PHStat2 Version 3.5 Readme

PHStat2 is the add-in that assists you in using Microsoft Excel while you learn the concepts of statistics. PHStat2 allows you to perform many common types of statistical analyses while using the familiar Excel interface. This document discusses version 3.52 and is organized into sections that will assist you in setting up and using PHStat2.

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1 PHStat2 Technical Requirements

At the time of publication, this add-in was compatible with Microsoft Windows Excel 2007, Excel 2010, and Excel 2013, (Mac) OS X Excel 2011, and Office 365 Excel. Make sure to update your Excel version with all of the Microsoft-supplied updates before using this add-in. *If you plan to use Microsoft Excel 2003, see Section 6 "FAQs and Troubleshooting PHStat."*

For Microsoft Windows Excel, appropriate security settings as discussed in Section 2.

Approximately 3 MB disk storage space for all files.

Notes:

In this document, the symbol ➔ means "on the next submenu, select."

If you plan to use PHStat2 with Office 365 for Microsoft Windows, use the Excel 2013 instructions in this document. It you plan to use PHStat2 with Office 365 for (Mac) OS X, use the Excel 2011 instructions in this document.

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2 Configuring Microsoft Windows Excel Security

To use PHStat2 successfully on Microsoft Windows versions, you first must review and change, if necessary, Microsoft Office security settings. Instructions differ from version to version. This step is not needed if using OS X Excel 2011.

2a Excel 2010 and Excel 2013 Security

In Excel 2010 or Excel 2013, you must change the Trust Center settings to allow PHStat2 to properly function. To do so, click **File ➔ Options** and in the Excel Options dialog box:

1. Click **Trust Center** in the left pane and then click **Trust Center Settings** in the right pane.

In the Trust Center dialog box:

2. Click **Add-ins** in the next left pane, and in the Add-ins right pane clear all of the check boxes.
3. Click **Macro Settings** in the left pane and in the Macro Settings right pane click **Disable all macros with notification**.
4. Click **OK** to close the Trust Center dialog box.

Back in the Excel Options dialog box:

5. Click **OK** to finish

For systems with very stringent security settings, you may need to modify step 5. For such systems, in step 5, click **Trusted Locations** in the left pane and then, in the Trusted Locations right pane, click **Add new location**, click **Browse** and navigate to the folder into which you place the PHStat files. Then click **OK** in the open dialog boxes until all are closed.

2b Excel 2007 Security

In Excel 2007, you must change the Trust Center settings to allow PHStat2 to properly function. Click the **Office Button** and then click **Excel Options** (at bottom of the Office Button menu window). Then continue with steps 1 through 5 of the Excel 2010 and Excel 2013 Security instructions.

2c Excel 2003 Security

In Excel 2003, the Microsoft Office macro security level must be set to **Medium** in order to allow PHStat2 to properly function. Open Microsoft Excel and select **Tools ➔ Macro ➔ Security**. In the **Security Level** tab of the Security dialog box that appears, click the **Medium** option and then click **OK**.

Setting the security level in this dialog box, affects all Microsoft Office programs. When you are finished using PHStat, you can set the security level to **High**, for greatest security. (If you set the level to High, remember to reset the level to Medium before you next open and use PHStat.).

If you cannot see the Macro choice on the Tools menu, it may be hidden from view due to the way that Microsoft Office is currently displaying menu choices. To double-check this, open Microsoft Excel and select **Tools ➔ Customize**. In the Customize dialog box, clear (uncheck) the **Menus show recently used commands first** check box if it is checked and click **Close**. Making this change will also be helpful when using PHStat2 as you will be always able to see every choice on the PHStat menu.

3 Setting up and Using PHStat

Download the PHStat2 files which are packaged as a zip archive. The archive contains the PHStat.xlam file, the actual add-in; a copy of this file; PHStatHelp.pdf, a complete PHStat2 help system published as PDF file for use with both Mac and Windows computers, and PHStatHelp.chm, a complete PHStat2 help system that provides context-sensitive help for Microsoft Windows Excel users.

Double-click the zip archive and expand and place the files in the same directory. At this time, you can optionally create "shortcuts" to the file for later, easier access to the files.

You use PHStat2 by double-clicking the icon or folder listing (or shortcut) for PHStat.xlam. If you prefer, you can use the Excel (File) Open dialog box to open the PHStat.xlam file directly. As PHStat2 begins to load, you will see a security warning message that discusses macros. Should this dialog box appear, click **Enable Macros** to allow PHStat2 to be opened. (If you are using Microsoft Windows and "nothing" happens, review Section 2 to make sure your system contains the correct security settings.)

If PHStat2 loads properly, a PHStat menu will appear in the Add-Ins tab (Excel 2007, Excel 2010, or Excel 2013) or in the menu bar (Excel 2003) or in the Apple menu (Excel 2011). In using Excel 2003, you will see a "file conversion" window as Excel translates PHStat2 into the older Excel 2003 format.

If PHStat2 fails to start properly, see Section 6 "FAQs and Troubleshooting PHStat2."

