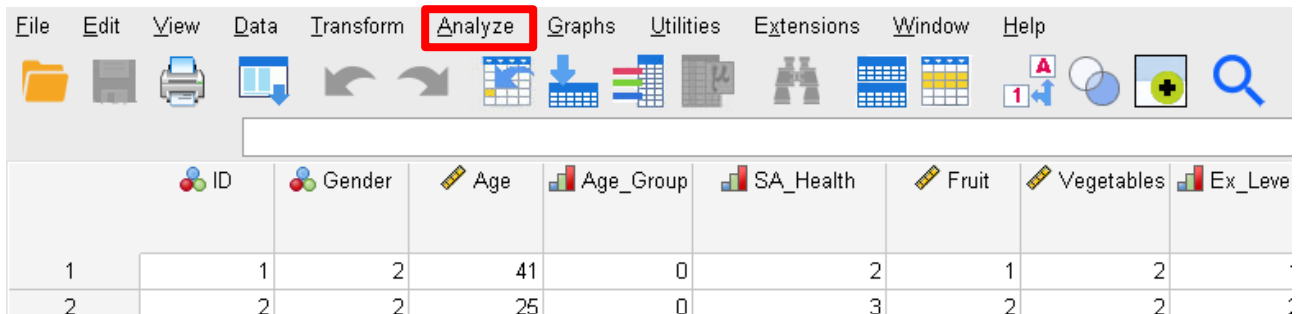# How to make an output in SPSS

For categorical variables

Categorical variables include groups of classifications. E.g. gender, nationality, grouped ages, married.
