



---

## Qualitative Coding with NVivo: Installing the Software

Handout by Garrett Morrow and Milan Skobic

---

This is an illustrated step-by-step guide on how to install the qualitative coding software NVivo, available for **free** for all Northeastern University students.

1. Go to the link <https://prod-web.neu.edu/wasapp/SoftwareDistribution/secure/index.jsp>
2. Log into your myNortheastern account when prompted (you can also reverse the order of steps 1 and 2).
3. Scroll down and select Nvivo\_12 for either Mac or Windows depending on your operating system.

|  |              |
|--|--------------|
| <input type="radio"/> NVivo_12 (Mac)     | Nvivo 12.2.0 |
| <input type="radio"/> NVivo_12 (Windows) | Nvivo 12.2.0 |

4. Read the License Agreement and click 'Accept.'
5. Select 'Installer' and click 'Continue'

|                                  | Description           | Abstract     |
|----------------------------------|-----------------------|--------------|
| <input checked="" type="radio"/> | Installer             | Nvivo 12.2.0 |
| <input type="radio"/>            | Install Documentation | Nvivo 12.2.0 |
| <input type="radio"/>            | License Update        | Nvivo 12.2.0 |

6. Click 'Download.' You will need to input the **license key** during installation, so leave this page open, print it out, write down the key, or take a picture/screenshot of it, or copy/paste it.
7. Install the NVivo file you downloaded as you would any other application and input the license key when prompted.