RESEARCH DESIGN

- Study objectives
 - Purpose
 - Schedule of questions
 - Ethical clearance

• Recruitment of participants

- Group composition
- Number of participants
- Facilitator and assistant
- Number of focus groups

Venue

- Accessible, no distractions
- Resources (recording, consent forms, first name tags)

DATA COLLECTION

• Pre-session preparation

- Familiarisation: group, equipment
- Recording

• Familiarisation during meeting

- Randomised self-introductions, consent, confidentiality, ground rules
- Discuss, record, observe, probe, reflect
- Tract questions for completeness, follow-up on discussion themes
- Conclude, acknowledge participants

