

Version 22

The Inalyti Group Inc.

Version 22

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Editor: Pepper Harrod

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Introducing WinCross

WinCross is the marketing research industry's most advanced crosstabulation software solution. With its easy-to-use interface and flexible reporting options, WinCross allows both experienced analysts and novice users to quickly extract and highlight statistical trends from survey data. WinCross performs lightning-fast data analysis and includes a comprehensive set of significance options. Extensive options are provided to control the look of your reports.

WinCross is **powerful**. Here are just a few of its features:

- ✓ Link directly to WinCross Executive, our web-based file sharing and Express Tab solution.
- ✓ Wide array of statistical testing, including T-Test, Z-Test, ANOVA and Chi-Square
- ✓ Import data from SPSS[®], Excel and more
- ✓ Generate tables from variable-type data in seconds using our ExpressTabs rapid data analysis tool
- ✓ Quick and easy table and banner creation from a labeled SPSS (*.sav) or other variable-type data files
- ✓ Create a labeled SPSS (*.*sav*) file from an existing job and data file
- ✓ Edit your variable-type data file (data and variable information) directly within WinCross
- ✓ Sort/Merge module for SPSS data files
- ✓ Export tables to Excel with multiple formatting options for professional-looking reports
- ✓ Advanced Enhanced Text Report formatting options for table, frequency, sample balancing, factor analysis and regression reports
- ✓ Export reports in multiple formats (ASCII, Enhanced Text, Microsoft[®] Word/RTF, Microsoft Excel, Microsoft PowerPoint and Adobe[®] PDF format)
- ✓ Publish charts to Microsoft Excel, PowerPoint and/or Word
- ✓ Create frequency reports for both counts and statistics
- ✓ Small sample size suppression and denotation
- ✓ Unlimited number of tables and respondents for most file types
- ✓ Up to 6000 rows per table and 255 banner columns per banner
- ✓ Glossary logic looping and color-coded editor
- ✓ Edit, clean and recode data
- ✓ Save job settings as client profiles for creating new jobs
- ✓ Automatically-generated frequency tables with actual values as row text
- ✓ Job file color coding of specific job file elements for easier identification
- ✓ Memorized reports queue for running tables and frequencies
- ✓ Sample balancing and Simple weighting features for weighting
- ✓ Factor analysis/Segmentation
- ✓ Regression module
- ✓ Quick Tools including Quick Stats, Quick Sample Size and Quick Significance Tests
- ✓ Data entry and data verification module
- ✓ Sort/Merge module for non-SPSS data files
- ✓ Multi-threaded processing for machines with multiple processors
- ✓ Automatic online software updates

Exploring WinCross

You can use this WinCross Evaluation for 14 days. The WinCross Evaluation copy is limited to processing 100 respondents and 25 tables however; most of the commonly used features are available and let you experience the look and feel of the fully-featured version of WinCross.

This guide serves as your personal invitation to explore WinCross' powerful features. Included is a step-by-step evaluation with which you can interactively try the innovative, crosstabulation capabilities of WinCross first-hand.

We think you will find WinCross so easy to use, you can just start exploring on your own! To do so, open the EXAMPLE-VARIABLE.JOB job file and corresponding EXAMPLE.SAV (SPSS) data file or the EXAMPLE-ASCII.JOB job file and corresponding EXAMPLE.DAT (ASCII) data file, installed with your WinCross software, and explore the various menus and their options. The example files are located in the EXAMPLE subfolder of C:\TAG\WCEVAL.

If you can't find what you are looking for during this evaluation, try the extensive WinCross online help, which includes detailed information about all of its features. Additionally, feel free to call us for customer support at:

1.800.WINCROSS (1.800.946.2767)

For more information about WinCross, phone us, visit our Website at <u>www.AnalyticalGroup.com</u> and/or send an e-mail to <u>info@AnalyticalGroup.com</u>.

About WinCross Filetypes

WinCross creates job files, report files and log files. You furnish the data files which WinCross processes according to your specifications. You open each file separately in WinCross, typically only as it is needed.

A job file contains the job specifications. You can assign any filename, to which WinCross appends its .JOB file extension (filetype). You will be creating another small .JOB file during this evaluation.

A report file contains the results of reports you run in WinCross. Again, you can assign any filename, to which WinCross appends an *.RPT file extension or you can save your reports in *.RTF (Microsoft Word), *.XLS (Microsoft Excel 1997-2003) *.XLSX (Microsoft Excel 2007-2013), *.PPTX (Microsoft PowerPoint 2007-2013) or *.PDF (portable document format).

Optionally, you can save WinCross reports in highly-stylized Enhanced Text reports (*.XML) for displaying and printing from within WinCross and your Internet browser. WinCross saves the custom formatting in a cascading style sheet (*.CSS) file having the same prefix as its parent .XML file. When saving .XML reports, six other files are also automatically created by WinCross. They are:

 {filename}.css 	 {filename}_run.htm 	 {filename}_content.htm
 {filename}_menu.htm 	 WCCNTENT.xsl 	WCMENU.xsl

A log file has the extension, .LG. Such a file contains information about the run, such as the data file used, the number of cases and so on.

Data files are created during a marketing research field study. Most often, they are generated using an Internet survey, CATI (computer-assisted telephone interviewing), CAPI (computer-assisted personal interviewing) software applications such as QueryWeb and WinQuery, also from The Analytical Group, Inc. WinCross does not alter your original data files in any way and accepts many file formats.

We have provided EXAMPLE.SAV for this evaluation. Optionally, an ASCII data file, EXAMPLE.DAT, is also provided and can be used for this hands-on evaluation. The marketing research questionnaire from which these data files were created is found on page 48.

Conventions Used in This Evaluation

As you proceed through the evaluation, the steps you will want to perform are indicated by a blank square (\Box). Everything else is narrative, so watch for the squares. Additionally, the squares are provided so that you can check each one as you complete a step. This helps ensure a successful evaluation experience.

Consider the following example:

□ Enter User, then press Enter.

Illustrations used in this evaluation generally appear above a series of steps you are about to undertake, with the screen capture depicting how the dialog box should appear once you have completed the subsequent steps.

Quick-Try Evaluation

WinCross lets you create profiles of settings that can be used for future jobs with similar settings. WinCross will always maintain a set of default settings that can be used by selecting *Default* as your **Active profile**. This collection of default settings will always remain the same and cannot be edited. This can be useful when you have a client who likes all of their reports with particular settings. Or, you can use a saved profile as the baseline for a new profile.

Here is how Profile Settings and Job Settings work:

Profile Settings contains the initial settings for your job and are used when you are creating a <u>new</u> job.

Job Settings initially contains the settings from the selected profile for new jobs or the settings from an old job created in a previous version of WinCross. While working on your job, some changes you make to **Job Settings** affect all tables in the job file (existing or new) and other changes only affect <u>new</u> tables.

You can still make changes to individual tables using **Setup|Tables** or to a group of tables using **Setup|Globally Modify Tables** as in previous versions of WinCross.

WinCross jobs created in older versions of WinCross will keep their **Job Settings**. These existing jobs will not use the **Profile Settings** feature.

New jobs created in WinCross will require the selection of a profile first. WinCross contains a Default Profile.

Use **Setup**|**Profile Settings** to review the **Default Profile** settings to determine if this profile will work for you when creating new jobs. Or, you may want to create a new profile. This can be done by making changes to the **Default Profile** settings and saving it as a new profile name. Saving new profiles will allow you to create a set of custom profiles you can use when creating new jobs.

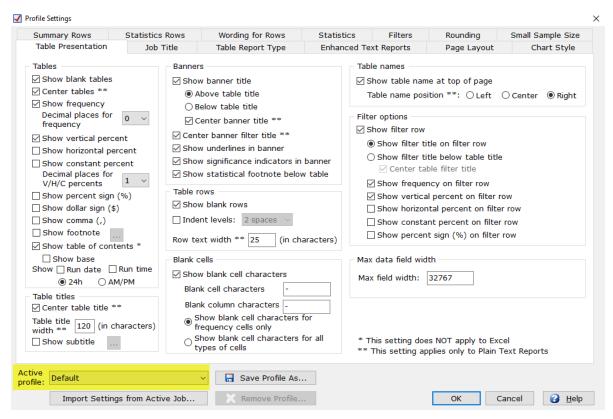
There are two ways to create a new profile. You can use each tab of **Profile Settings** to change your settings or you can select **Import Settings from Active Job** to create a profile from the settings of an existing WinCross job file. Whenever changes are made to profile settings, WinCross will ask you to name the profile. You can replace an existing profile (with the exception of **Default Profile**) or you can create a new profile by supplying a new name.

In summary, when you start a new job in WinCross, you will be asked to select a profile. This is true even when you are using your SPSS data file to create a new job. Once a new job has been started, you would *NOT* make changes to your job using **Setup**|**Profile Settings**. Changes to the job file from that point on would be made using **Setup**|**Job Settings**, **Setup**|**Tables** or **Setup**|**Globally Modify Tables**.

1. Creating a New Profile

To begin a new job in WinCross, you must select a profile. Since Default is the only profile available to you as a new user, let's create a new profile for use with this evaluation.

Select Setup|Profile Settings to display the Profile Settings dialog page.



Notice that Default is the Active profile on the Profile Settings dialog page. The Profile Settings tabs currently contain the settings of the Default profile.

□ Select the **Table Presentation** tab of **Profile Settings** if it is not already the currently selected tab.

🖊 P	rofile Settings		
	Summary Rows	S	tatistics
	Table Presentation		Job '
	Tables		
	Show blank tables Center tables **		
	 Show frequency Decimal places for frequency 	0	~
	Show vertical pero		nt
	Show constant pe Decimal places for V/H/C percents		t ~
<	Show percent sign	n (%)	
	Show dollar sign (\$)	
	🗌 Show comma (,)		
	Show footnote		
	✓ Show table of con	tent	s *
	Show base Show 🗌 Run date	Rur	n time
	● 24h 🛛 A	M/PI	м

□ Select the Show percent sign (%) option in the Tables box on the Table Presentation tab of Profile Settings.

□ Now, select the **Filters** tab on the **Profile Settings** dialog page.

ter ilter type Total O Total answering O Sigma O Net Total (Indexed) I U S ≫2 ≫2 ▲ F (5/0) tal ter logic: (2 / 1024) M	Filter Filter type Iter type Iter options Image: Total Image: T	Table Presentation	Job Title	Table Report Type	Enhanced Te	x <mark>t Reports</mark>	Page Layout	Chart Style
iller type Image: Total Total Total Total Image: Total <td>Filter type Image: Sigma O Net Total (Indexed) Image: Sigma O Net Total (Indexed) Show filter row Image: Sigma O Net Total (Indexed) Show filter title on filter row Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title filter title Image: Sigma O Net Total (Indexed) Show forzontal percent on filter row Image: Show percent sign (</td> <td>Summary Rows</td> <td>Statistics Rows</td> <td>Wording for Rows</td> <td>Statistics</td> <td>Filters</td> <td>Rounding</td> <td>Small Sample Siz</td>	Filter type Image: Sigma O Net Total (Indexed) Image: Sigma O Net Total (Indexed) Show filter row Image: Sigma O Net Total (Indexed) Show filter title on filter row Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title below table title Image: Sigma O Net Total (Indexed) Show filter title filter title Image: Sigma O Net Total (Indexed) Show forzontal percent on filter row Image: Show percent sign (Summary Rows	Statistics Rows	Wording for Rows	Statistics	Filters	Rounding	Small Sample Siz
		Filter type Total Total Total Filter logic: TN	A F	(5/0)	Show filte Show filte Show f Show f	er row filter title on fil filter title below iter table filter frequency on fi vertical percen porizontal perce constant perce percent sign (% iter Options ab tation tab. Chion automatical	v table title title ilter row t on filter row ent on filter row ent on filter row (6) on filter row ove also appear on anging these settin	gs in

The majority of your tables will be based to total respondents; this means that all "No answer" responses from the questionnaire will be included in your tables, but they will not show a percent (select **Help** within this dialog box for more information about **Profile Settings|Filters tab** options).

- Confirm the **Filter type** of **Total** is selected.
- □ Select the Show percent sign (%) on filter row option.

The other selected **Filter options**, **Show filter title on filter row**, **Show frequency on filter row** and **Show vertical percent on filter row**, will also be desirable. (Again, we suggest referencing the online **Help** within any dialog box any time you would like more information about one or more options.)

Let's save this profile with a descriptive name so we can use it in the future for other jobs that require similar settings.

