GETTING STARTED WITH SPSS STATISTICS

Introduction to SPSS Statistics

Duration: 10 hours (1.5 day)
Course Fee: HKD 3,900.00

Overview: Get up to speed in SPSS Statistics quickly and easily in this one and a half day course. The course guides you through the fundamentals of using SPSS Statistics for typical data analysis process. Learn the basics of reading data, data definition, data modification, and data analysis and presentation of your results. See how easy it is to get your data into SPSS Statistics so that you can focus on analyzing the information. In addition to the fundamentals, learn shortcuts that will help you save time.

Benefits: By the end of the course, you will be able to:
- Find, organize, and read data
- Use the data editor
- Examine summary statistics for individual variables
- Modify data values
- Work with crosstabulation tables
- Manage output
- Create and edit charts
- Use the many time-saving features
- Work with multiple-response variables
- Use the help system

Who Should Attend: This basic course is for anyone with little or no experience using SPSS Statistics. Especially useful for those new to using a statistical package for data analysis or to using the SPSS Statistics graphical user interface. Also recommended for those considering purchasing SPSS Statistics.

DATE: (Class 1-07): **Thursday July 2, 2020**   &   **Friday July 3, 2020.**
(Class 1-08): **Tuesday August 4, 2020**   &   **Wednesday August 5, 2020.**
(Class 1-09): **Wednesday September 2, 2020** &   **Thursday September 3, 2020.**
(Class 1-10): **Monday October 12, 2020**   &   **Tuesday October 13, 2020.**
(Class 1-11): **Monday November 2, 2020**   &   **Tuesday November 3, 2020.**
(Class 1-12): **Wednesday December 2, 2020**   &   **Thursday December 3, 2020.**

TIME **(1st day):**   **09:30 - 13:00, 14:00 - 17:00**   &   **(2nd day):**   **09:30 – 13:00**

Data Management and Manipulation with SPSS Statistics

Duration: 7 hours (1 day)
Course Fee: HKD 2,700.00

Course description: In this one-day course you will have a chance to explore the capabilities of SPSS Statistics in more detail. This course is designed to both complement *Introduction to SPSS Statistics* and serve as a stand-alone for experienced users. The course will focus on ways to automate your work, manipulate your data files and results, and send your output to other Windows applications.

Benefits: By the end of the course, you will be able to:
- Make advanced data modifications
- Create sophisticated graphics using ChartLooks, templates, and other features
- Edit and create graphics from pivot tables
- Control your operation environment with SPSS options
- Add cases from two files
- Merge files and add variables
- Aggregate data
- Use helpful features such as SPSS Scripts and the SPSS Data Editor

Who Should Attend: Anyone who has worked with SPSS Statistics and wants to become better versed in the capabilities of SPSS Statistics. Anyone who uses SPSS Statistics on a regular basis and wants to know the most efficient and effective ways to use the software.

DATE: (Class 3-07): **Friday July 10, 2020.**
(Class 3-08): **Monday August 10, 2020.**
(Class 3-09): **Thursday September 10, 2020.**
(Class 3-10): **Wednesday October 7, 2020.**
(Class 3-11): **Tuesday November 10, 2020.**
(Class 3-12): **Thursday December 10, 2020.**

TIME: **09:00 - 13:00**   &   **14:00 - 17:00**

STATISTICAL ANALYSIS COURSES

Statistical Analysis using SPSS Statistics

Duration: 10 hours (1.5 day)
Course Fee: HKD 4,600.00

Course description: Join us for a practical, application-oriented immersion in the statistical capabilities of SPSS Statistics. This course covers a range of statistical techniques and their applications and assumptions. You will learn how to prepare and analyze data using SPSS Statistics and how to interpret you results. This is an excellent way to ensure that you approach your analysis projects with the expertise necessary to get results that you can use and rely on.

Benefits: By the end of the course, you will be able to:
- Access and prepare data
- Work with dependent and independent variables
- Understand the influence of sample size on analysis
- Check your data for errors and inconsistencies and address missing values
- Describe categorical data and compare groups
- Perform exploratory analysis and work with frequency tables and histograms
- Identify mean differences between groups using single-case, one- and two-factor ANOVA methods
- Understand bivariate plots

Who Should Attend: SPSS Statistics users who want a greater understanding of statistical procedures and applications.