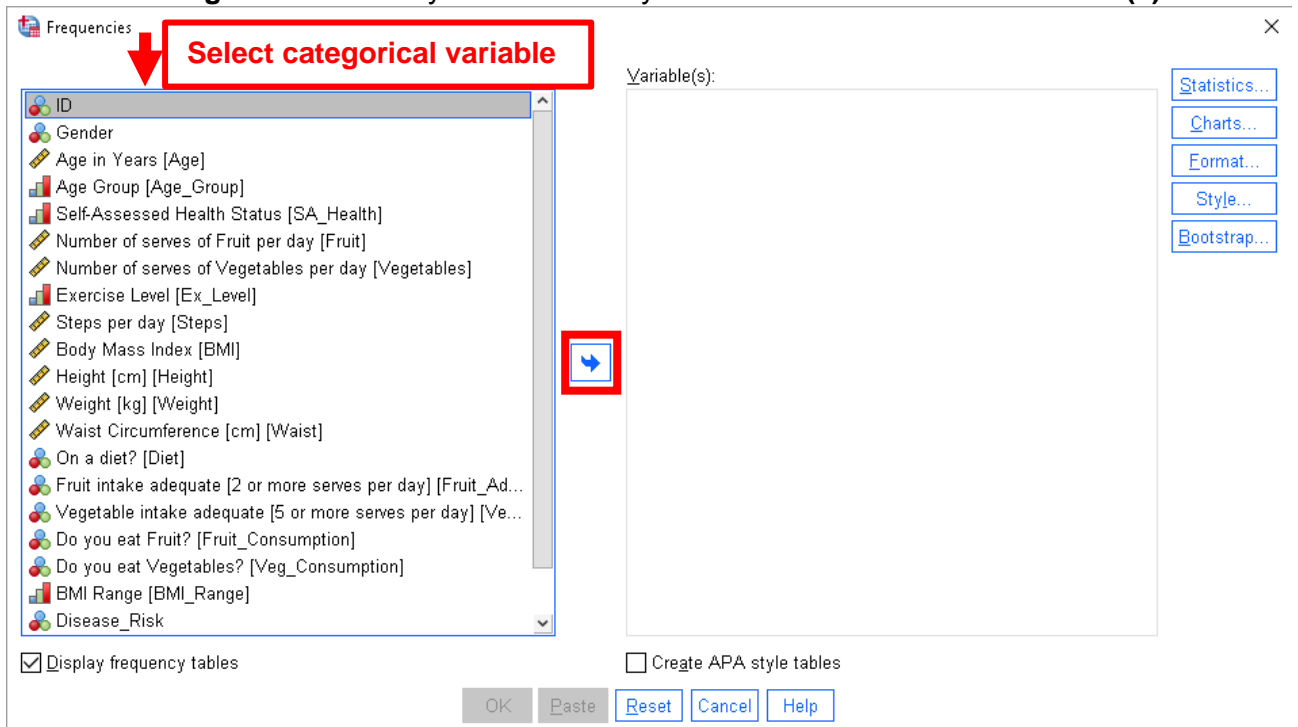
With a data set open, go to '**Analyze**'.
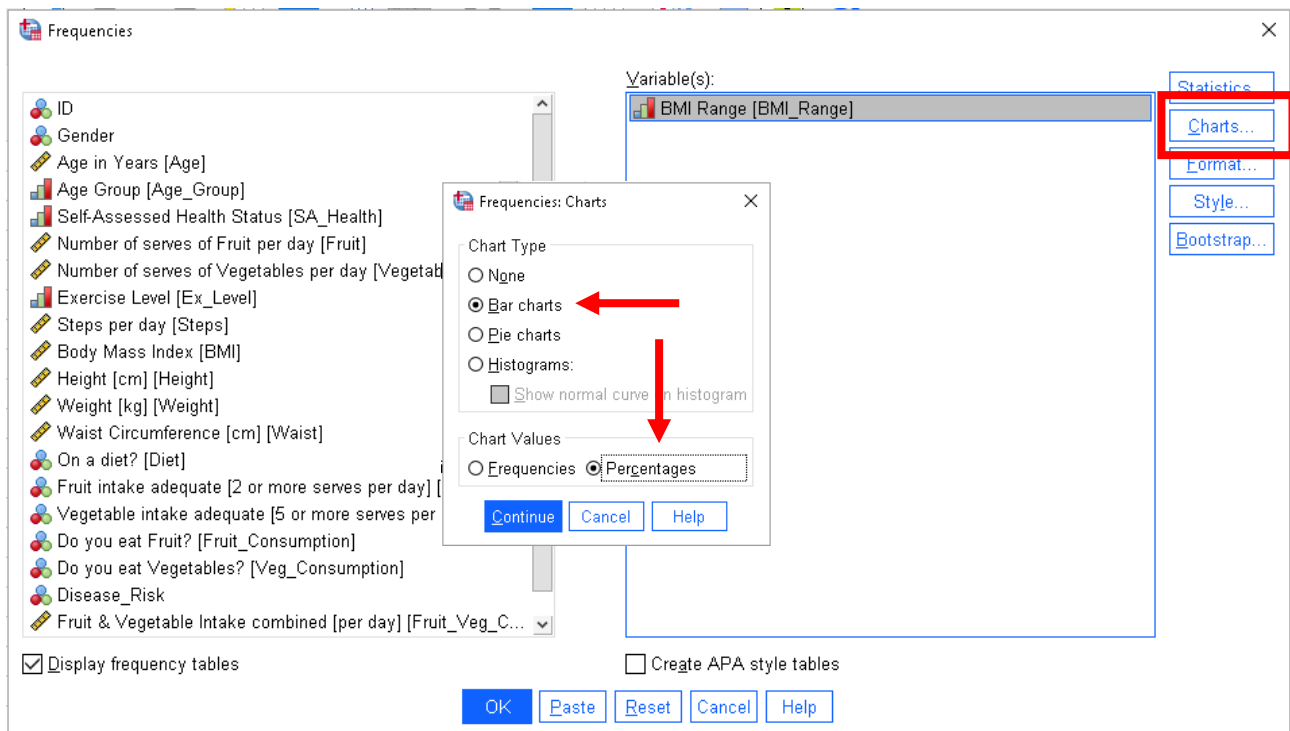

Go to '**Descriptive Statistics**'.

