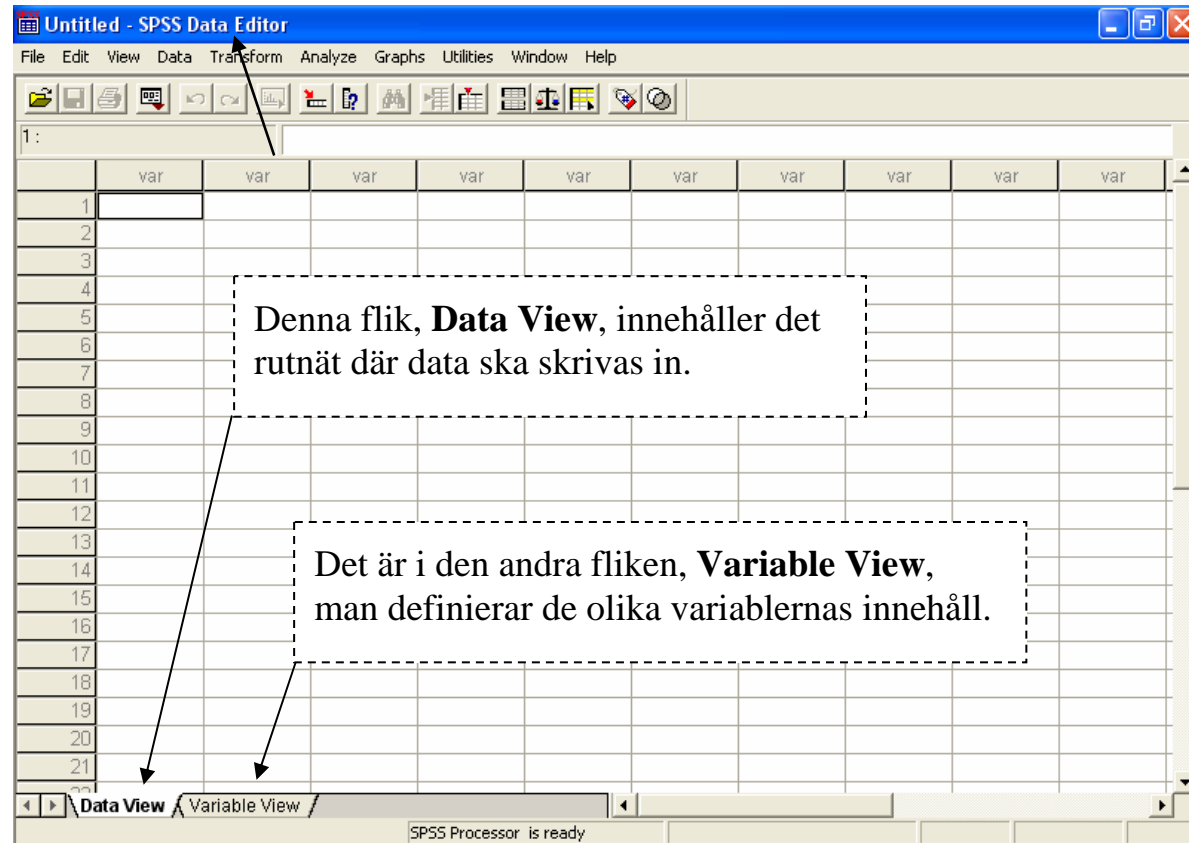


---

***SPSS***

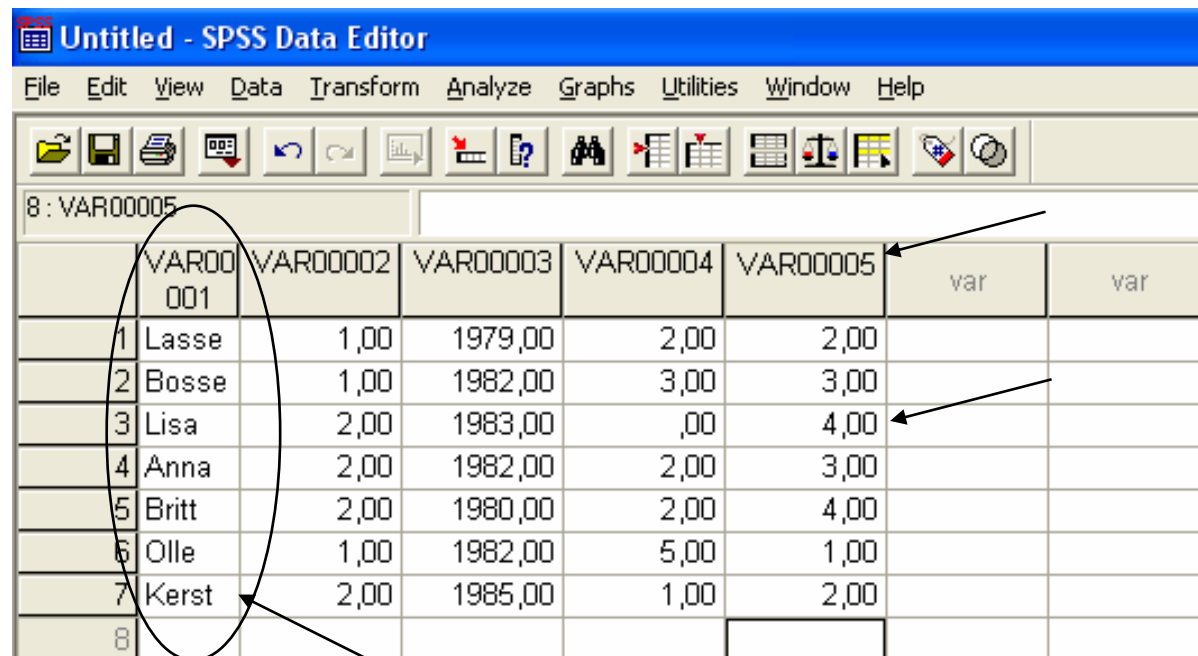
*steg för steg*

# Data Editor



# Data View

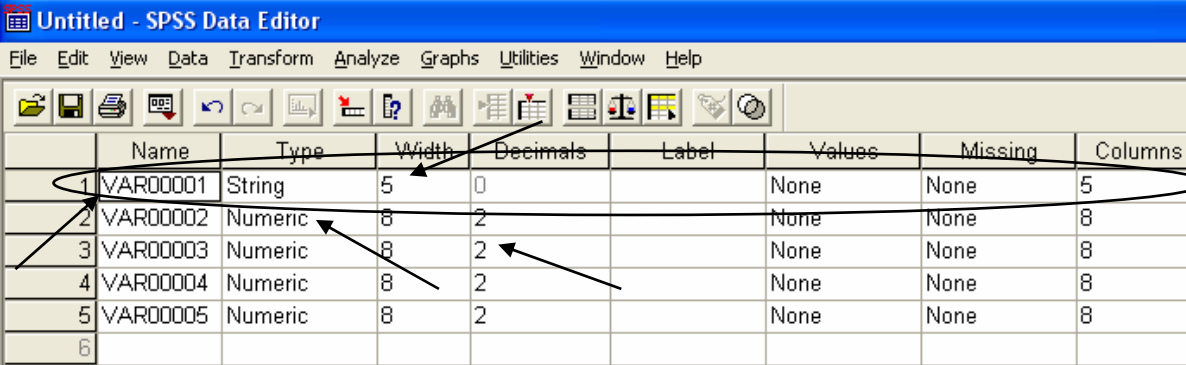
När de sju studenternas svar skrivits in i **Data View** ser det ut så här *innan* variablerna definierats i fliken **Variable View**.



The screenshot shows the SPSS Data Editor window titled "Untitled - SPSS Data Editor". The menu bar includes File, Edit, View, Data, Transform, Analyze, Graphs, Utilities, Window, and Help. The toolbar contains various icons for file operations and data manipulation. The main window displays a data grid with 8 rows and 8 columns. The first column contains row numbers 1 through 8. The second column contains student names: Lasse, Bosse, Lisa, Anna, Britt, Olle, Kerst, and an empty cell. The remaining columns contain numerical values. The variable names for the columns are VAR00001, VAR00002, VAR00003, VAR00004, VAR00005, var, and var. A red oval highlights the first two columns (names and VAR00001). Arrows point from the text in the paragraph above to the VAR00005 column header and the Kerst row.

