Florida Atlantic University
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Preliminary Steps in Setting up Data Analysis

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Topics

1. Coding of your Data

   a. Coding Binary and Categorical Variables

   b. Codebook/ Data Dictionary

2. Data Entry- Have ID for Matching if RM

   a. Importing From Excel

3. Data Structure and Restructuring (Depends on Analysis)

   a. Wide (Simple Correlations and RM Analysis)

   b. Stacked (Advanced RM and Nested Designs)

4. Data Validation

5. Computing Variables

   a. Revers Coding

   b. Scales and Subscales

   c. Dates

Preliminary Steps in Setting up Data Analysis
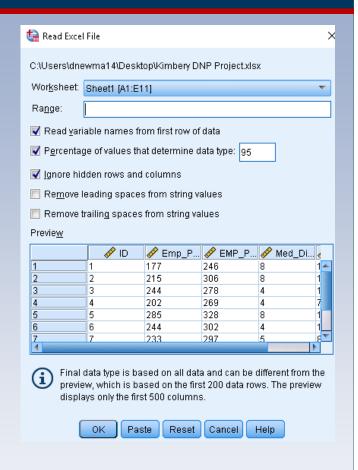
Coding Data from a Survey

1. Coding Dichotomous Variables

2. Coding Categorical Variables

    1. Dummy Coding -Categorical

3. If you can Select Multiple Choices

Preliminary Steps in Setting up Data Analysis

Importing from Excel and Reverse Coding

1. Save Excel to Desktop.

2. Open SPSS

3. Under File Click on Open then Data.

4. Under Look in Select **Desktop** the Select File Type of **Excel**

5. Reverse Coding if required enter straight from data sheet and recode later.

Read Excel File

C:\Users\dnewma14\Desktop\Kimbery DNP Project.xlsx

Worksheet: Sheet1 [A1:E11]

Range:

☑ Read variable names from first row of data

☑ Percentage of values that determine data type: 95

☑ Ignore hidden rows and columns

☐ Remove leading spaces from string values

☐ Remove trailing spaces from string values

Preview

	ID	Emp_P...	EMP_P...	Med_Di...	
1	1	177	246	8	1
2	2	215	306	8	1
3	3	244	278	4	1
4	4	202	269	4	7
5	5	285	328	8	1
6	6	244	302	4	1
7	7	233	297	5	6

ⓘ Final data type is based on all data and can be different from the preview, which is based on the first 200 data rows. The preview displays only the first 500 columns.

OK Paste Reset Cancel Help
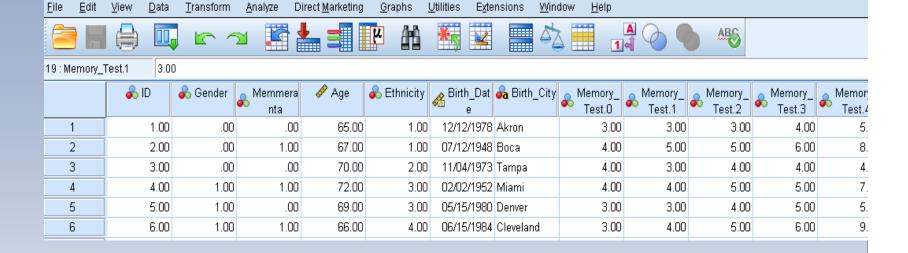
Data Structure

1. Wide Databases: Every ID only has one row. (Correlation, Dependent t-test, Repeated Measures ANOVA, MLR

    https://youtu.be/MWwsd5orXDw

2. Stacked Databases: Every Time point has its own row with IDs Repeating themselves. (Advances RM Analysis: GLMM, HLM, GEE, MLR with person vectors
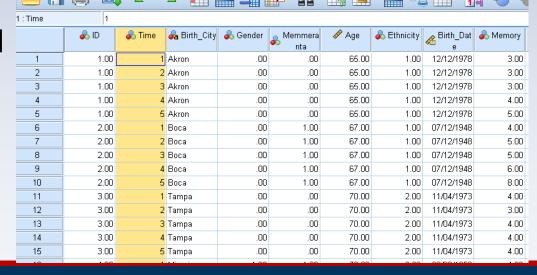
    https://youtu.be/-GNRFeHAVy0

Preliminary Steps in Setting up Data Analysis

Data Validation

1. Descriptive Statistics Min and Max

    a. Are data out of range.

    b. Are the means reasonable

2. Frequencies

    a. Search for out of range values

3. Missing Value Analysis

More YouTube Videos

1. Recode into Same or Different Variable

   1. Same variable is faster

   2. Different variable to keep initial values.

     https://youtu.be/xKJisOMvY54

2. Compute Variables

   1. Add up variables

   2. Sum variables using (Sum ….)

     https://youtu.be/gtue2c7O8VA