

MOUSING WITH SPSS: Useful point and click

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covers

- Things I like...
- Open secrets
- On the fly utilities
- Wizards
- Old SPSS favourites

■ All by mouse

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SPSS Versions

- Version comparison list from SPSS
http://www.spss.com/software_version/
 - ◆ Lists changes between versions
 - ★ and new features.
 - ◆ Goes back to version 6
- What's new for latest version
http://www.spss.com/spss/whats_new.htm

Some slide shorthand

- {version it first appeared}
 - ◆ {14} introduced in version 14
- Menu paths
Menu > Sub Menu > Sub menu
 - ◆ e.g. *File > Open > Data*
Go to *File* menu, choose *Open* from it,
then from the Open submenu choose *Data*.
- **Plus point** something I like...

Did you know you could...

- Define your own styles?
- Create charts from tables?
- Web pages from results?
- Document your data files?
- Get previews when building chart and tables?

Nice newish graphs...

- Dot plots (about time too!) {13}
 - ◆ *Graphs > Scatter/dot...*
 - ★ Then choose *Simple Dot*
- Population pyramids {13}
 - ◆ *Graphs > Population Pyramid*
- Panels for ordinary graphs

Population Pyramids

Population Pyramids: categories

- Each category -a separate pane
- 3 level variable

Panels

- Lovely idea...
- 1st in interactive plots
- Now Rows and columns {15}
- Great for comparisons

Your own style

- ◆ Pivot tables & Table looks
- ◆ Interactive Charts & Chart looks
- ◆ Charts & chart templates
- ◆ Edit graph/chart/table to access
 - ★ i.e. Double click on it
- ◆ Change your style with
 - ★ *Edit > Options...*
 - ★ *Charts Interactive* or *Pivot Tables* tab

Pivot tables

- Double click to edit an output table
- Change the look
 - ◆ *Format > Tablelooks...*
- Mess with rows & columns layers
 - ◆ Pivot menu, pivot trays, bookmarks,
- Create a chart
 - ◆ Right click, *Create Graph > Bar*
 - ◆ Be careful what is selected
 - ★ Total lines look daft

Interactive graphs {long time}

- e.g. *Graphs > Interactive > Bar*
- A lot of the 'new' graph features already there
- Panel variables
- Chart looks
- **Exploratory data analysis**
- **Mmm.. Leopard skin barcharts..**
 - ◆ Tastefully tacky

Interactive variables

- Swap around variables until data changes

Grrrgraphs – to the leopard skin

- Double click to open
- Select object
 - ◆ right clicking on bar, *select all bars*
- Choose Fill button
 - ◆ Pattern and then .bmp image
- Or choose
 - ◆ *Format > chart properties*, then *Filled Objects* tab

Chartlooks & templates

- Available when editing
- Interactive Graphs
 - ◆ *Format > Chartlooks...*
- Chart builder
 - ◆ *File > Save Chart Template* or *File > Apply Chart Template*
- Use your own style by default
 - ◆ *Edit > Options*

Builders

- Custom tables { }
 - ◆ *Analyze > Tables > Custom Tables..*
- Chart builder {14}
 - ◆ *Graphs > Chart Builder...*
 - ◆ Still new, Not sure I like them yet...

Exporting Output

- *File > Export*
- Export as:
 - ◆ **HTML** - web pages {first}, Anyone can read it, 'clean' HTML, separate picture files
 - ◆ **Word** {11.5} Big files.
 - ◆ **Powerpoint** (see later) {13}
 - ◆ **Excel** (tables only) {11.5}
 - ◆ **PDF** {15}
- **No copy and paste**

Controlled output

- Can specify on export :
 - ◆ Amount of output: All output (includes hidden stuff), All Visible output or Only selected objects
 - ◆ Charts, documents or both
 - ◆ Image types for charts
 - ◆ Output types, as above
- Use in conjunction with OMS {14}
 - ◆ *Utilities > OMS Control Panel*
 - ◆ *Utilities > OMS Identifiers*

Export to MS Powerpoint {13}

- Not everything translates
- you get: Pivot tables, charts {14}, Maps and Trees
- Used it for some slides...

On the fly

- Visual bander {12}, *Transform > Visual Bander*
- Define Variable properties, *Data > Define Variable Properties*
- Copy data properties, *Data > Copy Data Properties*
- Automatic recode {forever}, *Transform > Automatic Recode*

Visual Bander {12}

- Interactive tool to categorise data
- Cut points, Manually defined, Equal ranges, Equal counts or Using mean and standard deviations
- Labelling, either automatic or manual
- **Love combined recode & labelling**

Define Variable Properties {?}

- Easier than Variable View to:
 - ◆ Type labels
 - ◆ View whole definition
 - ◆ Copy definitions

Automatic Recode {forever}

- String to numeric
- Large numeric codes
- Doesn't miss out values
- Sorts out messy codes
- **Keeps coding to use again {recent}**

Data file stuff

- Showing data file information
 - ◆ *Display data file information > external file*
 - ◆ *Display data file information > Working file*
- Data file comments
 - ◆ *Utilities > Data File Comments*
- Multiple open datasets {14}

Data File Comments

- Just add text to dialog box
- Time stamped
- Use comments to:
 - ◆ Describe where data has come from
 - ◆ Keep codebook with the data
 - ◆ Document changes to data file
- Can print to output
- Documents command is useful
- **Remains with your SPSS data file**

The wizards

- Date and time {13}, *Transform > Date/Time*
- Restructure data {11.5}, *Data > Restructure...*
- ODBC, *File > Open Database*
- read text, *File > Read Text Data..*
- Sample Wizard, *Analyze > Complex Samples*

Date/Time wizard {13}

- Date format v. useful
- Do you know how difficult it used to be to calculate age from date of birth
- Loads of things you could only do with syntax before.

Restructure wizard {11.5}

- 'long' data files into 'wide' files
- 'wide' data files into 'long' files
- cases become Variables, variables become cases
- Indexing
- **Great for repeated records**

Identify Duplicate Cases {12}

- *Data > Identify Duplicate Cases...*
- Filter out duplicates
- Create indicator variable to use elsewhere
 - ◆ *Data > Select Cases...* to delete duplicates
- Creates indexes
- **One stop shop** - easier than sort cases & aggregate

For the enquiring mind

- Online help
 - ◆ *Help > Topics or Tutorial or Case Studies*
 - ◆ Help button on every dialog box
 - ★ Help about the procedure, Details on choices
- Right click (or Mac, Control-click)
 - ◆ To see what options you have - Context sensitive menus
 - ◆ To get a bit of background

And so much more...

- . \$casenum
 - . System variable - Current case order, Copy to record current order, Sort by copy to return to that order
 - . Use with *Transform > Compute*
- . Merge/Match Files
 - . Merging two data files, IN for case source, BY matches,
 - . *Data > Merge Files > Add Cases or Add Variables*
- . Count
 - . Counts across range of variables, Good for Multiple Response, Also non response (missing values)
 - . *Transform > Compute*
- . Frequencies
 - . Lists absolutely everything, User & System missing values,
 - . Each separate value
 - . *Analyze > Descriptive Statistics > Frequencies*
- . Aggregate
 - . Checking duplicates (Superseded now), FIRST and LAST within pre-sorted groups, string variables (command only)
 - . Condenses data by any variable, Recently added {14}, Automatic matching in, New datasets in SPSS session
 - . *Data > Aggregate..*
- . Lag
 - . gets next in sequence, Great for selecting duplicates,
 - . Use with *Data > Sort Cases or Transform > Compute*

Fallen asleep? Useful URLs

- SPSS users web site will have copies of the slides in due course
<http://www.spssusers.co.uk/>
- SPSS web site:
<http://www.spss.com/>
- help system, on-line manuals
- SPSS mailing list,
<http://www.listserv.uga.edu/archives/spssx-l.html>

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