



## TRAINING OFFERING

---

**You can reach us at:**

Arrow ECS, Nidderdale House, Beckwith Knowle, Harrogate, HG3 1SA

Email: [educationteam.ecs.uk@arrow.com](mailto:educationteam.ecs.uk@arrow.com)

Phone: 0870 251 1000



# IBM SPSS Statistics Essentials (V25) SPVC

CODE:	LENGTH:	PRICE:
OK53AG	16 Hours	£755.00

## Description

**Contains** PDF course guide, as well as a lab environment where students can work through demonstrations and exercises at their own pace.

This course guides students through the fundamentals of using IBM SPSS Statistics for typical data analysis process. Students will learn the basics of reading data, data definition, data modification, and data analysis and presentation of analytical results. Students will also see how easy it is to get data into IBM SPSS Statistics so that they can focus on analyzing the information. In addition to the fundamentals, students will learn shortcuts that will help them save time. This course uses the IBM SPSS Statistics Base features.

If you are enrolling in a Self Paced Virtual Classroom or Web Based Training course, before you enroll, please review the Self-Paced Virtual Classes and Web-Based Training Classes on our Terms and Conditions page, as well as the system requirements, to ensure that your system meets the minimum requirements for this course. <http://www.ibm.com/training/terms>

## Objectives

- Overview of IBM SPSS Statistics
- Read data and define metadata
- Transform variables
- Use functions to compute variables
- Set the unit of analysis
- Merge data files
- Select cases for analyses
- Summarize individual variables
- Describe relationships between variables
- Create presentation-ready tables with Custom Tables
- Customize pivot tables
- Create and customize charts
- Work with syntax
- Control the IBM SPSS Statistics environment

## Audience

• Anyone with little or no experience in using IBM SPSS Statistics. • Anyone who is new to using a statistical package for data analysis. • Anyone who is considering purchasing IBM SPSS Statistics.

## Prerequisites

• Experience with IBM SPSS Statistics is not necessary, though a basic understanding of purpose and functions of the software is helpful. • No statistical background is necessary.

## Programme

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 applicationsWork with syntax• Use syntax to automate analyses• Use the Syntax Editor environment• Create and edit syntax• Run syntaxControl the IBM SPSS Statistics environment• Describe the features of the Options dialog box• Reset the display of variables• Set the default working data folders

## Further Information

Prior to enrolling, IBM Employees must follow their Division/Department processes to obtain approval to attend this public training class. Failure to follow Division/Department approval processes may result in the IBM Employee being personally responsible for the class charges.

GBS practitioners that use the EViTA system for requesting external training should use that same process for this course. Go to the EViTA site to start this process:

<http://w3.ibm.com/services/gbs/evita/BCSVTEnr1.nsf>

Once you enroll in a GTP class, you will receive a confirmation letter that should show:

- The current GTP list price
- The 20% discounted price available to IBMers. This is the price you will be invoiced for the class.

## Session Dates

Date	Location	Time Zone	Language	Type	Guaranteed	PRICE
05 Jun 2023			English	Self Paced Training		£755.00

## Additional Information

[This training is also available as onsite training. Please contact us to find out more.](#)