DATE: (Class 4-07):   **Wednesday July 8, 2020**   &   **Thursday July 9, 2020.**
(Class 4-08):   **Tuesday August 11, 2020**   &   **Wednesday August 12, 2020.**
(Class 4-09):   **Tuesday September 8, 2020**   &   **Wednesday September 9, 2020.**
(Class 4-10):   **Thursday October 8, 2020**   &   **Friday October 9, 2020.**
(Class 4-11):   **Wednesday November 11, 2020**   &   **Thursday November 12, 2020.**
(Class 4-12):   **Tuesday December 8, 2020**   &   **Wednesday December 9, 2020.**

TIME **(1st day):**   **09:30 - 13:00, 14:00 - 17:00**   &   **(2nd day):**   **09:30 – 13:00**

Advanced Statistical Analysis using SPSS Statistics

Duration: 14 hours (2 days)
Course Fee: HKD 5,500.00

Course description: Once you understand the fundamentals of statistics and have mastered them in your work, it's time to learn the more advanced statistical methods and principles available in SPSS Statistics. This course presents techniques that will enable you to take your work or research to an expert level by fully leveraging the capabilities of your statistical program and enhancing your understanding of statistics and statistical applications.

Benefits: By the end of the course, you will be able to:
- Understand the taxonomy of methods and general approaches
- Perform several variations of discriminant analysis, including two- and three-group procedures
- Make predictions using logistic regression
- Perform survival analysis (Kaplan-Meier)
- Create and profile groups using cluster analysis, including the k-mean procedure
- Using factor analysis and examine correlations
- Understand and use multivariate analysis of variance (MANOVA) and repeated measure analysis of variance (ANOVA)

Who Should Attend: SPSS Statistics users who want an expert understanding of statistical procedures/applications.

DATE: (Class 5-07):   **Tuesday July 14, 2020**   &   **Wednesday July 15, 2020.**
(Class 5-08):   **Tuesday August 18, 2020**   &   **Wednesday August 19, 2020.**
(Class 5-09):   **Monday September 14, 2020**   &   **Tuesday September 15, 2020.**
(Class 5-10):   **Wednesday October 14, 2020**   &   **Thursday October 15, 2020.**
(Class 5-11):   **Wednesday November 18, 2020**   &   **Thursday November 19, 2020.**
(Class 5-12):   **Monday December 14, 2020**   &   **Tuesday December 15, 2020.**

TIME: **09:00 - 13:00**   &   **14:00 - 17:00**

SPSS

STATISTICAL ANALYSIS COURSES

Advanced Techniques: Regression

Duration: 7 hours (1 day)
Course Fee: HKD 2,800.00

Course description: Regression analysis enables you to make reliable predictions about your research, business, or organization. This course covers a variety of regression analysis techniques and applications, and helps you learn how to interpret your results for better decision making. You will also learn the preliminary data analysis steps, including how to check underlying assumptions and how to proceed when your assumptions fail.

Who Should Attend: SPSS Statistics users who want to improve their understanding of regression techniques. Those who want to know when to use and how to set up regression in SPSS Statistics as well as how to interpret the results.

DATE: (Class 6-07):   **Friday July 24, 2020.**
        (Class 6-09):   **Thursday September 24, 2020.**
        (Class 6-11):   **Tuesday November 24, 2020.**
        (Class 6-12):   **Monday December 21, 2020.**

TIME: **09:00 - 13:00**   &   **14:00 - 17:00**

Advanced Techniques: ANOVA

Duration: 7 hours (1 day)
Course Fee: HKD 2,800.00

Course description: Analysis of variance (ANOVA) techniques enable you to test whether the means of several populations are the same. In this course, you'll learn about ANOVA techniques and their underlying assumptions, as well as how to use each technique and draw conclusions from your results that can help you make better decisions. The course also covers several multivariate analysis of variance (MANOV) and analysis of covariance (ANCOVA) topics

Who Should Attend: SPSS Statistics users who want to know how to set up and use the ANOVA features in SPSS Statistics.