Go to '**Frequencies**'. This will bring up a 'Frequencies' window.

Select the **categorical variable** you want to analyse and enter them into the '**Variable(s)**' column.

Go to '**Charts…**' and select '**Bar charts**', then tick '**Percentages**' under 'chart values', and click '**Continue**'.
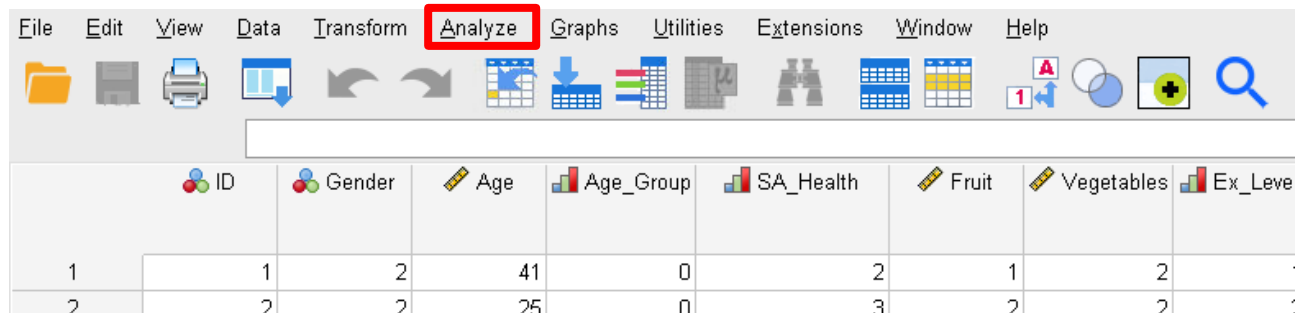

Once this is done, click on '**OK**' at the bottom of the 'Frequencies' window to produce the output.
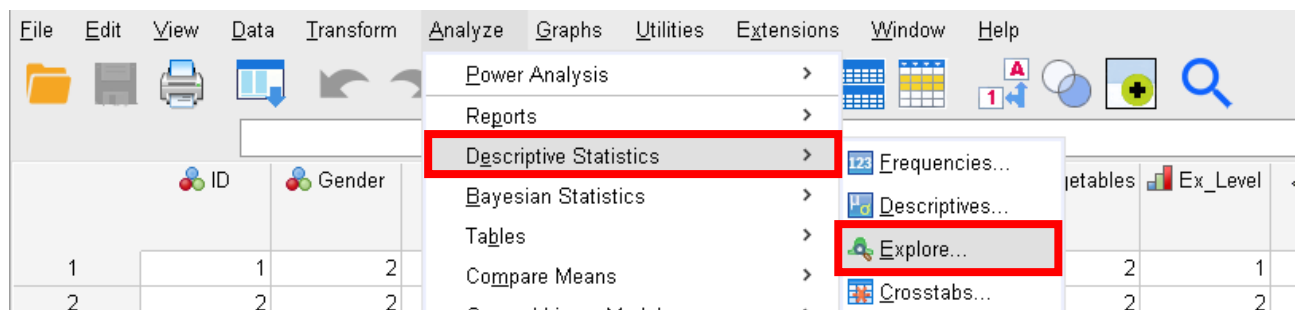
For metric variables

Metric variables include continuous variables. E.g. age, test scores, height, weight, etc.

