

Data Analysis Documentation Form

1. Clarify the data

2. Clarify the context

3. Develop inquiry questions

4. Produce relevant graphs

5. Identify data analysis tool

6. Transform the data

7. Produce preliminary analysis

8. Identify data shortcomings

9. Report findings and generate new questions

10. Find additional data

11. Findings

12. Additional analysis

13. Generalize implications

14. Produce analytical report

15. Lessons learned