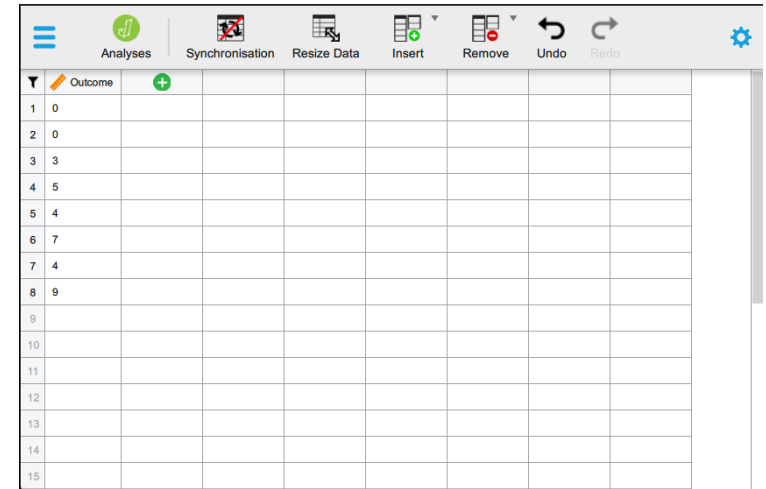


Transformations and Standardized Scores

Selecting the Analysis

1. First, enter the data (described elsewhere).
2. In the “Edit Data” section of the menu, click on the green “+” sign in the last column. A new box will pop up for you to define the variable.

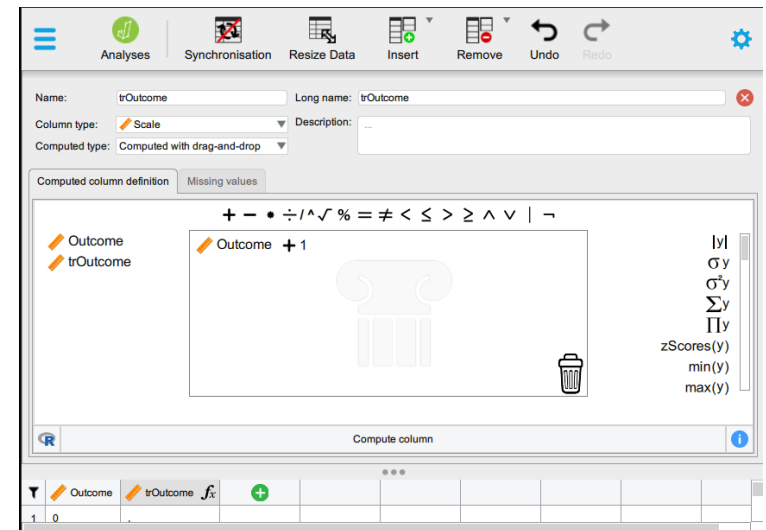


The screenshot shows a software interface with a menu bar at the top containing icons for Analyses, Synchronisation, Resize Data, Insert, Remove, Undo, and Redo. Below the menu is a data table with 15 rows and 8 columns. The first column is labeled 'Outcome' and contains values 0, 0, 3, 5, 4, 7, 4, 9, and then empty cells for rows 9 through 15. A green '+' icon is located in the top-right cell of the table (row 1, column 8).

	Outcome						
1	0						
2	0						
3	3						
4	5						
5	4						
6	7						
7	4						
8	9						
9							
10							
11							
12							
13							
14							
15							

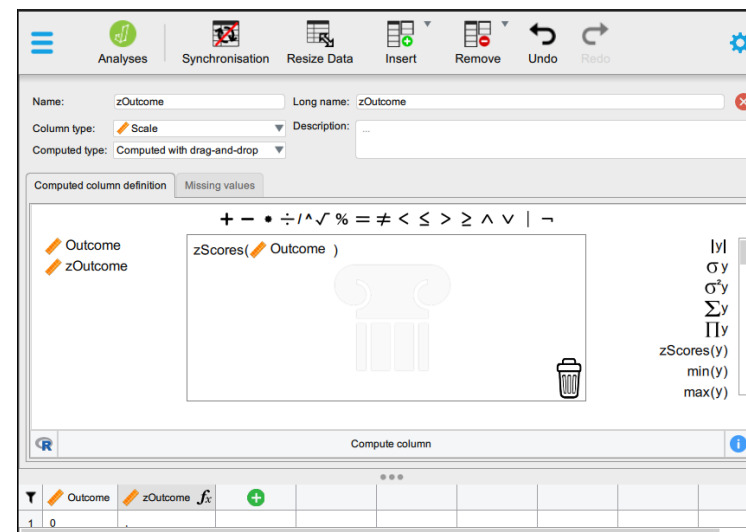
Computing Transformations

3. Type in the new you wish to give the new variable (here it is “trOutcome”). Hit “Enter” to be sure the rest of the cells populate.
4. For “Computed Type”, be sure to select “Computed with Drag and Drop”.
5. In the tab labeled “Computed Column Definition”, drag your original variable (here “Outcome”) to the main box. Click on the math operator (here “+”) and then click on the dots (and type your number).
6. Click on “Compute Column” to finalize the data transformation.
7. To hide the setup menu, click on the large red “X”.



Computing Standardized Scores

12. Type in the new you wish to give the new variable (here it is "zOutcome"). Hit "Enter" to be sure the rest of the cells populate.
13. For "Computed Type", be sure to select "Computed with Drag and Drop".
14. In the tab labeled "Computed Column Definition", click on "zScores(y)" on the right. Drag your original variable (here "Outcome") to take the place of the "y" variable.
15. Click on "Compute Column" to finalize the data transformation.
16. To hide the setup menu, click on the large red "X".



Viewing Standardized Scores

17. Note that standardized variables are not included in the output. Rather, they are saved as new variables in the data view window.
18. These variables can be used in subsequent analyses. You can follow the previous tutorials to get descriptive statistics for these variables.

[illegible]