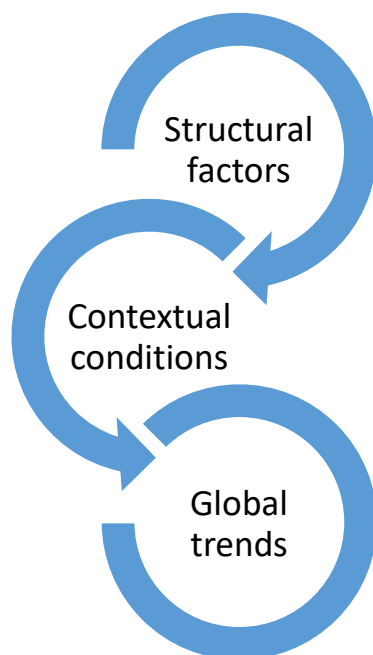


## Analytic tools for desk research

The desk research should be conducted in several steps.

1. Choose a number of relevant documents for the target group. Categorize the content of the documents according to the three overlapping perspectives.



2. Second step is making a matrix for text excerpts from each of the above categories. The **four** national perspectives (*Interacting effectively and constructively with others, thinking critically, acting in a socially responsible manner, acting democratically*) will now be three dimensions of *interacting, thinking and acting*.

To make the analysis more manageable and transparent we can in advance choose a limited number of keywords for each dimension. However, the best result of the analysis will most probably be using the full material.

*(NB! You will make three separate matrices!)*

### Matrix 1. Structural factors

<b>Keywords</b>	<b>Interacting (1)</b>	<b>2. Thinking</b>	<b>3. Acting</b>
<b>Pre-chosen keywords</b>	<i>Text excerpts from documents</i>	<i>Text excerpts from documents</i>	<i>Text excerpts from documents</i>

3. The last step is constructing a limited number of summary keywords from the text excerpts matching them with the pre-chosen keywords in the matrix. These *final keywords* will be the starting point for field research on the target groups!