

## 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.

### Virtueel en Klassikaal™

Virtueel en Klassikaal™ is een eenvoudig leerconcept en biedt een flexibele oplossing voor het volgen van een klassikale training. Met Virtueel en Klassikaal™ kunt u zelf beslissen of u een klassikale training virtueel (vanuit huis of kantoor) of fysiek op locatie wilt volgen. De keuze is aan u! Cursisten die virtueel deelnemen aan de training ontvangen voor aanvang van de training alle benodigde informatie om de training te kunnen volgen.

### 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:

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|--|---|
| ■ Introduction to IBM SPSS Statistics            | ■ Merging data files  |
| ■ • Review basic concepts in IBM SPSS Statistics | ■ • Add cases from one dataset to another                                 |
| ■ • Identify the steps in the research process   | ■ • Add variables from one dataset to another                             |
| ■ • Review basic analyses                        | ■ • Enrich a dataset with aggregated information                          |
| ■ • Use Help                                     | ■ Summarizing individual variables  |
| ■ Reading data and defining metadata             | ■ • Define levels of measurement  |
| ■ • Overview of data sources                     | ■ • Summarizing categorical variables                                     |
| ■ • Read from text files                         | ■ • Summarizing scale variables   |
| ■ • Read data from Microsoft Excel               | ■ Describing the relationship between variables                           |
| ■ • Read data from databases                     | ■ • Choose the appropriate procedure                                      |
| ■ • Define variable properties                   | ■ • Summarize the relationship between categorical variables              |
| ■ Selecting cases for analyses                   | ■ • Summarize the relationship between a scale and a categorical variable |
| ■ • Select cases for analyses                    | ■ Creating presentation-ready tables with Custom Tables                   |
| ■ • Run analyses for groups                      | ■ • Identify table layouts  |
| ■ • Apply report authoring styles                | ■ • Create tables for variables with shared categories                    |
| ■ Transforming variables                         |   |

- • 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

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### Prerequisites:

Knowledge of your business requirements

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### Further Information:

For More information, or to book your course, please call us on 030 - 60 89 444

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