

## Workshop on

Duration

(5 Day)

## Analysis of Research Data using SPSS



# **SPSS**

BEGINNER to ADVANCED

#### Introduction

The Complete Human Resource Solutions (CHRS), Islamabad in collaboration with eminent free lance consultants, is organizing a 5-day workshop on 'Analysis of Research Data using SPSS' from March 10 to 14, 2014 from 1600 to 1930 hrs.

SPSS is a statically analysis software commonly used in social sciences. It is extensively used for research purposes by government departments, research organizations, healthcare professionals, marketing / survey companies, educational institutions and students interested/engaged in research work. Data management is an additional feature of this package.

The course has been specifically designed with an objective to enable participants understand different types of variables, distribution of data, SPSS commands, different statistical tests, SPSS output and its interpretation. On completion of the course, the participants will be able to

- Understand how the SPSS program works;
- Input data into SPSS and save it;
- Choose the appropriate data entry method for the type of data they have;
- Select the appropriate descriptive analysis technique(s) for the type of data they have and the questions they are trying to answer;
- Perform the analysis using SPSS;
- Interpret the data output:&
- Present the results to other researchers in an accessible fashion.

### **Program Details**

DAY1

4:00 to Designing a study 5:30 PM Preparing a codeb

Preparing a codebook
Defining and labeling each of the variables:

Rules for naming of variable:

Assigning numbers to each of the possible responses

Tea Break

6:00 to 7:30 PM Information about Menus, Dialogue Boxes etc. Label, Values, Missing, Converting to SPSS, Merging files by adding variables, Splitting the data

file etc

DAY2

4:00 to 5:30 PM Creating a data file & entering data, Screening and cleaning the data

Checking for errors (procedure for checking categorical variables, continuous variables.

Finding & correcting the errors & case summaries.

Tea Break

6:00 to 7:30 PM Descriptive Statistics

Procedure for obtaining descriptive statistics

Procedure for categorical variables Procedure for continuous variables

Assessing Normality Checking for Outliers

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Note: Participants are requested to bring their Laptops.