

# Contents

<b>Acknowledgements</b>	vii		
<b>Part 1 Planning</b>	1	<b>Part 3 Building a scaffold</b>	31
1 What is research?	1	11 Action research	33
2 Where do I start?	3	12 Case study	35
3 Where do I get an idea from?	4	13 Ethnography	38
4 What next?	6	14 Experiment	40
5 A timeline	12	15 Survey	44
6 Checklist for planning	14	16 Checklist for building a scaffold	45
<b>Part 2 Groundwork</b>	15	<b>Part 4 Fieldwork: finding the data</b>	47
7 A literature review	17	17 Interviews	49
8 Drawing storyboards	22	18 Diaries	53
9 Making headway	25	19 Questionnaires	55
10 Checklist for clearing the ground	29	20 Observation	61
		21 Official statistics	66
		22 Checklist for finding data	68

<b>Part 5 Analysing the data</b>	<b>69</b>
23 Words	70
24 Numbers	76
25 Checklist for analysing data	90
<b>Part 6 Writing up research</b>	<b>91</b>
26 Deciding on a title	95
27 Writing an abstract	96
28 Writing and presentation	98
29 Checklist for writing up	99
<b>References and further reading</b>	<b>100</b>
<b>Index</b>	<b>102</b>