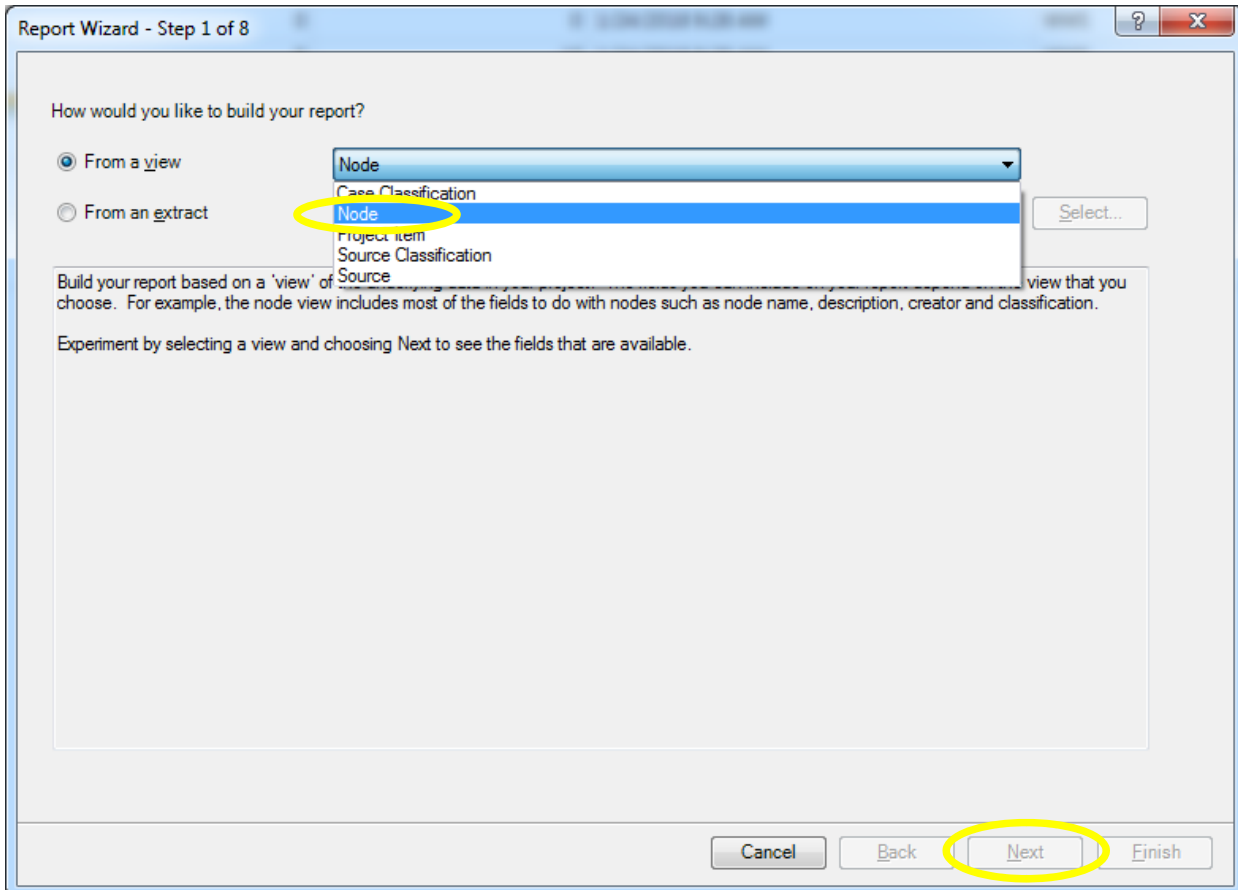
# Research Data Management Workshop – Manage Qualitative Research Data Using NVivo 11 for Windows

To create custom report with nodes and coded text:

