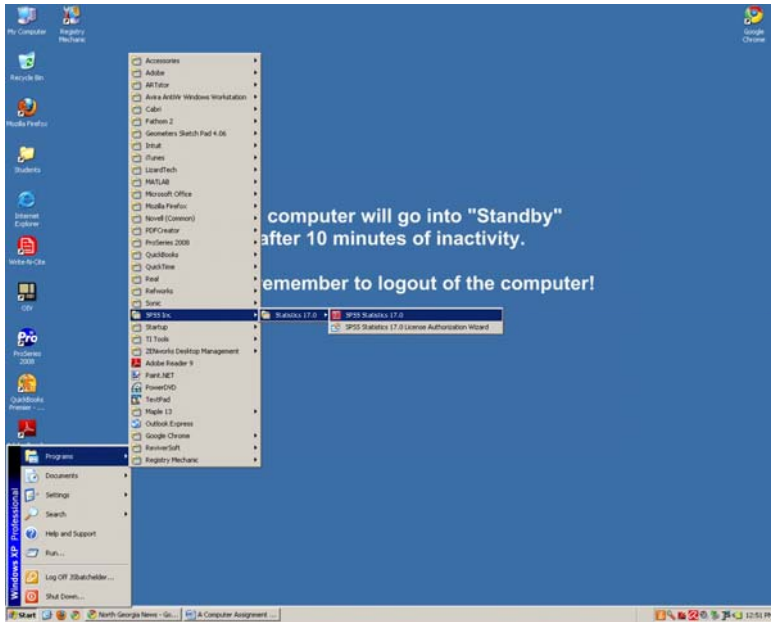


## How to open SPSS

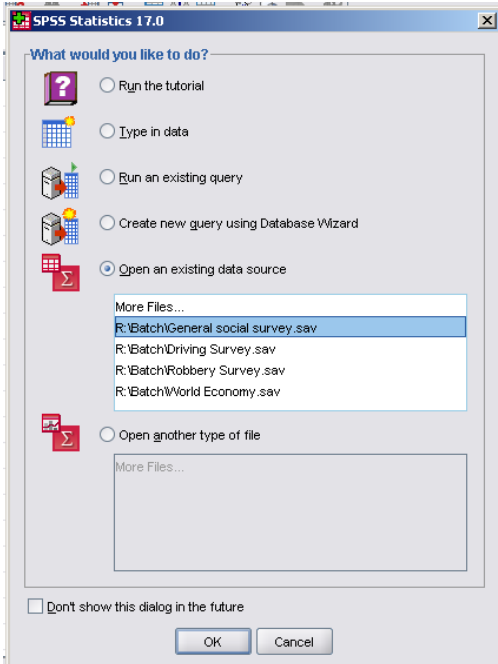


Go to the third floor in the library and Log in to the SPSS computers.

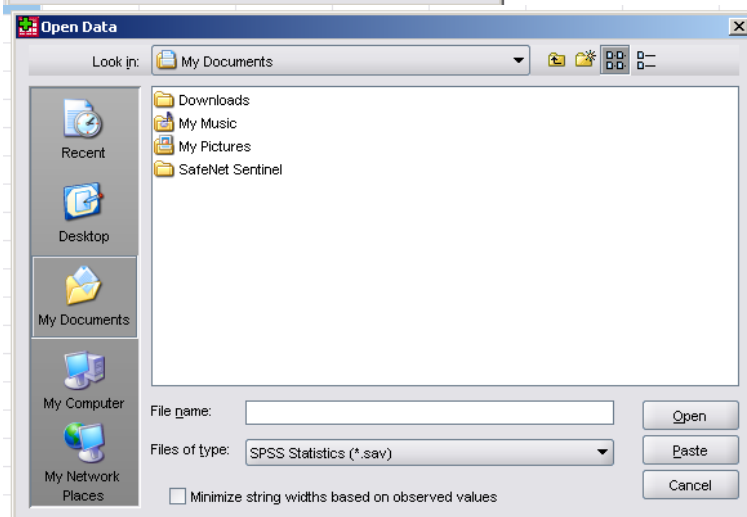
At the very bottom of the computer screen is the "Start Bar" which contains the "Start" button in the lower left corner.

**a. Click "Start," click "Programs," click "SPSS Inc", Click "Statistics XX.X," and then click "SPSS Statistics XX.X."**

At this point you will see that "SPSS Statistics XX.X" opens and the "What would you like to do?" box appears.



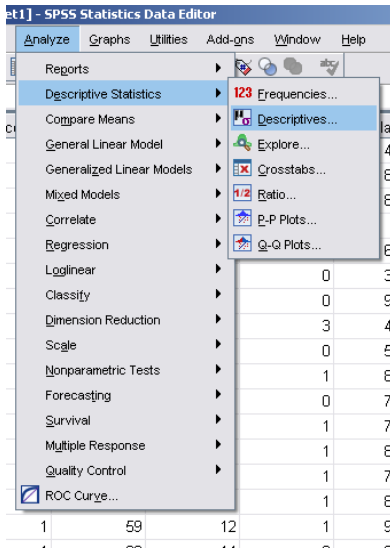
**b. Click "open an existing data source," then click .**



The "Open data" window appears. At the top of the window it says: "look in: My Documents."

**c. Click "My Documents," then scroll down to and click The drive where your SPSS file is located. It will be a ".sav" file, such as "General Social Survey.sav".**

This process opens the data base file that contains sample data on a number of variables from persons in the United States: the **"General Social Survey.sav"**.



The following is an example of a typical SPSS assignment a professor might use -- it is an example of computing descriptive statistics:

These use the variables age and income for a study that examines the relationship between a person's income (Total combined household income) and his or her age.

**d. Click "Analyze" and click "Descriptive statistics" then click "Descriptives". This opens the "Descriptives" window.**

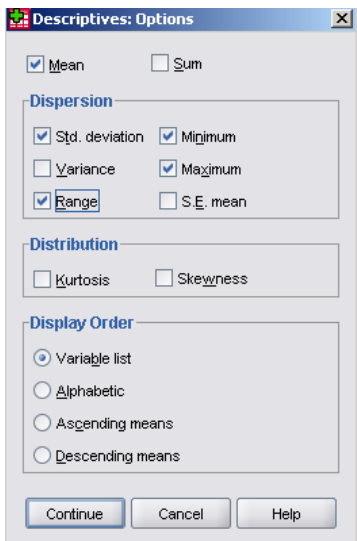
On the list of variables visible in the left window, "Age (age)" is the 3<sup>rd</sup> from the top.



**e. Highlight the "Age (age)" variable and click the right arrow to move "Age" from the left box to the variables box.**

Total Combined Household Income (income) is the 5<sup>th</sup> from the top.

**f. Highlight the "Total Combined Household Income (Income)" variable and click the right arrow to move "income" from the left box to the variables box.**



**f. Highlight the "Total Combined Household Income (Income)" variable and click the right arrow to move "income" from the left box to the variables box.**

At this point, you may be directed to select another statistic, such as " range."

**g. Click "Options...". This opens up the "Descriptives: Options" window. Click the "Range" box, then click "Continue", then click "OK".**

This opens the SPSS output window and the "Descriptive Statistics" table is present, as seen below:

**Descriptive Statistics**

	N	Range	Minimum	Maximum	Mean	Std. Deviation
Age	1497	71	18	89	45.62	17.792
Total Combined Household Salary	1436	84000	7000	91000	71993.73	19115.000
Valid N (listwise)	1434					