Select Save Profile As to save the profile as a new name.

ave Profile As		×
Enter a name for the new pr	ofile:	
Display Percent Sign Profile		
ОК	Cancel	Help

□ Enter Display Percent Sign Profile as the new profile name.

Select **OK** to close the **Save Profile As** dialog box.

Congratulations! Display_Percent_Sign_Profile has been saved as a new profile and contains the settings for the tables you will create for your new job. Later you will learn how to override these settings for an individual table(s).

□ Select **OK** to close the **Profile Settings** dialog page.

2. Opening Your Data File

An SPSS data file must be open to create tables using **Run|ExpressTabs** or **Setup|Express Tables from Variable Data**.

From Local Sources Drive: Crive:	Recent folders:	Data viewing options ● All ○ Partial Records to view:
Directory: C:\ Ctag C:VEVal Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant Concernant	Files:	Read only

□ Select File|Open|Open data to open your data file.

Den Data	×
From Local Sources Drive: C: [] Directory: C: (] WCEval Example	Data viewing options All Partial Records to view: Read only
Data file name: Example.sav File size: 17.3 KB Records: 100 Variables: 55	File type: SPSS (*.sav) OK Cancel

□ Select **SPSS (*.sav)** from the dropdown list of file types.

 \square Select EXAMPLE.SAV within the C:\TAG\WCEVAL\EXAMPLE subfolder.

Select **OK** on the **Open Data** dialog box to open the data file selected.

Word wra	ap 📝 Spell c	heck 📃 Va	alue labels				Raw	values	Optimize 7	Temp Files			
	RESP	CENDER	01	02.1	02.2	02.2	02.4	0		02.6	02.7	02.0	_
1	RESP	GENDER 2	Q1	Q2_1		Q2_3	Q2_4	4	2_5	Q2_6	Q2_7	Q2_8	
2	2	2		7 9	Undo	Ctrl+Z	2	4	4			3	
3	3	2		6 6	Redo	Ctrl+Y	4	4	4	2		3	
4	4	2		4	Discoul All Data File C		3	4	3	3		3	
5	5	2		7	Discard All Data File C		1	3	2			1	
6	6	2		5	Round Selected Data	to 'n' Places	4	2	1			2	
7	7	2		5	Generate Random Val	ues	4	4	4	3		3	
8	8	1		7	Fill Missing Values wit	h Means	4	2	3	2	2 4	4	
9	9	1		7			3	4	1	1	-	1	
10	10	1		7	Split Data into New Va		3	4	4	2	2 4	4	
11	11	2		4 1234	Merge Data into a Ne	w Variable	3	3	2	2	1 5	2	
12	12	2		2	Spell Check Data		4	4	3	4	ł :	3	
13	13	2		4			4	4	3	4		4	
14	14	2		2 🕈	Add Records		3	4	4	2	2 3	3	
15	15	2		4 >	Insert Records		4	4	4	2	: 4	4	
16	16	2		2	Mark Selected Record	s for Deletion	4	4	3	2	2 3	3	
17	17	2		1			2	4	2	3	1 7	3	
18	18	2		7 %	Cut	Ctrl+X	4	4	4	3	1 3	3	
19	19	2		6	Сору	Ctrl+C	4	4	4	4		4	
20	20	2		4	Paste	Ctrl+V	3	3	1			1	
21	21	2		2			4	3	3	2		3	
22	22	1		з 🗙	Delete	Del	1	4	3	2	2 2	2	
ata Var	iables				Select All	Ctrl+A						•	600
	id bies			-	Go To Record	Ctrl+G	-	Linmo	dified Roce	rds: 100, Var	inhlag, FF		

The SPSS data file opens in an editable data grid with focus on the **Data** view and has a right-click context menu with options for most edit functions (**Cut**, **Copy**, **Paste**, **Delete**, etc.) as well as adding, inserting and deleting records. You can also merge and split variables, round data values to a specified place, generate random values, fill missing values with means and spell check data.

Word wra	ар	Spell che	eck				E	Raw values	Optimiz	e Temp Fi	les		
ESP													
1	Var	ishle	I ahel	Values	Туре	Field Width	Field Decimals	Field Format		Export Decimals	Export Format	View Width	
1	12	Undo	Ctrl+Z	lone	Number	4	0	Numeric	4	0	Numeric	8	
2	6	Redo	Ctrl+V	[1, Male}{2, Fen	Number	1	0	Numeric	1	0	Numeric	8	
3				[1, Less than 1 h	Number	1	0	Numeric	1	0	Numeric	8	
4		Discard All Dat	ta File Changes	1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
5	4	Add Variables.		1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
6				1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
7	>	Insert Variable	5	[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
8	×	Mark Selected	Variables for Deletion	[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
9	N.X	Unmark Select	nark Selected Variables for Deletion	[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
10	1000			[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
11		Find Next Spel	ling Error Shift+F3	[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
12				[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
13		Sort Ascending	g by Variable Name	[1, Strongly Disa	Number	1	0	Numeric	1	0	Numeric	8	
14		Sort Descending	ng by Variable Name	[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
15				[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
16		Express Freque	ency Report	[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
17		Express Statisti	ical Report	[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
18		Express Frequency and Statistical Report		[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
19				[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
20	00	Cut	Ctrl+X	[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
21	睮	Сору	Ctrl+C	[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
22	-	Paste	Ctrl+V	[1, Never}{2, Ra	Number	1	0	Numeric	1	0	Numeric	8	
ata Va	×	Delete	Del	Re	adv			Unmo	dified Re	cords: 10	0, Variables: 55	2	_

The Variables view also has a right-click context menu with options for most edit functions (Cut, Copy, Paste, Delete, etc.) as well as adding, inserting and deleting variables, sorting variables and running express frequency reports.

3. Creating Tables Using ExpressTabs

The **Run|ExpressTabs** feature of WinCross is a rapid data analysis tool that allows you to quickly create tables for determining "what if" scenarios and deciding whether the data support further analysis using just your variable-type data file.

With just a few clicks your tables are ready. **ExpressTabs** uses the value labels to automatically generate banner columns and row text. For variable-type data without value labels, the code values are used to generate banner columns and row text.

Select Run|ExpressTabs.

tistics View						
Table options	Variables for banner colun	nns: 55 Selected: 1				
Create one table for each row variable	Find a variable:	Find N	ext			Total columns: 2
) Append row variables into a single table	# Variable Name Va	riable Label				^
) Scan row variables into a single table		spondent Id				
) Summary of row variables for selected values		ender				
Select Code Values						n outdoor activities at Ari:
		2 Agreement with the follo				
Run options		2 Agreement with the follo				
Use glossary transformations						s in Arizona had after sch
Perform significance testing						arks and Recreation staff a ark at least once a week.
Cases to run: 100		2 Agreement with the follo				
						Darks and Decreation via
Run Filter Weight	<					>
/ariables for rows: 55 Selected: 1 Find a variable:			Answering (A)	Male (B)	Female (C)	
				10000	6.0	
# Variable Name Variable Label	Q.1 On average, how many hours per week do you spend	Total Answering	100 100.0% 100.0%	37 100.0% 37.0%	63 100.0% 63.0%	
# Variable Name Variable Label ^ 1 RESP Respondent Id 2 CENDER Conder 3 Q1 Q.1 On average, how	many hours per week		100.0%	100.0%	100.0%	
# Variable Name Variable Label 1 RESP Respondent Id 2 CENDER Cender 3 Q1 Q.1 On average, how 4 Q2_1 Q.2 Agreement with th 5 Q2_2 Q.2 Agreement with th 6 Q2_3 Q.2 Agreement with th	many hours per week do you spend participating in outdoor activities at Arizona	Less than 1 hour per	100.0% 100.0% 1 1.0%	100.0%	100.0% 63.0% 1 1.6%	
Variable Name Variable Label RESP Respondent Id CENDER Cender Q1 Q.1 On average, how Q2_1 Q.2 Agreement with tt Q2_3 Q.2 Agreement with tt Q2_4 Q.2 Agreement with tt	many hours per week do you spend participating in outdoor activities at Arizona	Less than 1 hour per week (1) 1-3 hours per week (2)	100.0% 100.0% 1 1.0% 100.0% 17 17.0% 100.0%	100.0% 37.0% - 8 21.6%	100.0% 63.0% 1 1.6% 100.0% 9 14.3%	
# Variable Name Variable Label 1 RESP Respondent Id 2 CENDER Gender 3 Q1 Q.1 On average, how 4 Q2_1 Q.2 Agreement with th 5 Q2_2 Q.2 Agreement with th 6 Q2_3 Q.2 Agreement with th 7 Q2_4 Q.2 Agreement with th 8 Q2_5 Q.2 Agreement with th	many hours per week do you spend participating in outdoor activities at Arizona	Less than 1 hour per week (1)	100.0% 100.0% 1 1.0% 100.0% 17 17.0%	100.0% 37.0% - 8 21.6% 47.1%	100.0% 63.0% 1 1.6% 100.0% 9 14.3% 52.9%	
# Variable Name Variable Label 1 RESP Respondent Id 2 GENDER Gender 3 Q1 Q.1 On average, how 4 Q2_1 Q.2 Agreement with tl 5 Q2_2 Q.2 Agreement with tl 6 Q2_3 Q.2 Agreement with tl 7 Q2_4 Q.2 Agreement with tl 8 Q2_5 Q.2 Agreement with tl v	many hours per week do you spend participating in outdoor activities at Arizona	Less than 1 hour per week (1) 1-3 hours per week (2)	100.0% 100.0% 1 1.0% 100.0% 17 17.0% 100.0% 25	100.0% 37.0% - - 8 21.6% 47.1% 9	100.0% 63.0% 1 1.6% 100.0% 9 14.3% 52.9% 16	
# Variable Name Variable Label 1 RESP Respondent Id 2 GENDER Gender 3 Q1 Q.1 On average, how 4 Q2_1 Q.2 Agreement with th 5 Q2_2 Q.2 Agreement with th 6 Q2_3 Q.2 Agreement with th 7 Q2_4 Q.2 Agreement with th 8 Q2_5 Q.2 Agreement with th	many hours per week do you spend participating in outdoor activities at Arizona	Less than 1 hour per week (1) 1-3 hours per week (2)	100.0% 100.0% 1 1.0% 100.0% 17 17.0% 100.0% 25	100.0% 37.0% - - 8 21.6% 47.1% 9	100.0% 63.0% 1 1.6% 100.0% 9 14.3% 52.9% 16 25,4%	

 $\hfill\square$ Click on the Variable Name Q1 in the Variables for rows list.

- Click on the Variable Name GENDER in the Variables for banner columns list.
- □ The result is a table with the value labels from the variable GENDER as the banner columns and the value labels from the variable Q1 as the rows of the table.

The resulting table(s) can be saved in any of the WinCross report formats available; however, tables cannot be saved to the job file using **ExpressTabs**.

- Select Create a WinCross Report.
- Select File|Save|Save Report As.

Save Report File			
To a Local Destination			
Drive:	Recent folders:		
🖬 c: []	~		
Directory:	Files:		
➢ tag ➢ WCEval ➢ Example			
		File type:	
Filename: ExpressTabs Report.pdf		File type: Adobe PDF (*.pdf) Plain Text Reports (*.rpt;*.out)	(

 $\hfill\square$ Enter <code>ExpressTabs Report</code> in the Filename field.

- □ Select File|Save|Save Report As.
- Choose Adobe PDF (*.pdf) from the drop down list next to File type.
- □ Select **Save** to save the report from **ExpressTabs** as a (*.*pdf*) file.

You can use the EXAMPLE.SAV data file provided for this evaluation to explore some of the other options available using **ExpressTabs**.

4. Creating a New Job

To begin a new job in WinCross, you must select File|New Job.

Select File|New Job.

lew Job		×
Settings		
Use settings fro	om the <u>a</u> ctive prof	file:
Display_Percer	nt_Sign_Profile	\bigcirc
- 1 2		
	ок са	ancel

□ Click on the dropdown arrow on the **New Job** dialog box to select the profile you saved earlier in this evaluation, Display Percent Sign Profile.

□ Select OK to use Display_Percent_Sign_Profile as the profile for your new job.

The title bar on the WinCross main menu, will now display WinCross: New Job.

If your data file is a variable-type file, the **Setup|Express Tables from Variable Data** dialog is automatically launched and you are ready to create tables.

For purposes of this evaluation, we will use Setup|Express Tables from Variable Data to create our tables.

You can now skip to the 7. Creating Tables from a Labeled SPSS File or Other Variable-Type Data File section of this evaluation.