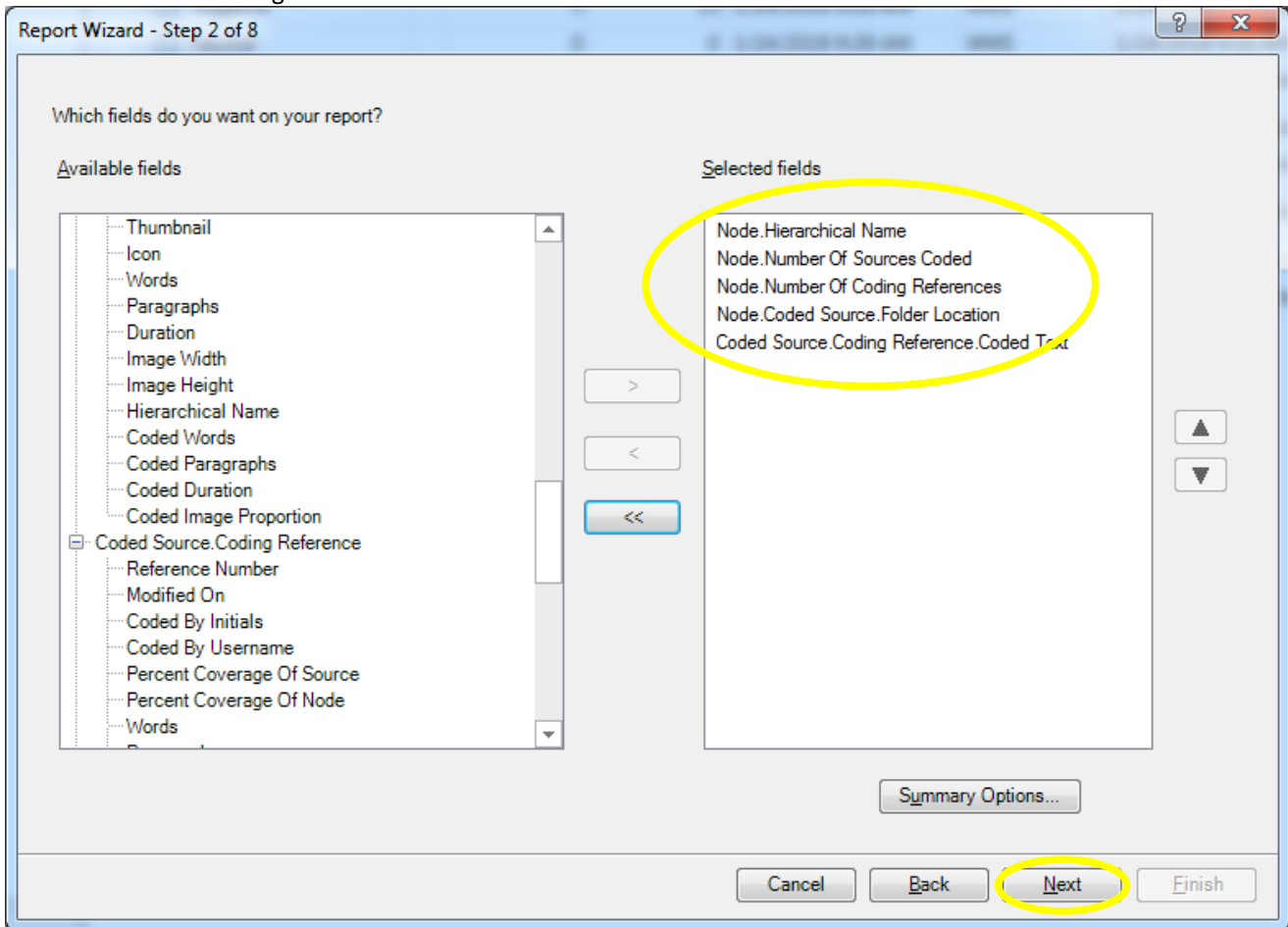
- 1) EXPLORE (top ribbon) > New Report > New Report via Wizard



