## **MaxQDA Training Worksheets**

Trainer: Zawadi Rucks-Ahidiana

The following document provides screenshots and instructions to access the information reviewed in the training. This guide will be helpful as you begin to use the software on your own and need a reminder of where to find the different functions we review in the workshop.

### Software Layout

There are four areas that you'll use in the software:

- The document system displays all of the documents you've uploaded to your database.
- The code system displays your codes and the coding hierarchy that you've defined.
- The document browser displays the document that you are currently working with.
- The retrieved segments section displays any segments you've asked MaxQDA to retrieve through code output or queries.



## **Starting a New Project**

When you first open MaxQDA, choose "Create and open new project."



Or when you have a database open, select "New Project" from the "Project" menu.

#### **Importing Documents**

To add documents to your database, select "Import document(s)" from the "Documents" menu.



Or right click on "Documents" in the Document System and select "Import document(s)."



#### **Creating Document Groups**

To add a folder structure, which MaxQDA calls "document groups," right click on "Documents" in the Document System and select "New document group." Then name your document group.



## Adding Variables about your Documents

"Variables" or attributes about your documents can be added manually or automatically.

To manually add attributes, you must first create the variables you want to add. Click on the "Variables" menu and select "List of document variables."

In the list of document variables, click on the "New variable" icon.

Document va	iables						- 🗆 X	
t of document var	ables						34 Variables	30
VP-		hi?					2 3 B 0	
Variable	Variable type	To be displayed	Source	Missing value	Categorical	Display as tooltip		
Document gro	p Text		System					
Document nan	e Text		System					
Creation date	Date/Time		System					
Number of coo	ed Integer	2	System					
Number of me	mos Integer		System					
Author	Text		System -					
race text analy	sis Boolean (True/Fal		Code					
asian: text ani	lysis Boolean (True/Fal		Code					
black: text and	lysis Boolean (True/Fal		Code					
latino: text and	lysis Boolean (True/Fal		Code		0			
mixed: text an	alysis Boolean (True/Fal		Code					
native america	n: t Boolean (True/Fal		Code			ũ		
white: text and	Ivsis Boolean (True/Fal		Code		<b>n</b>	n i		
class	Boolean (True/Fal		Code					
upper-class	Boolean (True/Fal		Code					
middle-class	Boolean (True/Fal		Code					
working-class	Boolean (True/Fal	2	Code					62
low-income	Boolean (True/Fal	2	Code					1.10
definition of te	m Boolean (True/Fal		Code					
gent: commer	cal Boolean (True/Fal		User					
gent: resident	al Boolean (True/Fal.,	2	User		R			
gent: new dev	elo Boolean (True/Fal		User			ō		
gent: state-led	Boolean (True/Fal		User		R	Ö		
pent: other	Boolean (True/Fal	R	User		N	ñ		
commercial de	vel Boolean (True/Fal		Code			Ū.		
crime	Boolean (True/Fal.	2	Code		Ū.	n		
housing prices	Boolean (True/Fal		Code			0		
other	Boolean (True/Fal.	R	Code		ū			
racial conflict	Boolean (True/Fal.		Code		П	Ū.		
cessidantial des	ela Boolean (True/Fal	N	Code		n	n		
the aits	Boolean /True/Fal		Code		0			
216 91 9	answere firselicor.							

Name the variable and select the variable "type." The variable types include:

- Text an empty text box
- Integer a metric or category with a numeric value
- Floating point number
- Date/time date or time formatted option
- Boolean (True/False) a yes or no value

You can also define whether you want a missing value to be indicated by anything other than a blank.



Once you have set up a variable, you can edit the values for each document manually by clicking on the "Data editor" icon, which will display a table with each of your document names in the rows and the variables in columns.