|   | VAR00001 | VAR00002 | VAR00003 | VAR00004 | VAR00005 | var | var |
|---|----------|----------|----------|----------|----------|-----|-----|
| 1 | Lasse    | 1,00     | 1979,00  | 2,00     | 2,00     |     |     |
| 2 | Bosse    | 1,00     | 1982,00  | 3,00     | 3,00     |     |     |
| 3 | Lisa     | 2,00     | 1983,00  | ,00      | 4,00     |     |     |
| 4 | Anna     | 2,00     | 1982,00  | 2,00     | 3,00     |     |     |
| 5 | Britt    | 2,00     | 1980,00  | 2,00     | 4,00     |     |     |
| 6 | Olle     | 1,00     | 1982,00  | 5,00     | 1,00     |     |     |
| 7 | Kerst    | 2,00     | 1985,00  | 1,00     | 2,00     |     |     |
| 8 |          |          |          |          |          |     |     |

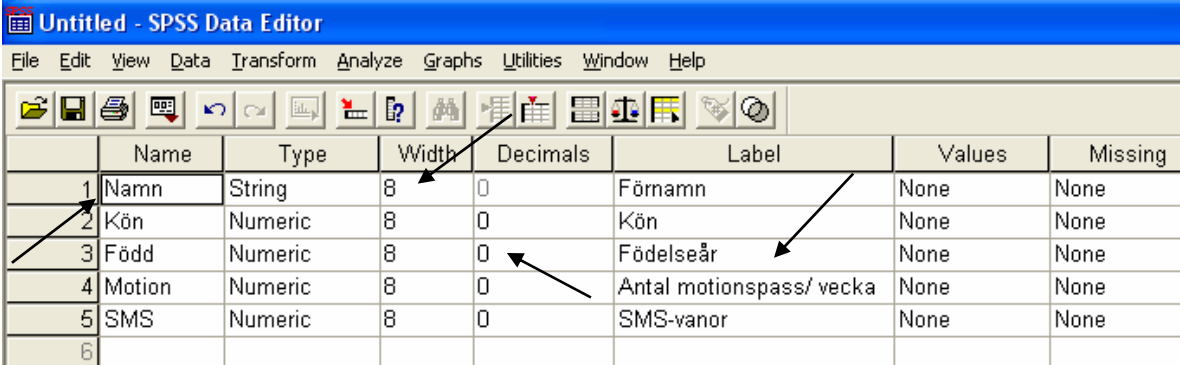
# Variable View



The screenshot shows the SPSS Variable View window with a table of five default variables. Arrows point to the 'Type', 'Width', and 'Decimals' columns for the first three rows.

|   | Name     | Type    | Width | Decimals | Label | Values | Missing | Columns |
|---|----------|---------|-------|----------|-------|--------|---------|---------|
| 1 | VAR00001 | String  | 5     | 0        |       | None   | None    | 5       |
| 2 | VAR00002 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 3 | VAR00003 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 4 | VAR00004 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 5 | VAR00005 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 6 |          |         |       |          |       |        |         |         |

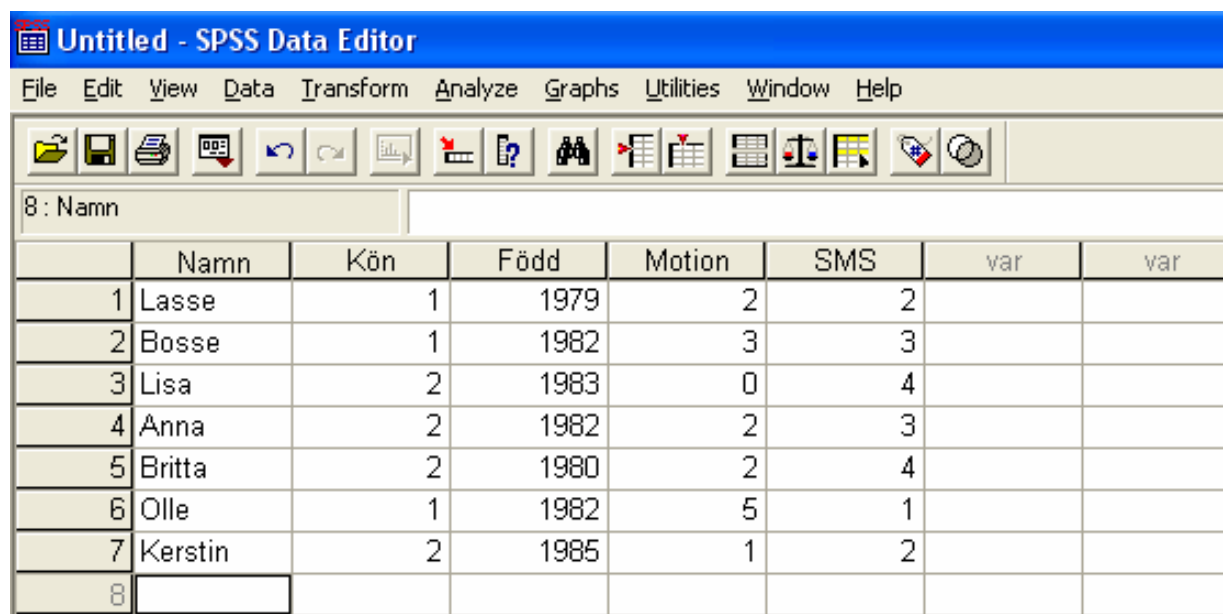
Standarddefinitionerna ovan ändras till detta.



