

[Project Name]

Focus Group Moderator Guide

[Tip: look for square brackets to update this template with your content]

Date: _____

Moderator: _____

Focus Group Details

[Include details of the focus group to reference.]

[Example:

- Focus groups will be [1-1.5 hours] in length
- The number of the participants will be between [4 - 8 people] in each group
- The moderator will facilitate the discussion, not lead it
- Focus groups will be audio recorded and transcribed afterward
- Findings will be included in an evaluation report delivered to [Organization]

Sample Focus Group Guide

Yi-Tong Ma



Sample Focus Group Guide:

The Focus Group Guidebook David L. Morgan, Richard A. Krueger, Jean A. King, 1998 The Focus Group Guide book is part of the six volume Focus Group Kit which offers the information needed to conduct a state of the art focus group from the initial planning stages through to analysing and reporting the data [The Focus Group Research Handbook](#) Holly Edmunds, 2000-05-22 The Focus Group Research Handbook is a comprehensive guide to contracting with a market research vendor to create a customized focus group study for your business or organization Author Holly Edmunds thoroughly explains and simplifies the methodology of focus group studies and comprehensively outlines the steps you ll need to follow to implement and then analyze focus group research From designing research vendor questionnaires to selecting an effective moderator from analyzing results to turning those results into workplace gains this book will provide you with all the tools and tips you ll need to simplify the focus group process **The Fieldstone Alliance Nonprofit Guide to Conducting Successful Focus Groups** Judith Sharken Simon, Amherst H Wilder Foundation, 1999-01-15 Practical and easy to use Conducting Successful Focus Groups gives you the practical guidance to do focus groups using little more than staff or volunteer time and the cost of refreshments In ten easy to follow steps you ll learn how to plan and conduct focus groups and most importantly how to put the results into action 1 Create a focused purpose statement 2 Set up a realistic timeline 3 Decide who and how many participants to invite 4 Generate questions that ll get the information you need 5 Write a focus group script 6 Choose a facilitator 7 Find a location that puts people at ease 8 Run the focus group 9 Put the results into action Each step is followed by a task statement that sums up what you need to do before moving on Examples worksheets answers to frequently asked questions and an annotated bibliography make the job even easier People feel flattered when you ask for their opinions in fact most love to tell you what they think With Conducting Successful Focus Groups you ll have the tools to use focus groups effectively and make better informed plans [Focus Groups](#) Richard A. Krueger, Mary Anne Casey, 2014-07-22 This updated edition of Krueger and Casey s bestselling practical book walks readers step by step through the how tos of conducting focus group research Using an engaging straightforward writing style the authors draw on their many years of hands on experience in the field to cut through theory and offer practical guidance on every facet of the focus group process including tips for avoiding problems and pitfalls The Fifth Edition reflects the most recent research and technological innovations and includes new coverage on planning with analysis in mind creating conversational questions that have the potential for producing unique and valuable insights the art of hosting a focus group common sense thinking about reporting more efficient strategies for planning the study and emerging areas of focus group research such as conducting cross cultural international and Internet focus groups *Understanding Focus Group Discussions* Monique M. Hennink, 2014 This volume guides readers on practical and theoretical considerations in conducting focus group research Separate chapters are devoted to writing focus group methods and presenting findings Strategies for assessing the quality of

focus group research are included and case study examples of field research are provided throughout Focus Groups Gloria E. Bader, Catherine A. Rossi, 1998 Developing Questions for Focus Groups David L. Morgan, Richard A. Krueger, Jean A. King, 1998 Volume 3 of this series describes a practical process for identifying powerful themes offers a clear strategy for translating these themes into questions It also makes the process of developing good questions a practical proposition Focus Group Interviews in Education and Psychology Sharon Vaughn, Jeanne Shay Schumm, Jane Sinagub, Jane M. Sinagub, 1996-01-18 This manuscript provides a blueprint for people conducting focus groups The examples are highly useful and in combination with the book give people the information they need to actually run a focus group Chapter nine is uniquely useful for educators who frequently work with children and teachers in school settings The concrete examples will be extremely helpful to focus group moderators The book will be useful for reference and for courses in survey research I will recommend the book for both purposes Kathy Green University of Denver This book does a nice job of providing readers with the specific steps necessary to conduct focus groups If a person had never heard of a focus group interview before reading this book they would have an excellent comprehension of the history specific methods and pitfalls of using the focus group interview methodology Thomas M Archer The Ohio State University Why use focus groups in educational and psychological research The focus group interview is a research tool that holds great promise for application in educational and psychological research Focus groups offer an effective way to obtain knowledge about what key stakeholders think and feel resulting in information that yields better surveys evaluations and research studies Although there are numerous books and articles that address focus groups most are directed at business and marketing Focus Group Interviews in Education and Psychology shows the specific steps to take to conduct focus groups in educational and psychological settings Through the use of numerous examples the authors show readers how to prepare for a focus group create a moderator's guide select a setting and analyze the results gleaned from focus groups In addition they devote an entire chapter to doing focus groups with adolescents and children Each chapter contains numerous procedural tables as well as end of chapter applications for performing trial runs of the techniques discussed Qualitative and quantitative researchers and students in education and psychology will find this book a useful guide for refining their research instruments and for opening new vistas to understanding their subjects responses Focus Group Interviews in Education and Psychology is an invaluable tool that is beneficial to researchers and professionals in research methods evaluation psychology education and social work **Research Methods and Writing Research Proposals** , *Strategic Planning for Public Relations* Ronald D. Smith, 2020-11-11 The sixth edition of Strategic Planning for Public Relations offers an innovative and clear approach for students wanting to learn how to develop public relations campaigns Ron Smith shows how to implement research driven strategic campaigns drawing on his experience as a professional in the industry and his teaching in the classroom He turns complex problem solving and decision making processes in strategic communication and public relations

