

2.2 Data Import

(PSY206) Data Management and Analysis

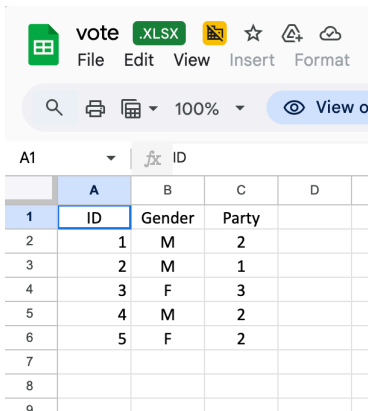
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Subsection 1

Importing Excel Data Files into SPSS

Importing Excel Data Files into SPSS

- Suppose we have an Excel file `vote.xlsx` (download) containing data like the following:

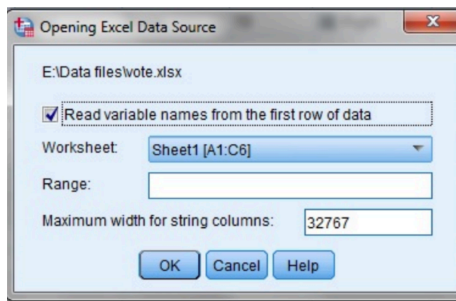


The screenshot shows an Excel spreadsheet titled "vote.xlsx". The spreadsheet has a menu bar with "File", "Edit", "View", "Insert", and "Format". Below the menu bar is a search bar and a "View" button. The spreadsheet content is as follows:

	A	B	C	D
1	ID	Gender	Party	
2	1	M	2	
3	2	M	1	
4	3	F	3	
5	4	M	2	
6	5	F	2	
7				
8				

Steps to Import an Excel File

- 1 Open SPSS and go to **File > Open > Data**.
- 2 A new window will appear asking you to select the **File Type**.
- 3 Choose **Excel (.xls, .xlsx)** from the drop-down menu.
- 4 Browse to the folder where the file is saved and select your file.
- 5 Click **Open**.
- 6 A new window will appear as shown below:



Selecting Data from the File

- In the import dialog box:
 - ▶ Select the appropriate **worksheet** (if the Excel file has multiple sheets).
 - ▶ By default, SPSS imports the **entire sheet**.
 - ▶ To import only a portion of the data, specify a **Range** (e.g., A1:B6).

Example: To import only the variables *ID* and *Gender* from the first 6 rows, enter A1:B6 in the Range field.

Practice

- Try importing the following files:
 - ▶ `hs0.sav` (download)
 - ▶ `hs0.xls` (download)

Reflection Question

- What are the **advantages of importing a .sav file** instead of an Excel file?
(Hint: Consider variable names, labels, formats, and missing value handling.)

Subsection 2

Importing Other Software Data (Stata, SAS, etc.)

Importing Other Software Data (Stata, SAS, etc.)

- Besides Excel, SPSS can directly open datasets created in **other statistical software** such as:
 - ▶ **Stata** (.dta)
 - ▶ **SAS** (.sas7bdat)
 - ▶ **SPSS portable files** (.por)

This feature is useful when collaborating with researchers who use different software.

General Steps

- ➊ Go to **File > Open > Data**.
- ➋ From the **File Type** drop-down list, choose the relevant format (e.g., Stata, SAS).
- ➌ Browse to the folder where the dataset is saved.
- ➍ Select the file and click **Open**.
- ➎ The dataset will appear in SPSS with variable names, labels, and some metadata preserved.

Practice

- Try importing a dataset from another software, e.g.,
 - ▶ `bdhs2014.dta` (download) from Stata or
 - ▶ `airline.sas7bdat` (download) from SAS.

Summary

- **Excel files:** Good for raw data entry and sharing, but limited in metadata.
- **Stata / SAS files:** Retain more metadata and are useful for collaboration.
- **SPSS (.sav):** Native format with full compatibility (best for long-term work).