With a data set open, go to '**Analyze**'.
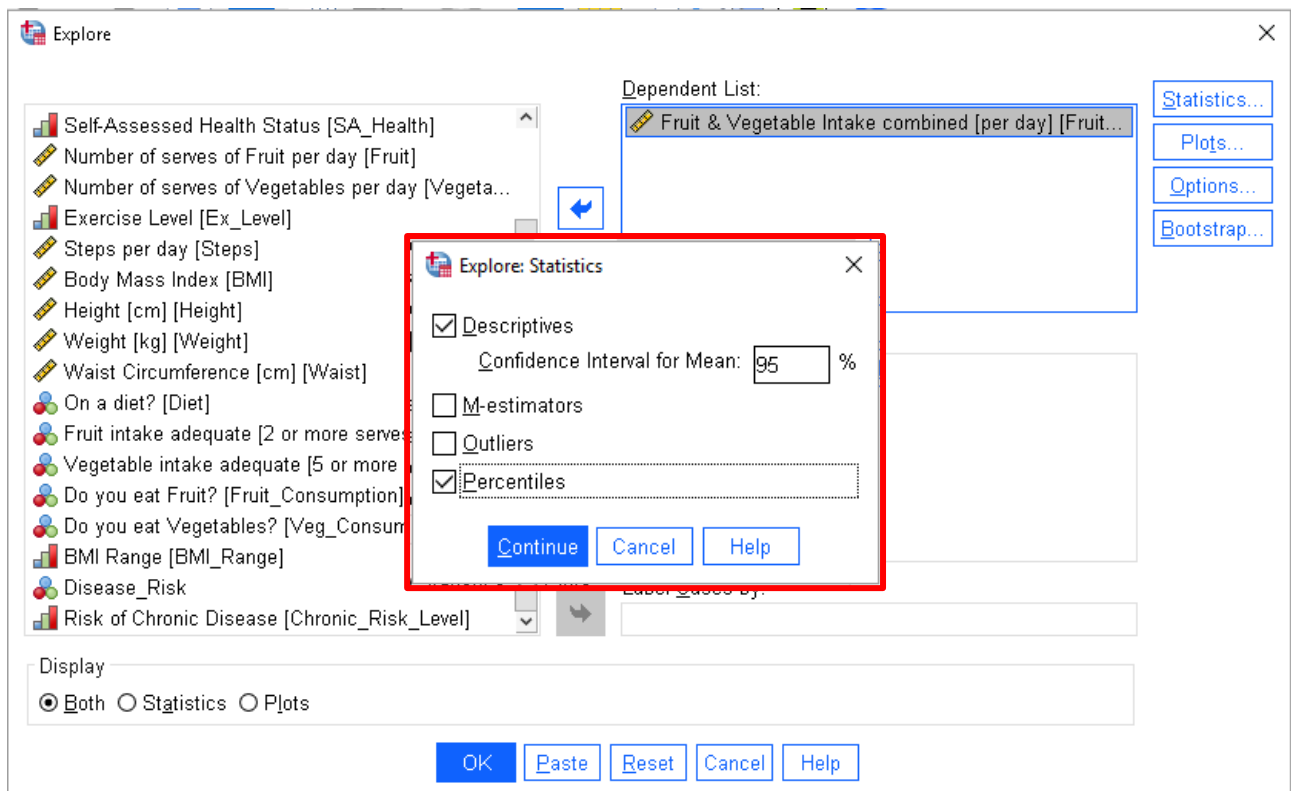

Go to '**Descriptive Statistics**'.