ł	H 10 10	EP P			a 🖛 🗈 📬	1 00		· · · · · · · · · · · · · · · · · · ·	
t	Occument variable	5						-	a x
	document up thes								74 Varishie
									24 Fulles
	P.P. 1 10		00						
	Variable 0	ata editor type	To be displayed	Source	Missing value	Categorical	Display as tooltip		~
	Document group	Text		System					
	Document name	Text		System					
	Creation date	Date/Time	2	System					
	Number of coded	Integer		System					
	Number of memos	Integer		System					
•	Author	Text		System					
	race text analysis	Boolean (True/Fal	2	Code					
	asian: text analysis	Boolean (True/Fal		Code					
•	black: text analysis	Boolean (True/Fal		Code					
	latino: text analysis	Boolean (True/Fal		Code					
	mixed: text analysis	Boolean (True/Fal		Code					
	native american: t	Boolean (True/Fal		Code					
ŧ.	white: text analysis	Boolean (True/Fal	2	Code					
01	cless	Boolean (True/Fal		Code					
	upper-class	Boolean (True/Fiel		Code					
	middle-class	Boolean (True/Fal_		Code					
	working-class	Boolean (True/Fal	2	Code					
	low-income	Boolean (True/Fal		Code					
	definition of term	Boolean (True/Fal_	Ø	Code					
6	perit: commercial	Boolean (True/Fal		Liser		P			
	gent: residential	Boolean (True/Fal		/ Uber		9			
	gent: new develo	Boolean (True/Fel_		User		2			
	gent: state-led	Boolean (True/Fal_		User		2			
1	gent: other	Boolean (True/Fial_	Ð	User		Ð			
	commercial devel	Boolean (True/Fal		Code					
Ū,	crime	Hoolean (True/Fial_	2	Code					
	housing prices	Booleen (True/Fel_		Code					
0	other	Boolean (True/Fal_	E	Code					
	racial conflict	Boolean (True/Fal	12	Code					
c	residential develo-	Boolean (True/Fial_	E	Code					
	the arts	Roolaan (Thin/Eal	53	Cole					

Alternatively, you can import an Excel spreadsheet with variables already predefined. To do this, click on the "Variables" menu and select "Import data."

Browse to where your Excel spreadsheet is saved and select the file. Select the variables you want to import from the list and then click "Import."



## **Adding Codes**

To add codes to your database, click on the "Codes" menu and select "New code."



Or right click on "Code Systems" or the code for which you want to add a subcode and select "New code."



#### **Assigning Codes**

To assign a signal code to a passage, highlight the passage then click and drag the code to the passage. The code name will appear next to a bracket beside the coded passage.



To apply multiple codes, "activate" each desired code by clicking on the code while holding down the control or shift key. The activated codes will appear in red. Then, highlight the passage you would like to code and right click. Select "Code with activated codes."



### **Lexical Search**

Click on the "Analysis" menu and select "Lexical search."

To add search terms to the list, click "New" and type additional search terms. Once all of the terms are identified, click on "Run search."



To code the results, click on the button to either "Autocode search results" or "Autocode search results at new code."