DATE: (Class 7-07):   **Thursday July 23, 2020.**
        (Class 7-09):   **Wednesday September 23, 2020.**
        (Class 7-11):   **Monday November 23, 2020.**
        (Class 7-12):   **Wednesday December 23, 2020.**

TIME: **09:00 - 13:00**   &   **14:00 - 17:00**

Time Series Analysis and Forecasting with SPSS Forecasting

Duration: 12 hours (2 days)
Course Fee: HKD 4,700.00

Course description: SPSS Forecasting is the add-on module to SPSS Statistics Base that enables you to improve your forecasts using time-series analysis. SPSS Forecasting features an intuitive, graphical interface that helps you analyze historical information and predict future events. In this course, you will learn the standard procedures for analyzing time-series data, including how to create forecasts, generate predicted values, and display your results graphically for the "big picture".

Who Should Attend: SPSS Forecasting users who want to understand the full capabilities of the module.

DATE: (Class 8-07):   **Monday July 20, 2020**   &   **Tuesday July 21, 2020.**
        (Class 8-08):   **Thursday August 20, 2020**   &   **Friday August 21, 2020.**
        (Class 8-10):   **Tuesday October 20, 2020**   &   **Wednesday October 21, 2020.**
        (Class 8-12):   **Wednesday December 16, 2020**   &   **Thursday December 17, 2020.**

TIME: **09:00 - 13:00**   &   **14:00 - 16:00**

STATISTICS AND OTHER INTRODUCTORY COURSES

SPSS

Survey Analysis using SPSS Statistics

Duration: 14 hours (2 days)
Course Fee: HKD 5,500.00

Course description: You have a survey research process, but you need to know how to analyze the data that you gather. This course covers the standard methods for analyzing survey data, from simple crosstabulations to advanced logistic regression. You will learn appropriate analysis methods for both categorical and continuous data. The course also includes discussions regarding qualitative data analysis, and reporting and presenting survey results.

Who Should Attend: SPSS Statistics users who need to understand statistical analysis in relation to survey research.

DATE:				
(Class 9-07):	**Wednesday July 29, 2020**	**&**	**Thursday July 30, 2020.**
(Class 9-08):	**Wednesday August 26, 2020**	**&**	**Thursday August 27, 2020.**
(Class 9-09):	**Tuesday September 29, 2020**	**&**	**Wednesday September 30, 2020.**
(Class 9-10):	**Thursday October 29, 2020**	**&**	**Friday October 30, 2020.**
(Class 9-11):	**Wednesday November 25, 2020**	**&**	**Thursday November 26, 2020.**
(Class 9-12):	**Tuesday December 29, 2020**	**&**	**Wednesday December 30, 2020.**

TIME:	**09:00 - 13:00**	**&**	**14:00 - 17:00**

Advanced SPSS Custom Tables

Duration: 7 hours (1 day)
Course Fee: HKD 2,800.00

Course description: You have used SPSS Custom Tables in your work, or taken the introductory course, and now you want to understand everything that this module has to offer. In this course, you will learn how to build more complex and customized tables, and produce them more efficiently. You will also discover how to handle missing values, how to format and edit tables and export them into other software, and how to use SPSS Tables syntax for recurring analyses.

DATE:	(Class 14-07):	**Tuesday July 28, 2020.**
	(Class 14-08):	**Friday August 28, 2020.**
	(Class 14-09):	**Monday September 28, 2020.**
	(Class 14-10):	**Wednesday October 28, 2020.**
	(Class 14-12):	**Monday December 28, 2020.**

TIME:	**09:00 - 13:00**	**&**	**14:00 - 17:00**

Introduction to SPSS Complex Samples

Duration: 7 hours (1 day)
Course Fee: HKD 2,700.00

DATE:	(Class 16-07):	**Monday July 13, 2020.**
	(Class 16-08):	**Thursday August 13, 2020.**
	(Class 16-10):	**Thursday October 22, 2020.**
	(Class 16-11):	**Friday November 13, 2020.**

