a. Choose **Data Mining > Transform > Principal Components**. Select data range $A$1:$C$16. Make sure that the box *First Row Contains Headers* is checked. The *Variables* *in* *Input Data* box will populate. Select and move all the variables to *Selected Variables* box. Accept other defaults and click *Next*. Choose Smallest # components explaining at least: 85% of variance and Use Covariance Matrix. Click Finish.

b. Choose **Data Mining > Transform > Principal Components**. Select data range $A$1:$C$16. Make sure that the box *First Row Contains Headers* is checked. The *Variables* *in* *Input Data* box will populate. Select and move all the variables to *Selected Variables* box. Accept other defaults and click *Next*. Choose Smallest # components explaining at least: 85% of variance and Use Correlation Matrix. Click Finish.