Terms for use of MCRI NVivo enterprise licenses

Overview

Software can be helpful in supporting qualitative analysis. MCRI has 50 NVivo enterprise licenses available without cost for use by MCRI staff undertaking qualitative analysis. These licenses will be shared between MCRI Themes and Groups.

Requests will be managed through REDCap and will be subject to review by the Qualitative Research Lead or the Qualitative Research Steering Committee in order to ensure equity between Themes and Groups. Once approved, MCRI IT will be notified, and they will install NVivo.

Licenses will be available on the following basis

Application

1. The desktop version of NVivo will be installed so the software will continue to be available, but the enterprise license will be assigned for the analysis period rather than to any researcher permanently.
2. The researcher will be responsible for notifying the Qualitative Research Lead when the software license is no longer required.
3. The request must be initiated and signed off by Theme Directors/Group Leaders or their nominated representative.

Cost and additional licenses

4. A small number of licenses will be allocated to each theme. Additional licenses can be requested. In addition to the licenses that are available at no cost, additional MCRI NVivo licenses can be requested on a cost recovery basis on a cost recovery basis.

Data management

5. Any transcripts should be cleaned and de-identified before adding to NVivo for analysis.
6. Raw data should be kept in a secure location in line with MCRI policy and your approved data management plan and protocol.
7. Data recordings should be deleted at project conclusion and transcripts kept as source documents.

Following analysis

8. In order to provide access to everyone who needs these free licenses, you will be required to relinquish the license when you have finished your analysis. If you have another project, you can reapply. There is no limit to the number of times you can reapply to use these licenses.

Additional information

Any questions about access can be sent to qual.research@mcri.edu.au. IT questions can be logged as a request to MCRI IT

Request for NVivo license [link]
Qualitative Research at MCRI [link]