Face-to-face workshops are located in Greve Hall, the Humanities building, or online.
Please note the location of your workshop when registering: oit.utk.edu/training

Research Services 1 (Research Software and Services Overview)
Sept 9, Wed 9:05am–9:55am (Online via Zoom)
In this brief workshop you will learn about the extensive range of free research software and services available to you from OIT. We can help you to do qualitative and quantitative analysis of data. You will learn how to create web-based surveys; use high performance computers; solve challenging math problems – and more! Full statistical consulting and qualitative analysis consulting services are included.
We can also present this workshop in your own departmental meetings at no charge.

R I (R Programming)
Sept 25, Thurs 10:10am-12:30pm (Humanities 201)
Oct 8, Thurs 10:10am-12:30pm (Online via Zoom)
In this hands-on workshop you will learn to use the R programming language to create vectors, factors and data frames. You will learn how to control R functions; how to read comma-separated data files; how to select variables and observations; how to create simple standard plots and how to perform basic statistical analysis.

SAS Basics
Sept 15, Tues 1:30pm-3:30pm (Humanities 201)
SAS is one of the most popular software packages for data analysis and visualization. It is a powerful tool that enables programmers to perform various tasks including information retrieval, data management, report writing and graphics, statistical analysis and data mining. This workshop provides instruction on how to program effectively using SAS and understand basic concepts about SAS programs.

SAS Basics II: Data Analysis
Sept 17, Thurs 10:10am-12pm (Humanities 201)
Sept 25, Fri 10:10am-12pm (Online via Zoom)
SAS is a popular package for data analysis and graphics. This workshop shows you how to run the most widely used statistical and graphics in SAS, as well as how to interpret the output. Topics include: exploring your data to find errors, extreme values and sparse categories; examining the distributions of continuous variables; measuring the strength of association between two continuous variables; comparing two groups on categorical and continuous variables and where to go to learn more. The hands-on lab session will employ the easy-to-use version for Microsoft Windows, but the menus are almost identical on Macintosh and UNIX.

SPSS 1 (Basics)
Sept 14, Mon 10am-12pm (Humanities 201)
Oct 13, Tues 10am-12pm (Greve 520)
SPSS is a popular package for data analysis and graphics. This hands-on workshop takes you from starting the package through data coding, entry and cleanup, creating new variables, how to get output for different groups, how to request an analysis or a graph, manipulating the output, and where you can learn more. The hands-on lab session will employ the easy-to-use version for Microsoft Windows, but the menus are almost identical on Macintosh and Linux.

SPSS 2 (SPSS Data Analysis)
Sept 15, Tues 1pm-3pm (Humanities 202)
SPSS is a popular package for data analysis and graphics. This workshop shows you how to perform the most widely used statistics and graphics in SPSS, as well as how to interpret the output. Topics include: exploring your data to find errors, extreme values and sparse categories; examining the distributions of continuous variables; measuring the strength of association between two continuous variables; comparing two groups on categorical and continuous variables and where to go to learn more. The hands-on lab session will employ the easy-to-use version for Microsoft Windows, but the menus are almost identical on Macintosh and UNIX.

HAVE SOMETHING MORE SPECIFIC IN MIND?
We’re happy to meet with you for a one-on-one consultation. To get started, complete the form at help.utk.edu, noting your topic of interest.

QUALITATIVE AND TEXT ANALYTICS

SPSS 1 (Basics)
Sept 14, Mon 10am-12pm (Humanities 201)
Oct 13, Tues 10am-12pm (Greve 520)
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fall 2015
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Qualitative and Text Analytics

Get to Know NVivo
Sept 3, Thurs 12pm-1:30pm (Online via Zoom)
This workshop will provide an introduction to and overview of NVivo software. NVivo is a qualitative data analysis software package used to organize and analyze data in documents, audio, video, images, spreadsheets and database tables, literature reviews and bibliographies, web pages, social media content, and more. The software allows users to work with large amounts of data in many languages and supports a wide range of research methodologies. By the end of the workshop participants will know what it is, how it is used and how to download it. Interfaces and features are demonstrated, and examples of assignments and research projects utilizing the software will be presented. Hands-on learning opportunities will be offered in other OIT workshops.

Introduction to NVivo
Sept 8, Tues 10am-12pm (Greve 520)
This course will give researchers enough knowledge begin a project using NVivo. Researchers will be able to recognize the advantages and limitations of using NVivo for qualitative data analyses. By the end of the workshop, participants will know how to set-up a project, import data and code data. Participants will also understand the potential of NVivo as a tool for organizing, questioning and reporting on the data so that users will be able to support and defend research findings. (The depth and breadth to which these topics will be covered will depend on the general level of computer literacy of the group coupled with their experience of using NVivo software.)
Using NVivo with Audio and Video Data and Web-Mediated Data

**QDA Miner 1 (Basics)**

- **Sept 22, Tues** 10am–12pm (Greve 520)
- **Oct 27, Wed** 10am–12pm (Greve 520)

QDA Miner is software that helps you perform Qualitative Data Analysis. The workshop will cover how to import or enter the text, search for keywords, code blocks of text, find patterns of codes, calculate inter-coder reliability, compare groups and export your findings to other packages.