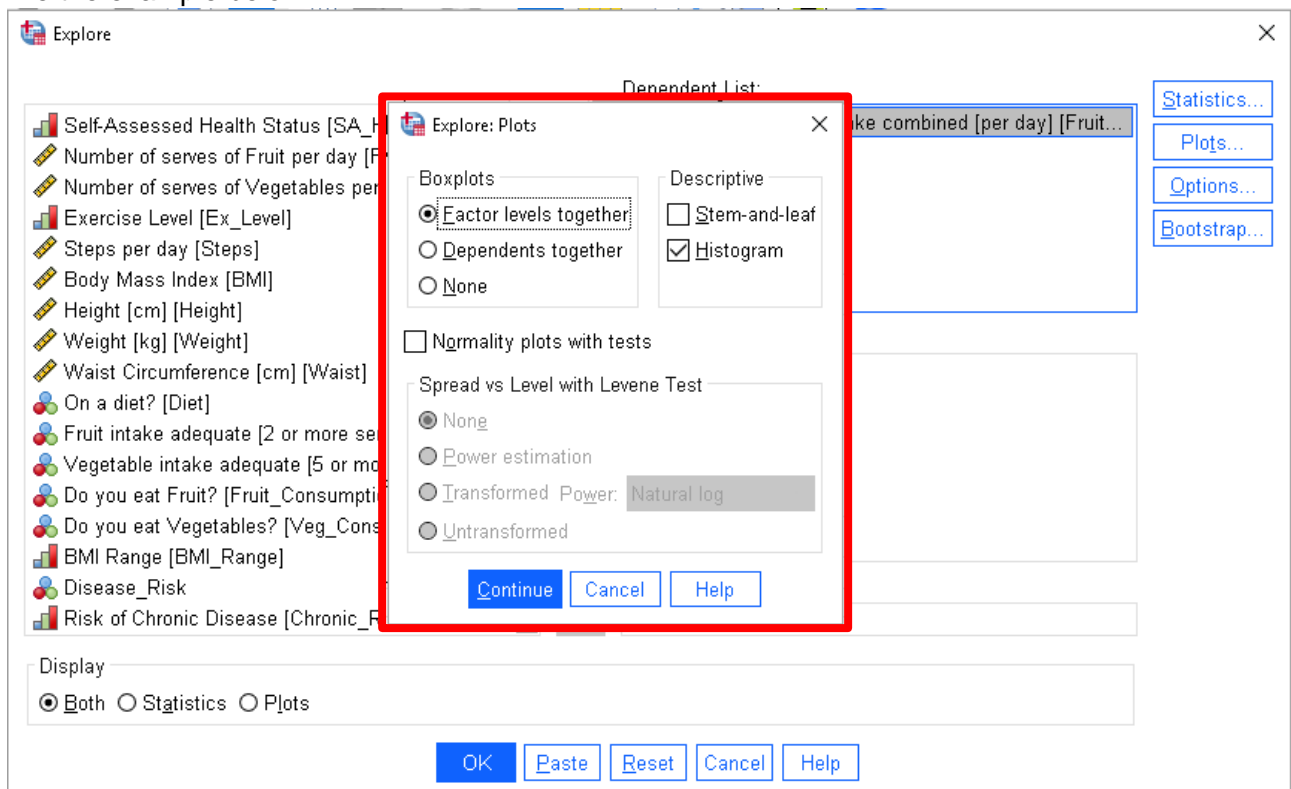Go to '**Explore**'. This will bring up an 'Explore' window.

Select the **metric variable** you want to analyse and entre them into the '**Dependent list:**' column.

Go to '**Statistics…**', tick '**Descriptives**' and tick '**Percentiles**', and click '**Continue**'. It should look like the example below.

