

**NVIVO Workshops 2023-24, June 2024**

**Application Form**

***Please provide the following:***

Name:       Student ID:

School:

University Email address:

There are **12** places available for this series of 3 workshops. **They are sequential and successful applicants will be expected to attend all 3.** Places will be allocated shortly after the closing date. If the workshops are over-subscribed, priority will be given to those applicants who are further along in their doctoral programme.

**Before you apply for this series of workshops please read the following information:**

**REGISTRATION REQUIREMENTS**

Participants will be required to complete a short questionnaire before the first workshop about the extent of their current experience with NVIVO and any specific needs. This will enable the facilitator to provide the best possible support for those attending. The questionnaire link will be sent to participants.

**SOFTWARE REQUIREMENTS**

*Participants will need the latest version of NVIVO (****Version 14****) installed on their PC or laptop. Please follow the instructions we will send to you when you are notified of your place*. Technical support will be made available if you encounter any problems or have any questions.

**PREPARATORY WORK**

Participants will be required to watch 2 short videos (20 mins each) before the first workshop on 20th November. The links for these will be sent to you along with workshop joining instructions.

**The workshops are sequential and will take place online on the following dates:**

**10th, 11th and 12th June 2024**

**They will indicatively run from 9:30am to 1:45pm (with two 15min breaks). Exact timings will be confirmed by the facilitator.**

*I confirm that I am committed to attending all 3 sessions if I am allocated a place and will not cancel unless it is completely unavoidable.*

Applicant’s electronic signature:       Date:

**PLEASE EMAIL YOUR COMPLETED APPLICATION TO** **l.mcdonagh@westminster.ac.uk** **no later than 5pm on the 3rd May.**