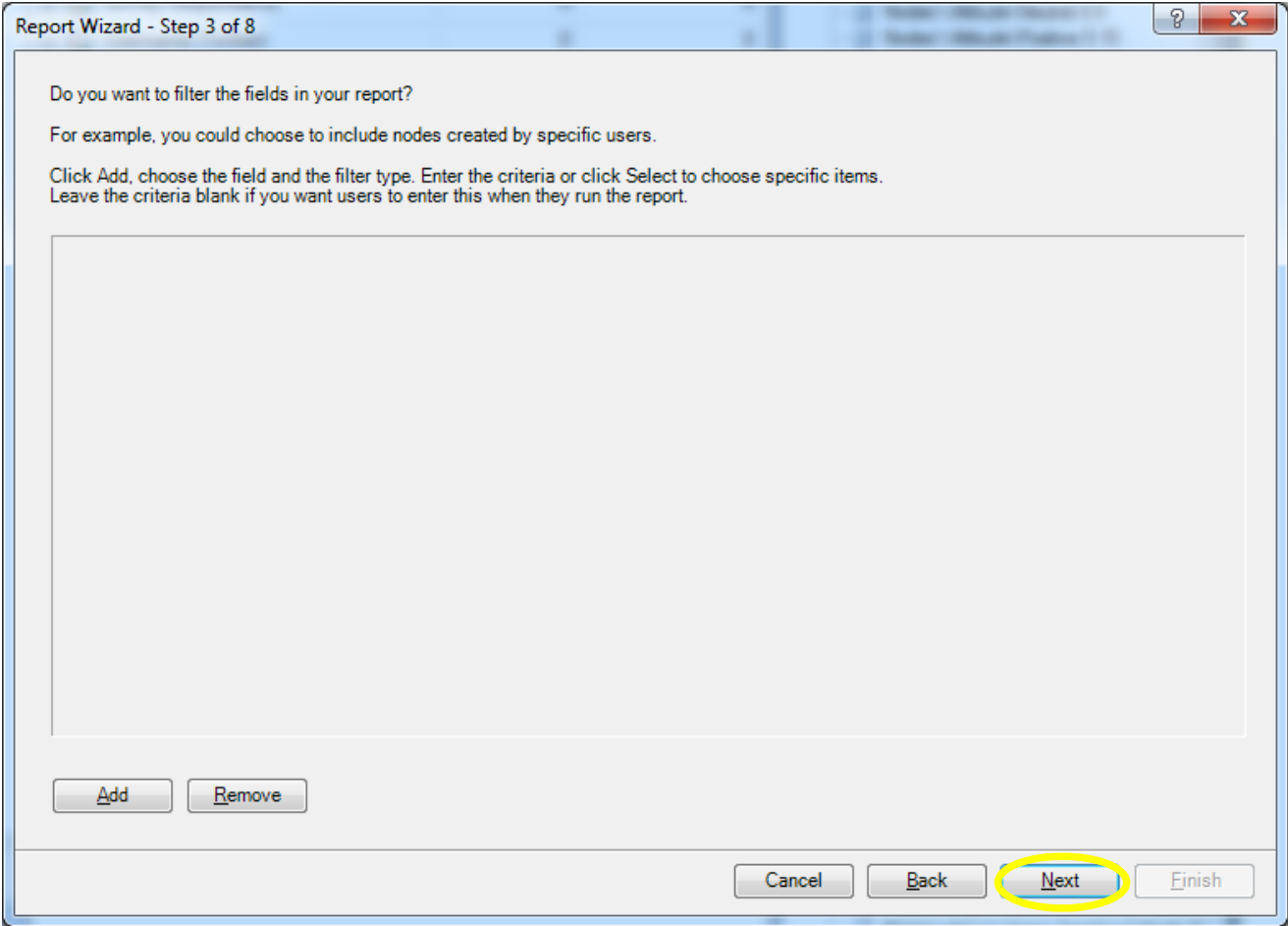
- 2) From a view > Node > Next



- 3) Select:  
Node > Hierarchical Name  
Node > Number Of Sources Coded  
Node > Number Of Coding References  
Node > Coded Sources > Folder Location  
Coded Source.Coding Reference > Coded Text