5. Adding a Table with Rows

If you are using an ASCII data file, you are ready to add a new table. Please refer to the sample questionnaire on page 48 of this *WinCross Exploring Guide* for this *Adding a Table with Rows* section.

If you are using a labeled SPSS data file, you can skip to the next section of this evaluation – 7. *Creating Tables from a Labeled SPSS File or Other Variable-Type Data File*.

able title:		(0 / 480
Tables Seq. # Name Table Title	Add Table(s) Seq. # Row Name	을 Add Row(s)
	Table Name Add Table Starting table name: Number of tables to add: Number of tables to add: Automatically renumber tables added	Lise Rows Lise
A Move Up A Move Down O tables	Image: Second secon	(0 / 7
ind a table:	Press Ctrl+Right Arrow to comple Find Next Table	oK Cancel

Select Setup|Tables.

Select Add Table.

Select OK to accept the default Starting table name and Number of tables to add.

Referring to the sample questionnaire, the first table to create is entitled Q.1 Hours per week spent participating in outdoor activities at Arizona parks. This will become the title of your first table. You will then start adding rows representing the answer choices for each question in the sample questionnaire.

□ Enter Q.1 Hours per week spent participating in outdoor activities at Arizona parks in the Table title field of the Setup Tables dialog box.

Select Add Row.

Setup Tables					<u> </u>
Table title:	Add Row		×		(77 / 480)
Q.1 Hours per week spent participating in outdoor activiti	Row name	(25 / 480)	Show previous		
	Less than 1 hour per week				
Tables					
Seq. # Name Table Title	Row logic	(6 / 1024)	Show previous	ime	Add Row(s)
1 1 Q.1 Hours per week spent participation	Q1 (1)				Add Freq Row
	Press Ctrl+Right Arrow to co Rows	omplete a partial variable	e name		Edit Row
			1		Row Options
					Cu <u>t</u>
			Add		Сору
			Remove		Past <u>e</u>
					Delete
			-		
	<	,		Move Do <u>w</u> n 🖉 Reverse	
→ Move Up		OK Can	icel 🕜 Help]	(0 / ?)
1 table, 1 table selected			Press Ctrl+Rig	ht Arrow to complete a partial vari	able name
Find a table:		Find Next Table		ОК	Cancel 🕜 Help

Since the first answer choice listed under Q.1 on the questionnaire is Less than 1 hour per week, this will be a suitable description for the first row.

- □ Enter Less than 1 hour per week in the Row name field on the Add Row dialog box.
- To advance to the next field, either click in the **Row logic** field or press the **Tab** key.

To facilitate making additional row entries, it may be useful to engage certain options within the **Add Row** dialog box. But which options? For that matter, how should you enter crosstab logic in the **Row logic** field?

- □ Select Help within the Add Row dialog box. Keeping the Help—Adding Rows dialog box open, familiarize yourself with its contents, paying particular attention to the two Show previous options.
- □ Still within the Help—Add Row dialog box, scroll to the Row logic heading and select the blue Logic syntax link.
- Once you have acquainted yourself with overall logic syntax, select the blue Logic examples link.
- □ Close the **Help** dialog box for now, keeping in mind that the online **Help** provides answers to many of your WinCross questions.

Referring once again to the sample questionnaire, note that Less than 1 hour per week (entered a few moments ago) is the first answer choice, or value, in Q1. Logically represented, it becomes denoted as variable Q1, value 1.

There are several rows to add, each representing a different range of hours. To reduce repetitive entries, it will be useful to engage the **Show previous** option for **Row logic**.

- \Box With the cursor in the **Row logic** field, enter Q1 (1).
- **□** Engage the Show previous option for Row logic. A check mark will appear in the Show previous check box.
- Select the **Add** button or press **Enter** to add the row.

Your cursor should have returned to the **Row name** field. The contents of the **Row logic** field should remain, as illustrated below. You are ready to enter the remaining answers in the Q.1 Hours per week spent participating in outdoor activities at Arizona parks question.

□ Enter 1-3 hours per week in the Row name field, then press Tab.

The cursor moves to the right within the **Row logic** field. 1-3 hours per week is still variable Q1, but its value is 2. Entering the answers becomes a very quick task if you carefully follow these subsequent instructions:

 \Box Press the left cursor key (\leftarrow) once to place the cursor within the parentheses (shown below).

<u>R</u> ow name	(18 / 480)	Show previous
1-3 hours per wee	:k	
Row <u>l</u> ogic	(6 / 480)	Show previous
Q1 (1)		
ress Ctrl+Right Ar	row to complete a p	artial variable name
Rows		
Less than 1 hour	per week	Add
Less than 1 hour	per week	
Less than 1 hour	per week	<pre></pre>
Less than 1 hour	per week	
Less than 1 hour	per week	
Less than 1 hour		

□ Press the Backspace key once to erase the 1 (the Less than 1 hour per week value).

□ Enter 2 (the value for 1-3 hours per week).

Dress Enter.

(Since the Add button has the focus {i.e., it is surrounded by a dark black border}, pressing Enter is the equivalent of using the mouse to select Add. The advantage to pressing Enter is that you do not have to remove your hands from the keyboard, thereby speeding up this process.)

The cursor has returned to the Row name field.

□ Enter 4-6 hours per week in the Row name field, then press Tab.

Note the cursor not only moved within the **Row logic** field, but is now positioned just inside the right parenthesis.

□ Press the Backspace key to erase the 2 (the 1-3 hours per week value).

- □ Enter 3 (the value for 4-6 hours per week), then press Enter.
- □ Enter 7-9 hours per week in the Row name field, then press Tab.
- \Box Press the **Backspace** key to erase the 3.
- □ Enter 4, then press **Enter**.

Enter the remaining answers listed on the sample questionnaire.

 \Box When you are done entering the answers for Q.1, select **OK** to close the **Add Row** dialog box.

6. Creating Tables from a Labeled SPSS File or Other Variable-Type Data File

You may not be interested in using all of the variables from your labeled SPSS data file as tables and/or you may wish to change row text, row logic, table titles or add new tables to your job file. The WinCross **Setup|Express Tables from Variable Data** menu option lets you create tables for selected variables and make changes to those tables.

Select Setup|Express Tables from Variable Data to display the Express Tables from Variable Data dialog box if it is not already displayed.

📝 Express Tables from	n Variable Data - C:\tag	g\WCEval\Example\Example.sav			— 🗆 X
55 Varia <u>b</u> les (0	selected)	100 Cases	0 Tables (0 selected)	Find a <u>t</u> able:	Find Next
Find a <u>v</u> ariable:		Find Next	Name Title		Index
🗹 Scan data whe	n creating tables:	scan 100 cases			
Use glossary tra	ansformations	Create 1 Table			
Name	Type ^				
RESP	Numeric	with 0 Rows			
GENDER	Numeric	Create One Table			
Q1	Numeric	Using Net Logic			
Q2_1 Q2_2	Numeric Numeric	Summary of Means			
Q2_2 Q2_3	Numeric				
Q2_5 Q2_4	Numeric	Summary of Frequencies	5		
Q2_5	Numeric	Summary of NPS			
Q2_6	Numeric	Create 1 Table with a			
Q2_7	Numeric 🗸	Single Frequency Row			
Compute and di	isplay the frequen	cy report automatically			
Scan all cas	ses 🔿 Scan 10	00 cases			
Name:					
Type:					
		^			
Code Value La	abel	Frequency Percent			
			120 Renumber	Dupli <u>c</u> ate Select <u>A</u> ll	V Filter
			Jown 123 Reindex	🖉 Edit 🔲 Eormat	🔀 Delete
Save Change	es Apply Cha	nges and <u>R</u> un Tables	Show job file definition view	OK Ca	ancel 🕜 <u>H</u> elp

In the example above, the **Job file definition** window is not displayed because the **Show job file definition view** check box is not enabled. This window will display the job file view of the tables selected and allows you to edit in this window. Once the **Show job file definition view** check box is enabled, it will remain enabled across WinCross sessions.

□ Enable the **Show job file definition view** check box to display the **Job file definition** window.

📝 Express Tables from Variable Data - C:\tag	\WCEval\Example\Example.sav		— D >	<
55 Varia <u>b</u> les (0 selected)	100 Cases	0 Tables (0 selected)	Find a <u>t</u> able: Find Next	
Find a <u>v</u> ariable:	Find Next	Name Title	Index	
\boxdot Scan data when creating tables:	scan 100 cases			
Use glossary transformations	Create 1 Table			
Name Type A RESP Numeric GENDER Numeric	Create One Table with 0 Rows			
Q1 Numeric Q2_1 Numeric	Create One Table Using Net Logic			
Q2_2 Numeric O2_3 Numeric	Summary of Means			
Q2_3 Numeric Q2_4 Numeric	Summary of Frequencies			
Q2_5 Numeric	Summary of NPS			
Q2_6 Numeric Q2_7 Numeric v	Create 1 Table with a Single Frequency Row			
Compute and display the frequence	<u>·</u> ···································	128 Renumber	😓 Dupli <u>c</u> ate Select <u>A</u> ll 🖓 Filter	
Scan all cases O Scan 100 Name:	00 cases	Down 1 ² ⊗ Reinde <u>x</u> 1 ² ⊗ Reindex 1 ² ⊗ Reindex 1 ² ⊗ 1	🖍 Edit 📖 Eormat 🔀 Delete	
Туре:		Job file definition: Press	s Ctrl+Right Arrow to complete a partial variable nam	e
	^ ~			1
Code Value Label F	requency Percent			Ļ
Save Changes Apply Char	nges and <u>R</u> un Tables	Show job file definition view	OK Cancel 😝 Help	

In the example above, the variable RESP from your SPSS data file is the first variable in the list. This would normally not be a useful table, so you probably would not select this variable to use for creating a table.

55 Varia <u>b</u> les (1 se	lected)		100 Cases	0 Tab <u>l</u> es	(0 selected	0	Find a <u>t</u> able:		Find Next
Find a <u>v</u> ariable:		Find	Next	Name	Title				Index
☑ Scan data when c ☑ Use glossary trans	-								
Name	Type ^								
RESP	Numeric		ate One Table with 2 Rows						
GENDER	Numeric								
Q1	Numeric		sing Net Logic						
Q2_1 Q2_2	Numeric Numeric		mary of Means	1					
Q2_3	Numeric								
Q2_4	Numeric								
Q2_5	Numeric	Su	mmary of NPS						
Q2_6	Numeric		te 1 Table with a						
Q2_7	Numeric 🗸								
Compute and disp	· · ·	<u> </u>	t automatically	습 <u>U</u> p	1 ² 3 Re	number	🔄 Dupli <u>c</u> ate	Select <u>A</u> ll	V Filter
Scan all cases	Scan 10	00 cas	ses	J. Dov	vn 123 Re	index	2 Edit	Eormat	Delete
Name: GENDER				V <u>D</u> 01		indo <u>x</u> ini	, Earch	Land Lounde	
Type: Numeric				Name Title Index Ind					
Gender			^						<u>^</u>
			~						
Code Value Labe	2]	Frequenc	y Percent 🔨						
1 Male		. 37	-						
2 Female		63							
Total		100							
< Yotar		100	100.0						~
Save Changes	Apply Cha	nges and	<u>R</u> un Tables	Show	job file definit	ion view		OK Can	cel 🕜 <u>H</u> elp

□ Select (GENDER) in the Variables list box.

When the variable GENDER is selected, notice the frequency report for that variable below the **Variables** list box. This frequency information can be helpful in determining if you want to create a table for the selected variable. If you are not interested in viewing the frequency report for variables selected, you can uncheck the **Compute and display the frequency report automatically** checkbox.

