

Methods and tools

Thematic analysis with a focus group

One of the first steps of a consultation is often the thematic analysis with a focus group. This activity helps identify various perspectives of the same topic and provides guidelines for further development.

Objectives

- To establish an overview of a situation.
- To obtain different points of view.
- To encourage exchanges and the complementarity of viewpoints.
- To generate topics and provide suggestions for further research.



Development process

PRIOR

1. Form a group of about 12 people.

Groups can be smaller or larger, depending on the context.

2. Define the profile of the participants.

Depending on the context and the objectives, it is important to define the profile of the participants. It is generally preferable to form a group with individuals of various ages, genders, families and professional backgrounds.

3. Prepare questions.

It is a good idea to focus on a simple, general, open-ended question that can be broken down into sub-questions to address various perspectives or different publics. Here is a sample question:

Name elements of your history that you consider important, which need to be transmitted...

- to the youth in your community?
- to people in your community?
- to Allochthonous people?

DURING

1. Plan for someone to be the facilitator and someone else to take notes in real-time.

Suggested materials: table, digital recorders and paper, cards and pencils.

Note: The recorders are used to capture the meeting. The recordings obtained can be used to complete the notes, if necessary. However, participants should be advised, as some Elders may be reluctant to being recorded.

Procedure

1. Once the cards and pencils have been distributed, the facilitator asks the questions;
2. The facilitator gives the participants about 15 minutes to answer each question;
3. Participants take turns explaining their answers, this encourages discussion among the group;
4. Once the round table is concluded, participants share their cards and, collectively categorize their ideas according to the themes to be defined as a group (more precisely, combine what goes together and identify these groups).

SUBSEQUENTLY

1. Complete all notes, ensuring that all the statements have been transcribed correctly and consistently.
2. Return all notes to the participants so that their statements can be validated. They can elaborate on an idea or ask for certain statements to be removed.

Option 1

The activity can be performed using photographs or objects. Thus, instead of answering in writing, participants can choose photos or objects at their disposal.

Option 2

Questions may be asked beforehand, and participants may be asked to supply the necessary material for the meeting.