



**For ASSESS 2019 workshops**

**AN INTRODUCTION TO IBM SPSS STATISTICS FOR COMPLETE BEGINNERS**

**2**

# AN INTRODUCTION TO IBM SPSS STATISTICS FOR COMPLETE BEGINNERS

(9-45am to (approx) 4-30pm including (approx) two 20 minute coffee breaks and lunch break)

Keith Bentley

University of Salford

## ***Target Audience***

Members of any company who are interested in using data, possibly from a variety of sources, to develop corporate and business strategies to identify goals, set and monitor targets and improve the effectiveness of their employees.

The course tutor, Keith Bentley, is a former senior police officer currently lecturing at the University of Salford. He has given talks (identifying crime hotspots) and courses (Introducing IBM SPSS Statistics syntax using the British Crime Survey) for ASSESS at past meetings. He is a regular user of the statistical software, IBM SPSS Statistics, and specializes in the Field of police intelligence systems. Keith is also engaged as an intelligence expert with the European Union TAIEX organization.

## ***Pre-requisites***

This workshop is suitable for users who have no prior experience using SPSS.

## ***Aim***

The forthcoming training session will be making use of a very large data set, a copy of a BCS survey with over 46,000 cases and 3000 variables. This one-day course is aimed at complete beginners to IBM SPSS Statistics. It introduces basic concepts and structures and uses these to read in and prepare data ready for analysis and perform data manipulations using core commands. The teaching material references contemporary Level 6 university input. Although the emphasis is on crime data this course is also suitable for anyone from any company or organisation in that it provides a general framework for data analysis which can be used to guide policy decisions.

## ***Learning Outcomes***

By the end of the course, you will be able to:

- Use the IBM SPSS menu interface
- Open and save Data Files
- Enter and define data
- Produce simple descriptive statistics and one and two-way tables
- Use commands for calculations and selection
- Plot simple graphs
- Use basic syntax