# **Loading and Manipulating Data**

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■ Typically use data in a "dataframe"

- Not restricted to one dataframe at a time
- Functions to load data all create a dataframe
- Statistical functions accept vectors or dataframes

Understand dataframe objects:

- "Dataframe Structure"
- "Rearranging Dataframes"

- There's no "open" button
- A functions for each file format:
  - CSV: read.csv
    ISV: read.delim
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  - Stata: read.dta (from foreign)
  - SPSS: read.spss (from foreign)
- Almost anything can be loaded

Understand dataframe objects: Do the "Loading Data" Tutorial

### Summary Statistics

Lots of built-in functions to summarize data

One important function: summary

Understand basic data summaries:

- "Univariate data summaries"
- "Correlations"

#### Summary Tables

■ Tabulation is easy with table

- Creates univariate tables and cross-tables
- Tables are objects (of class "table"), so we can work with them like any other object

Understand tabulation and cross-tabulation:

■ "Tabulation"

#### Summary Plots

- Visualization is one of R's greatest strengths
- One important function: plot
- Many other functions for specific types of plots
- Basic plots look okay
- Plots can be made beautiful with a little work

Understand basic plots:

- "Summary plots"
- "Plotting colors"

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## Recoding vectors

- Recoding is all about indexing
- Several different ways to do it.
- The car package has a nice function: recode: outvec <- recode(invec, "old1=new1; old2=new2; else=NA")

Understand recoding:

"Vector recoding"

#### Scale Construction

- Vectorization makes scaling easy
- $\blacksquare$  Use the usual operators: + \* / ^
- Convenience functions for sums and means

Understand scale construction:

■ "Basic Scale Construction"

#### Missing Data

- R has one missing data value: NA
- Best to handle missing data during preprocessing

#### **Understand Missing Data:**

- "Missing Data"
- "Handling Missing Data"
- "Multiple Imputation"