📝 Expres	s Tables from Variable (Data - C:\ta	g\WCEval\Exam	ple\Example.sav						— 🗆 X
55 Vari	a <u>b</u> les (1 selecte	d)	1	00 Cases	1 Tab <u>l</u> e	(1 selected))	Find a <u>t</u> able:		Find Next
Find a <u>v</u>	ariable:		Find Ne	xt	Name	Title				Index
🖂 Scan	data when creatin	ng tables:	scan 100	cases	GENDE	Gender				1
🗹 Use g	lossary transforma	ations	Crea	te 1 Table)					
Name	Туре	^								
RESP	Nume	eric		e One Table n 2 Rows						
GENDE	R Nume	eric								
Q1	Nume	eric		One Table						
Q2_1	Nume	eric	Using	Net Logic						
Q2_2	Nume		Summa	ry of Means						
Q2_3	Nume		Summary	of Frequencies						
Q2_4	Nume		Cumm	ary of NPS						
Q2_5	Nume		Summ	ary of MPS						
Q2_6	Nume			1 Table with a						
Q2_7	Nume	eric v	Single Fi	equency Row						
	ute and display th	· · -	· ·	utomatically	습 Up	1 ² 3 Re	e <u>n</u> umber	୍ଲ୍ Dupli <u>c</u> ate	Select <u>A</u> ll	🐺 Filter
0 -	-	Scan 10	000 cases		J Do	VD 123 Re	einde <u>x</u>	Sedit	E Format	X Delete
	GENDER				· <u> </u>			P		
Type: N	lumeric				<u>J</u> ob file	definition:	Press	Ctrl+Right Arrow to	o complete a pa	rtial variable name
Gender				^	TGEN	DER/1				^
				\checkmark	OR,		R%,SF,R∖	,S1,P0,V1,SA	,SP	
Code	Value Label		Frequency	Percent ^	Tot	al Answert				
1	Male		37	37.0	Mal		\mathbb{R} (1)			
2	Female		63	63.0	Fem	ale^ GENDE	R (2)			
<	Total		100	100.0 ~						~
	ve Changes A	Apply Cha	nges and <u>R</u> u	n Tables	Show	job file definit	ion view		OK Can	cel 🕜 <u>H</u> elp

□ With the variable GENDER still selected, choose Create 1 Table to create a table for GENDER. The variable Name becomes the table Name and the variable Label becomes the table Title. The variable Value Label and Codes become rows on the table. The Job file definition window displays how the table will look in the WinCross job file.

Note that when you are using a variable-type data file that does not have variable and value labels, the row text will be generated using the code value and the variable name will be used as the table title (see example below using a tab-delimited data file).

The advantage to using **Express Tables from Variable Data** for creating tables with a variable-type data file that does <u>not</u> have labels is that you can create the base tables and then edit the row text in a number of ways. You can copy descriptions from the questionnaire and paste them into WinCross using the **Table Editor** tab of **Express Tables from Variable Data**. You can edit the rows here or in **Setup|Tables|Edit as Text** or **Edit Row** or you can edit the job file in WinCross using **View|Job File** or another text editor.

📝 Expres	s Tables from Variable Data - C:\t	ag\WCEval\Exa	mple\Example.sav						— 🗆 X
55 Vari	a <u>b</u> les (1 selected)	1	LOO Cases	1 Tab <u>l</u> e	(1 se	ected)	Find a <u>t</u> able:		Find Next
Find a <u>v</u>	ariable:	Find N	ext	Name	Title				Index
🗹 Scan	data when creating tables	: scan 10	0 cases	GENDE	F Gend	er			1
⊡ Use g	lossary transformations	Cre	ate 1 Table						
Name	Туре	^							
RESP	Numeric		te One Table th 2 Rows						
GENDE									
Q1	Numeric		te One Table g Net Logic						
Q2_1	Numeric								
Q2_2	Numeric	Summ	ary of Means						
Q2_3	Numeric	Summar	y of Frequencies						
Q2_4	Numeric	Sum	mary of NPS						
Q2_5 Q2_6	Numeric								
Q2_0 Q2_7	Numeric		1 Table with a Frequency Row						
• S Name: Type: N		<u> </u>		☆ Up ↓ Do Job file	wn	1 ² 3 Re <u>n</u> umber 1 ² 3 Reinde <u>x</u> ion: Pres	Dupli <u>c</u> ate	Select <u>A</u> ll	♥ Filter♥ Deletertial variable name
Gender			Ŷ	OR, Gen	der	2,0%,R%,SF,I	RV,S1,P0,V1,SA	,SP	^
Code	Value Label	Frequency	Percent ^			swering^TN^	1		
1	Male	37	37.0	Mal Eem		GENDER (1) GENDER (2)			
2	Female	63	63.0	- Chi	aren	SENDER (2)			
	Total	100	100.0 ~						
<		200	>						~
<u> </u>	ve Changes Apply Ch	anges and <u>R</u>	un Tables	Show	job file	e definition view		OK Can	cel 🕜 <u>H</u> elp

Now, that one table has been created, let's create more tables by selecting more than one variable.

📝 Express Tables from Variable Data - C:\ta	ag\WCEval\Example\Example.sav			— 🗆 X
55 Varia <u>b</u> les (10 selected)	100 Cases	1 Table (1 selected)	Find a <u>t</u> able:	Find Next
Find a <u>v</u> ariable:	Find Next : scan 100 cases	Name Title GENDEF Gender		Index 1
Use glossary transformations Name Type Q2_1 Numeric Q2_2 Numeric Q2_3 Numeric Q2_4 Numeric Q2_5 Numeric Q2_6 Numeric Q2_7 Numeric Q2_8 Numeric Q2_9 Numeric	Create One Table with Many Rows Create One Table Using Net Logic Summary of Means Summary of Frequencies Summary of NPS Create 10 Tables with			
Q2_10 Numeric ✓ Compute and display the frequer ⊕ Scan all cases ○ Scan 10 Name: Q2_1 Type: Numeric		<u>□</u> <u>□</u> <u>□</u> <u>□</u> <u>□</u> <u>□</u> <u>□</u>	Duplicate	Select All Filter
Q.2 Agreement with the following s myself an outdoors person	Frequency Percent 5 5.0 16 16.0 31 31.0 48 48.0	Job file definition: Press TGENDERA1 OR,OV,OI2,O%,R%,SF,RV Gender Total AnsweringATNA1 MaleA GENDER (1) FemaleA GENDER (2)	5	complete a partial variable name
Save Changes Apply Cha	anges and <u>R</u> un Tables	Show job file definition view	C	K Cancel 🕑 <u>H</u> elp

□ Select the next variable (Q2) in the Variables list box. Scroll down to variable Q2_10. With the Shift key selected, click on variable Q2_10. This will select all variables from Q1 through Q2_10.

When multiple variables are selected, the frequency report will display the frequency information for the first variable selected.

📝 Expres	s Tables from Variable Data - C:\t	ag\WCEval\Exar	nple\Example.sav					_		\times
55 Vari	a <u>b</u> les (10 selected)	1	00 Cases	11 Tab <u>l</u> e	es (10 selected)	Find a <u>t</u> a	ble:	F	Find Ne	xt
Find a <u>v</u>	ariable:	Find Ne	ext	Name	Title				Inde	x ^
🗹 Scan	data when creating tables	s: scan 100) cases	GENDER	Gender	th the following state	menti Teonsider m	uself an	1	
🗹 Use g	lossary transformations	Croat	e 10 Tables	Q2_1	outdoors person	th the following state	ment: I consider m	ysen an	2	
Name	Туре		e One Table	02 2	Q.2 Agreement with open for longer ho	th the following state	ment: I wish the p	arks wer	e 3	
Q2_1 Q2_2	Numeric Numeric		a 40 Rows		Q.2 Agreement wi	the local				
Q2_2 Q2_3	Numeric		e One Table	Q2_3		ad after school progra th the following state		the	4	
Q2_4	Numeric Using Net Logic Numeric Summary of Means		Q2_4		Recreation staff are		uie	5		
Q2_5 Q2_6	Numeric Numeric	-	'	Q2 5	Q.2 Agreement with Arizona park at lea	th the following state ast once a week.	ment: I usually visi	t an	6	
Q2_7	Numeric		of Frequencies		Q.2 Agreement wi	th the following state	ment: I wish all hik	ing path		
Q2_8 Q2_9	Numeric Numeric		nary of NPS	Q2_6	in Arizona parks w	ere paved. th the following state	ment: Leniov visiti	ing the	7	
Q2_5 Q2_10	Numeric		10 Tables with eq. Row Each	<u>२</u> 7	Autorea Baulta and	D			<u></u> ,	,
Comp	ute and display the freque	ncy report a	utomatically	👉 Up	1 ² 3 Renumb	er	e Select All	V Fi	ilter	
S	can all cases 🛛 🔿 Scan 🛽	000 cases	;	J Do			Format		elete	-
Name:					143 Keinde <u>x</u>	<u><u>v</u><u>E</u>uit</u>	<u> </u>		elete	•
Type: N	eement with the following			<u>]</u> ob file	definition:	Press Ctrl+Right Arro	w to complete a pa	artial vari	iable na	ame
	an outdoors person	statement: 1 d	onsider ^	TQ2_1		SF,RV,S1,P0,V1	SA SP			^
Code	Value Label	Frequency	Percent ^	Q.2		th thé fóllówi		I cor	nside	r
1	Strongly Disagree	5	5.0	Stro	ongly Disagree	e^ Q2_1 (1)				
2	Somewhat Disagree	16	16.0		ewhat Disagree what Agree^	$e^{02_1}(2)$ 02_1(3)				
3	Somewhat Agree Strongly Agree	31 48	31.0 48.0 ¥	Stro	ngly Agree^	\tilde{q}_{2}^{2} (4)				~
<			>	<						>
🔒 <u>S</u> a	ve Changes Apply Ch	anges and <u>R</u> u	un Tables	Show	job file definition vi	ew	OK Car	ncel	🕜 <u>H</u> el	lp

□ With variables Q2 through Q2_10 still selected, choose **Create 10 Tables** to create tables for variables Q2 through Q2_10. The variable **Name** becomes the table **Name** and the variable **Label** becomes the table **Title**. The variable **Value Label** and **Codes** become rows on the table. The **Job file definition** window displays how the tables will look in the WinCross job file.

You can select multiple variables and use the **Create One Table with Many Rows**, **Create One Table Using Net Logic**, **Summary of Means** or **Summary of Frequencies** options to combine rows from multiple tables. This can be especially useful when creating summary tables.

Let's create tables for the remainder of the variables in the EXAMPLE.SAV data file.

📝 Express	s Tables from Variable Data - C:\ta	g\WCEval\Example\	Example.sav						\times
55 Varia	bles (41 selected)	100 (Cases	11 Tab <u>l</u> e	s (10 selected)	Find a <u>t</u> able:		Find I	Next
Find a <u>v</u> a	ariable:	Find Next		Name	Title			Ind	dex ^
🖂 Scan (data when creating tables	scan 100	cases	GENDEF				1	
	ossary transformations			02 1	Q.2 Agreement with outdoors person	the following statemer	nt: I consider myse	lfan 2	
Name	Type	Create 41	1 Tables			the following statemer	nt: I wish the parks	_	
O6A 5	Numeric	Create Or		Q2_2	open for longer hour			3	
Q6A_6	Numeric	with Man	iy Rows	02 3		the following statemer after school programs		local 4	
Q6A_7	Numeric	Create Or Using Ne		Q2_0		the following statemer			
Q7	Numeric		-	Q2_4		ecreation staff are well		5	
Q8 Q9	Numeric Numeric	Summary of		Q2_5	Q.2 Agreement with Arizona park at least	the following statemer	nt: I usually visit ar	n 6	
010	Numeric	Summary of F	requencies	Q2_5		the following statemer	nt: I wish all hiking	-	
EDUCAT		Summary	of NPS	Q2_6	in Arizona parks wer		ici i mon di mang	7	
INCOME	Numeric	Create 41 Ta	ables with	02.7	Q.2 Agreement with	the following statemer	nt: I enjoy visiting	the	~
WEIGHT	Numeric 🗸	One Freq. F	Row Each	<					>
Compu	ute and display the frequer	<u> </u>	natically	<u> 1</u> р	1 ²³ Renumber	😓 Dupli <u>c</u> ate	Select <u>A</u> ll	🐺 Filter	
⊚ Sc	an all cases 🛛 Scan 🔟	000 cases		J Dow	n 123 Reindex	. 🖉 Edit	Eormat	🗙 Delete	
Name: I				↓ <u>D</u> 011	1 e Reinde <u>z</u>		Lonnac 1		
Type: N				Job file d	lefinition: P	ress Ctrl+Right Arrow t	o complete a partia	al variable	name
	hich of the following best de old income?	scribes your ann	ual ^	то2_1	^2				^
			\sim	OR,O	V,0I2,0%,R%,SF	,RV,S1,P0,V1,SA	,SP		
Code	Value Label	Frequency Pe	rcent ^		Agreement with 1 Answering/TM	ithe following	statement: 1	consid	aer
1	Under \$30,000	31	31.0	Stro	ngly Disagree/	$Q2_1$ (1)			
2	Between \$30,000 a	18	18.0		what Disagree/				
	Between \$40,000 a	10	10.0		what Agree^ ngly Agree^	$\begin{array}{c} 02_1 \ (3) \\ 02_1 \ (4) \end{array}$			
4	Between \$50,000 a	14	14.0 ~	7000	igry Agreen	Q2_1 (4)			_ `
	ve Changes Apply Cha	inges and <u>R</u> un T	ables	Show j	ob file definition viev	v	OK Cancel	2	-

- □ Select variable Q3_1 in the Variables list box. Scroll down to variable INCOME. With the Shift key selected, click on variable INCOME. Alternatively, you can drag from variable Q3_1 down to variable INCOME.
- □ With variables Q3_1 through INCOME still selected, choose Create 41 Tables to create tables for variables Q3_1 through INCOME.
- Select OK to close the Express Tables from Variable Data dialog box.

