

# Data Processing with Stata 14.1 Cheat Sheet

For more info see Stata's reference manual ([stata.com](http://stata.com))

## Useful Shortcuts

**F2** — keyboard buttons

describe data

**Ctrl** + **9**

open a new .do file

**Ctrl** + **8**

open the data editor

**clear**

delete data in memory

**Ctrl** + **D**

highlight text in .do file,  
then ctrl + d executes it  
in the command line

## AT COMMAND PROMPT

**PgUp**

**PgDn**

scroll through previous commands

**Tab**

autocompletes variable name after typing part

**cls**

clear the console (where results are displayed)

## Set up

**pwd**

print current (working) directory

**cd** "C:\Program Files (x86)\Stata13"

change working drive

**dir**

display filenames in working directory

**fs \*.dta**

List all Stata files in working directory

**capture log close**

close the log on any existing do files

**log using "myDoFile.do", replace**

create a new log file to record your work and results

**search** mdesc

find the package mdesc to install

**ssc install mdesc**

install the package mdesc; needs to be done once

underlined parts  
are shortcuts –  
use "capture"  
or "cap"

packages contain  
extra commands that  
expand Stata's toolkit

## Import Data

**sysuse auto, clear**

load system data (Auto data)

for many examples, we  
use the auto dataset.

**use "yourStataFile.dta", clear**

load a dataset from the current directory

**import excel "yourSpreadsheet.xlsx", /\***

import an Excel spreadsheet

**import delimited "yourFile.csv", /\***

import a .csv file

**webuse set** "https://github.com/GeoCenter/StataTraining/raw/master/Day2/Data"

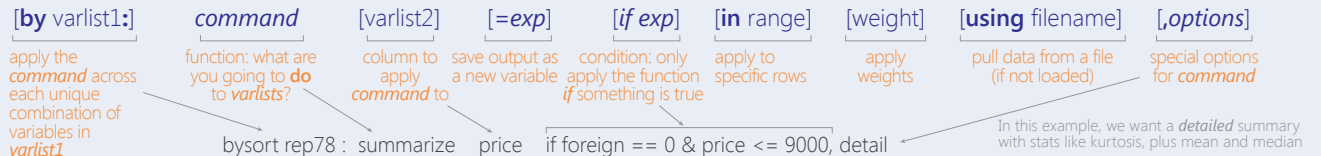
**webuse** "wb\_indicators\_long"

set web-based directory and load data from the web

frequently used  
commands are  
highlighted in yellow

## Basic Syntax

All Stata functions have the same format (syntax):



To find out more about any command – like what options it takes – type **help command**

## Basic Data Operations

### Arithmetic

**+** add (numbers)  
combine (strings)

**–** subtract

**\*** multiply

**/** divide

**^** raise to a power

### Logic

**&** and

**!** or **~** not

**|** or

if foreign != 1 & price >= 10000

make	foreign	price
Chevy Colt	0	3,984
Buick Riviera	0	10,372
Honda Civic	1	4,499
Volvo 260	1	11,995

**==** tests if something is equal  
**=** sets a value to a variable name

**<** less than  
**<=** less than or equal to  
**>** greater than  
**>=** greater or equal to

**!=** not equal  
**or**  
**~=**

if foreign != 1 | price >= 10000

make	foreign	price
Chevy Colt	0	3,984
Buick Riviera	0	10,372
Honda Civic	1	4,499
Volvo 260	1	11,995

## Explore Data

### VIEW DATA ORGANIZATION

**describe** make price

display variable type, format,  
and any value/variable labels

**count**

**count if** price > 5000

number of rows (observations)  
Can be combined with logic

**ds, has(type string)**

**lookfor** "in."

search for variable types,  
variable name, or variable label

**isid** mpg

check if mpg uniquely  
identifies the data

### SEE DATA DISTRIBUTION

**codebook** make price

overview of variable type, stats,  
number of missing/unique values

**summarize** make price mpg

print summary statistics  
(mean, stdev, min, max)  
for variables

**inspect** mpg

show histogram of data,  
number of missing or zero  
observations

**histogram** mpg, **frequency**

plot a histogram of the  
distribution of a variable



### BROWSE OBSERVATIONS WITHIN THE DATA

**browse** or **Ctrl** + **8**

open the data editor

**list** make price **if** price > 10000 & price < .

list the make and price for observations with price > \$10,000

**display** price[4]

display the 4th observation in price; only works on single values

**gsort** price mpg (ascending)

sort in order, first by price then miles per gallon

**gsort** –price –mpg (descending)

**duplicates report**

finds all duplicate values in each variable

**levelsof** rep78

display the unique values for rep78

Missing values are treated as the largest  
positive number. To exclude missing values,  
ask whether the value is less than "."

## Change Data Types

Stata has 6 data types, and data can also be missing:

**no data** **missing** **byte** **string** **int** **long** **float** **double**

To convert between numbers & strings:

**gen** foreignString = **string**(foreign)    "1"  
**tostring** foreign, **gen**(foreignString)    "1"  
**decode** foreign, **gen**(foreignString)    "foreign"

**gen** foreignNumeric = **real**(foreignString)    "1"  
**destring** foreignString, **gen**(foreignNumeric)    "1"  
**encode** foreignString, **gen**(foreignNumeric)    "foreign"

**recast double** mpg  
generic way to convert between types

## Summarize Data

include missing values    create binary variable for every rep78  
value in a new variable, repairRecord

**tabulate** rep78, **mi** **gen**(repairRecord)

one-way table: number of rows with each value of rep78

**tabulate** rep78 foreign, **mi**

two-way table: cross-tabulate number of observations  
for each combination of rep78 and foreign

**bysort** rep78: **tabulate** foreign

for each value of rep78, apply the command tabulate foreign

**tabstat** price weight mpg, **by**(foreign) **stat**(mean sd n)

create compact table of summary statistics    displays stats  
formats numbers for all data

**table** foreign, **contents**(mean price sd price) **f**(%9.2fc) **row**

create a flexible table of summary statistics

**collapse** (mean) price (max) mpg, **by**(foreign) – replaces data

calculate mean price & max mpg by car type (foreign)

## Create New Variables

**generate** mpgSq = mpg^2    **gen** byte lowPr = price < 4000

create a new variable. Useful also for creating binary  
variables based on a condition (**generate** **byte**)

**generate** id = \_n    **bysort** rep78: **gen** repairIdx = \_n

\_n creates a running index of observations in a group

**generate** totRows = \_N    **bysort** rep78: **gen** repairTot = \_N

\_N creates a running count of the total observations per group

**pctile** mpg Quartile = mpg, **nq** = 4

create quartiles of the mpg data

**egen** meanPrice = **mean**(price), **by**(foreign)

calculate mean price for each group in foreign    see **help egen**  
for more options