

Creating a Codebook using SPSS

SPSS can calculate summary statistics. Use ► Analyze ► Reports ► Codebook to instruct SPSS to produce part of a codebook. Under **Variables** enter all variables used in the dataset and under **Output** select the options as selected in Figure A5.1.

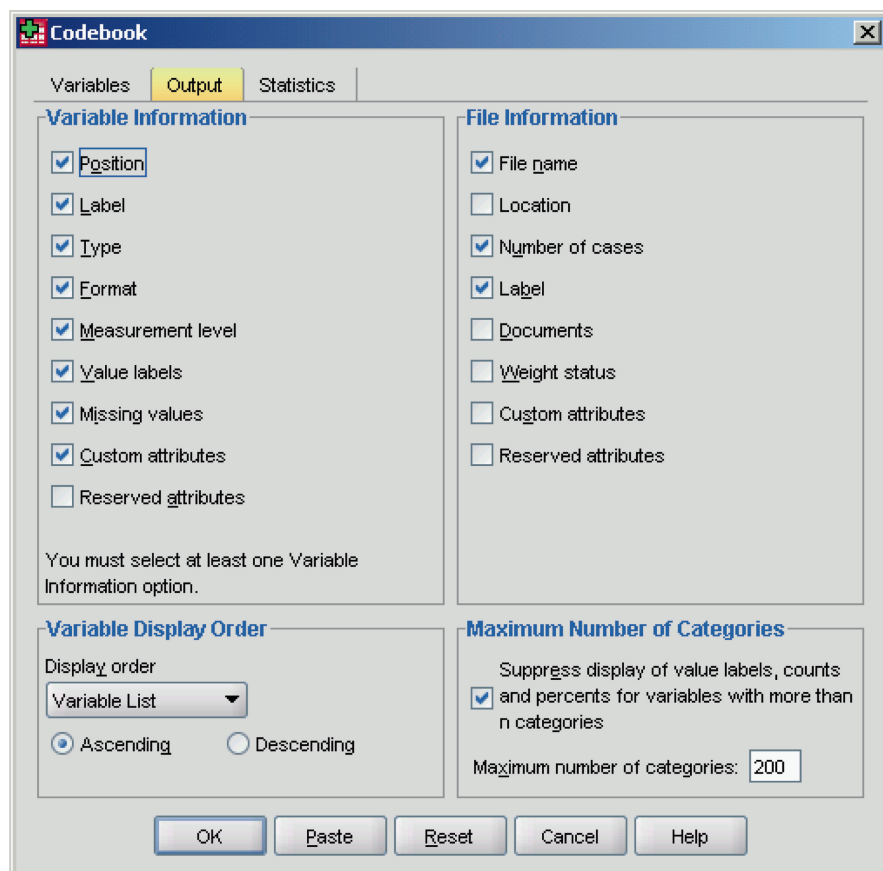


Figure A5.1 Creating a codebook.

These options will provide detail on the file in use, including the file name, file label (if you entered this into SPSS), and the number of cases included in the dataset. SPSS will also provide summary statistics for each variable, (see the example in Table A5.1). The standard attributes are taken from the **Variable View** in SPSS and are therefore only as accurate as they were typed. If you did not provide any detail under **Variable View**, SPSS will not provide much useful information. The central tendency and dispersion statistics are automatically calculated by SPSS if you have interval or ordinally scaled variables (called scale in SPSS). The labels and corresponding values are also provided if they were entered under **Variable View**.

Table A5.1 Part of a codebook created in SPSS

File Information				
File Name			Retailer.sav	
Label				
Number of Cases		Unweighted	435	
		Weighted	435	
timelim1				
		Value	Count	Percent
Standard Attributes	Position	1		
	Label	I had limited time during the internet session		
N	Type	Numeric		
	Format	F8		
	Measurement	Scale		
	Valid	435		
	Missing	0		
Central Tendency and Dispersion	Mean	1.62		
	Standard Deviation	1.711		
	Percentile 25	.00		
	Percentile 50	1.00		
	Percentile 75	3.00		
Labeled Values	0	Completely disagree	126	29.0%
	1	Disagree	167	38.4%
	2	Somewhat disagree	31	7.1%
	3	Neutral	24	5.5%
	4	Somewhat agree	44	10.1%
	5	Agree	32	7.4%
	6	Completely Agree	11	2.5%