O Children Zawed) Box Synchrone with 4 - data id methodion 2- 11	nomization of gentri	MottionLong.ret.receiveNtio	nmit2 - MaxiQDA 3	2 (Refease 12.1	4)						- 0	×.
Roject Lot New Documents Lodes No	moles walkins	Monu methody	Visual tools Ben	DAM BIN	Diatia Hela							
			6 actors/comm	nity oros		. 6 62 3	2 2	2222	0 16	2 2 2		
			A States				-	1 4 4 4				
Document System	A wax a	Document Browser: F	1990-07-10 O p	ersonalized n	narket cafe (Page 2	2/4)					BEDP	0=×
<ul> <li>P 2009-08-02 O conversing about race</li> <li>P 2009-06-07 O the archivist of milk</li> <li>P 2009-08-13 O beyond the multiplex</li> </ul>	14 31 18		blue tortilla ch tomatoes.	ups and the u	nevitable yupple staj	ples, pine nuts	and sun	-dned				
P 2009-02-08 O a challenge for all	26		Nearby is Ste	inhardt's ne	ighborhood shelf	a mundane mi	x of cath	ood, laundry				
P 2008-07-21 O portland acts to bridge	25	O Search regults	THE PARTING ON THE	THEFT CHILS UP	The particular of the particular		X	mer landioros.				
P 2008-06-15 O needy get free	18	- Sediciries dis				-						
P 2008-05-05 O volunteers ease health	11	ANY: relationship boy	friend girlfriend husband	lvefe	223 hits in 142 d	ocuments and 2 docs	ment group	ps				
P 2008-04-17 O a successful crossing	29					-		Connecticut				
P 2008-01-24 PT Blacks back on political path	119	1 1 1 1 1				10		ods and an				
P 2008-01-17 O portland sets up	18	Document	Search string	Begin	Preview	End		se foods				
P 2007-12-20 O the checks are	18	= portland coded	P husband	2: 2360	service and cater	2: 2366		because of				
A P 2007-10-13 O real estate notes	20	= portland coded	P_ w/e	5: 1576	loyed mechanical	5: 1579						
P 2007-09-26 O city hall has 8 2007-09-13 O contact and the set being	12	portland coded	P_ boyfriend	1: 1257	no job, no prospe	1: 1265		and a				
A P 2007-07-27 O psychedelic anime	20	= portland coded	P_ wife	1: 1627	James Mooney, w.	1: 1630		Deme				
P 2007-06-14 D hawthorne growth upsides	14	= portland coded	P_ wfe	3: 398	n Lowthian, 30, s	3: 401		he and	100			
P 2007-03-16 O rents soar creatives	40	= portland coded	P_ girlfriend	2: 1188	e up. I think he ha.	2: 1197		worked at				
JE P 2007-01-29 O putting pedal power	42	= portland coded	P_ husband	5: 1355	as picked up since.	. 5: 1361						
a search an		= portland coded	P_ wite	2: 1839	for Garrett, who s.	2: 1842						
Code System	P PIX .	portland coded	P_ wife	1:614	neichborhood."	1:617						
	*	= portland coded	p husband	1:1338	n said. Parker liv	1:1344					E IC Y Y Y	0 . A
Y I text analysis codes	0.000	= nortiand coded	P wife	4: 775	process store 7av	4-725						
✓ = □ class	1641	= notiand coded	P hurband	5: 1462	of when the relu-	5-1468						
- dill upper-class	290	- netland raded	D huchand	5: 1003	Washington gold	E: 1000						
I middle-class	474	= pertant coded	D huchand	3. 1077	mundaus Cau cai	2. 1993						
Cill Americante	80	= pertand coded	P Instrand	1. 1602	daughter Apen a	1: 1610						
V ICE rack	2400	- porbana codeo	P _ boymend	1: 1002	oougnter, Anna, a.	. 1: 1010						
- CIII asian	247	<ul> <li>portiand coded</li> </ul>	P husband	1: 1197	in Los Angeles, s	1: 1203						
+ CIII black	1206	= portiand coded	P_ wre	1: 1209	eles, showcases	1: 1212						
- Cill latino	100	= portland coded	P husband	2: 1960	ommunity. Sarah.	2: 1966						
Cill antina senarican	90	= portland coded	P - husband	1: 1463	lery that she co-o	1:1469						
(III white	656	= portland coded	P husband	2: 2488	just off 14th Aven	2: 2494						
✓ + T actors	0	= portland coded	P husband	2:982	h school, where S.	. 2: 988						
businesses	22						-	(d)				
The comments angle	1											
developers	41											
> i long-term residents	79 -											
Be Be Me Be B		1.0			a state							

#### **Extended lexical search**

Click on the "Analysis" menu and select "Extended lexical search."

Type the text you want to search for. Enter single word search terms under "One of these search strings." If your search term includes more than one word, type it in quotes in the text box under "All these search strings" as shown in the example below. Click "Run search."



To code the results, click on the button to either "Autocode search results" or "Autocode search results at new code."



#### Adding a Memo

Add a memo to a document or code by double clicking in the memo column beside the document or code.