Now that you've created some basic tables using **Setup|Express Tables from Variable Data**, we will use **Setup|Tables** to make changes to these tables. When you become more familiar with the WinCross job file and the job file option codes, you may want to explore using the **Edit** feature in **Setup|Express Tables from Variable Data** to edit your tables at creation time.

7. Making Changes to Tables Created from a Labeled SPSS File

WinCross provides multiple ways of modifying tables and table options, filters and statistics. The **Globally Modify Tables** options let you make changes to multiple tables at once saving valuable editing time.

Edi	t Search	Setu	p Run Tools V	iew Window	Help			
P	7 🔗		Job Settings		Ctrl+J	• 2 -	> h	
			Profile Settings		Ctrl+D	~		
101	Data: C:\ta	•	Glossary Variables.				-	
	Word wi	-3	Express Tables from	n Variable Data	F9			
1			Tables		Ctrl+T		-	
		Co	Globally Modify Ta	ibles	X	Table Options	A	
1		D	Banner Templates	from Variable Da	ta Shift+F9	Z Table Statistics	. 3	
	2	A	Banners		💱 Table Filters	3		
	3	~	Danners		Ctrl+B	<u> </u>	3	
	4		Chart Style			3	1	
	5	+2	Chart Content			1	3	
	6	+2	churt contentai			2		
	7		Memorized Report	s	•	4	3	
	8	-	8	1		3	3	
	9		9	1	7	4	4	
	10		10	1	7	2	4	
	11		11	2	4	3	3	
	12		12	2	2	3	3	
D	ata Va	ariable	es					
						Ready		

You can modify table options, table filters and table statistics globally across many tables. For purposes of this tutorial, we will modify one table using the table, filter and statistics options of **Setup|Tables**.

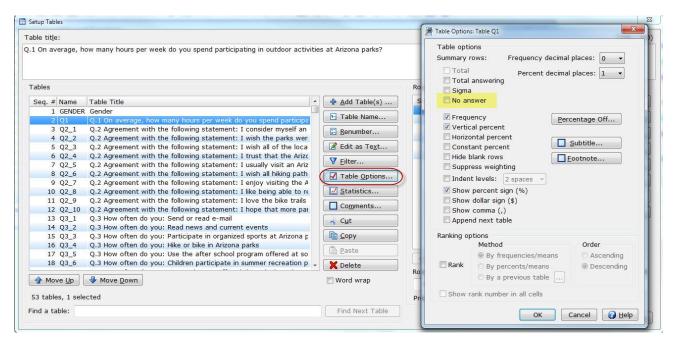
Select **Setup**|**Tables** to display the tables you created from your labeled SPSS data file.

Setup Tables			×
Table title:			(6 / 480)
Gender			
Tables		Rows	
Seg. # Name Table Title	4 Add Table(s)	Seq. # Row Name	♣ A <u>d</u> d Row(s)
1 GENDER Gender		1 Male	
2 Q1 Q.1 On average, how many hours per week do you spend participa	Table Name	2 Female	Add Freq Row
3 Q2_1 Q.2 Agreement with the following statement: I consider myself an	🔚 Renumber		Edit Row
4 Q2_2 Q.2 Agreement with the following statement: I wish the parks wer 5 Q2 3 Q.2 Agreement with the following statement: I wish all of the loca	Edit as Text		
6 Q2 4 Q.2 Agreement with the following statement: I fush all of the loca			Row Options
7 Q2 5 Q.2 Agreement with the following statement: I usually visit an Ariz	V Eilter		🖌 Cu <u>t</u>
8 Q2_6 Q.2 Agreement with the following statement: I wish all hiking path	Table Options		
9 Q2_7 Q.2 Agreement with the following statement: I enjoy visiting the A			Сору
10 Q2_8 Q.2 Agreement with the following statement: I like being able to re	Ztatistics		Paste
11 Q2_9 Q.2 Agreement with the following statement: I love the bike trails	Comments		
12 Q2_10 Q.2 Agreement with the following statement: I hope that more par 13 Q3_1 Q.3 How often do you: Send or read e-mail			🗙 Delete
14 Q3_2 Q.3 How often do you: Read news and current events	∽ C <u>u</u> t		
15 Q3_3 Q.3 How often do you: Neural neuro and current events 15 Q3_3 Q.3 How often do you: Participate in organized sports at Arizona p	Сору		
16 Q3_4 Q.3 How often do you: Hike or bike in Arizona parks			
17 Q3_5 Q.3 How often do you: Use the after school program offered at so	Paste	🚯 Move Up	Reverse
18 Q3_6 Q.3 How often do you: Children participate in summer recreation p	🗙 Delete		
A Move Up Vove Down	Word wrap	Row logic:	(13 / 1024)
		GENDER (1)	
53 tables, 1 selected		Press Ctrl+Right Arrow to complete a p	artial variable name
Find a table:	Find Next Table		
		0	K Cancel 🕜 Help

Notice the row names and row logic that were generated for the GENDER table. You can select through the tables in the **Tables** list box and make any desired changes using the **Setup|Tables** options without having to enter the majority of the rows for each table.

8. Adjusting Table Options & Table Filters

You may recall previously setting preferences for WinCross tables using features accessed from the **Setup|Profile Settings** menu. Those settings are in effect for every table created. You will now use table and filter options to change settings for an individual table.



- □ Highlight Table No. Q1 in the Tables list and select Table Options.
- □ Disengage the option entitled, **No answer** (you can select **Help** within the **Table Options** dialog box, then display the <u>Table Options</u> topic to learn about this option).
- Select OK.

Filter: Table Q1	X
Filter type ⑦ Total ⑧ Total answerir	ng 🔘 Sigma 🔘 Net Total (Indexed)
Rows to exclude from	Sigma
Filter title:	(15 / 480)
Total Answering	
Filter logic:	(2 / 1024)
TN Press Ctrl+Right Arrow to co	mplete a partial variable name
 Frequency Vertical Percent 	If weighted, show unweighted filter
Horizontal percent Constant percent	If weighted, show effective sample size used for statistics
☐ Hide filter ✓ Show percent sign (%)	Volumetric filter
Filter title options	
 Show filter title under ta Show filter title on filter 	
	OK Cancel 🕢 Help

Now, you will modify a filter for this table.

- Choose Filter.
- Change the Filter type from Total to Total Answering.
- □ Verify the Filter logic field reads TN. TN is logic that can be used to represent "*Total n*" in WinCross and is generally used for Table filter logic and Banner column logic.
- Select OK.

9. Working with Statistics

Often, you or a client will want statistics—such as mean, standard deviation and/or standard error—to appear on reports. In reporting such data, it may be necessary to exclude certain rows from the calculations, as you'll learn in this example:

 \Box Select table Q6 1 in the **Tables** list box.

Statistics	Scaling	Exclusions
Sample size for statistic base	O not scale	Select rows, if any, to
V Mean	Divide by 10	exclude from statistics
Mean confidence interval (lower)	O Divide by 100	Strongly Disagree
Mean confidence interval (upper)	Divide by 1,000	Somewhat Disagree
Standard deviation	Divide by 10,000	Somewhat Agree
Standard error		Strongly Agree
Median	Statistical testing	Don't Know
Grouped median	V Means	
st Quartile	Percents	
3rd Quartile	Chi-Square	
Mode		
Minimum	Decimal places	76
Maximum	Central tendency 2	
Effective sample size for statistic base	- , _	
Mean number of mentions	Variability 2 👻	
Percentiles		· · · · · ·
99 🔺		
98		
97 96 Show dollar sign (\$)		
95 • Show comma (,)	ОК	Cancel

□ Select Statistics within the Setup Tables dialog box.

□ Your report should include the Mean, Standard deviation and Standard error in relation to the responses for Question 6, so engage these three respective options in the Table Statistics dialog box.

Row 5 (Don't Know) should not be included in the agreement statistics, for it is the response chosen by those respondents who answered Don't Know to Q.6 Agreement with the following statement – I do not know much about or have never heard of: North Mountain Park.

□ Confirm that the **Means** and **Percents** options for **Statistical testing** are selected. These are the WinCross defaults selected in preparation for banner-level statistical testing. Statistical testing must be selected at the table <u>and</u> banner level.

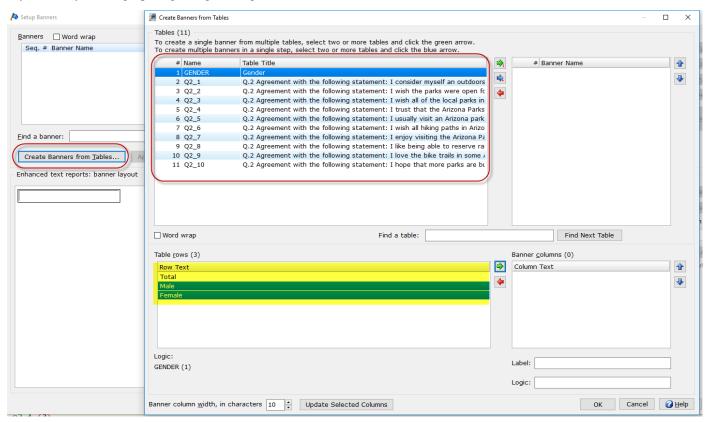
Select Don't Know in the field entitled, Select rows, if any, to exclude from statistics.

Select **OK** to close the **Table Statistics** dialog box.

Select **OK** to close the **Setup Tables** dialog box.

10. Adding Banners

A banner consists of banner columns, each defined as a group of respondents within your data. You can easily create a banner using the **Create Banners from Tables** option if you have already created tables and then use the **Edit Banner** feature to make any necessary wording, spacing or logic changes.



You can also double-click a **Banner column** in the **Banner columns** list to edit the **Column label** and **Column logic** prior to creating the banner. This can save valuable banner editing time.

	r from multiple tables, select two or more tables and click the green arrow. rs in a single step, select two or more tables and click the blue arrow.		- 0 ×
# Name 1 GENDER 2 Q2_1 3 Q2_2 4 Q2_3 5 Q2_4 6 Q2_5 7 Q2_6 8 Q2_7 9 Q2_8 10 Q2_9 11 Q2_10	Table Title Gender Q.2 Agreement with the following statement: I consider myself an outdoors Q.2 Agreement with the following statement: I wish the parks were open fc Q.2 Agreement with the following statement: I trust that the Arizona Parks Q.2 Agreement with the following statement: I trust that the Arizona Parks Q.2 Agreement with the following statement: I usually visit an Arizona Parks Q.2 Agreement with the following statement: I usually visit an Arizona Park Q.2 Agreement with the following statement: I usually visit an Arizona Park Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra Q.2 Agreement with the following statement: I like being able to reserve ra M. Banner I	# Banner Name	
□ Word wrap Table rows (3) Row Text Total Male Female LogiC: GENDER (1)	OK Cancel Help	Find Next Table Banner golumns (0) Column Text Label: Logic:	
Banner column <u>w</u> idth, in ch	aracters 10 🖕 Update Selected Columns	ОК	Cancel 🛛 🕜 <u>H</u> elp

For this evaluation, you will create a new banner using the **New** option and you will use a **Total** column and the variable **Gender** for creating banner columns.

Choose Setup|Banners.

□ Select New.

A Setup Banners			(
Banners		Number of columns: 123		
			(<u>New</u>	Cut
			Rename	Сору
			Move Up	Paste
	Add Banner	X	Move Down	Delete
2	Banner <u>n</u> ame:	(8 / 480)	<u>E</u> dit I	Banner
Eind a banner:	Banner 1			
Create Banners from <u>T</u> a	bles Apply s			
Enhanced text reports: ba	anner preview	OK Cancel 2 Help	Columns	
			*	Select All
*				Deselect All
				<u>W</u> idth (in pixels):
				70
				Apply
			*	Auto apply
			ОК	Cancel

□ Enter Banner 1 as the Banner name, then select OK.