4) Next



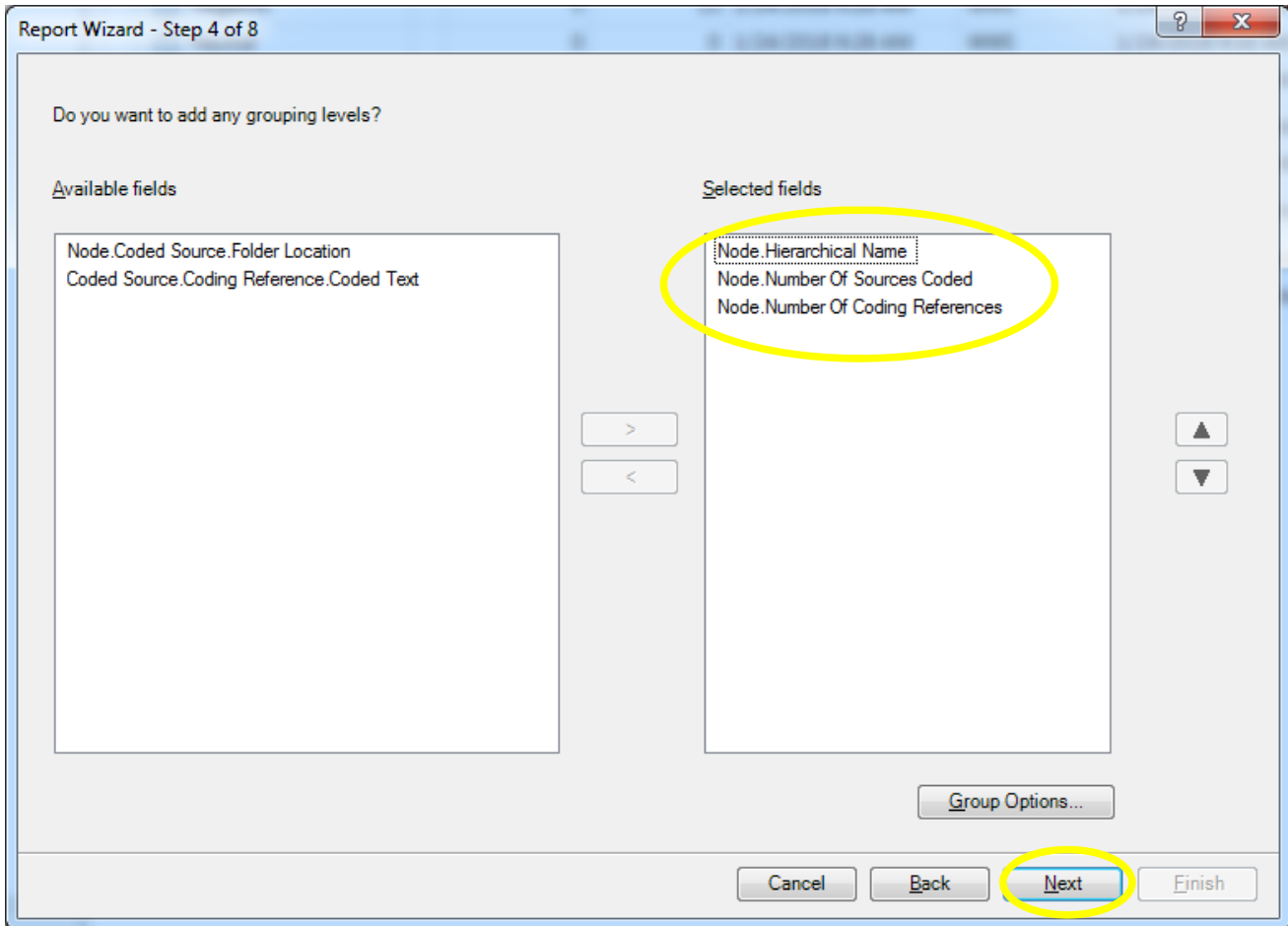
5) Select the following fields for groupings:

