Appendix D
Guidelines for Coding Articles

- Familiarize yourself with the basic headings in the overall content schema
- Begin by reviewing the title and any keywords in the article to notice potential content themes
- Please be sure to note where in the article the content themes are coded by underlining, highlighting, or marking each section for each code. Please be sure to also note each level of the schema (e.g., Career assessment, Assessment constructs, Values)
- One of the most challenging parts is identifying **how much is enough** to warrant coding as a content theme. Some operational definitions are included in the chart below as well as some additional guidelines:
  - In order for a theory to be coded as such there needs to be a *citation*, as well as naming the theory.
  - The theme needs to be mentioned *multiple times* in order to be coded.
  - Some articles will have only two to three codes while other articles will have many codes.