The screenshot shows the SPSS Variable View window with a table of five customized variables. Arrows point to the 'Type', 'Width', and 'Decimals' columns for the first three rows.

|   | Name   | Type    | Width | Decimals | Label                    | Values | Missing |
|---|--------|---------|-------|----------|--------------------------|--------|---------|
| 1 | Namn   | String  | 8     | 0        | Förnamn                  | None   | None    |
| 2 | Kön    | Numeric | 8     | 0        | Kön                      | None   | None    |
| 3 | Född   | Numeric | 8     | 0        | Födelseår                | None   | None    |
| 4 | Motion | Numeric | 8     | 0        | Antal motionspass/ vecka | None   | None    |
| 5 | SMS    | Numeric | 8     | 0        | SMS-vanor                | None   | None    |
| 6 |        |         |       |          |                          |        |         |

# Data View – efter ändringarna



8 : Namn

|   | Namn    | Kön | Född | Motion | SMS | var | var |
|---|---------|-----|------|--------|-----|-----|-----|
| 1 | Lasse   | 1   | 1979 | 2      | 2   |     |     |
| 2 | Bosse   | 1   | 1982 | 3      | 3   |     |     |
| 3 | Lisa    | 2   | 1983 | 0      | 4   |     |     |
| 4 | Anna    | 2   | 1982 | 2      | 3   |     |     |
| 5 | Britta  | 2   | 1980 | 2      | 4   |     |     |
| 6 | Olle    | 1   | 1982 | 5      | 1   |     |     |
| 7 | Kerstin | 2   | 1985 | 1      | 2   |     |     |
| 8 |         |     |      |        |     |     |     |

---

## Name

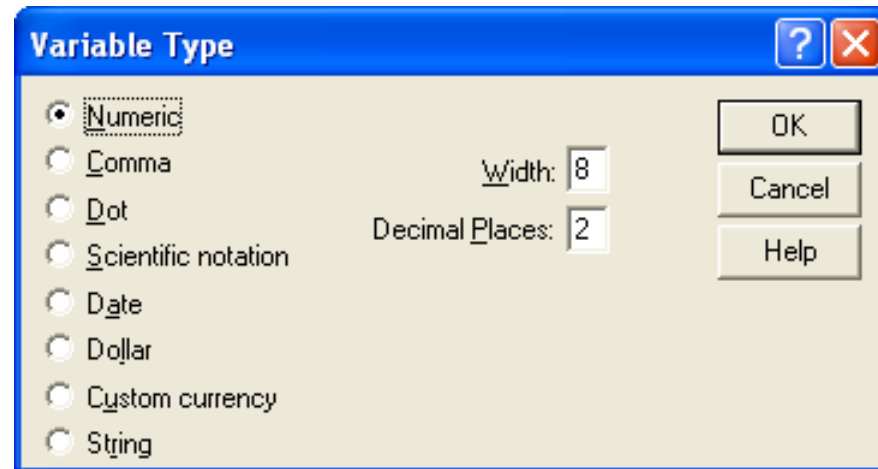
- *Högst 64 tecken* fr.o.m. SPSS version 12, tidigare högst 8 tecken.
- Namnet måste *inledas med en bokstav*.
- *Endast bokstäver* (även å ä ö), *siffror* samt tecknen punkt, @, #, \_ eller \$ får användas. Namnet får inte avslutas med en punkt. (I äldre versioner är det inte möjligt att använda åäö.)
- Variabelnamn får *inte* innehålla blanktecken eller andra tecken än de som nämns ovan.
- Namnen måste vara unika. Man kan blanda stora och små bokstäver, men man kan inte använda både INKOMST och Inkomst. Stora och små bokstäver räknas lika.
- ALL, AND, BY, EQ, GE, GT, LE, LT, NE, NOT, OR, TO och WITH är reserverade ord som inte får användas som variabelnamn.