Go to '**Plots…**', untick '**Stem-and-leaf**' and tick '**Histogram**', and click '**Continue**'. It should look like the example below.
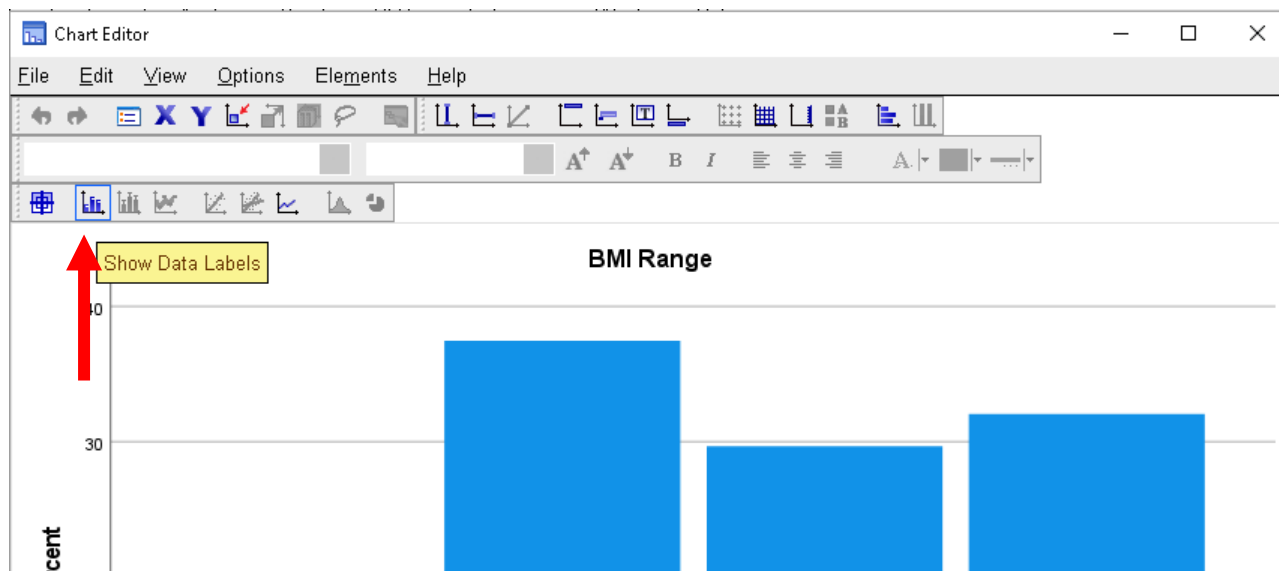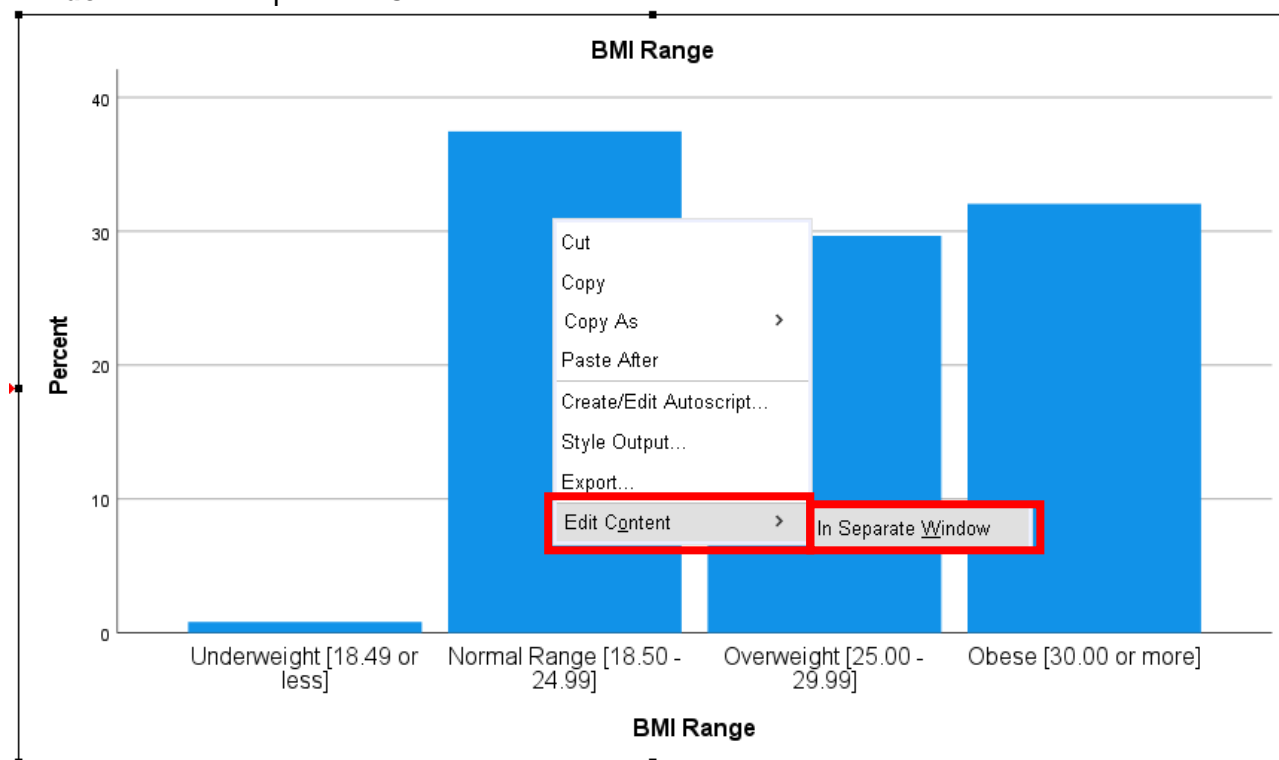