#### Or right click on the document or code and select "Memo."

C\Users\Zawadi\Box Sync\research\4 - da	$ta \ dissertation \ 2 \ racialization \ of \ gentrification \ dent_racialization$	umx12 - MAXQDA 12 (Release 12.1.4)	- a x
Project Edit View Documents	Codes Variables Analysis Mixed methods 1	Visual tools Reports MAXDictio Help	
1 🖻 🎽 🗟 🕸 🖪 🔎 S		🗞   contentiation 🔹 👌 🖗 🦑 亞 亞 亞 亞 3	5 <b>0</b> \$ 63 65 <b>9</b>
Document System     P 2013-12:36 PT Fundasuing faith     P 2013-10:25 0 m Hei grig     P 2013-01:50 a geomakist deale     P 2013-01:52 PT Aloha grait form     P 2013-01:50 PT contracts high grait     P 2012-01:50 PT con	Activate Open document Open document in a new tab Open document in a new tab Open document in second Document Browser Odern Odern Activate Defen document Defen document Defen document Bename document Bename document Def Bename document Def Bename document Def Bename document Def Defen document Defen document	2006-12-19 O mirades dub receives (Page 1/3) Mirades Club receives a gift of hope Oregonian, The (Portland, OR) - Tuesday, December 19, 2006 Author: JOSEPH ROSE. The Oregonian SUMMARY: Rescue plan   Dan Saltzman will ask the city to give the club \$495,000 so that it may stay open Time is running out for the Mirades Club, which needs \$500,000 in 10 days to stay open in a rapidly genthymg Northeast Portland neighborhood. At this point, the nonprofit social for an escue plan proposed by Soci00. But it's also holding tight to a big hunk of hope —a rescue plan proposed by Portland city Commissioner Dan Saltzman	• • • • • • • • • • • • • • • • • • •
A P 2011-11-05 C a lifetime dedicat A P 2011-10-18 C a vietnine dedicat A P 2011-10-18 C northwest portian A P 2011-08-27 C testing commuter A P 2011-07-30 C particip heath ce	Overview of variables     Overview of memos     Overview of codes     Overview of links	This week, Saltzman will ask the City Council to give the Miracles Club \$495,000 to help buy the old warehouse where it has hosted 12-step meetings, board gamos and weekend dances for eight years. "It's the only social club for people in recovery that we have," Saltzman said. "A lot	
Code System	Cverview of summaries	14	TREESPA OF
Information	Cubelline Capacitad Export teamwork Import teamwork MAXDuctio Coder Properties 0 13 550 13 550 13 550 13 15 15 15 15 15 15 15 15 15 15 15 15 15		
actors     actors	0 22 80 11 41 19 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0 ₩0	Simple Coding Query (OR combination of codes)	

To write a free memo, click on "Analysis" and select "New free memo."

To view all memos, click on the "Analysis" menu and select "Overview of Memos."

#### **Output for One Code**

To display the passages coded at a single code in the Retrieved Segments area, activate the code of interest by clicking on the code name while holding down the control or shift key. Then click on the "Analysis" menu and select "Coding Query." Select whether you want the results for all documents or only activated documents and then click "Start." The results will be displayed in the Retrieved Segments area of the program.



### **Adding Summaries**

Click on "Analysis" and select "Summary Grid."

Click on the cell of the document and code of interest. All passages in that document coded at the selected code will be displayed in the "Coded segments" column. Write your summary in the "Summary" column.



#### **Code Matrix Browser**

Click on the "Visual Tools" menu and select "Code Matrix Browser."

Select whether you want a matrix by individual documents or a group of documents as organized in a document group.



Adjust the information displayed with the icons "Display nodes as values," "Calculation of symbol size refers to all coded documents," "Calculation of symbol size refers to column," "Calculation of symbol size refers to row," "Count hits per document only once," "Binarize view," and "Sum."



### **Code Relations Browser**

Click on the "Visual Tools" menu and select "Code Relations Browser."

Select which codes you want to display in rows and columns.



In the resulting table, you can adjust the display with the following options: "Display nodes as values," "Co-occurrence of codes," "Near (codes)," "Count hits per document only once," "Binarize view," and "Sum."

