IBM SPSS Statistics Essentials (V26)

Duration: 2 Days   Course Code: 0G53BG   Delivery Method: Virtual Learning

Overview:

This course guides students through the fundamentals of using IBM SPSS Statistics for typical data analysis. Students will learn the basics of reading data, data definition, data modification, data analysis, and presentation of analytical results. In addition to the fundamentals, students will learn shortcuts that will help them save time. This course uses the IBM SPSS Statistics Base; one section presents an add-on module, IBM SPSS Custom Tables.

Virtual Learning

This interactive training can be taken from any location, your office or home and is delivered by a trainer. This training does not have any delegates in the class with the instructor, since all delegates are virtually connected. Virtual delegates do not travel to this course, Global Knowledge will send you all the information needed before the start of the course and you can test the logins.

Target Audience:

• New users of IBM SPSS Statistics
• Users who want to refresh their knowledge about IBM SPSS Statistics
• Anyone who is considering purchasing IBM SPSS Statistics

Objectives:

- ■ Introduction to IBM SPSS Statistics
- ■ • Review basic concepts in IBM SPSS Statistics
- ■ • Identify the steps in the research process
- ■ • Review basic analyses
- ■ • Use Help
- ■ Reading data and defining metadata
- ■ • Overview of data sources
- ■ • Read from text files
- ■ • Read data from Microsoft Excel
- ■ • Read data from databases
- ■ • Define variable properties
- ■ Selecting cases for analyses
- ■ • Select cases for analyses
- ■ • Run analyses for groups
- ■ • Apply report authoring styles
- ■ Transforming variables

- ■ Merging data files
- ■ • Add cases from one dataset to another
- ■ • Add variables from one dataset to another
- ■ • Enrich a dataset with aggregated information
- ■ Summarizing individual variables
- ■ • Define levels of measurement
- ■ • Summarizing categorical variables
- ■ • Summarizing scale variables
- ■ Describing the relationship between variables
- ■ • Choose the appropriate procedure
- ■ • Summarize the relationship between categorical variables
- ■ • Summarize the relationship between a scale and a categorical variable
- ■ Creating presentation-ready tables with Custom Tables
- ■ • Identify table layouts
- ■ • Create tables for variables with shared categories

- • Compute variables
- • Recode values of categorical and scale variables
- • Create a numeric variable from a string variable
- Using functions to transform variables
- • Use statistical functions
- • Use logical functions
- • Use missing value functions
- • Use conversion functions
- • Use system variables
- • Use the Date and Time Wizard
- Setting the unit of analysis
- • Remove duplicate cases
- • Create aggregate datasets
- • Restructure datasets

- • Create tables for multiple response questions
- Customizing pivot tables
- • Perform Automated Output Modification
- • Customize pivot tables
- • Use table templates
- • Export pivot tables to other applications
- Working with syntax
- • Use syntax to automate analyses
- • Create, edit, and run syntax
- • Shortcuts in the Syntax Editor
- Controlling the IBM SPSS Statistics environment
- • Set options for output
- • Set options for variables display
- • Set options for default working folders

Prerequisites:

Knowledge of your business requirements

Further Information:

For More information, or to book your course, please call us on 00 20 (0) 2 2269 1982 or 16142

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