TIME:	**09:00 - 13:00**	**&**	**14:00 - 17:00**

Introduction to Amos

Duration: 7 hours (1 day)
Course Fee: HKD 2,800.00

DATE:	(Class 17-07):	**Monday July 6, 2020.**
	(Class 17-08):	**Thursday August 6, 2020.**
	(Class 17-10):	**Tuesday October 6, 2020.**
	(Class 17-11):	**Friday November 6, 2020.**

TIME:	**09:00 - 13:00**	**&**	**14:00 - 17:00**

TO: SBAS (Hong Kong) Ltd.
FAX: +(852) **2811 3042**

SPSS Statistics Training Course
Enrollment Form

Please register the following person(s) for the SPSS Program:
* Please Complete The Form In Block Letters*

Company: _____   **Department:** _____

Name (Mr./Mrs./Miss)**:** _____   **Job Title:** _____

Tel.: _____   **Fax:** _____   **Email:** _____

Address: _____

_____

1- Introduction to SPSS Statistics
Class: (7 <Jul 2 & 3> / 8 <Aug 4 & 5> / 9 <Sep 2 & 3> / 10 <Oct 12 & 13> / 11 <Nov 2 & 3> / 12 <Dec 2 & 3>)

3- Data Management and Manipulation with SPSS Statistics
Class: (7 <Jul 10> / 8 <Aug 10> / 9 <Sep 10> / 10 <Oct 7> / 11 <Nov 10> / 12 <Dec 10>)

4- Statistical Analysis using SPSS Statistics
Class: (7 <Jul 8 & 9> / 8 <Aug 11 & 12> / 9 <Sep 8 & 9> / 10 <Oct 8 & 9> / 11 <Nov 11 & 12> / 12 <Dec 8 & 9>)

5- Advanced Statistical Analysis using SPSS Statistics
Class: (7 <Jul 14 & 15> / 8 <Aug 18 & 19> / 9 <Sep 14 & 15> / 10 <Oct 14 & 15> / 11 <Nov 18 & 19> / 12 <Dec 14 & 15>)

6- Advanced Techniques: Regression   Class: (7 <Jul 24> / 9 <Sep 24> / 11 <Nov 24> / 12 <Dec 21>)

7- Advanced Techniques: ANOVA   Class: (7 <Jul 23> / 9 <Sep 23> / 11 <Nov 23> / 12 <Dec 23>)

8- Time Series Analysis and Forecasting with SPSS Forecasting
Class: (7 <Jul 20 & 21> / 8 <Aug 20 & 21> / 10 <Oct 20 & 21> / 12 <Dec 16 & 17>)

9- Survey Analysis using SPSS Statistics
Class: (7 <Jul 29 & 30> / 8 <Aug 26 & 27> / 9 <Sep 29 & 30> / 10 <Oct 29 & 30> / 11 <Nov 25 & 26> / 12 <Dec 29 & 30>)

14- Advanced SPSS Custom Tables
Class: (7 <Jul 28> / 8 <Aug 28> / 9 <Sep 28> / 10 <Oct 28> / 12 <Dec 28>)

16- Introduction to SPSS Complex Samples Class: (7 <Jul 13> / 8 <Aug 13> / 10 <Oct 22> / 11 <Nov 13>)

17- Introduction to Amos   Class: (7 <Jul 6> / 8 <Aug 6> / 10 <Oct 6> / 11 <Nov 6>)

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VENUE: SBAS (Hong Kong) Ltd. (or on-site - negotiable)
Unit 1804, 18/F, Westlands Centre, 20 Westlands Road, Quarry Bay, HK.

*Please fill in the attached enrollment form and fax back at +(852) **2811 3042** for reservation. Application is accepted on first-come-first served basis.*

*For more information and other courses details, please contact **Miss Brenda Lee** at +(852) **2811 9662** or email at **brendale@sbas.com.hk**.*

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1. *Enrollment fee includes training materials.*
2. *In the event of unforeseen circumstances, SPSS reserves the right to amend and otherwise cancel the course if necessary.*

■ **SBAS (Hong Kong) Ltd.** ■ Address: Unit 1804, 18/F., Westlands Centre, 20 Westlands Road, Quarry Bay, Hong Kong. ■
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