Code Relations Browser																									-	σ	×
	t dt m	10 ×																							15		. 0
Code System	levi a	class	unner	middl	undi	Interi	rare	asian	Neck	latino	mined	nation	white	arters	husin	com	devel	in-ma	C:mi	C-m	C' in	C-10	C: 100	P- asian	R- Nark	D- INI	E- oth
Y I test analysis codes		0000	offer			1011 100	inte	-	tion.	40.0		mannen		orain.		Contin	ottein	an anna an		di peri	e	or open	er nom	in mon	THE DEGREE	Le laire	
¥ Ⅲ dass																											
I upper-class						_									-				-			1					
Oll middle-class																											
working-class																											
Cill low-income																											
✓ ≡ race													1.00						+								
OII asian									-						4												
Off black																											
08 latino															+	+											
(III mixed																											
III native american																											
CIII white																											
✓ actors																											
to businesses																						÷					
community orgs																											
a developers													÷ .		+	+			+								
> 📭 in-movers															•												
> Tong-term residents		- i i			141																						
utuber																											
Te politicians																											
real estate agents		+		÷		+											÷.										
✓ Sebenefits of gentrification						· · + .																					
integration																											
> C dass					+												4										
✓ ■ concerns with gentrification										+																	
displacement																											
traffic/parking																											
✓ ○ context																											
commercial development					+																						
Crime-									+						+				+		1.4						
housing prices		1.2																									
To other					141				+										4.								
Te racial conflict		100							+																		
residential development																											
the arts							*		+			+					+										
IIII FLAG																											
> Table					+	-+			+	+					- ÷		- ÷-										
solutions to gentrification		1.0																									
<ul> <li>use of term</li> <li>definition of term</li> </ul>			-		*								1			*			2	1	4						
8								-																			5

### Crosstab

Click on the "Mixed methods" menu and select "Crosstab."

Select the variables of interest and click on the arrow to add them to the report.



Then select the value of the variable that you are interested in and click "OK."

Children Zawardhov Surrounnarring darufstwarran Biogeci Ian View Documents Codes I 🔐 📑 🛃 📸 🏘 🎬 🔑 🎋 🗮	m2 - retensization of geneticitotion.port_recensization/mr12 - WaxBOA 12 (Belease 12.1.4) Virmatiles Graphics: Virma (method) Virman cerk Benotts - MAXDiato III III IIII IIII IIIIIIIIIIIIIIIIIII	Heno • 수 양 유 호호호호호 • ㅎ ㅎ ㅎ	9 ×
Document System	P P P P P P P P P P P P P P P P P P P	Ne (Page 2/4) y yuppie staples, pine nuts and sun-dired bod shelf" a mundane mix of catfood, laundry uidra. Sha alen strocke iteme just for her landtorete	120 <b>88</b> 54 Pxx
A 2013-0-23 PT VMM vest wong     A 2013-0-23 PT VMM vest wong     A 2013-0-13 PT NATA closure thms     A 2013-0-13 D PT NATA closure thms     A 2013-0-13 D PT NATA closure thms     A 2012-0-18 D PT NATA closure thms     A 2011-0-19 D PT NATA AD AD AD AD     AD AD AD AD AD AD AD AD AD AD AD AD	Varables Varables  Water of the second secon	E cempty>	
Code System	crime  housing prices other racial conflict residential development the arts year paper gent amenibies Insert all variable values as conditions	Day the estimated documents Day for account of codes	S C C C C C C C C C C C C C C C C C C C
	0 0 22 10 11 41 79	Lin Clincy	

In the resulting table, you can adjust the display with the following options: "Row percentage," "Column percentages based on the sum of coded segments," "Column percentages based on the number of documents," and "Counts hits per document only once."

