

Case Study Checksheet

A task sheet for students to work through several times and internalise.

Name of Case Study: _____

Evaluation criteria	Notes
What is the case study about?	Introduction:
What is the organisation?	Introduction:
What are the technology issues?	Introduction:
Who are the principal actors?	Introduction:
What types of data were collected?	Data Collection:
From which sources did they come?	Data Collection:
How was the data recorded?	Data Collection:
What was the situation previously?	Main Features:
What interventions have been introduced?	Main Features:
What were the general outcomes of this intervention?	Main Features:
Are there any legal, social or ethical issues associated with this intervention?	Main Features:
Is there a chronological or other logic sequence for analysis?	Main Features:
What is the nature of the organisation?	Organisation:
What is its history?	Organisation:
How is it structured?	Organisation:
How has it changed as a result of intervention?	Organisation:
Who are the principal actors in detail?	People (Ecology):
What are their positions within the organisation?	People (Ecology):
What are their technical skills?	People (Ecology):
Does the target population for this intervention include more people?	People (Ecology):

What technology was present? What software? What hardware?	Technology:
What technical level of expertise exists within the organization?	Technology:
What new technology has been introduced for this intervention?	Technology:
How has the new technology effected the organisation?	Technology:
What are the possible consequences of this technology - intended and unintended?	Technology:
How successful has the intervention been?	Evaluation:
What new outcomes have been identified?	Evaluation:
What went well in this intervention?	Evaluation:
What did not go well in the intervention?	Evaluation:
What alternative approaches could have been taken?	Evaluation:
Create an additional section for yourself as a means of evaluating the case study, perhaps content analysis, investigator bias, validity threats, rival explanations, pattern matching, explanation building, time-series analysis, logic models, or linear-analytic structure.	Your Section: