

## ***BASIC COURSE ON STATISTICAL ANALYSIS USING SPSS***

### ***Objectives:***

This two days course is designed for those who have not used SPSS before. This course will introduce the novice users of SPSS to the interface and basic functions within SPSS. By attending this course, the participants should be able to setup an SPSS data file, perform descriptive statistics, navigate and manipulate SPSS data and output, recode existing variables and use compute to create new variables.

### ***Course outline:***

- Introduction to SPSS and preparing a data file
- Reading data from excel and text file
- Screening and cleaning the data from errors
- File handling and transformation
- Data transformation
- Descriptive statistics including tables, graphs and summary statistics

### ***Who should attend:***

Lecturers or students who have no prior knowledge in SPSS but interested to learn could attend this course. The participants should be familiar with PC usage.

### ***Duration: 2 Day***

# Beginner Tutorial For New Outline Templates Tips

**Creative Publishing Editors**



## **Beginner Tutorial For New Outline Templates Tips:**

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