
Activity 3-4

Organising Data

The collection of data is one thing; the organization of this data so that it remains accessible and logically stored is another. Give some consideration to the ways that you might collate and store data according to protocols and resources available in your local government setting:

Does your local government setting use a central file storage system within which data from social research might be stored? Are you aware of how to use this system?

What resources do you currently have available to you to assist in gathering data- audio recorders, cameras, iPod/iPad etc?

Are you familiar with how these resources function and the nature of the files they produce? Are these files (as 'data') compatible with your local file storage system?

How might you go about converting all potential data sources collected from a research inquiry into a compatible file type? That is, how might you store hand-written field notes, digital photographs, audio recordings and so on together, as digital files?

Points to Note...

Effectively storing 'data' is vital to a research enquiry. Having data accessible, logically organized and in a format that can be used in the reporting of research findings is a key component in the planning of research.

The Task

This task requires you to reflect on the resources currently available to you to both gather and store data files. Give consideration to the capacity your local government setting has to maintain data and store this in an accessible way.

Social Research Toolkit:

using social research in local government
community engagement