Chüsers Zawadi (Box Syncicals	earen/4 - data/disenation/2 - rac	enization of ge	estrification Lot	nt./ec-elization.mir12 - MAXQ	DA 12 (Release 12.1.4)						0 ×
Broject Edit View	Documents Codes Vinit	He Analy	sis Mixed	methody Visual tools	Reports MAXDictio	Help.					
6 G 🐺 🖬 👘 🚱			a = 1	actorsics	omimunity oras	- 2	500 5	5 5	5 7 e	8 68 68 19	
Document System		erx I	Document	Browser: P 1990-07-10	O personalized market o	afe (Page 2/4)					 D OIX
C Document System			Document		o personanzeu marker e	are (rage 1/4)					 
- A 10011-00-0 01104	Inter Chyl Honorad Hanget			blue tortil	a chips and the inevitable	e yuppie staples, p	one nuts and sun-	dned		1	-
P 2013-10-25 O in th	e grip	21	500	Inmatose			- 0	~			
P 2013-09-15 0 a jo	ion's mind on development	4	-				0	^	N		
A P 2013-07-03 O proj	ect creates affordable	19					18 E		rds.		
> P 2013-05-19 O com	ersation with a master	9			10.00 million and 10.00						
P 2013-04-25 PT Wh	at went wrong	10			housing prices = 1	Total		^			
► P 2013-04-25 PT Alo	ha grad focuses	-44	(iiii teo	t analysis codes				- 8			
# P 2013-02-15 PT PAL	's closure stuns	12	= cla	8	52	-57			icut		
P 2013-01-13 O port	lands holy relics	45	cill upp	er-dass					an		
A P 2012-12-23 O rem	nisong on the oty	3	= mi	die-class	18	10		- 8			
P 2012-09-08 C COURSE P 2012-07-18 PT COURSE P 2012-07-18 PT COURSE P 2012-07-18 PT COURSE P 2012-09-08 C C C C C C C C C C C C C C C C C C C	nor adopts plan	28	= wo	rking-class	1	3			of		
P 2012-06-30 O new	neighborhoods to see	22	CIII. Ique	lincome	26	76					
P 2012-03-10 O inter	section is pivot	14	= rac		24	24					
F P 2012-01-14 O mart	in luther king	21	- III 65	an.	1	4					
- P 2011-11-05 O a life	time dedicated	13	= bla	a.	13	D			d in		
▶ P 2011-10-18 O nort	hwest portland parking	12	III lati	no	2	1					
# P 2011-08-27 O testi	ng commuter right-of-way	16	== ma	ed	1	1			at		
A P 2011-07-30 O pan	ting health center	19	III net	ve american					F		
- P 2011-06-11 O St at	screw nativity school	11	= wh	De .	7						
Code Surtem		ATX .	10 60	ors							 
cour system			Retr but	inesses	12						PP DIX
2	0.3	<u>^</u>	- CO1	munity oros	ii.	- 61 -					
<ul> <li>Te d'ancome unités.</li> </ul>		1241	an de	vioners	3	i.					
Class		200	10.000	novers							
middle-class		474		middle-class		1					
I all working-class		86		noor inw-income	1						
) Cilli tow-income		826		teritori income				~			
V III racé		2400									
- Cilli asian		247									
- CIII black		1208									
dillatio		104									
Cill matine american		12									
White		056									
v actors		0									
businesses		22									
community orgs		30									
developers		11									
> in-movers		41									
> iong-term residents		79 -									
0 0 0	0 0 0 0			Simple Coding	Query (OR combination of codes)						

## **Complex Coding Query**

Click on "Analysis" and select "Complex Coding Query."

Select a "Function" from the dropdown list:

- Boolean functions (and, or, not):
  - Intersection retrieves passages where the A codes are all used.
  - Intersection (set) retrieves passages where a specified number of A codes are used.
  - Overlapping retrieves passages that include either selected code or all A codes.
  - Only one code retrieves passages that include only one of the list of A codes.
  - Only this code retrieves passages that are coded at the B code, but not with the A codes.
- Proximity functions:
  - IF inside retrieves passages coded at B that are surrounded by A codes.
  - IF outside retrieves passages coded at B that surround the A codes.
  - Followed by retrieves passages where the A codes are followed by the B code.
  - Near retrieves passages where the A codes are near the B code.

Next, select your A codes by activating them in the Code System and then clicking on "All activated codes." Select your B code by clicking on the "...".

Finally, click on "Start."