4 Microsoft Windows and Mac OS Differences

You use the same PHStat2 add-in file (**PHStat2.xlam**) for both Microsoft Windows and OS X systems. However, because of differences between Microsoft Windows and OS X Microsoft Excels, you will notice in OS X Excel 2011 that dialog boxes will appear smaller and clicking **Help** in a procedure's dialog box displays a message to review the PDF help system (and not a context-sensitive help screen). In addition, there may be one cell entry in a column that appears as all #'s if PHStat2 has used the Excel autofit feature to adjust the width of that column. (Manually widen the column to see the cell value.)

5 Updating PHStat2

From time to time, PHStat2 may be updated to correct minor issues or to add new capabilities. Visit the web page, MyStatLab course page, or institutional site from which you initially downloaded your copy of PHStat2 to see if an updated version is available. Downloading the PHStat readme file from these sources and comparing its exact decimal version number to 3.52 (this version) is an easiest way to determine if a newer version exists. Depending on the textbook you are using and the licensing that governs your use of PHStat2, you may be able to download a newer version, if it exists.

You should only download from these sources or a secure source that is administered by your educational institution. PHStat2 versions that you may find elsewhere on the Internet are obsolete versions that will not support the PHStat2 instructions in your book and may not function correctly or, worse, contain, malware.

6 FAQs and Troubleshooting PHStat2

"Unexpected error" message when attempting to use a PHStat2 procedure. Verify that the any data required for the procedure that generated this message has been organized according to best practices. (Generally, data should be placed on its own worksheet, starting in column A and row 1. See the help topic "Preparing Data for Analysis" for details.) Column headings that are excessively long in length or that were entered as numbers may also be a source of this message (edit column headings as necessary). When an "unexpected error" message appears, any worksheets created by PHStat should be ignored and deleted.

"Compile error in hidden module" message. If you get an error message that mentions a compile error in a hidden module or workbook when you start PHStat2, you copy of Excel may not be properly updated. If you still get this message in OS X Excel 2011 after updating, please contact Pearson 24/7 Technical Support.

PHStat menu fails to open or fails to appear. If you are using Microsoft Windows Excel, first review macro security settings and setup instructions discussed in Sections 2 and 3. If the problem persists, turn off other third-party Office or Excel macros or add-ins to see if they conflict with PHStat2.

Can I use PHStat2 with Microsoft Excel 2003? PHStat no longer fully supports Microsoft Windows Excel 2003. If you use Excel 2003, you must first install the Microsoft Office Compatibility Pack update. When using Excel 2003, some advanced PHStat2 procedures generate worksheets that display the #NAME? error in one or more cells. (If you plan to use Excel 2003, considering upgrading as Microsoft plans to end all support for Office 2003 as of April 9, 2014. Also note that Excel 2003 has a number of statistical inaccuracies that have been corrected in current versions.)

Can I use PHStat2 with the Excel Web App? No, as is the case for all add-ins, you cannot use PHStat2 with the browser-based Excel Web App. However, worksheets created by PHStat2 can be opened and explored in the Excel Web App, subject to the limitations of the Excel Web App.

For further assistance, consult the PHStat2 help system. To contact Pearson 24/7 Technical Support, visit **247pearsoned.custhelp.com**. Additional help may be found at the website **phstatcommunity.org**, which is not affiliated or administered by Pearson Education, and is expected to be active by late 2014.

7 What's New in PHStat?

PHStat2 is continually being enhanced. This is PHStat2 version 3.52.

Changes in version 3.52 since version 3.21:

Procedures use newer Excel function names if PHStat2 is used with Excel 2010, 2011, or 2013.

Corrected issues with the Paired t Test lower-tail option, the Stepwise Regression backwards elimination option, the One-way Tables & Chart Percentage column option, and Simple Linear Regression ANOVA table.

Enhanced the formatting and display of results for selected procedures.

Corrected issues associated with 2013 OS X Excel 2011 updates.

Changes in version 3.21 since version 3.06:

Added OS X Excel 2011 and 64-bit versions of Microsoft Windows Excel compatibility.

Descriptive Summary procedure added.

One-Way ANOVA and Levene Test procedures accept groups of unequal sample sizes.

Corrected an issue in Levene Test procedure when data contains no labels.

Corrected an issue in the Separate-Variance t procedure when the hypothesized difference is not zero.

Corrected an issue in the Two-Tail Test option of the Chi-Square Test for the Variance procedure.

Simplified setup, no special setup.exe program needed to use PHStat; PDF help manual.

Changes in version 3.06 since version 3.0:

Enhanced introductory help system topics.

Corrected minor issues in the Separate-Variance t procedure.

Added notes to help entries for Stepwise Regression, Levene, and One-Way ANOVA procedures.

Updated formatting of worksheets to match Excel 2010 styling.

Corrected minor issues in the Two-way ANOVA with replication and Levene Test procedures.

Corrected formatting of the Variance Inflationary Factor option of Multiple Regression.

Corrected issue with Paired t Test procedure when Upper-Tail Test option is selected.