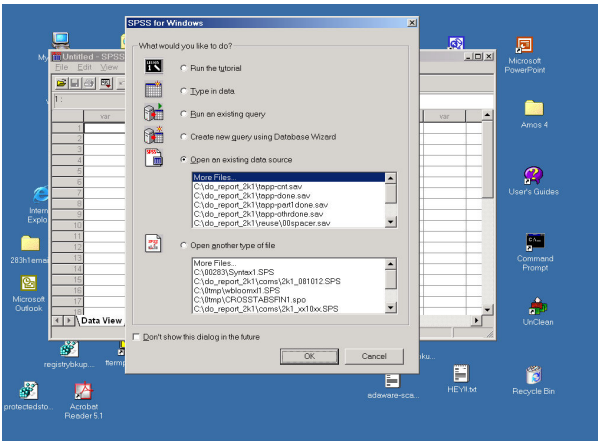
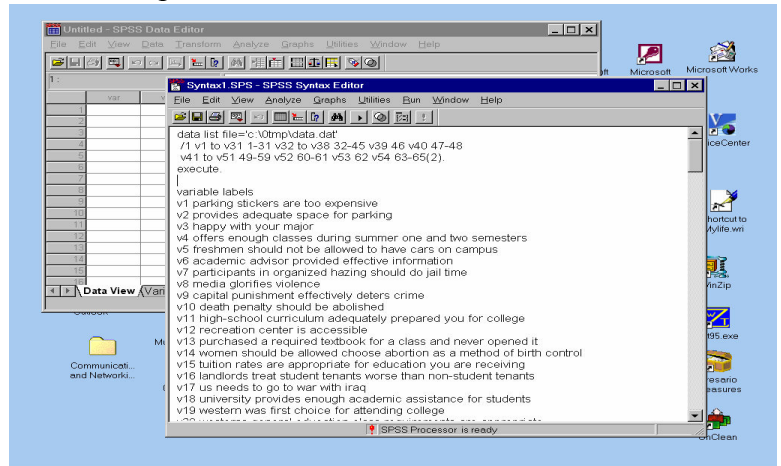


## Lab Handout for Running Initial Frequencies

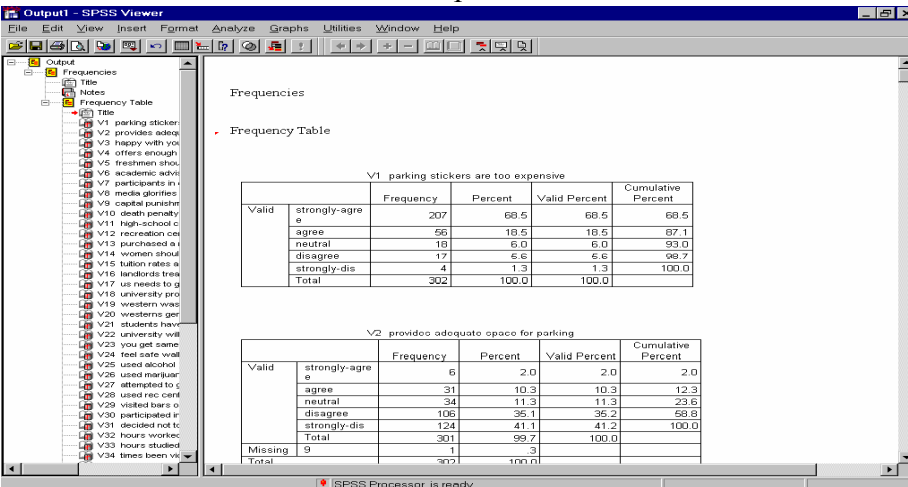
Make sure you have downloaded both “data.dat” and “syntax1.sps”. Start SPSS. You may find a desktop icon which you can double click; or you can click the “start” menu, then “programs” “spss” “spss for windows”, in that order, AND BE PATIENT. It may take a while to start. When it does start, it will look something like the picture shown here. Click “cancel” in the window on top and you will be left with the “untitled – SPSS data editor”. After the data editor window is open, click on “file” ”open” ”syntax”, and from the ”file open” dialog



window that opens, browse to your “storage media” (which you have, of course, put in the computer). Find “syntax1.sps” (this might be visible as just “syntax1”) and open it. This is your command file and your computer screen should look a lot like this next pic.



Make sure “data list file= [proper letter for your storage location], and the command file will be ready to run. With “syntax1.sps” on top, find the “run” pull-down menu in the syntax editor window (NOTE: there is NO run menu in the data editor window). Click “run” “all”, and be patient again. The frequencies will run and appear in an output window that will look like this last pic.



In the LEFT hand pane, single click to highlight “log”, and delete it (use “edit” “delete”, or hit the “delete” key on the keyboard just below the “insert” key – don’t use “delete” on the number keypad).

While still in the LEFT hand pane, use the same process to delete “statistics”.

In the RIGHT hand pane of the output window double-click on the word “frequencies” which is in a text box with hidden borders (the double-click makes the box editable), and type in

your name. Single click in any white space to close the box. (Log and statistics are already gone from the pic)

**WITH THE OUTPUT WINDOW ACTIVE**, click the “file” “print” (make sure you used the file menu from the output window menu bar; it is easy to select the wrong menu bar when you have three windows open). A “print” dialog window opens. Make sure “all visible output” is selected and click “ok”.

This printout is the homework assignment due in class. It will be between 15 and 20 pages.

Finally, **SAVE THE DATA IN THE DATA EDITOR WINDOW**. Make sure the data window is active, and click “file” “save as”. A dialog window opens where you select a path. The path to your storage media should still be chosen. If not, reselect it, and give your new file a name. SPSS will add the “.sav” extension. Then, the next time you want to work on the data, all you do is open the “.sav” file and begin. It saves the data with all the variable labels, value labels and missing values attached.