Instructions:

Copy this template and save with an obvious title to the box folder: CAP-Study-Group>Data-Analysis

Complete the instructions shown in blue

Save this file to the folder mentioned above

Due date WEDNESDAY 3/31 7pm

THEME: [_enter theme title here e.g., funding_**]**

Evidence from interviews:

- Cut and paste evidence from each of the coded transcripts here. Mark every quotation with the interviewee's name, title, and school, for example:

  "Our plan process was really fast." – Kate Smith, Sustainability Program Mgr, Utah State University, 3/1/2021

Evidence from plans:

- Cut and paste _the best_ evidence from plans here. Mark every quotation with a citation of the plan and the correct page number.

Commented [JHH1]: Note that the plan analysis docs have a lot of information, and that information can probably be culled/thinned for best and most clear examples at this stage

Summary of clear subthemes:
- One you have entered all the data, arrange it into logical subthemes and write a brief synopsis of what can be learned from the evidence for each subtheme. For example, if the theme were funding and you had a bunch of quotes about implementation of the plan being underfunded, you might have a subtheme of "funding shortfalls" and you would write a few sentences explaining how the evidence provided demonstrates that funding shortfalls often interfere with implementation. You might also mention the cause of funding shortfalls. Don't worry if you verge into territory of other themes (for example, here there is clear overlap with implementation). We will sort that out as we compile a draft.

Overall researcher observations & key takeaways:
- _After you have entered data from transcripts and plans below, take some time here to write out your thoughts on how the data might be interpreted as an answer to the guiding questions for each topic._