



How To Export a Code Frame and Re-apply it in a New Project

Problem

You have an uncoded text question- maybe in a separate project, and you want to apply an existing code frame.

The code frame is a list of category names accompanied by the instructions that assign text responses to the categories.

For example, the list may include “Animals” and “Furniture” as categories, and the instructions accompanying the list may assign the response “Cat” to the Animals category and “Chair” to the Furniture category.

Steps to solve

1. If the existing code frame and the text variable to be coded are in the same project, right-click the new question, **Insert variable(s) | Code Text | Reuse by copying code frame**. Choose the code frame that you wish to reuse.
2. If the existing code frame and the text variable to be coded are in separate projects, open the project which contains the existing code frame.
3. Go to the **Variables and Questions** tab, right-click the row header of the coded variable.
4. Select **Edit Code Frame...**
5. Click on the **Export** button at the bottom left.
6. Select a location to store the .QCodes file and click **Save**.
7. Open the project which contains the text variable to be coded. In the **Variables and Questions** tab, right-click on the text variable.
8. Select **Insert variable(s) | Code Text | New Code Frame...**
9. Choose the same sort of code frame as the existing code frame and press **OK**.
10. Select **Import** at the bottom left.
11. Click **OK**.
12. Locate the code frame you have saved previously and press **OK**.
13. Continue coding the rest of the open-ended responses as usual (*see Online Training : Manipulating Data : Coding Text Data : Coding Text Variables.*)
14. Select a location to store the .QCodes file and click **Save**.

Additional reading

How To Apply a Set of Existing Code Names to an uncoded Text Question; How To Store a Code Frame For Use in Other Projects; How to Code a Text Variable; How to Text Variable Taking into Account the Response to Another Variable; How To Code several Text variables into a Multiple Response- Binary Question.

See *Text Variables* in the *Q Reference Manual* for more information on coding **text** variables
Terms shown in italics and bold can be found in the index of the *Q Reference Manual*, the *Quick Start Manual* and via the **Help** menu within Q.

What to do if the problem is not solved

If these instructions are insufficient, please email us (**Help | Email Support...**) with a detailed description of what in the instructions is not working for you and we will either provide you with more comprehensive instructions, or, upon your request, we can do the analysis for you in your file (fees apply) .

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Last Reviewed: Angela 07-Jan-11