



Reimagining Team-Based Evaluation Using MAXQDA Teams

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1 Introduction

- Team-based qualitative evaluation improves analytic quality, validity, and interpretation — but coordinating multiple coders is time- and resource-intensive (Barry et al., 1999).
- Traditional tools (e.g., NVivo, ATLAS.ti) often rely on manual file merging and outside platforms for collaboration.
- MAXQDA Teams offers a cloud-based alternative: centralized workspace, automatic version control, coder activity tracking, and built-in intercoder agreement tools.

Purpose: Test whether MAXQDA Teams can streamline qualitative workflows across four program evaluations, and document what worked (and what didn't) for other first-time users.

Cycle 1

Transcription

Team members imported assigned audio files and used MAXQDA's built-in transcription tools. PI closed the cycle and consolidated files.

2 Lessons Learned

- ✓ Centralized workspace kept all materials in one place — reduced file-hunting and version confusion.
- ✓ Coding tools were well-received.
- ✓ 3 of 4 team members would recommend MAXQDA Teams for future evaluations; 1 said "maybe."
- ✗ High processing demands occasionally overloaded lower-capacity computers.
- ✗ Cloud/desktop workflow was confusing for several users.
- ✗ Some files saved locally by accident, blocking team sync.
- ✗ Some files lost during merging — team began backing up separately, which reduced the benefit of a single centralized system

Cycle 2

Coding

A team member applied thematic codes to transcripts within the shared cloud environment. Materials returned to PI on completion.

Cycle 3

Refinement

Team reviewed coded segments, revised code definitions, and recommended consolidating/expanding categories.

3 Recommendations

- Set a clear save-and-sync protocol before coding begins.
- Designate one "merge day" per cycle to minimize version conflicts.
- Run a short onboarding session so all coders understand the cloud vs. desktop distinction up front.

4 Future Plans

- Expand use of MAXQDA's mixed-methods tools to link codes, variables, and descriptive statistics in one project.
- Refine cloud/desktop integration to reduce data-loss risk.

5 Resources Needed

- MAXQDA Analytics Pro or Standard license
- Active TeamCloud subscription
- Computers with moderate-to-high processing capacity

Barry, C. A., Britten, N., Barber, N., Bradley, C., & Stevenson, F. (1999). Using reflexivity to optimize teamwork in qualitative research. *Qualitative Health Research*, 9(1), 26–44.
MAXQDA. (2024). MAXQDA Teams & TeamCloud documentation. VERBI Software.



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