---

# Type

## Numeriska variabler

- Numeric (98760)
- Comma (98,760)
- Dot (98.760)
- Scientific notation (9.876E+04)
- Dollar (\$98,760)
- Custom currency\* (98760 kr)



## Teckenvariabler

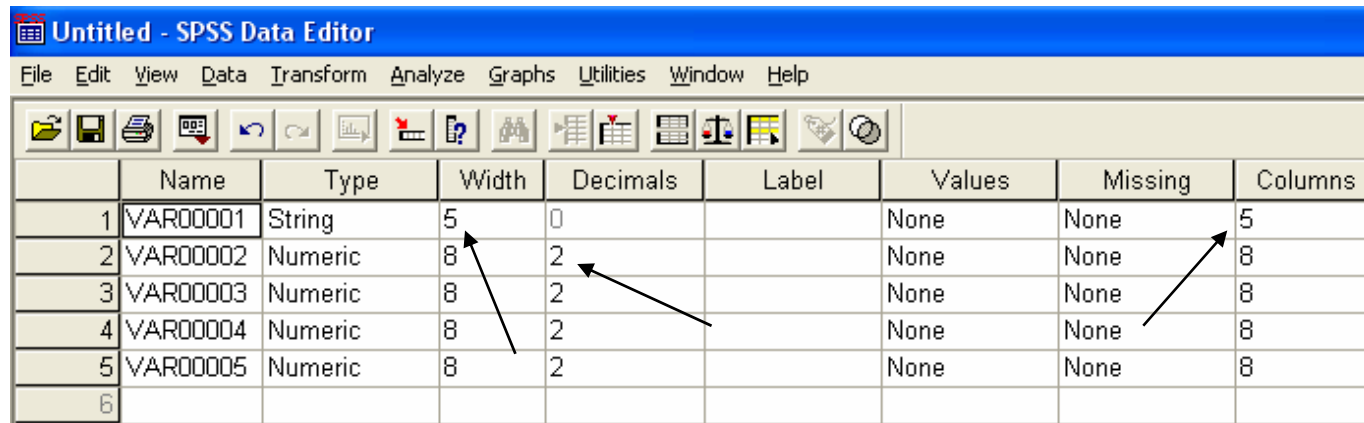
- String (Lasse)

## Datum- och tidsvariabler

- Date (29-APR-1950) – se sidan 47, räknar sekunder sedan 14 oktober 1582!

(\* kräver att valutabeteckningen först anges under Edit > Options > fliken Currency)

# Width, Columns och Decimals



The screenshot shows the SPSS Data Editor interface. The title bar reads "Untitled - SPSS Data Editor". The menu bar includes "File", "Edit", "View", "Data", "Transform", "Analyze", "Graphs", "Utilities", "Window", and "Help". The toolbar contains various icons for file operations and data manipulation. Below the toolbar is a table with the following columns: Name, Type, Width, Decimals, Label, Values, Missing, and Columns. The table contains five rows of variables:

|   | Name     | Type    | Width | Decimals | Label | Values | Missing | Columns |
|---|----------|---------|-------|----------|-------|--------|---------|---------|
| 1 | VAR00001 | String  | 5     | 0        |       | None   | None    | 5       |
| 2 | VAR00002 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 3 | VAR00003 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 4 | VAR00004 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 5 | VAR00005 | Numeric | 8     | 2        |       | None   | None    | 8       |
| 6 |          |         |       |          |       |        |         |         |

Arrows in the image point to the Width, Decimals, and Columns columns of the table.