Node > Hierarchical Name

Node > Number Of Sources Coded

Node > Number Of Coding References

> Next



6) Select Node.Coded Source.Folder Location for sort order > Next

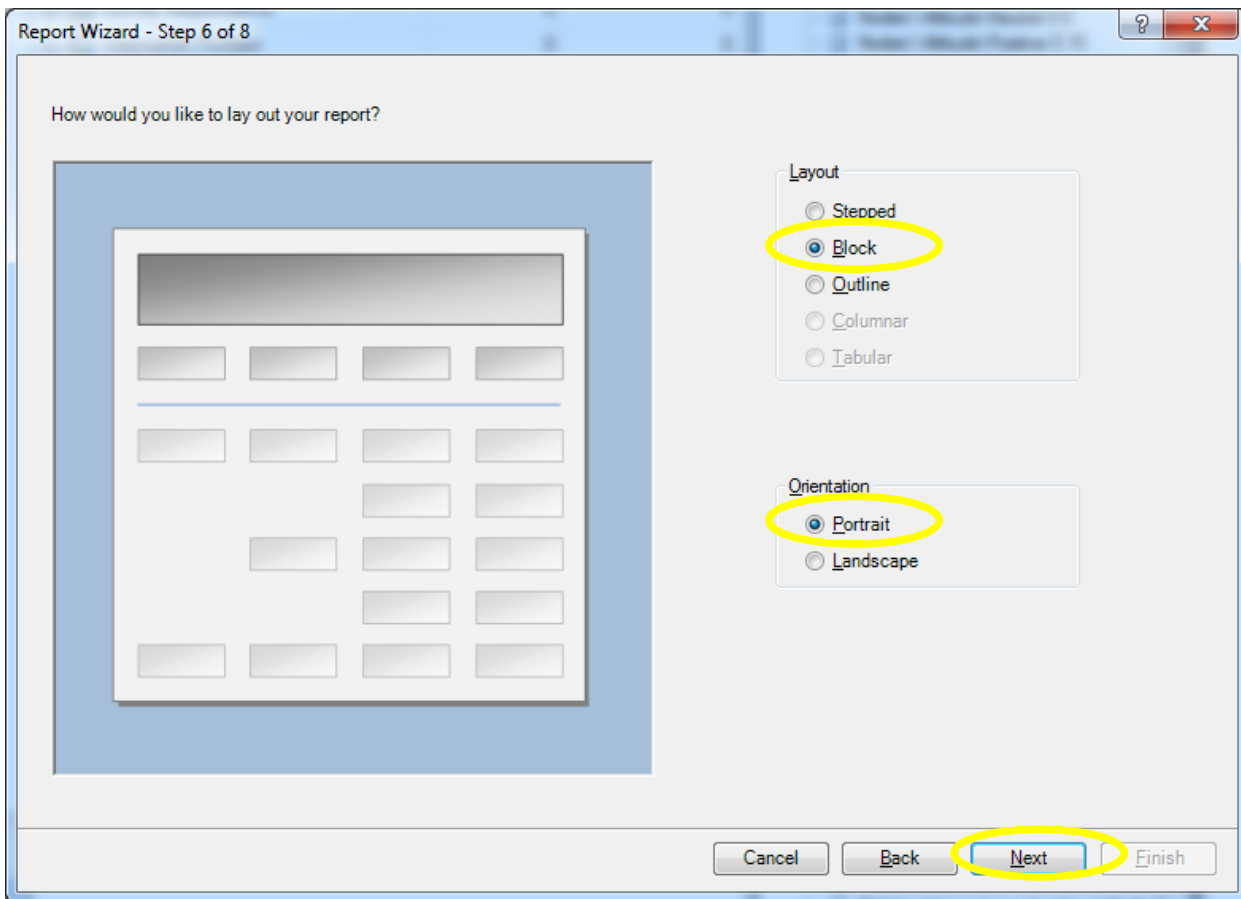
Report Wizard - Step 5 of 8

What sort order do you want for records?

