UNIVERSIDADE LUSÍADA
LISBOA

Course Unit Program
Analysis Techniques Applied to Social Work

Academic Year 2025/2026

1. Organic Unit

Higher Institute of Social Work

2. Course

SOCIAL WORK

3. Cycle

1st

4. Course Unit

Analysis Techniques Applied to Social Work (L4517)

5. Scientific Area

6. Curricular Year

2nd

7. Type of Curricular Unit / Semester

2nd Semester

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8. Class type and workload (work time)

Theoretical classes:	30,00
Practical classes:	
Theoretical-Practical Classes	
Tutorial Guidance:	20,00

9. ECTS Credits

6,00

10. Scientific Area Coordinator

11. Regent

Prof. Doutora MARIA JOÃO FRAGA CABRAL SACADURA CAMPOS LOPES

12. Assistants

13. Teaching Language

Portuguese

14. General Objectives

To enable students for the informed selection and application of analysis techniques aligned with research guidelines (qualitative or quantitative) and the theoretical frameworks of research projects in Social Work and related areas.

15. Specific Objectives

- To understand and differentiate between quantitative and qualitative methods in terms of sampling and analytical approaches.
- Know how to adjust and articulate data generation methods and analysis methods.
- Know and be able to use the features of Excel as a tool to support the organisation, analysis and systematisation of data in the context of social work.
- Acquire basic knowledge of the use of computer software that aids in the analysis of quantitative and qualitative data, such as SPS

16. Skills to be acquired

- Be able to analyse and interpret the data collected and processed correctly.
- Know how to transcribe an interview in accordance with defined analytical objectives.
- Acquire a basic understanding of the variety of analytical approaches in content analysis.
- Be familiar with the Excel programme interface
- Be able to create and format spreadsheets
- Be able to apply formulas and functions
- Be able to construct tables and graphs

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17. Teaching Methodology

-Expository methodology, reinforced by application exercises, which enable students to use of data analysis softwares.
-Individual research report.

18. Course Unit Program

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Introduction
1. Science of Science: Methodology as a Field of Study
- Review of key concepts: method, technique and methodology
1.1 The Importance of Data Analysis in Social Sciences and Social Work Research
- What are data - Types of data and their relevance for research and for the development of a social diagnosis
1.2 Data Generation Methods
- Questionnaires
- Interviews
- Focus groups
- Field observation
- Documentary analysis
1.3 The Subject in Research
- Participation
- Centrality in data collection and interpretation
- Collaborative construction of information
1.4 Ethics in Scientific Research in Social Work
- Informed consent
- Confidentiality
- Data protection (GDPR)
2. Social Diagnosis: A Structuring and Essential Stage in the Social Work Intervention Process
- The role of research methods and techniques in understanding social reality and planning evidence-based intervention actions
- The role of the social worker in knowledge production
3. Qualitative, Quantitative and Mixed Methods
- Definitions, foundations and applicability
- The process of methodological choice in Social Work
- Limitations and potential of different methods
4. Qualitative Data Analysis
4.1 Transcription: rules and procedures
4.2 Content analysis techniques
4.3 Initial coding
4.4 Computer-assisted analysis techniques: the MaxQDA software
4.5 Interpretation and presentation of results
5. Quantitative Data Analysis
5.1 Quantitative research and surveys
5.2 Excel as a data analysis tool
- Construction and organisation of databases
- Descriptive statistics (means, frequencies, percentages)
- Graphical representation of data (bar charts, pie charts, line graphs, histograms)
5.3 SPSS software - statistical analysis
6. Final Research Writing

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19. Assessment Methods

Submission of two individual written works, corresponding to parts of the final individual research report.

20. Didactic Resources

Computer;
Projector;
Documentation and bibliography recommended by teachers ;
Bibliographic databases (Zotero) ;
Softwares (Excel, MaxQDA & SPSS).

21. Sustainability Objectives

SGD 4 - Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all
SDG 8 - Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all
SGD 17 - Strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development

22. Keywords

Content Analysis
Data Analysis
Research methods

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23. Main Bibliography

Author(s): Margaret Alston, Penny Buykx, e David Betts (Eds.)
Title: The Handbook of Research Methods in Social Work
Edition: Year: 2025
Local: Australia
Publisher: ELGAR
ISBN Code:

Author(s): Joaquim Fialho, Carlos da Silva, e José Saragoça
Title: Diagnóstico Social - Teoria, Metodologia e Casos Práticos
Edition: 2.ª Edição Year: 2017
Local: Lisboa
Publisher: SÍLABO
ISBN Code: 9789726189176

Author(s): Kultar Singh
Title: Social Research Methods and Applications
Edition: 4.ª Edição Year: 2025
Local:
Publisher: ROUTLEDGE
ISBN Code:

24. Complementary Bibliography

Author(s): Uwe Flick
Title: Doing Interview Research
Edition: Year: 2022
Local: Los Angeles
Publisher: SAGE
ISBN Code: 9781526464064

Author(s): Samuel Faulkner e Cynthia Faulkner
Title: Research Methods for Social Workers: A Practice-Based Approach
Edition: 4.ª Edição Year: 2025
Local: E.U.A.
Publisher: OXFORD UNIVERSITY PRESS
ISBN Code: 978-0197771228

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Título / Title	Course Unit Program 'TÉCNICAS DE ANÁLISE APLICADAS AO SERVIÇO SOCIAL': Academic Year 2025/2026
Autor / Author	Prof. Doutora MARIA JOÃO FRAGA CABRAL SACADURA CAMPOS LOPES
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