

## **Descriptive Statistics Report (Minitab Analysis)**

### **1. Title Page**

- Report Title
- Your Name/Index No.
- Institution/Department
- Date

### **2. Introduction**

- Purpose of the study
- Overview of the sample
- Objectives:
  - To analyze demographic and academic data
  - To compare variables like GPA, study hours, etc., based on gender, etc.

### **3. Methodology**

- Data Collection Method (e.g., questionnaire)
- Tools Used: Minitab (mention version)
- Type of variables collected (categorical and numerical)
- Basic description of the questionnaire

### **4. Data Summary**

#### **a. Categorical Variables Summary**

- Frequency tables
- Bar charts or pie charts

Include graphs from Minitab for visual appeal.

#### **b. Numerical Variables Summary**

- Mean, Median, Std. Deviation, Min, Max
- Use histograms and boxplots for visual insight

### **5. Comparative Analysis**

Compare variables across groups (e.g., **Gender-wise GPA Comparison**).

Include charts and test outputs from Minitab.

### **6. Discussion**

- Interpret the results (not just list them)
- Are there surprising patterns?
- Are females studying more but achieving similar GPA?
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### **7. Conclusion**

- Summarize key findings
- Relate findings back to objectives
- Mention limitations (e.g., small sample, self-reported data)
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### **8. Appendices**

- Include:
  - Raw Minitab output (optional)
  - Questionnaire copy
  - Any extra charts or data tables