O Chusens Zawadi Box Synchrisearen 4 - data unisen an	on/2 - reveals ation of gentrification/gent_reveals ation	onunx12 - MAXQDA 12 (Release 12.1	4)		- a ×
Broject Edit View Documents Coder	Vincoles Analysis Mixed methods	Visual tools Reports MAX	Dictia HAID.		
		¢   actors\community orgs	- ¢ ¢ ;		🔶 🔒 🗟 🤔
Document System 🔓 🖉 🧌	🛿 🔄 🔎 🖉 🗮 🗶 🖉 Document Browser: I	P 1990-07-10 O personalized n	narket cafe (Page 2/4)	531	EN PRES BENR FIX
Code System     Code Syst	2 2 2 2 2 2 2 2 2 2 2 2 2 2	Diue tortilia chips and the si control level in "A" assigned to them.	Options Options Only activated documents (0) Deduke subcodes Only activated documents (0) Only activated segments of warrs: Zamic() Segments 1 Cancel	and sun-dined	T . B I B E 6

To run a query by a variable value, first select documents by right clicking and selecting "Activate by document variable" for the characteristic of interest. Then, run the query with instructions above.



Query results appear in the Retrieved Segments area.



To view a list of documents included in query results, click on the "change to table view" icon.



The results are displayed in the Retrieved Segments area.

C1Users)Zawadi/Box Svnci/research/4 - data/dissertation/2 - racialization of gentrification/gent racialization.mx12 - MAXODA 12 (Release 12.1.4) 0 Project Edit View Documents Codes Variables Analysis Mixed methods Visual tools Reports MAXDictio Help 🖡 Document System 🔰 🍺 🦸 🙀 🖉 🕤 🖓 🖉 😓 🖉 Document Browser: P 1990-07-10 O personalized market cafe (Page 2/4) ----blue tortilla chips and the inevitable yupple staples, pine nuts and sun-dired n=12 2445 tomatoes. Nearby is Steinhardt's "neighborhood shelf" – a mundane mix of catfood, laundry powder, scouring pads, vegetable juice. She also stocks items just for her landlords. - Owner eclectic too 4 Steinhardt, 24, fits in with the Lair Hilf's Jewish and Italian roots. Born in Connect to an Italian mother and Jewish father, she grew up exposed to ethnic foods and open mind. Danner meant homemade ravioli and polenta long before those foods were considered chic. "People tell me I have an interesting perspective because my background," she says. 66 66 P 2019-54-29 P 2046a graf Source.
 9 2019-54-19 P 404a Graf Source Market Sour 12 45 13 .1910 ie of 3 1 2 14 21 - 66 Steinhardt came to Oregon 16 years ago to attend Reed College. She earned degrees in anthropology, history and English at Portland State University, studied in China and taugut English to foreign attudents while working in food service and catering. She met attactment Skruger, a cabinet maker, when both worked at Bedrarg Darvis (State State S Code System **Retrieved Segments** ■●白玉医玉¢♥♪ Ø#X long-term reside Document group Document ... Begin End Preview Area Coverage % 
 portland coded
 P 2009-10-...
 2: 2000
 3: 2495
 Gentrificati...
 2827
 41.74

 portland coded
 P 2007-03-...
 4: 525
 4: 1079
 Philip Stant...
 555
 7.10
 real estate agents das
 cocers with gentrification
 cortext
 context
 FLAG Tace
 solutions to gentrification
 use of term 1 538 . 2 . 10 a . 10 intersec

Click on the "Overview of retrieved segments" to review a combination of the table and segments view, as well as summary counts.



The summary counts appear at the top of the Coded Segments box.



## **Document portrait**

Click on the "Visual tools" menu and select "Document Portrait." NOTE: The report will run for the document you have open.

To adjust the display, use the icons at the top of the Document Portrait Viewer to visualize the entire document rather than coded text, change the colors to be mixed where there are overlapping codes, display squares instead of circles, sort by color, or sort by color frequency.



# **Document Comparison Chart**

Click on the "Visual tools" menu and select "Document Comparison Chart."



## MAXMaps

Click on the "Visual tools" menu and select "MAXMaps."

Click on "New" and select the type of map you'd like to create. NOTE:



Once you select a map type, follow the instructions on the screen.



After you drag and drop the document(s) or code(s) of interest, select what you would like displayed. NOTE: To "Display only activated" codes or documents, you must activate codes or documents before selecting a document or code.

