EXERCISE 2

Creating a codebook and entering data in SPSS

Let's assume that we selected a random sample of 20 nursery pupils. For each pupil, we measured their IQ, School Behaviour, Father's Monthly Salary, and the Family Members who live together with the child. These data, together with the pupils' gender, were reported in the following form:

REPORTING FORM

GENDER

☐ Boy

☐ Girl

SCHOOL BEHAVIOUR

☐ Very Good

☐ Good

FATHER'S MONTHLY SALARY

☐ 0-450 euros

☐ 451-600 euros

☐ 601-900 euros

☐ 901+ euros

IQ _____

FAMILY MEMBERS WHO LIVE TOGETHER WITH THE CHILD (select all that apply)

☐ Mother

☐ Father

☐ Siblings

☐ Grandparent(s)

☐ Others

Let's assume that we collected the following data:

ID	GENDER	BEHAVIOUR	FATHER'S MONTHLY SALARY (in euros)	IQ	FAMILY MEMBERS IN SAME HOUSE
1	BOY	VERY GOOD	0-450	85	Mother-father
2	GIRL	GOOD	0-450	90	Mother-father - siblings
3	GIRL	VERY GOOD	601-900	100	Mother
4	BOY	VERY GOOD	901+	110	Father-siblings
5	BOY	VERY GOOD		104	Grandparent(s) – siblings
6	GIRL	VERY GOOD	451-600	108	Mother-father - siblings
7	BOY	VERY GOOD	601-900	99	Mother-father - siblings- grandparent(s)
8	BOY	VERY GOOD	601-900	103	Mother-father- siblings
9	BOY	VERY GOOD	601-900	97	Mother-siblings
10	GIRL	VERY GOOD	451-600	93	Mother-father- siblings
11	GIRL	GOOD	451-600	90	Mother-siblings
12	BOY	VERY GOOD		91	Mother-father - siblings
13	GIRL	VERY GOOD	601-900	92	Father
14	GIRL	VERY GOOD	901+	96	Mother
15	GIRL	VERY GOOD	901+	115	Mother-father
16	BOY	VERY GOOD	601-900	86	Mother-father - siblings
17	BOY	GOOD		81	Mother-father
18	BOY	VERY GOOD	901+	112	Mother-father- siblings
19	BOY	VERY GOOD	0-450	80	Mother-father - siblings
20	GIRL	GOOD	601-900	104	Mother-father - siblings

A) Create a codebook for the above variables.

Variable	Variable name in SPSS	Coding instructions
Serial number	ID	S/N of reporting form
Gender	Gender	1 = boy 2 = girl
Missing values:		

B) Enter the data in SPSS by filling in all necessary spaces in Data View and in Variable View.

1) VARIABLE VIEW ⟶ define your variables
Name: variable name.
Type: variable type.
Width: maximum no. of characters in each cell of the variable → 8 characters.
Decimals: number of decimal points that appear in Data View.
Label: full name/description of a variable.
Values: how the values of a nominal or an ordinal variable have been coded, e.g. 1 = Boy and 2 = Girl.
Missing values: definition/coding of missing values using numbers such as 99,999, 111, etc.
Columns: cell size of a column (variable).
Align: alignment of values in Data View.
Measure: variable type according to the measurement scale used (nominal, ordinal, scale).

2) DATA VIEW ⟶ enter the data

C) Save the file with the name preschool_children.sav