□ Select Edit Banner.

A Banner Editor - Banner	1		·····		×
Edit Rows Columns C					
Banner title: B I U					(0/480)
					<
Column to use for ran	<u>k</u> ing 1 → Total column	: 1 ~ <u>N</u>	umber of columns 3	Apply	
1	2 3				^
(A)	(B) (C)				~
Columns	Logic Width and Spacing	Options Horizontal/	Constant Percents Weights	Comparison Groups (0) Filt	er
1 (A) 2 (B)	Banner logic for selecte <u>d</u> c	olumn:			
3 (C)					
	Press Ctrl+Right Arrow to c	omplete a partial variab	le name		
Select All					
Clear All	Statistical <u>T</u> esting	<u>Preview Banner</u>	🍤 Undo 📎 Redo	OK Cancel	😮 Help
Current column:	Current row:	Cell width:	Cell height:	Total width: 33	

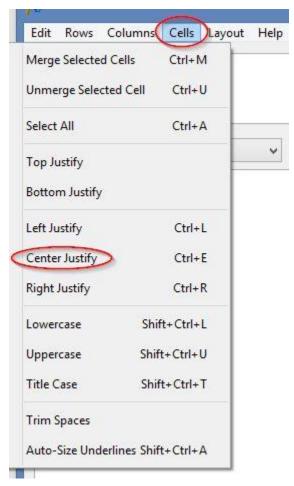
□ Enter 3 in the Number of columns field or use the arrows to advance from 1 to 3, then select Apply. The Columns list should now display three columns, numbered 1-3.

<u>B</u> anner title:				(0 / 480)	<u>F</u> ilter title:	
					Filter logic:	
Column to use	for ranking 1	✓ <u>N</u> umber of	columns 3	Apply]	Press C
1	2	3				
TOTAL	MALE	FEMALE				
(A)	(B)	(C)				

Desition the cursor in column 1 and enter TOTAL. Select the Tab key to advance the cursor to the next column.

□ Enter MALE. Select the **Tab** key to advance the cursor to the next column.

□ Enter FEMALE.



Let's center the banner text you just entered by highlighting the text and selecting **Center Justify** from the **Cells** menu.

You will want to create a dashed line above MALE and FEMALE that will span these two columns so you can enter the title GENDER over the spanned columns.

Edit Rows Colum	ns Cells Layout	Help			
Ban Insert at	Current Row F3				
Insert Be	low Selected Row F4				
Delete S	elected Rows				
Column to use to	or ran <u>k</u> ing 1	<u>N</u> umber of o			
1	2	3			
TOTAL	MALE	FEMALE			
(A)	(B)	(C)			
Columns	Logic	Width and Spacing			
1 (A) 2 (B) 3 (C)	Banner	Banner logic for selecte <u>d</u> co			
	Press C	trl+Right Arrow to co			

Position the cursor in any column of the new banner and select Rows|Insert at Current Row from the Banner Editor tools menu. This new row will be used to enter the dashed line and title GENDER above the MALE and FEMALE columns.

Edit Rows	Columns	Cells	Layout	Help
Merge Selecte	ed Cells	Ctrl+N	u F	
Unmerge Sele	ected Cell	Ctrl+	υ	
Select All		Ctrl+	A -	
Top Justify				~
Bottom Justif	у			
Left Justify		Ctrl+	L	
Center Justify		Ctrl+	E	
Right Justify		Ctrl+	R	
Lowercase	Shif	it+Ctrl+	L	
Uppercase	Shif	t+Ctrl+	υ	
Title Case	Shif	t+Ctrl+	т	
Trim Spaces				
Auto-Size Uno	derlines Shif	t+Ctrl+	A	

Position the cursor in the first (top) row of column 2. While holding the left mouse key down, drag the mouse to column 3. Both columns 2 and 3 should now be highlighted.

□ From the Banner Editor tools menu, select Cells|Merge Selected Cells.

Edit Rows Colum	ns Cells Layout	Help	
<u>B</u> anner title:			
Column to use fo	r ran <u>k</u> ing 1	✓ <u>N</u> umber of	со
Column to use fo 1	r ran <u>k</u> ing 1	➡ <u>N</u> umber of 3	со
	2		co
	2	3	co

□ Position the cursor in the row of column 2 and enter GENDER.

Select the Enter key after typing GENDER and enter dashes across the merged row under GENDER.

□ Highlight GENDER and select Cells|Center Justify to center the GENDER heading.

Now you are ready to enter logic for each of the three banner columns.

Banner Editor - Banner	1		a second	a.a.a	2 H Q	X
Edit Rows Columns	Cells Layout Help					
<u>B</u> anner title:		(0 / 480)	Eilter title:			(0 / 480)
			Filter logic:			(0 / 1024)
Column to use for ra	nking 1 → Number of colu	mns 3 🚔 Apply		Press Ctrl+Right Arro	ow to complete a partial variab	le name
1	2 3 GENDER					^
TOTAL	MALE FEMALE					
(A)	(B) (C)					
Columns 1 (A) 2 (B) 3 (C)	Logic Width and Spacing Op Banner logic for selected column TN Press Ctrl+Right Arrow to compl			Weights Comparis	on Groups (0)	(2 / 1024)
Select All Clear All	Statistical Testing	eview Banner	9 Undo	Redo		OK Cancel @ Help
Current column: 1	Current row:	Cell width:	Ce	ell height:	Total width: 33	

- □ Confirm the Logic tab is the currently selected tab on the Banner Editor dialog box. If it is not the currently selected tab, select the Logic tab.
- □ Select 1 in the Columns list box, then enter TN in the adjacent Banner logic for selected column field. TN is logic that can be used to represent "*Total n*" in WinCross and is generally used for Table filter logic and Banner column logic.
- □ Press Enter or select 2 in the Columns list box.
- □ Enter GENDER (1) in the Banner logic for selected column field.
- \Box Press Enter or select 3 in the Columns list box.
- □ Enter GENDER (2) in the Banner logic for selected column field.

If you want to display statistical testing on your tables, you will need to create a **Comparison Group** and then specify **Statistical Testing** options.

Banner Editor - Ban Edit Rows Column	ner 1 ns Cells Layout Help
Banner title:	(0 / 480) <u>Eilter title:</u> (0 / 480)
	Filter logic: (0 / 1024)
Column to use for	r ranking 1 Number of columns 3 Apply Press Ctrl+Right Arrow to complete a partial variable name
1	2 3 GENDER
TOTAL	MALE FEMALE
(A)	(B) (C)
	•
Columns	Logic Width and Spacing Options Horizontal/Constant Percents Weights Comparison Groups (1)
1 (A) 2 (B) 3 (C)	Use Ctrl+Left click to select two or more columns from the list of columns at the left. To designate a total column,
3 (C)	right click on the desired column. The total column will be displayed with a red background. "Add" creates a new
	comparison group; "Replace" replaces an existing group. Significance indicators
	Column 2 significance indicator: B Assign Number of Comparison Groups: 1
	Renumber Significance Indicators
Select All	
Clear All	Statistical Testing Preview Banner 🦻 Undo 🔍 Redo OK Cancel 💡 Help
Current column: 2	2-3 Current row: 1 Cell width: 21 characters Cell height: 1 line Total width: 33

Click on the **Comparison Groups** tab.

 \Box Select columns 2 and 3 in the **Columns** list box.

Choose Add to add these two columns as a comparison group.

The next step is to specify which Statistical Testing options you want applied to your tables.

Columns	Logic	Width and Spacing	Options	Horizontal/Constant		
1 (A) 2 (B) 3 (C)	Use Ctrl+Left click to select two or more columns from the list of columns at the left. To designate a total column, right click on the desired column. The total column will be displayed with a red background. "Add" creates a new comparison group; "Replace" replaces an existing group.					
	Colum	n 3 <u>s</u> ignificance indicat	tor: C	Assign		
Select All	Ren	umber Significance Ind	licators]		
Clear All	📈 Sta	tistical <u>T</u> esting	Preview	Banner		
urrent column: 2-3		Current row:	Cel	l width:		

□ Select the Statistical Testing option on the Edit Banner dialog.

Means	Percents)
Means Tests	Proportions Tests
T-Tests	Z-Tests
WinCross selects T-Test (default)	WinCross selects Z-Test (default)
 Independent (based on test for equal variances) Independent (assume unequal variances) Independent (assume equal variances) Dependent Paired/Overlap (Multi) Dependent Paired/Overlap (LOC+/VAR+) I-Test Options 	 Independent (using unpooled proportions) Independent (using pooled proportions) Dependent Paired/Overlap (Multi) Dependent Paired/Overlap (LOC+/VAR+) Z-Test Options
One-Way ANOVA	Chi-Square
🖉 Student Newman Keuls	Chi-Square Options
🔘 Kramer-Tukey B	
🔘 Kramer-Tukey	
© Scheffe	
One-Way ANOVA Options	

□ Enable both the **Means** and **Percents** options.

For purposes of this tutorial we will use the **WinCross selects T-Test** and **WinCross selects Z-Test** defaults. See the **WinCross FAQ's** on our website (<u>www.analyticalgroup.com</u>) under the **Support** dropdown, for helpful information about which statistical/significance test to use.

As you may recall from earlier in this tutorial, statistical testing must be selected at the table <u>and</u> banner level.

You can preview how your banner will look by selecting the **Preview Banner** button at the bottom of the **Banner Editor** dialog box.

nner Editor - Preview Banner Enhanced Text Plain Text	1			
Ex.				<table title=""></table>
		GENDER		
	TOTAL	MALE	FEMALE	
	(A)	(B)	(C)	
<table filter="" title=""></table>				
<row text=""></row>				
<row text=""></row>				
<row text=""></row>				
Comparison Groups: XXX/YY XXXXXXXX T-Test for Mean Uppercase letters indicate sign Lowercase letters indicate sign Lowercase letters indicate sign	, XXXXXXXX Z-Test inficance at the XX% I inficance at the YY% Ie	for Percentages evel. evel.		
				ок

Select Preview Banner.

The **Banner Editor – Preview Banner** dialog box will display how your banner will look in an **Enhanced Text** format when tables are processed and contain place holders for table elements such as **Table Title**, **Table Filter Title**, etc.

The Enhanced Text display represents how the banner will look when the **Report viewing format** of **Enhanced text** is selected on the **Run Tables** dialog (**Run|Tables**) which you will see later in the **Running Tables** section of this **Getting Starting** Guide.

Banner Editor - Preview Bann	her					
Enhanced Text Plain	- Andrew - A					
	<tabl< td=""><td>e Title></td><td></td><td></td></tabl<>	e Title>				
			GEN	IDER		
		TOTAL	MALE	FEMALE		
		(A)	(B)	(C)		
<table filter="" td="" ti<=""><td>itle></td><td></td><td></td><td></td></table>	itle>					
<row text=""></row>						
<row text=""></row>						
<row text=""></row>						
Comparison Groups: XXX/YYY XXXXXXXX T-Test for Means, XXXXXXXXX Z-Test for Percentages Uppercase letters indicate significance at the XX% level. Lowercase letters indicate significance at the YY% level.						
Lowercase letter	's indicate	significar	nce at the	YY% level.		
Copy to Clipboar	d 🗌 Show	hidden colum	ins			

The Plain Text display represents how the banner will look when the **Report viewing format** of **Plain text** is selected on the **Run Tables** dialog (**Run|Tables**) which you will see later in the **Running Tables** section of this **Getting Starting** Guide.

- Choose the **Plain Text** tab to display the **Plain Text** view of the banner.
- Select OK to close the Banner Editor Preview Banner window.
- Select OK to close the Banner Editor dialog box, then OK within the Setup Banners dialog box to close it.

11. Glossary Variables

The WinCross glossary allows you to write statements to manipulate your data. You can:

- \checkmark Save the modifications to a new data file.
- ✓ Use the modifications "as is" without permanently changing your data.

Glossary statements are evaluated from top to bottom and can have 1024 characters per line. For more information, select **Help** within the **Setup Glossary Variables** dialog box.

Referring to the Q.6 series (variables Q6_1 through Q6_7) in the sample questionnaire, note the scale reads 1–4, with 1 representing "Strongly Disagree." This is also how your data was recorded in the field. The client, however, has requested you to run their tables with the scale reading 4–1, 4 being "Strongly Disagree". Fortunately, it is very easy to honor your client's request using WinCross glossary variables.

