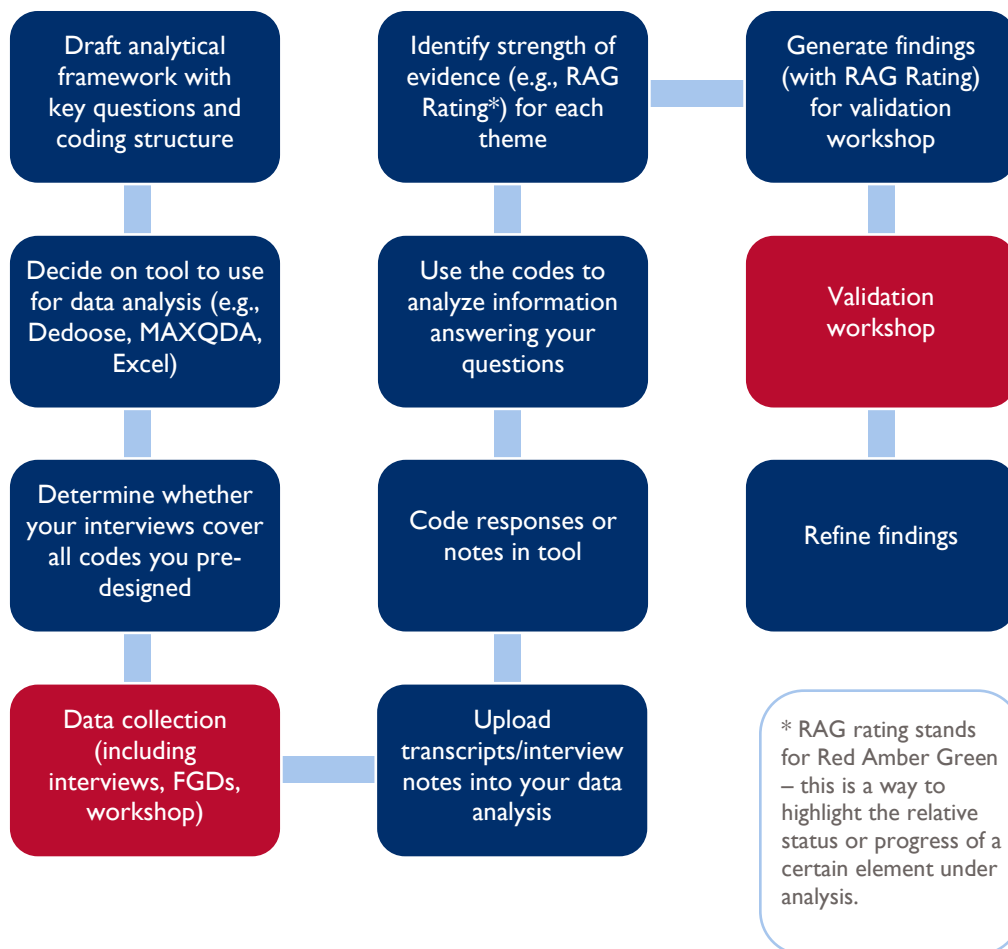# RESOURCE: DATA ANALYSIS PROCESS

SANITATION AND HYGIENE HUMAN RESOURCE CAPACITY NEEDS ASSESSMENT TOOLKIT

Below is a description of the data analysis process used by WASHPaLS #2 for the human resource (HR) capacity needs assessment. It is important to think through the analysis stage at the inception of the assessment, as this will inform the most appropriate tool for data analysis and the key codes to use, and will help to verify whether the designed interview/focus group discussion/workshop guides for the qualitative data collection, will indeed provide answers to the key analysis questions.

Draft analytical framework with key questions and coding structure

↓

Decide on tool to use for data analysis (e.g., Dedoose, MAXQDA, Excel)

↓

Determine whether your interviews cover all codes you pre-designed

↓

Data collection (including interviews, FGDs, workshop)

→

Upload transcripts/interview notes into your data analysis

↑

Code responses or notes in tool

↑

Use the codes to analyze information answering your questions

↑

Identify strength of evidence (e.g., RAG Rating*) for each theme

→

Generate findings (with RAG Rating) for validation workshop

↓

Validation workshop

↓

Refine findings

* RAG rating stands for Red Amber Green – this is a way to highlight the relative status or progress of a certain element under analysis.