**Qualtrics Web Survey Design 1**

- **Sept 23, Wed** 10am–12pm (Online via Zoom)
- **Oct 7, Wed** 10am–12pm (Greve 520)

This hands-on workshop will show you how to create and conduct basic surveys and search and word frequency queries in NVivo.

Using NVivo with Bibliographic Software

**WordStat for Text Mining**

- **Sept 18, Fri** 10am–12pm (Greve 520)

WordStat is an easy to use package that performs all the fundamental tasks for text mining, but automatically extracts concepts from sources such as interviews, speeches, newspapers, or open-ended survey questions. This hands-on workshop will teach how to determine the frequency and co-occurrence of terms, phrases, and concepts, create a categorization (coding) dictionary, analyze category patterns, compare groups, and export the findings to other packages.

**How to Use Qualtrics**

- **Sept 24, Thurs** 10am–12pm (Greve 520)

In this workshop, participants will be introduced to the NCapture tool. NCapture is a plugin that allows you to add-in, which is a tool for extracting information from social media platforms and web pages in NVivo. By the end of this workshop, participants will be able to code, query, and analyze A/V data and web-data media. Researchers will be able to create graphs and charts from their data and report and model their findings.

**Using NVivo with Audio and Video Data and Web-Mediated Data**

- **Sept 25, Fri** 10am–11:30am (Greve 520)
- **Sept 25, Fri** 12pm–1:30pm (Online via Zoom)

NVivo allows users to import, sort, and analyze A/V files, pictures, web pages, and YouTube videos in the same way as documents. With NVivo, researchers can download streaming data from Facebook, Twitter, LinkedIn, and YouTube using the NCapture tool. NCapture also allows users to retrieve web pages as PDFs. This workshop will provide an overview of the features and capabilities of using NVivo to analyze web pages, social media data, and A/V data. Participants will be introduced to the NCapture add-in, which is a tool for extracting information from social media platforms and web pages in NVivo. By the end of this workshop, researchers will be able to code, query, and analyze A/V data and web-data media. Researchers will be able to create graphs and charts from their data and report and model their findings.

Using NVivo with Bibliographic Software

**Oct 5, Mon** 9am–10:30am (Greve 520)

**Oct 6, Tues** 11am–12:30pm (Online via Zoom)

Bibliographic software such as EndNote, RefWorks, and Zotero organizes your literature, keeps track of references, and has cited and write integration with Microsoft Word. By using NVivo with bibliographic software, researchers can use NVivo to help analyze the literature and write a literature review. This course will teach you how to combine NVivo 10 and bibliographic software to interface citations with research. Upon completion of this workshop, researchers will be able to import bibliographic-based sources into NVivo; code literature sources in NVivo; use memos and annotation features; use source classifications for reviewing the literature; and conduct basic text search and word frequency queries in NVivo.

Using Data Analysis Features of NVivo

**Data Analysis Features of NVivo**

- **Oct 9, Fri** 10am–12pm (Greve 520)

This workshop will demonstrate NVivo features that allow researchers to use data involving demographics along with qualitative and quantitative data. The workshop will cover how to import survey data and/or quantitative data and match cases. By the end of the workshop, participants will be able to conduct simple coding queries, organize sets of participants, code qualitative responses to a single code, use annotations and memos, text-search data to augment manual coding, conduct cross-source queries, export results and report results graphically, and model and report findings.

**SQL 1 (Basics)**

- **Sept 22, Mon** 1:30pm–3:30pm (Greve 520)

You will learn to script SQL commands and you will be provided with some basic scripting interfaces which allow students to practice and do some simple edits in the class to get used to SQL. SQL is easy to install and does not need a dedicated server. From the SQLite website SQLite is a software library that implements a self-contained, serverless, zero-configuration, transactional SQL database engine. SQLite is the most widely deployed SQL database engine in the world. This workshop will cover SQLite fundamentals and demonstrate how to generate simple SQL scripts, both for non-technical and technical users. No prior knowledge of SQL is required.

**JMP Basics**

- **Sept 29, Tues** 1:30pm–3:30pm (Greve 520)

This workshop will teach students how to combine JMP and Excel. The JMP interface is easy to learn and use, and is very powerful for data analysis. This hands-on workshop will cover how to use JMP to perform statistical analysis and create visualizations. No prior knowledge of JMP is required.

**MATLAB 1 (Basics)**

- **Sept 9, Wed** 1:30pm–3:30pm (Greve 520)

MATLAB is the most popular software for solving problems in matrix algebra. This hands-on workshop will focus on the basics of using MATLAB for solving problems in matrix algebra. MATLAB is currently free to faculty, staff and students. MATLAB is available online at http://oit.utk.edu/software. Participants should be familiar with basic programming concepts.

**Mathematica 1 (Basics)**

- **Oct 7, Wed** 1:30pm–3:30pm (Greve 520)

Mathematica Basics is a beginner’s level introduction to using Mathematica. Topics include creating notebooks, editing and deleting mathematical formulas using the notebook interface, plotting graphs, basic language syntax and programming, importing and exporting text, data and graphics, and demonstrating notebooks with the Option Inspector.