# Uses of Computers in Research (and some other Social Work activities) — 09/09/10

<table>
<thead>
<tr>
<th>Computer capability</th>
<th>Purposes</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-line searches</td>
<td>Searching for article citations and online articles and other resources</td>
<td>UMD Library databases — Social Work &amp; Social Services Abstracts, WorldCat</td>
</tr>
<tr>
<td>Internet searches</td>
<td>Identify varied resources for research</td>
<td>Google Scholar; Google; Ask.com; Yahoo; USA.GOV</td>
</tr>
<tr>
<td>Electronic mail (email)</td>
<td>Correspond with other researchers</td>
<td>UMD system with Outlook; gmail, Hotmail</td>
</tr>
<tr>
<td>Word processing software</td>
<td>Writing questionnaires and forms</td>
<td>Microsoft Word</td>
</tr>
<tr>
<td></td>
<td>Drafting and polishing reports</td>
<td>WordPerfect</td>
</tr>
<tr>
<td></td>
<td>Making charts and tables</td>
<td>Google Docs</td>
</tr>
<tr>
<td></td>
<td>Organizing and analyzing qualitative data</td>
<td></td>
</tr>
<tr>
<td>Database software</td>
<td>Monitor clients and programs</td>
<td>Microsoft Access</td>
</tr>
<tr>
<td></td>
<td>Printing mailing labels</td>
<td>FileMaker Pro</td>
</tr>
<tr>
<td></td>
<td>Keeping track of subjects and data</td>
<td></td>
</tr>
<tr>
<td>Spreadsheet software</td>
<td>Calculation and statistics for quantitative data; storing data; budgets;</td>
<td>Microsoft Excel</td>
</tr>
<tr>
<td></td>
<td>creating charts and tables</td>
<td>Lotus 1-2-3</td>
</tr>
<tr>
<td>Drawing and painting software</td>
<td>Making figures and diagrams</td>
<td>Google Spreadsheet</td>
</tr>
<tr>
<td>Integrated software</td>
<td>Combines word processing, database, spreadsheets, drawing and other</td>
<td>Microsoft Office</td>
</tr>
<tr>
<td></td>
<td>capabilities</td>
<td>AppleWorks</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Google Apps</td>
</tr>
<tr>
<td>Quantitative data analysis</td>
<td>Analyze quantitative data, including descriptive and inferential statistics; making charts and graphs</td>
<td>Systat/Mystat</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SPSS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SAS</td>
</tr>
<tr>
<td>Qualitative data analysis</td>
<td>Analyze qualitative data</td>
<td>Atlas/ti; NVivo</td>
</tr>
<tr>
<td>Bibliographies and references</td>
<td>Create bibliographies &amp; reference lists</td>
<td>Endnotes</td>
</tr>
<tr>
<td>Presentation software</td>
<td>Present research findings</td>
<td>Keynote</td>
</tr>
<tr>
<td></td>
<td></td>
<td>MS PowerPoint</td>
</tr>
<tr>
<td>Developing websites</td>
<td>Disseminate research findings</td>
<td>Dreamweaver</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Contribute</td>
</tr>
</tbody>
</table>