Once this is done, click on '**OK**' at the bottom of the 'Explore' window to produce the output.
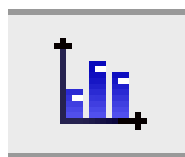
Formatting Charts

In order to produce useful charts, make sure that you format them correctly.

For a bar chart, right click on the bar chart, go down to '**Edit Content**', and across to '**In Separate Window**'. This will open the 'Chart Editor'.
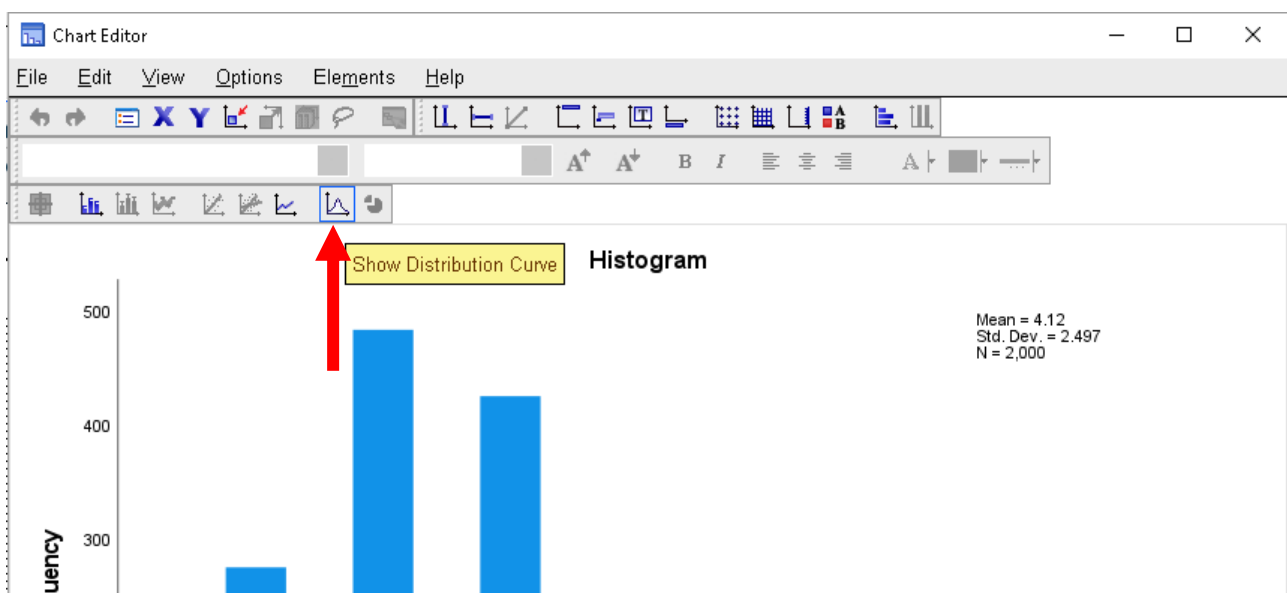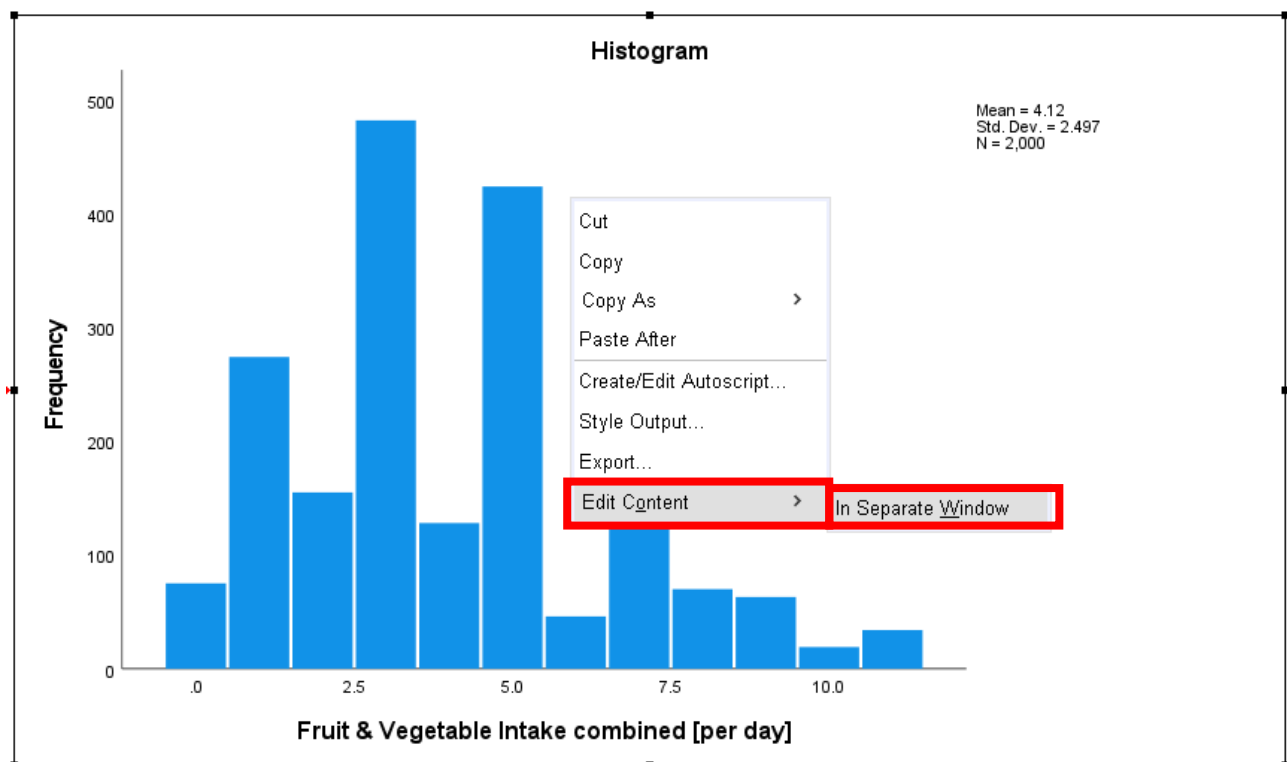

There are several bars here with options. The goal is to find the button labelled '**Show data labels**'. It looks like this (see below).
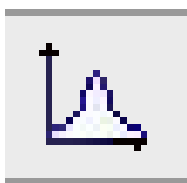

Select this to show the percentage values for the bar chart.

For a histogram, right click on the bar chart, go down to '**Edit Content**', and across to '**In Separate Window**'. This will open the 'Chart Editor'.

There are several bars here with options. The goal is to find the button labelled '**Show distribution curve**'. It looks like this (see below).

Select this to show the distribution curve for the histogram.