Data Handling Timeline

Study Development Factsheet

Data handling is the process of collecting, recording, working with and presenting data. It can be done by performing your own tests (surveys, experiments etc), or by collating data collected by others.

## Data handling timeline/steps

1. Choose your research area.  
   The first part of data handling is to find a question to research, and clearly define your parameters. Sometimes, a question will be chosen for you (perhaps by your lecturer, boss, or funder). Other times, you may choose a question by identifying gaps in published research. At this point, you should also select what kind of statistics you are going to perform.
2. Collect your data.  
   This can be done by collating data collected by other people, or by performing surveys or experiments.
3. Presenting data.  
   At this point, you may want to create some graphics to display the data you’ve collected. You can use these to help you interpret your data, or you can leave this step until after you’ve dug through it.
4. Analysis.  
   Perform the statistical tests that you selected in step 1.
5. Further presentation.  
   Write out the results of your statistical tests clearly and create any more graphics that you think will help to display your results.
6. Interpretation of results.  
   Explain the meaning of your results, and any recommendations you think are appropriate given your study. Identify any issues and gaps that haven’t been filled by this study.

**Support**: Study Development offers workshops, short courses, 1 to 1 and small group tutorials.

* Book a tutorial or join a workshop on the [Study Development tutorial and workshop webpage](https://www.yorksj.ac.uk/students/study-skills/study-development-tutorials/) or search ‘YSJ study development tutorials.’
* Access our Study Success resources on the [Study Success webpage](https://www.yorksj.ac.uk/students/study-skills/study-success/) or search ‘YSJ study success.’