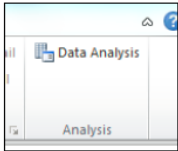


## Using Excel for Statistical Analysis

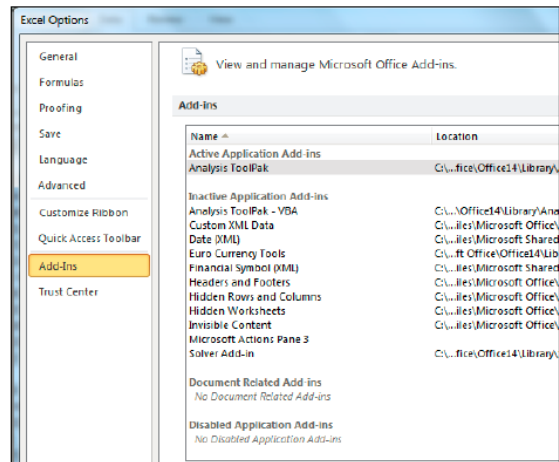
You don't have to have a fancy pants statistics package to do many statistical functions. Excel can perform several statistical tests and analyses.

First, make sure you have your Data Analysis Tool pack installed.

You should see Data Analysis on the far right of your tool bar.



If you don't see it go to FILE | OPTION | ADD INS and add the Analysis Tool.



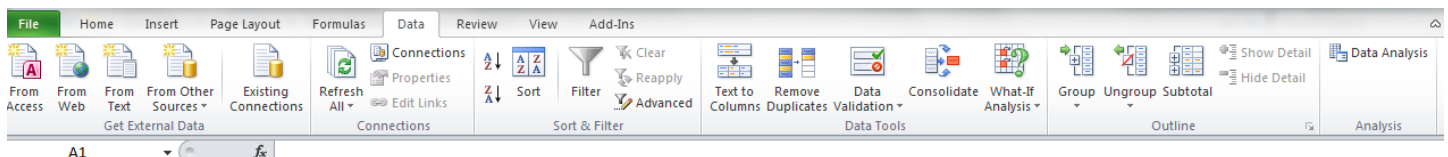
Learn about your data

### [Load the Analysis ToolPak](#)

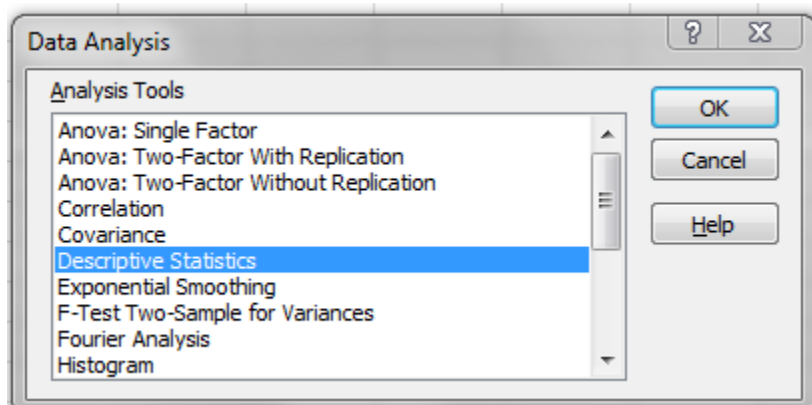
1. Click the **File** tab, click **Options**, and then click the **Add-Ins** category.
2. In the **Manage** box, select **Excel Add-ins** and then click **Go**.
3. In the **Add-Ins available** box, select the **Analysis ToolPak** check box, and then click **OK**.

**Tip** If **Analysis ToolPak** is not listed in the **Add-Ins available** box, click **Browse** to locate it.

If you are prompted that the Analysis ToolPak is not currently installed on your computer, click **Yes** to install it.