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ECEL2006-5th European Conference on elearning , [Survey Research Methodology](#), 1990-1999

Graham R. Walden, 2002-09-30 Survey research is one of the most widely used research methodologies across the social and behavioral sciences Two trends that have had a major impact on the development of survey methods over the last decade are 1 the application of techniques and theories from cognitive psychology to the understanding and reduction of survey measurement error and 2 the application of new computer and telephony technologies to data collection and analysis These trends and other emerging issues from the 1990 s literature on survey research methods are captured here in 617 detailed annotations to monographs journals government documents dissertations and ERIC documents Annotations include examples from business criminology education health and medicine law library science mass media military science political science psychology sociology social work religion and women s studies The bibliographic entries provide every useful element including series names complete subtitles and overall text page numbers as well as chapter page numbers The extensive annotations are more complete and more detailed than is typical for annotated bibliographies The descriptions include highlights of the study data and sufficient detail to enable the reader to make an informed choice as to whether to seek the full text Appendices include journals cited and the major survey research organizations The annotations are easily accessed through author and subject indexes

Creating the Viewer Justin Wyatt, 2024-04-23 A study of the largely hidden world of primary media market research and the different methods used to understand how the viewer is pictured in the industry The first book on the intersection between market research and media Creating the Viewer takes a critical look at media companies studies of television viewers the assumptions behind these studies and the images of the viewer that are constructed through them Justin Wyatt examines various types of market research including talent testing pilot testing series maintenance brand studies and new show ideation providing examples from a range of programming including news sitcoms reality shows and dramas He looks at brand studies for networks such as E and examines how the brands of individuals such as showrunner Ryan Murphy can be tested Both an analytical and practical work the book includes sample questionnaires and paths for study moderators and research analysts to follow Drawn from over fifteen years of experience in research

departments at various media companies Creating the Viewer looks toward the future of media viewership discussing how the concept of the viewer has changed in the age of streaming how services such as Netflix view market research and how viewers themselves can shift the industry through their media choices behaviors and activities *A Guide to Useful Evaluation of Language Programs* John McE. Davis, Todd H. McKay, 2018 This guide designed to help language educators meet the needs of program evaluation and assessment often requested by their institutions provides step by step advice to help educators conduct evaluation and assessment and to show how it can lead to meaningful programmatic change and provide useful data on which to base curricular decisions Making Health Communication Programs Work (rev. Ed.)

Elaine Bratic Arkin, 2009-05 A revision of the original Making Health Communication Programs Work first printed in 1989 which the Nat Cancer Inst NCI developed to guide communication program planning During the 25 years that NCI has been involved in health communication ongoing evaluation of their communication programs has affirmed the value of using specific communication strategies to promote health and prevent disease Research and practice continue to expand the NCI's understanding of the principles and techniques that provide a sound foundation for successful health communication programs This revision updates communication planning guidelines to account for advances in knowledge and technology during the past decade **A Systematic Approach to Evaluation of Nursing Programs** Marilyn Oermann, 2022-08-16 As the need for high quality nursing programs new programs and new delivery methods continues to grow systematic and ongoing program evaluation is increasingly critical to the success of nursing schools at all levels of education A Systematic Approach to Evaluation of Nursing Programs Second Edition equips nurse educators administrators and others involved in program evaluation with truly transformative strategies for conducting ongoing formative and summative evaluation of nursing programs This approachable resource combines in one concise volume detailed coverage of the concepts nurse educators must understand to engage in program evaluation and accreditation as well as examples and practical strategies for successfully applying those concepts Updated with the latest perspectives from respected authorities across the field of nursing education and new chapters this second edition provides the current comprehensive support needed to confidently engage in program evaluation and build stronger nursing education programs **Program Evaluation in School**