Setup Glossary Variables	- 🗆 X
Glossary statements:	Tip: Press Ctrl+Right Arrow to complete a partial variable name
RECODE Q6_1 R7 (4=1,3=2,2=3,1=4)	
Run TEST Commands Check Syntax	
<u>Find</u> <u>Eind</u> <u>Eind</u> <u>Eind</u> <u>Eind</u>	OK Cancel 🕢 <u>H</u> elp
Line: 2 Column: 1 INS	

Choose Setup|Glossary Variables.

□ Enter RECODE Q6 1 R7 (4=1, 3=2, 2=3, 1=4).

Note: By specifying R7 in the RECODE statement, you can recode the entire Question 6 series (Q6_1 through Q6_7) in one RECODE instruction. R is the REPEAT feature in WinCross. R7 means to repeat this RECODE statement 7 times beginning with variable Q6_1 and ending with variable Q6_7.

□ Select OK to close the Setup Glossary Variables dialog box.

12. Saving Your Work

Choose File|Save|Save job.

□ Enter WCEVAL, then press Enter or select Save. (WinCross automatically appends the .JOB file extension to your designated filename, with the entire filename now being displayed in the WinCross title bar).

13. Running Tables

Once you have created a table, you can run a crosstab. If you did not create a banner in a previous portion of this evaluation, WinCross uses a default banner having a single column, TOTAL.

Note: For testing purposes, it is possible to run tables without opening any data by selecting Create tables without data within the Run dialog box.

Run Tables					
ved banner/tab	le selections:			Report viewing for	mats
CEval	×	Browse	e 🔒 Save As	Enhanced text	Options
elect banners:	1 banner, 1 b	anner select	ed		Options
Seg. # Banner		# Tables	Select All		opeisticate
✓ 1 Banner		# Tables	Select All	Run options	
Danner			Desele <u>c</u> t All	Run <u>F</u> ilter	
ind a banner: [Find Next Banner	Show table of c	ontents
				Run tables with	out weighting ghted tables" note
elect <u>t</u> ables:	53 tables, 3 se	elected		 Show "unwei Create tables 	ghted tables" note
Seq. # Name	Table Title	elected	Select All	 Show "unwei Create tables Create tables w 	ghted tables" note ithout data
Seq. # Name 1 GENDE	Table Title R Gender		<u>S</u> elect All	 Show "unwei Create tables 	ghted tables" note ithout data
Seq. # Name	Table Title	icip	<u>S</u> elect All Deselect All	 Show "unwei Create tables Create tables w Run syntax chei 	ghted tables" note ithout data ck only
Seq. # Name 1 GENDE 2 Q1	Table Title R Gender Q.1 On average, how many hours per week do you spend part	icip.		 Show "unwei Create tables Create tables w Run syntax chei Records per case: 	ghted tables" note ithout data ck only
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Seq. # Name 1 GENDE 2 Q1 3 Q2_1 4 Q2_2 5 Q2_3 6 Q2_4 7 Q2_5 8 Q2_6 9 Q2_7	Table Title R Gender Q.1 On average, how many hours per week do you spend part Q.2 Agreement with the following statement: I consider mysel Q.2 Agreement with the following statement: I wish the parks Q.2 Agreement with the following statement: I wish all of the Q.2 Agreement with the following statement: I trust that the Q.2 Agreement with the following statement: I usually visit an Q.2 Agreement with the following statement: I usually visit an Q.2 Agreement with the following statement: I usin all hiking I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.3 Agreement with the following statement: I using I Q.4 Agreement with the following statement: I using I Q.5 Agreement with the following statement: I using I Q.5 Agreement with the following statement: I using I Q.5 Agreement with the following statement: I using I Q.5 Agreement with the following using I Q.5 Agreement with the following using I Q.5 Agreement with the following using I Q.6 Agreement with the following using I<	icip, f an wei loca Ariz Ariz path he /	Deselect All	Show "unwei Create tables Create tables w Run syntax cheo Records per case: Cases to run: Overrides	ghted tables" note ithout data ck only 1 100
Seq. # Name 1 GENDE 2 Q1 3 Q2_1 4 Q2_2 5 Q2_3 6 Q2_4 7 Q2_5 8 Q2_6 9 Q2_7 10 Q2_8	Table Title R Gender Q.1 On average, how many hours per week do you spend part Q.2 Agreement with the following statement: I consider mysel Q.2 Agreement with the following statement: I wish all of the Q.2 Agreement with the following statement: I wish all of the Q.2 Agreement with the following statement: I trust that the Q.2 Agreement with the following statement: I usually visit an Q.2 Agreement with the following statement: I usually visit an Q.2 Agreement with the following statement: I wish all hiking Q.2 Agreement with the following statement: I wish all hiking Q.2 Agreement with the following statement: I wish all hiking Q.2 Agreement with the following statement: I wish all hiking Q.2 Agreement with the following statement: I wish all hiking Q.2 Agreement with the following statement: I wish all hiking Q.2 Agreement with the following statement: I wish all hiking	icip. f an Wel loca Ariz Ariz patt the , to r	Deselect All	Show "unwei Create tables Create tables w Run syntax cheo Records per case: Cases to run: Overrides	ghted tables" note ithout data ck only 1 100
Seq. # Name 1 GENDE 2 Q1 3 Q2_1 4 Q2_2 5 Q2_3 6 Q2_4 7 Q2_5 8 Q2_6 9 Q2_7	Table Title R Gender Q.1 On average, how many hours per week do you spend part Q.2 Agreement with the following statement: I consider mysel Q.2 Agreement with the following statement: I wish the parks Q.2 Agreement with the following statement: I wish all of the Q.2 Agreement with the following statement: I trust that the Q.2 Agreement with the following statement: I usually visit an Q.2 Agreement with the following statement: I usually visit an Q.2 Agreement with the following statement: I usin all hiking I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.2 Agreement with the following statement: I using I Q.3 Agreement with the following statement: I using I Q.4 Agreement with the following statement: I using I Q.5 Agreement with the following statement: I using I Q.5 Agreement with the following statement: I using I Q.5 Agreement with the following statement: I using I Q.5 Agreement with the following using I Q.5 Agreement with the following using I Q.5 Agreement with the following using I Q.6 Agreement with the following using I<	icip. f an Wel loca Ariz Ariz patt the , to r	Deselect All	Show "unwei Create tables Create tables w Run syntax chev Records per case: Cases to run: Overrides Table Number	ghted tables" note ithout data ck only 1 100

□ Select **Run|Tables** from the WinCross main menu.

- □ You can choose the **Select All** option adjacent to the **Select tables** list box or just select a few tables from the **Select** tables list.
- □ Clicking on the Seq. # check box in the Select banners list for a particular banner will select that banner and all the tables listed below in the Select tables list.
- □ For this tutorial, click on Banner 1 under the Banner Name column to highlight Banner 1.
- □ Now, click on the GENDER table anywhere on that line in the Select tables list to select that table. You can either use the Shift or Ctrl key to select the next two tables or drag the cursor down to select tables Q1 and Q2 1.
- □ The Enhanced text option is the WinCross default for the Report viewing formats. Reports can be exported to multiple formats at the same time by selecting one, two or all of the Report viewing formats.
- Choose **Run** to run your tables.

Your tables should appear momentarily and have been formatted as an Enhanced text report.

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ABLE OF CONTENTS				
lanner 1				
Table GENDER Page 1 Gende	r			
				spend participating in outdoor activities at Arizona parks?
Table Q2_1 Page 3 Q.2 Ag	reement with t	he followin	g statement: I o	nsider myself an outdoors person Table GENDER Page 1
				Table GENDER Page 1
				Gender
		GEND	DER	
	TOTAL	MALE	FEMALE	
	(A)	(B)	(C)	
Total	100	37	63	
	100.0%	100.0%	100.0%	
Male	37	37	-	
	37.0%	100.0%		
Female	63	2	63	
	63.0%		100.0%	
No Answer	(7 -)	5	85	
Comparison Groups: BC				
-Test for Means, Z-Test for Perce				

Enhanced text reports can be customized by using the Enhanced Text Reports tab of the Setup|Job Settings menu option.

If you prefer to see your reports formatted as an ASCII text file, you can use the **Plain text report** option.

🚱 Plain Text Report: Tables						
TABLE OF CONTENT	rs					1
Banner 1						
Table GENDER	Page 1	Gender				
Table Q1	Page 2	Q.1 On average, how many hours parks?	per week do you	ı spend par	ticipating in	outdoor a
Table Q2_1	Page 3	Q.2 Agreement with the following	ng statement: I	consider m	yself an outd	loors perso
		Ĩ	Gender			
				GEND	ER	
			TOTAL	MALE	FEMALE	
			(A)	(B)	(C)	
		Total	100 100.0%	37 100.0%	63 100.0%	
e		Male	37	100 0%	-	
Line: 19 Column: 55	INS Mo					

You also have the option to export reports to Excel by selecting the Excel option from the Report viewing formats selections.

When you select **Excel**, there are many options available for formatting your Excel report. The **Options** button next to the **Report viewing format** of **Excel** opens the **Excel Report Options** dialog where you can choose options for formatting your Excel report. There are **Data Options**, **Formatting Options**, **Worksheet Options**, **Report Options** and **Decimal Place Options** to choose from.

Excel Report Options		×
Save to a Local Destination		
Drive:	Display <u>fi</u> les of type:	
🖃 c: []	✓	
Directory:	Files:	
C:\ C:\ C: C: C: C: C: C: C: C: C: C: C: C: C:	Example.css Example.csv	~
Excel output filename: WCEVAL	Output file type: Excel 2007-2013 (.xlsx	.) ~
Data Options Formatting Options Data Options Formatting Options Include filter rows Include frequencies Include vertical percents Include constant percents Include table of contents In the same worksheet as ta		
In one worksheet for multiple		
Generate filtering column		
	OK Cancel 2 He	əlp

The Report Options tab lets you choose how you want your Excel reports to look.

Excel Report Options			×
Save to a Local Dest	ination		
Drive:		Display <u>fi</u> les of type:	
🖃 c: []	~	~	
Directory:		Files:	
 ▷ C:\ ▷ tag ▷ WCEval ▷ Example 		Chi-Square.rpt Example.css Example.csv Example.dat	* *
Excel output filename:	WCEVAL	Output file ty	De: Excel 2007-2013 (.xlsx) ~
Saved Excel options: Data Options Form OPlain output (no Enhanced output Use Enhanced and colors for Use custom co Custom co	cell borders or c t Text Report fon Excel output	Worksheet Options Report Options Decimal Place Options	
		ОК	Cancel 🕢 Help

The WinCross defaults are Enhanced output with Use custom colors and Cell borders, but you can choose Plain output or Enhanced output that uses the Enhanced Text Report fonts and colors from the Enhanced Text Reports tab of Job Settings.

Once you choose the desired Excel options and run your tables, Microsoft Excel will automatically launch and open to the first worksheet being written depending on the **Worksheet Options** selected.

+		Layout Form	ulas Dat	a Review	View A	Acrobat			100
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Pa	ste	• FT • 👌	- A -	EEE		Aerge & Center 🔻	\$ - %	•.0 .00 •.4 00.	Condition
1	- V Format Painter		1		1 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1				Formatting
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_	A1 • (*	fx							
		D	E	F	G	Н	1	J	K
1	Table GENDER								
3									
4									
5	1.1								
6	Gender								
7									
8									
			GEN	DER					
9		TOTAL	MALE	FEMALE					
0									
1		(A)	(B)	(C)					
2		× 7	1-1	X-7					
3	Total	100	37	63					
4		100.0%	100.0%	100.0%					
5	Male	37	37	-					
6		37.0%	100.0%						
17	Female	63	-	63					
8	No. Annual	63.0%		100.0%					
9	No Answer	-	-	-					
1	Comparison Groups: BC								
2	T-Test for Means, Z-Test for Per	rentaries							
3	Uppercase letters indicate signif		5% level						
4	Lowercase letters indicate signif								
5	Table Q1								
6									
7									
8									

Your Excel report is saved in the directory where the job file resides and the default file name is *jobname.xlsx* unless you enter a new file name or browse to a different location. The Excel file created in this tutorial will reside in the same directory/folder as the job file and will be called WCEVAL.xlsx.

14. Formatting Reports

WinCross allows you to customize your table report by using the **Enhanced Text Reports** tab of the **Setup|Job Settings** menu option.

Choose Setup|Job Settings from the WinCross menu options to display the Job Settings dialog box.

□ Select the Enhanced Text Reports tab on the Job Settings dialog box.

