

A 15-Point Checklist of Criteria for Good Thematic Analysis Process

Process	No.	Criteria	Response
Transcription	1.	The data have been transcribed to an appropriate level of detail, and the transcripts have been checked against the tapes for 'accuracy'.	The data for this case is written text from within research articles. No transcription was required. We do note that the articles were thoroughly examined to extract relevant quotations.
Coding	2.	Each data item has been given equal attention in the coding process.	We reviewed all quotations to generate coding.
	3.	Themes have not been generated from a few vivid examples (an anecdotal approach) but, instead, the coding process has been thorough, inclusive and comprehensive.	The themes are derived from a meticulous analysis of the entire dataset. Every quotation was included in the coding process, ensuring a thorough, inclusive, and comprehensive approach. These themes emerged from a rich collection of codes generated from across all the articles and participant quotes.
	4.	All relevant extracts for all each theme have been collated.	Yes.
	5.	Themes have been checked against each other and back to the original data set.	Yes.
	6.	Themes are internally coherent, consistent, and distinctive.	Yes.
Analysis	7.	Data have been analysed rather than just paraphrased or described.	Yes, evident from the results.
	8.	Analysis and data match each other – the extracts illustrate the analytic claims.	The analysis aligns closely with the dataset.
	9.	Analysis tells a convincing and well-organised story about the data and topic.	Yes.
	10.	A good balance between analytic narrative and illustrative extracts is provided.	Yes, noted in the Results section of the report.
Overall	11.	Enough time has been allocated to complete all phases of the analysis	Yes, described in the Methodology section of the report.

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		adequately, without rushing a phase or giving it a once-over-lightly.	
Written report	12.	The assumptions about, and specific approach to, thematic analysis are clearly explicated	Yes, noted in the Methodology section of the report.
	13.	There is a good fit between what you claim you do, and what you show you have done – ie, described method and reported analysis are consistent.	Yes.
	14.	The language and concepts used in the report are consistent with the epistemological position of the analysis.	Yes.
	15.	The researcher is positioned as <i>active</i> in the research process; themes do not just 'emerge'.	Yes.

Reference:

1. Braun V, Clarke V. Successful qualitative research: a practical guide for beginners. London: SAGE Publications Ltd; 2013, p37.

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