Data analysis tool can do several things at once



Example data from <http://www.pewsocialtrends.org/category/datasets/>

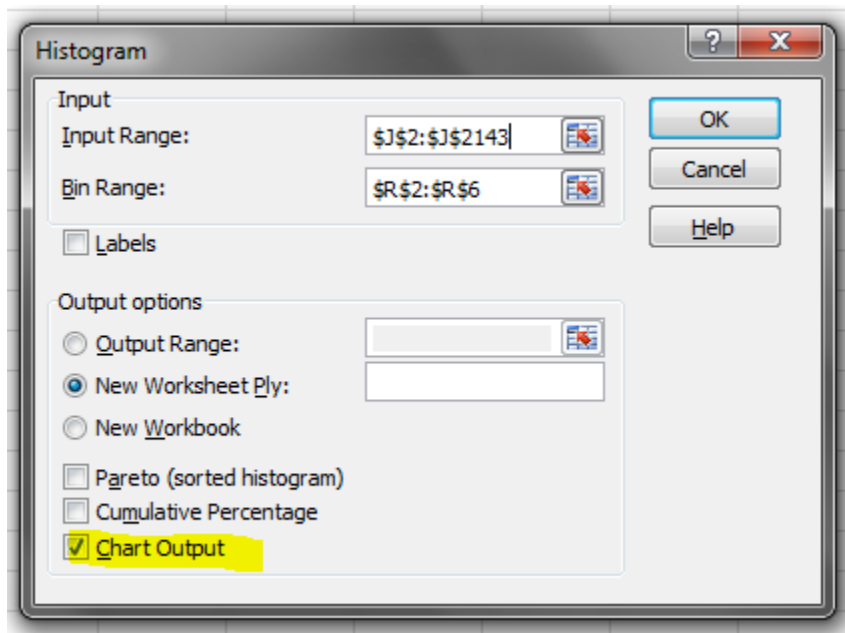
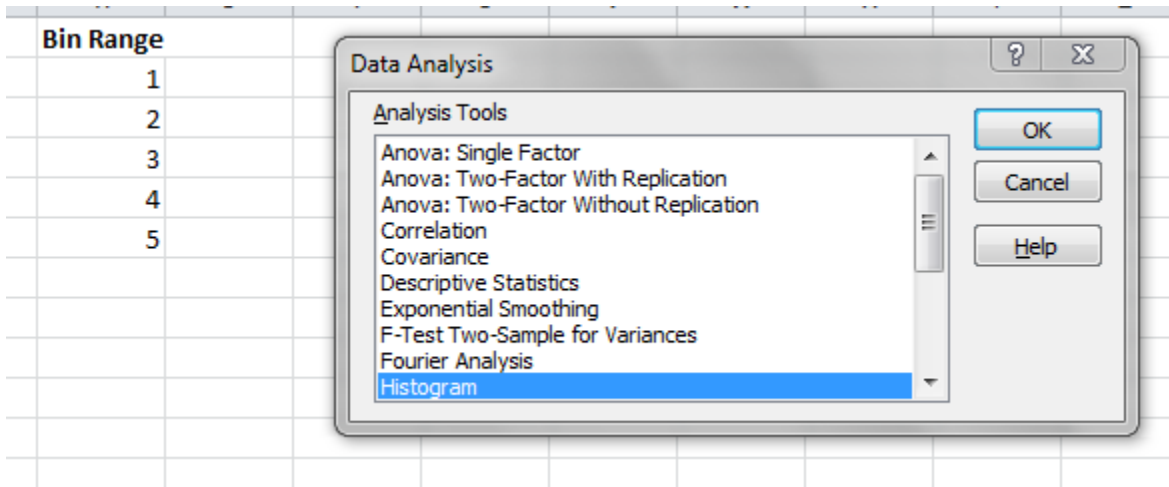
## 1. Descriptive Statistics

Example – Age of the responders

- Click Data, then Data Analysis
- Click on “Descriptive Statistics”
- Select range
- Ok

## 2. Frequencies

1. Create a “bing range”
2. Go to data, data analysis, select histogram



Adding relative frequencies

[https://www.youtube.com/watch?v=0\\_hREtfcmpA](https://www.youtube.com/watch?v=0_hREtfcmpA)

(by hand)

### 3. Crosstabulation

<https://www.youtube.com/watch?v=kMeoFIdVRA4>

[https://www.youtube.com/watch?v=z3Rk0J2a4\\_E](https://www.youtube.com/watch?v=z3Rk0J2a4_E) (check minute 5 to add percentages)

- Click on a cell, right click, select “value field settings”

value Field Settings

Source Name: ID

Custom Name: Count of ID

Summarize Values By Show Values As

**Show values as**

% of Column Total

Base field: ID Language Who should pay

Base item:

Number Format OK Cancel

- 
- Select “Show Values As”
- E.g. % column total