

1. anonymity	being free from being identified	23. structured interviews	a conversation in which the interview has been planned with a set of predetermined questions developed by the researcher
2. bias	unfair preference or distortion of the truth	24. unstructured interviews	a discussion in which the interview is more informal, with the interviewer planning areas for discussion without developing the actual questions in advance
3. bibliography	a detailed list of all the sources used in researching a project	25. validity	measurement that accurately reflects what it was intended to measure
4. case studies	a deep analysis of a situation		
5. closed questions	questions that can be answered with a short, simple response such as "yes" or "no"		
6. confidentiality	a privileged communication that cannot be revealed to another person		
7. digital sources	the internet, computer, television, radio, podcasts etc.		
8. ethics	a system of moral principles or standards or right and wrong governing the appropriate conduct for an individual or group in a specific situation		
9. hypothesis	a problem, question or statement that one proposes to test through research		
10. literature reviews	a logical and methodical way of organising the existing body of knowledge about a topic		
11. observations	a process of watching and recording behaviours of participants		
12. open-ended questions	questions that require more than one word answers		
13. primary data	data collected firsthand by the researcher		
14. print sources	books, journals, magazines, newspapers etc.		
15. qualitative data	subjective data that comes from research that collects information about people's beliefs, feelings, attitudes and opinions		
16. quantitative data	data in the form of numerical items that can then be analysed by counting, measuring and graphing		
17. questionnaires	a set of formally prepared questions that seek information on a person's knowledge, feelings, beliefs and opinions		
18. reliability	the consistency of measurement		
19. sample	a subset of the population selected for measurement, observing or questioning so as to provide statistical information about the population		
20. sample size	the number of participants included in the research study		
21. sampling	the process of choosing the people, place and time to collect primary data		
22. secondary data	data that has been gathered and recorded by someone else, other than the researcher		