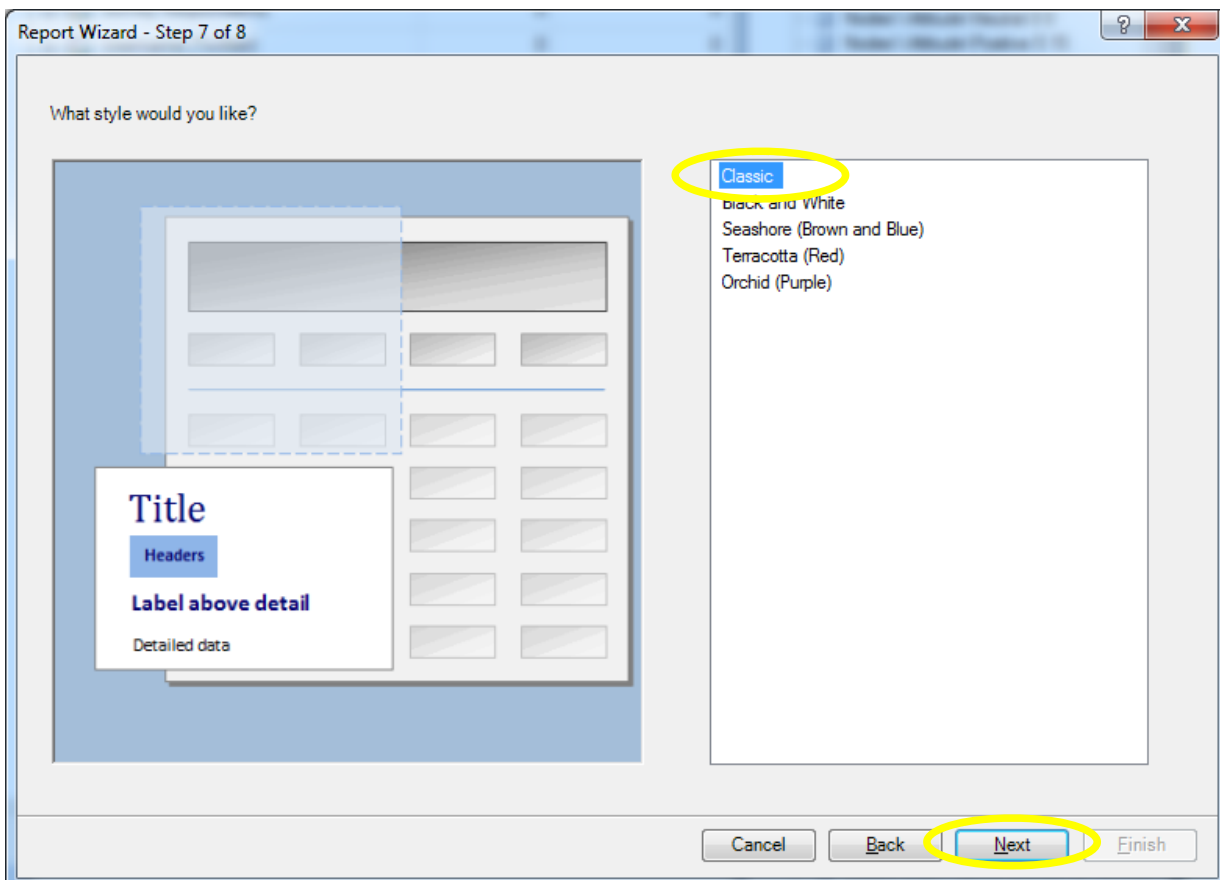
1	Node.Coded Source.Folder Location	Ascending
2		Ascending
3		Ascending
4		Ascending

