

SPSS DATA ENTRY – HANDS-ON TRAINING FOR BEGINNERS

The workshop on SPSS Data Entry – Hands-on Training for Beginners was conducted on 14th March 2022 by the Department of Commerce, College of Science and Humanities, SRM Institute of Science and Technology.

Research is the best and most reliable way to understand human issues. It is widely regarded as providing benefits to individuals and the local, regional, national and international community. Working on a research project will be a challenging task for the researcher. In a current scenario, a research project and writing a thesis is one of the most important components of PG and Ph.D. studies. Project work or thesis making is a potential area where the students or scholars find it very challenged by lack of structured guidance.

In short, research is an integral part of the education system which involves the process of learning, obtaining information, and developing new theories for the betterment of individuals or groups. Hence Postgraduate students must enhance and promote the notion of research by developing key ideas. Hence the motive behind this is to help beginners to know about the software and get started. This workshop provides a good base for the post-graduate students towards their project writing. SPSS is a comprehensive and flexible statistical package used for social science research. It helps to obtain valuable information from the data and facilitates addressing the challenges.

The training started with an introduction about research, why research is important for Postgraduate students, what are the various types of research and the

process of research. The resource person also touched the measurements and various scales attached. Nominal scales, ordinal scale, interval scale, and ratio scales purpose and guidelines also explained clearly with suitable examples. The workshop also focused on the importance of questionnaires, how to frame good questionnaires, Do's and Don'ts towards farming questionnaires, etc.

The hands-on training session started with an introduction about SPSS software, its functions, data view, variable view, the syntax used, etc., A structured questionnaire with a job satisfaction-related topic has been shared among the participants along with data coding sheet. The circulated questionnaire consists of 11 demographic questions and also 10 job satisfaction relation Likert scale questions which depict a clear understanding about the study area. The participants entered the sample responses collected in SPSS datasheet by them and which helps to understand fundamental concepts towards entering the data in the spreadsheet in connection with the nature of the variable.

Finally, basic statistical tools have been explained along with the small introduction towards hypothesis framing, level of significance, type I and type II errors, and degree of freedom. Descriptive statistics, frequency distribution, cross-tabulations, t-test, f test, ANOVA, chi-square are some of the fundamental tools which have been explained with clear thought about analysis and interpretation. The hands-on training program was a tool for building knowledge and facilitating learning through SPSS for the Postgraduate students who are in need to give suggestions and conclusion for the specific problem identified for research study in order to fulfill their academic requirement.

Key Objective:

- Create Familiarity about SPSS and its application in research work
- Provide basic knowledge about structuring questionnaires and measurements
- A solid foundation for data entry using SPSS
- Perform basic statistical analysis and interpretations
- Program Content:
- Demonstration of SPSS Software
- Importance of SPSS towards research

Structuring questionnaire:

- Fundamentals about measurement scales
- Data preparation, validation, and selection
- Data entry and variable view
- Fundamental tools – Descriptive analysis, Frequency distribution, t-Test, ANOVA, Cross tabs, Chi-square
- Analysis and interpretation
- Graphical representation

Workshops methodology:

- Demonstration using SPSS software
- Statistical theory
- Lectures and discussion
- Key study materials and PPT
- Hands-on training

Training outcome:

- Familiar with basic SPSS functions
- Ability to input data and examine individual variables
- Understand basic statistical tools
- Gain knowledge about analysis and interpretation



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DEPARTMENT OF COMMERCE**

PRESENTS

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Date: 14.03.2022

Time: 10 a.m

**Venue: Fourth floor, Computer Lab,
Polytechnic Block**