COURSE SYLLABUS

# SPSS Essentials (Private training)

Learn to create a data file and enter data, conduct preliminary analyses, use graphs to describe and explore the data, manipulate the data, check the reliability of a scale, apply correlations, conduct significance tests, and perform regression analysis.

Group classes (NYC) and onsite training are available for this course. For more information, email corporate@nobledesktop.com or visit: https://www.careercenters.com/courses/spss-essentials-3-day-class



nyc@careercenters.com • (212) 684-5151

## Course Outline

### Getting Started

- Getting to know SPSS
- Starting SPSS

### Working with data files

- SPSS windows
- Menus
- Dialogue boxes
- Closing SPSS
- Getting help

### Creating a data file and entering data

- Defining the variables
- Entering data
- Modifying the data file
- Data entry using Excel

### Preliminary Analyses

- Descriptive Statistics
- Frequencies (categorical variables)
- Central tendency, standard deviations, and range (continuous variables)

### Using graphs to describe and explore the data

- Histograms
- Bar graphs
- Boxplots
- Line graphs

- Editing a chart/graph
- Graphs using Excel

### Manipulating the data

- Calculating total scale scores
- Transforming variables
- Collapsing a continuous variable into groups

### Checking the reliability of a scale

- Procedure for checking reliability
- Interpreting the output from reliability

### Correlations

- Pearson product-moment correlation
- Interpretation of output from correlation

### Significance Tests

- T-tests
- Independent t-tests
- Interpreting the output from independent t-test
- Paired t-tests
- Interpreting the output from paired t-test
- Chi-square test of independence
- Interpreting the output from chi-square test

### Continuing with significance tests

- Analysis of Variance
- One-Way between-groups ANOVA
- Post-hoc comparisons
- Interpreting the output from one-way ANOVA
- Two-Way between-groups ANOVA
- Interpreting the output from two-way ANOVA
- One-Way Repeated measures ANOVA
- Interpreting the output from repeated measures ANOVA

### Regression

- Multiple linear regression
- Interpreting the output from multiple linear regression
- Logistic regression
- Interpreting the output from logistic regression