

IBM SPSS Statistics Essentials (V25)

Introduction to IBM SPSS Statistics

- Review basic concepts in IBM SPSS Statistics
- Identify the steps in the research process
- Review basic analyses
- Use HelpRead data and define metadata
- Overview of data sources
- Read data from databases
- Read data from Microsoft Excel
- Define variable propertiesTransform variables
- Compute new variables
- Recode values of nominal, ordinal, and scale variables
- Create a numeric variable from a string variable
- Explore advanced variable transformationsUse functions to compute variables
- Use statistical functions
- Use logical functions
- Use missing value functions
- Use conversion functions
- Use system variables
- Use the Data and Time WizardSet the unit of analysis
- Remove duplicate cases
- Create aggregated datasets
- Restructure datasetsMerge data files
- Add cases from one dataset to another
- Add variables from one dataset to another
- Enrich a dataset with aggregated informationSelect cases for analyses
- Select case for an analysis
- Run analyses for subgroupsSummarize individual variables
- Define levels of measurement
- Summarizing categorical variables with Frequencies
- Summarizing scale variables with Frequencies and DescriptivesDescribe relationship between variables
- Select the appropriate procedure to summarize the relationship between two variables
- Summarize the relationship between categorical variables with Crosstabs
- Summarize the relationship between a scale and a categorical variable with MeansCreate presentation-ready tables with Custom Tables
- Identify table layouts
- Create tables for variables with shared categorical
- Create tables for variables that represent a multiple response questionCustomize pivot tables
- Perform Automated Output Modification
- Customize pivot tables in the Pivot Table Editor
- Use table templates
- Export pivot tables to other applicationsCreate and customize charts
- Use the Chart Builder to create various types of graphs

- Customize charts in the Chart Editor
- Use chart templates
- Export pivot tables to other applications
- Work with syntax
- Use syntax to automate analyses
- Use the Syntax Editor environment
- Create and edit syntax
- Run syntax
- Control the IBM SPSS Statistics environment
- Describe the features of the Options dialog box
- Reset the display of variables
- Set the default working data folders