Counseling Michael S. Trevisan, John C. Carey, 2020-02-28 Program Evaluation in School Counseling is the first book on program evaluation that looks to the field and literature of program evaluation and then relates methods procedures and practices back to the practice of school counseling Written by two accomplished authors who teamed up to build evaluation capacity among school and school based counselors internationally the book highlights their interdisciplinary work covering many years and several continents Based on the authors model for teaching program evaluation and their research on school counselor competence in program evaluation this concise clear and practical guide supports the continuing professional development of school counselors through training workshops and self study This book addresses the program evaluation

knowledge skills and understandings that school based counselors are expected to use in line with the CACREP 2016 Standards The book is intended as a companion text for university courses in research methods and or in the organization and administration of counseling services It is also appropriate as a self study guide to help practicing school counselors develop expertise in evaluation **Strategic Planning for Public Relations, Third Edition** Ronald D. Smith,2009-04-20 This innovative and popular text provides a clear pathway to understanding public relations campaigns and other types of strategic communication Implementing the pragmatic in depth approach of the previous editions author Ronald D Smith presents a step by step unfolding of the strategic campaign process used in public relations practice Drawing from his experience in professional practice and in the classroom Smith walks readers through the critical steps for the formative research strategic and tactical planning and plan evaluation phases of the process Offering clear explanations relevant examples and practical exercises this text identifies and discusses the decision points and options in the development of a communication program The cases and examples included here explore classic public relations situations as well as current timely events This third edition includes expanded discussions of ethics diversity and technology integrated throughout the text and has a new appendix addressing media training for clients As a classroom text or a resource for professional practice this volume provides a model that can be adapted to fit specific circumstances and used to improve effectiveness and creativity in communication planning It serves as an accessible and understandable guide to field tested procedures offering practical insights that apply to public relations campaigns and case studies coursework Emergency Research Ethics A.M. Viens,2017-03-02 The essays selected for this volume focus on issues that arise when attempting to design review and undertake research involving human participants who are experiencing a private or public emergency The main themes discussed by the essays are the distinctive and significant ethical questions as to how research participants can be treated during emergency settings the ethical challenges raised by emergencies for researchers undertaking research and its effects on the nature of research pursued and procedural obstacles raised by emergencies which can affect the quality of good research ethics review The volume is unique in that it is the first collection to exclusively deal with all of the central ethical aspects of conducting human subject research in the context of emergency Photography Business: Step-by-Step Startup Guide The Staff of Entrepreneur Media, Inc.,2019-10-22 Set up your business for success with the perfect shot The experts at Entrepreneur provide a two part guide to success First learn how to turn your talent for snapping great pictures into a lucrative business Then master the fundamentals of business startup including defining your business structure funding staffing and more This kit includes Essential industry and business specific startup steps with worksheets calculators checklists and more Entrepreneur magazine s Start Your Own Business a guide to starting any business and surviving the first three years and beyond Interviews and advice from successful entrepreneurs in the industry Worksheets brainstorming sections and checklists Entrepreneur s Startup Resource Kit downloadable MORE ABOUT ENTREPRENEUR S STARTUP

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Table of Contents Sample Focus Group Guide

1. Understanding the eBook Sample Focus Group Guide
 - The Rise of Digital Reading Sample Focus Group Guide
 - Advantages of eBooks Over Traditional Books
2. Identifying Sample Focus Group Guide
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Sample Focus Group Guide
 - User-Friendly Interface
4. Exploring eBook Recommendations from Sample Focus Group Guide
 - Personalized Recommendations
 - Sample Focus Group Guide User Reviews and Ratings
 - Sample Focus Group Guide and Bestseller Lists
5. Accessing Sample Focus Group Guide Free and Paid eBooks
 - Sample Focus Group Guide Public Domain eBooks
 - Sample Focus Group Guide eBook Subscription Services
 - Sample Focus Group Guide Budget-Friendly Options
6. Navigating Sample Focus Group Guide eBook Formats

- ePub, PDF, MOBI, and More
- Sample Focus Group Guide Compatibility with Devices
- Sample Focus Group Guide Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Sample Focus Group Guide
 - Highlighting and Note-Taking Sample Focus Group Guide
 - Interactive Elements Sample Focus Group Guide
- 8. Staying Engaged with Sample Focus Group Guide
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Sample Focus Group Guide
- 9. Balancing eBooks and Physical Books Sample Focus Group Guide
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Sample Focus Group Guide
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Sample Focus Group Guide
 - Setting Reading Goals Sample Focus Group Guide
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Sample Focus Group Guide
 - Fact-Checking eBook Content of Sample Focus Group Guide
 - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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