Cancel Back **Next** Finish

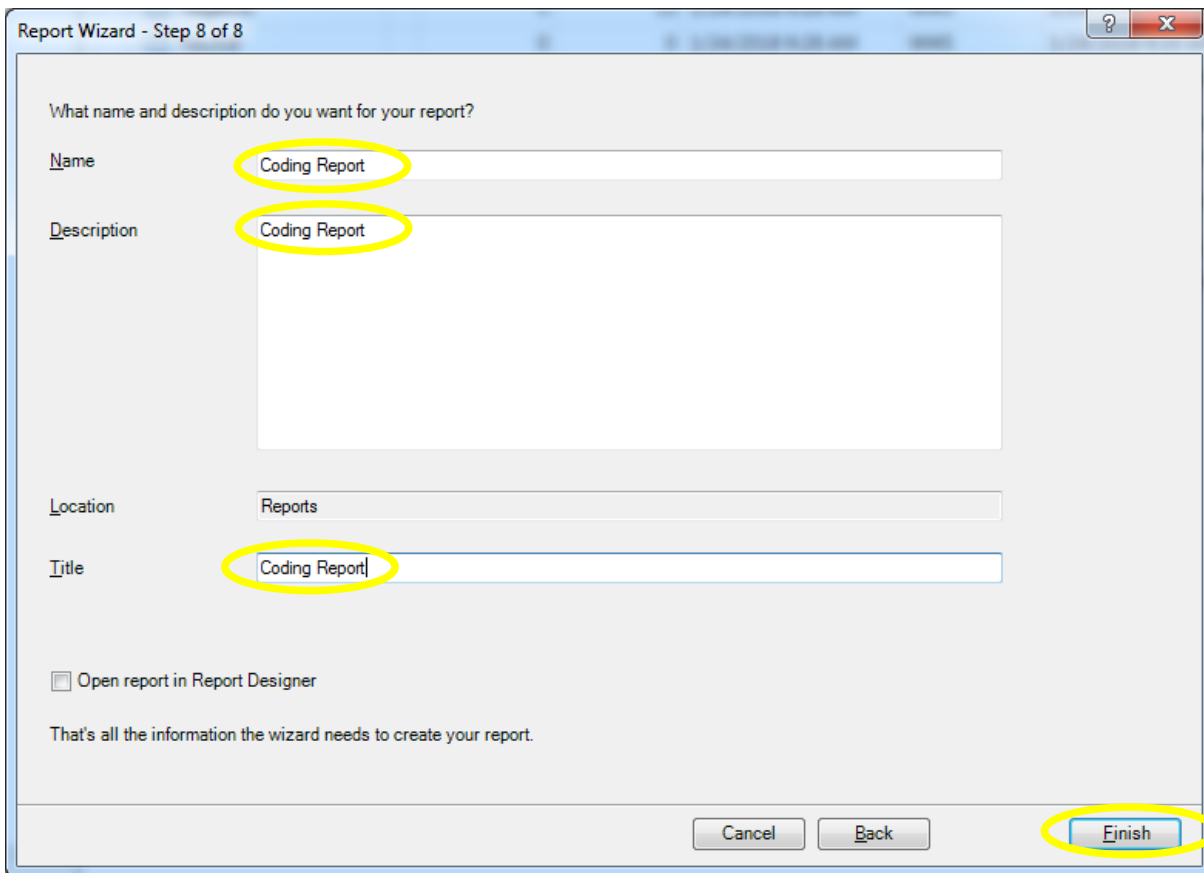
7) Select report layout. E.g. Block + Portrait > Next



8) Select style. E.g. Classic > Next



9) Name the report > Finish



10) Done > Right click to export the report to .doc or .xls files