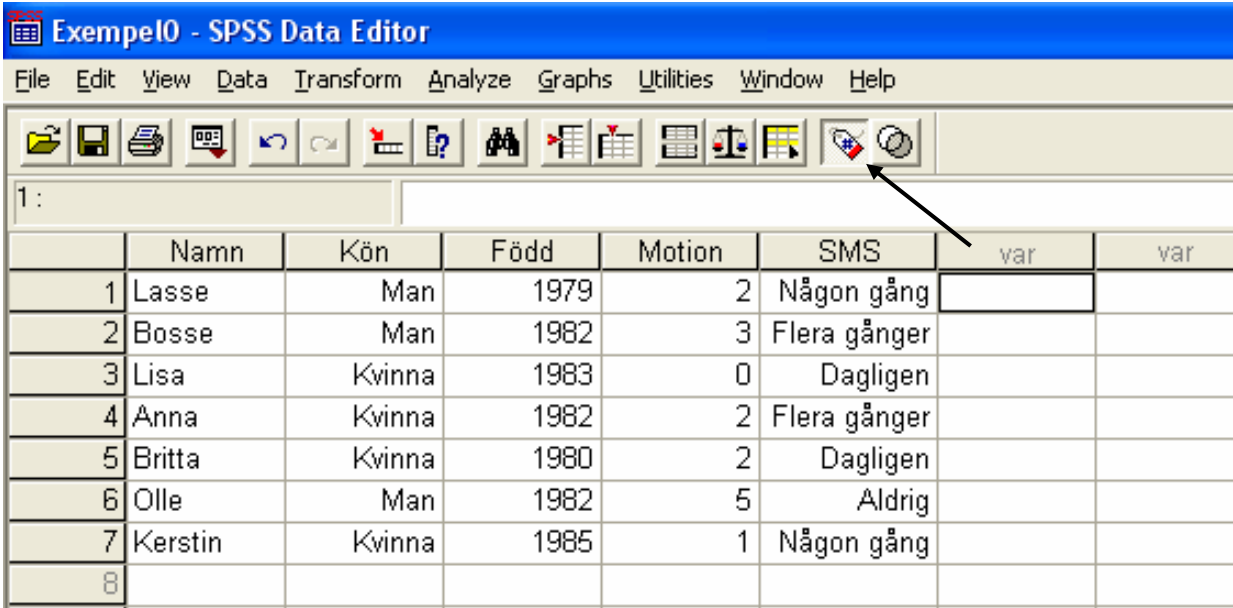


# Values ("Value labels")

The screenshot shows the SPSS 'Value Labels' dialog box overlaid on a variable list. The variable list has columns for Name, Type, Width, Decimals, Label, and Values. The 'Values' column for 'Kön' has a 'None' value and a button to edit it. The 'Value Labels' dialog box has a 'Value Labels' list, a 'Value' field with '1', a 'Value Label' field with 'Man', and buttons for 'Add', 'Change', 'Remove', 'OK', 'Cancel', and 'Help'. Arrows indicate the flow of data from the dialog to the variable list.

|    | Name   | Type    | Width | Decimals | Label   | Values |     |
|----|--------|---------|-------|----------|---------|--------|-----|
| 1  | Namn   | String  | 8     | 0        | Förnamn | None   | No  |
| 2  | Kön    | Numeric | 8     | 0        | Kön     | None   | ... |
| 3  | Född   | Nu      |       |          |         | None   | No  |
| 4  | Motion | Nu      |       |          |         | None   | No  |
| 5  | SMS    | Nu      |       |          |         | None   | No  |
| 6  | Ålder  | Nu      |       |          |         | None   | No  |
| 7  |        |         |       |          |         |        |     |
| 8  |        |         |       |          |         |        |     |
| 9  |        |         |       |          |         |        |     |
| 10 |        |         |       |          |         |        |     |
| 11 |        |         |       |          |         |        |     |
| 12 |        |         |       |          |         |        |     |
| 13 |        |         |       |          |         |        |     |

# Data View – med ”Value labels”



The screenshot shows the SPSS Data Editor window titled "Exempel0 - SPSS Data Editor". The menu bar includes File, Edit, View, Data, Transform, Analyze, Graphs, Utilities, Window, and Help. The toolbar contains various icons, with an arrow pointing to the Value Labels icon (a circle with a question mark). Below the toolbar, a small table shows the variable "SMS" with value labels: 1: Någon gång, 2: Flera gånger, 0: Dagligen, 5: Aldrig.

|   | Namn    | Kön    | Född | Motion | SMS          | var | var |
|---|---------|--------|------|--------|--------------|-----|-----|
| 1 | Lasse   | Man    | 1979 | 2      | Någon gång   |     |     |
| 2 | Bosse   | Man    | 1982 | 3      | Flera gånger |     |     |
| 3 | Lisa    | Kvinna | 1983 | 0      | Dagligen     |     |     |
| 4 | Anna    | Kvinna | 1982 | 2      | Flera gånger |     |     |
| 5 | Britta  | Kvinna | 1980 | 2      | Dagligen     |     |     |
| 6 | Olle    | Man    | 1982 | 5      | Aldrig       |     |     |
| 7 | Kerstin | Kvinna | 1985 | 1      | Någon gång   |     |     |
| 8 |         |        |      |        |              |     |     |