



Delphi Method in Academic Research: A Step-by-Step Guide for faculty members

This open educational resource (OER) presents a structured overview of the Delphi Method in academic research. It supports the development of gender-aware, consensus-driven approaches in teaching, policy design, and institutional change.

What is the Delphi Method?

A research survey technique used to collect experts' opinions on a specific topic, developed for systematic forecasting to achieve consensus.

When to Use it?

- Policy development
- Curriculum design
- Technology foresight
- Gender-sensitive institutional change

Core Characteristics

- Iterative rounds
- Anonymity of experts
- Controlled feedback
- Statistical aggregation of responses

Phase of Delphi Study (3-Round Model)

Define the problem

- Frame the research question
- Identify key issues to explore



Select the expert Panel

Diverse, knowledgeable, and independent participants

Round 1: Open Questions

- Collect qualitative input
- Use open-ended questions
- Perform thematic analysis

Inter-Coder Agreement

In qualitative responses:

- Apply double coding
- Discuss discrepancies between coders
- Calculate agreement (e.g., Krippendorff)

Round 2: Prioritisation

- Convert themes into items
- Use Likert scales or rankings
- Participants rate importance or agreement

Round 3: Confirm & Adjust

- Share anonymised results from Round 2
- Participants can confirm or adjust their responses
- Aim for convergence of views

Report Results

- Identify areas of agreement
- Analyse central tendency (e.g. median, SD)
- Report results transparently

Practical Tools

-  Lime Survey, Qualtrics, Microsoft Forms
-  Excel, R (Quantitative analysis)
-  Atlas.ti, NVivo (Qualitative coding)
-  Power Automate (Automatic flows)

Practical Tips

-  Maintain anonymity
-  Avoid dominance voices
-  Clarify instructions to experts
-  Use feedback summaries between rounds

References

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GEDIS project context

This resource is part of the European project GEDIS (Gender Diversity in Information Science), which promotes open educational tools to tackle gender inequalities in higher education, with an emphasis on disciplines related to Information and Library Science.

GEDIS - Gender Diversity in Information Science: Challenges in Higher Education. <https://ub.edu/gedis>

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