	Wording for Rows	Statistics Ro	unding	Small Samp	Die Size	Filters
Table Presentation	Job Title	Enhanced Text Reports	Page	e Layout	Summ	ary Rows
Repor <u>t</u> elements:	Overall table lay	vout	-			1
 Overall table layout Table of contents Table and page number Job logo 1 Job logo 2 Job title Run filter title Table subtitle Banner title Banner filter title Table body Banner headings Column headings Colling percent Horizontal percent Gonstant percent Mean Standard deviation Expand All Collapse 		Color Ban n 120 nes* rders ions mage Job logo*	Table 1 Pa Table 2 Pa Ta 9:00: Joi Joi Joi Joi Ru nner title (i Table Table Table Table Table Table San	E OF CONTENTS loge 1 Table 1 T loge 2 Table 2 T ble 1 Page 1 00 Jul. 4, 2076 b title line 1 b title line 2 b title line 3 b title line 4 In filter title if above the table let title line 1 ble title line 2 ble title line 3 ble title line 3 ble title line 4 is subtitle line 4 is su	itle	Remove

- Select the Center option in the Overall table layout|Justification dialog box.
- Select the Show cell borders option from Table options on the Overall table layout dialog box.
- Select the Background Colors option on the Overall table layout dialog box.
- □ Choose colors for your **Report background**, **Table rows** and **Table columns** or use the WinCross defaults and select **OK**.

Statistics Rows	Wording for Rows	Statistics Ro	ounding	Small Sample Size	Filters
Table Presentation	Job Title	Enhanced Text Reports	Page Lay	out Sum	mary Rows
Report elements: • Overall table layout • Table of contents • Table and page number • Job logo 1 • Job logo 2 • Job blide Run filter title • Table subtitle • Banner title • Banner filter title • Table body • Banner headings • Column headings • Colum headings • Frequency • Vertical percent • Horizontal percent	E	Report Element Fort style: Bold Regular Italic Bold Italic Sample AaBbYyZz Script: Westem	OK Cancel	CONTENTS Table 1 Title Table 2 Title Page 1 4, 2076 9 line 1 9 line 2 9 line 3 9 line 4 er title eve the table title) e line 1 1 line 2 9 line 3 1 line 3 1 line 4 1 litle line 1 1 litle line 1 1 litle line 3 1 litle line 3 1 litle line 4 1 litle 1 line 4 1 litle 1 litl	
Constant percent Constant percent Mean Standard deviation T Expand All Collapse Changing the blank line option, l		R Save Style A			Remove

□ Select Table title.

□ Select the **Set Font** option in the **Table title** list box.

 $\hfill\square$ Select a Font style of Bold and a Size of 14 and select OK.

□ Select the Set Font Color option in the Table title list box.

□ Select the color Red and OK.

Select **OK** to close the **Job Settings** dialog box.

The formatting changes that you selected should be displayed on your Enhanced Text Report: Tables.

1	į 3	• ! • • • 4 • • • ! • • • 5 •		• • • • • 7	į	8 · · · 2 · · · 9 · · · · · · 10 · · · · ·
		TAB	LE OF CONTENTS			
			Banner 1			
				ender		
Table GENDER Table Q1 F		iverage, how many hours per			nating in out	tdoor activities at Arizona parks?
	Page 3	Q.2 Agreement with the	following state			
		Table	GENDER Page 1			
			Gender			
			Childen			
				GEN	DER	
			TOTAL	MALE	FEMALE	
			(A)	(B)	(C)	
		Total	100	37	63	
			100.0%	100.0%	100.0%	
		Male	37	37	-	
		Marc	37.0%	100.0%		
		Female	63	-	63 100.0%	
			63.0%		100.0%	
		No Answer		-	-	
		Comr	parison Groups: BC	-		
				- C		

- □ Select File|Save|Save Job to save your report format settings.
- □ Select **OK** in the **Warning** dialog box. You will be overwriting the job file that was saved previously in this evaluation with your new report format settings.

You can select any component of your job listed within the **Report Elements** list, then apply a variety of custom formatting options. There are options available within **Enhanced Text Reports** tab of **Setup|Job Settings** to format most of the **Report elements**. These options include the ability to add borders and company logos to table reports, adjust alignment or customize table titles, job titles, banner headings, etc. WinCross now provides the ability to edit table reports within your reports dialog box. Your **Enhanced Text Reports** settings are saved when you save your job.

From the example below, you can see that the **Enhanced Text Reports** tab of **Setup|Job Settings** allows you to format your report for WinCross or Internet browser viewing. You may want to experiment with some of the formatting options available for use with **Enhanced Text reports**.

				Ari	izona Park	The Group Inc ry Market R s and Recre Gender		ly					Table 1 Pa
	1	Gen	der					Inco	me				
	TOTAL	Male		Under \$30K	\$30K to \$39K	\$40K to \$49K	\$50K to \$59K	\$60K to \$74K	\$75К to \$99К	\$100K to \$149K	\$150К to \$199К	\$200K to \$249K	\$250K+
	(A)	(8)			(E)	(F)					(K)		(11)
OTAL	400	140	260	128	92	43	43	35	26	22	6	1	4
	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
tale	140	140		38	27	12	17	18	13	11	4		-
	35.0	100.0		29.7	29.3	27.9	39.5	51.4	50.0	50.0	66.7		
								DEF	def	def	def		
	260		260	90	65	31	26	17	13	11	2	1	4
emale	200			70.3	70.7	72.1	60.5	48.6	50.0	50.0	33.3	100.0	100.0
Female	65.0		100.0	7010									
Female			100.0	Hijk	Hijk	Hijk						EFGHIJK	EFGHIJK

15. Saving Reports in XML Format

Once tables have been run, **Enhanced Text reports** are ready for immediate display and printing from within WinCross or using most Internet browsers. WinCross allows you to save crosstabs in **Enhanced Text reports (*.xml)** format. If you choose to save your **Enhanced Text report**, files can be saved anywhere on your PC, on your company intranet or can be uploaded to the Internet using file transfer protocol (FTP). Reports can be saved in **Enhanced Text reports (*.xml)** format by selecting **File|Save Report** or **File|Save Report As**.

Save Report File			
To a Local Destination			
Drive:	Recen	t folders:	
🖃 c: []	~		~
Directory:		Files:	
 C:\ Lag WCEval ► Example 		Example.xml	
Filename: WCEVAL Report			File type:
			Plain Text Reports (*.rpt;*.out) Enhanced Text Reports (*.rml) Microsoft Word/Rich Text Format (*.rtf) Microsoft Excel 1997-2003(*.xls) Microsoft Excel 2007-2013(*.xlsx) Microsoft PowerPoint 2007-2013(*.pptx) Adobe PDF (*.pdf)

- □ Verify that the **Tables** report that you just formatted using the **Enhanced Text Reports** tab of **Setup|Job Settings** is the active dialog box or click on the report entitled **Enhanced Text Report: Tables** to make your enhanced text format table report the active dialog box.
- Select File|Save Report As.
- □ Select the dropdown adjacent to the **File type:** field.
- Select Enhanced Text Reports (*.xml).
- □ Name your file WCEVAL Report, then select Save. (WinCross automatically appends the .XML file extension.)

16. Viewing Browser Reports

Once you have successfully created your report in **Enhanced text report** format, it is immediately available for viewing using most Internet browsers.

□ Choose View|Report in Browser from the WinCross menu (alternatively, you can use the globe button on the right WinCross toolbar).

17. Running Frequencies

A frequency provides a distribution count of the values in a field/variable; alpha characters can be included. If the data is ASCII or column binary, fields are entered as record/column locations separated by commas (for example, either 5, 10:2 or 1/5, 1/10:2).

If the data is not ASCII or column binary, variables are listed by variable name and label. To select variables that are noncontiguous, keep the **Ctrl** key depressed while individually selecting each desired field.

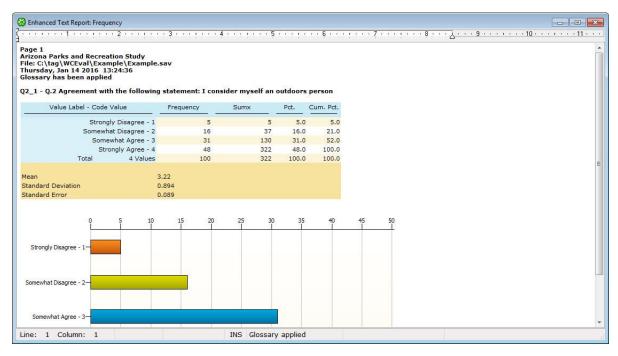
Running frequencies is a quick-and-easy way to check your tables. You can filter the frequency to match table filters providing a distribution count that should match the table logic. You can also weight the frequency to match any weighting applied to your tables to check weighted distribution counts.

Choose Run|Frequency.

	Variable Name	Variable Label	
1	RESP	Respondent Id	
2	GENDER	Gender	
3	Q1	Q.1 On average, how many hours per week do you spend participating outdoor activities at Arizona parks?	in
	Q2_1	Q.2 Agreement with the following statement: I consider myself an outdoors person	
	Q2_2	Q.2 Agreement with the following statement: I wish the parks were op for longer hours.	en
	Q2_3	Q.2 Agreement with the following statement: I wish all of the local par in Arizona had after school programs for kids.	ks
7	Q2_4	Parks and Recreation staff are well-trained. Q.2 Agreement with the following statement: I usually visit an Arizona	,
	Show abbreviated val	ariable names 🛛 Word wrap 🛛 Find a variable: 👘 Find	d Next
or <u>e</u> nt	Show abbreviated var ter variables (by name or using record/colur		/ 3000
		Imn format) separated by commas: (0	
	ter variables (by name or using record/colu trl+Right Arrow to complete a partial variable	name	
Press Cl	ter variables (by name or using record/colu trl+Right Arrow to complete a partial variable ype Chart ty	name	
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Press Cl eport t requen	ter variables (by name or using record/colu trl+Right Arrow to complete a partial variable ype Chart ty icy report Thorizont lue format Cases	mn format) separated by commas: (0 name ype Sort options Primary sort column: Code value Primary sort column: Code value	/ 3000

 \Box Select variables Q2_1, Q2_2 and Q2_3 from the list of variables on the Run Frequency dialog box.

□ Select Run.



The WinCross defaults provide a Frequency report of the frequency. You have the additional options of creating a Horizontal Bar Chart, Statistical report or a Frequency and statistical report.

Saving reports from Run options—If desired, you can save the reports from Run|Tables and/or Run|Frequency by choosing File|Save|Save Report As. The default file extension used for your report file is *.RPT, however, reports can be saved in many formats including, *.RTF (Microsoft Word), *.XLS (Microsoft Excel 1997-2003) *.XLSX (Microsoft Excel 2007-2013), *.PPTX (Microsoft PowerPoint 2007-2013) or *.PDF (portable document format).

Congratulations - you have successfully completed the Quick-Try Evaluation!

More About WinCross and The Analytical Group, Inc.

We hope you have enjoyed this brief overview of the countless features offered in WinCross. Since this introduction cannot begin to showcase all of its powerful features, we encourage you to take a look at other related information we have posted on our Website, such as the <u>WinCross Frequently Asked Questions</u> page.

It has been a pleasure to take you on this WinCross tour. We look forward to the opportunity to answer any questions you may have and to talk with you about how we can fulfill your crosstabulation needs. We also invite you to participate in any of our WinCross training classes—please contact us for scheduling and pricing.

The Analytical Group, Inc. also offers other software and market research services, from questionnaire development through advanced data analysis.

Visit us on the web at www.AnalyticalGroup.com. Our email address is info@AnalyticalGroup.com.

Sample Questionnaire for EXAMPLE Job Files

Please refer to this sample questionnaire as you run through the Quick-Try evaluation that starts on page 7.

Please answer the following questions about Arizona Parks and Recreation:

Respondent number: _____ (Resp) (1-4)

Gender: (Gender) (5) Male 1 Female 2

0.1 On average, how many hour	s per week do vou spend	participating in outdoor	activities at Arizona parks? (Q1) (6)

Less than 1 hour per week	1	10-15 hours per week	5
1-3 hours per week	2	16-20 hours per week	6
4-6 hours per week	3	More than 20 hours per week	7
7-9 hours per week	4		

Q.2 Agreement with the following statements:

	Strongly	Somewhat	Somewhat	Strong	y
	Disagree	Disagree	Agree	Agree	
I consider myself an outdoors person	1	2	3	4	(Q2_1) (7)
I wish the parks were open for longer hours	1	2	3	4	(Q2_2) (8)
I wish all of the local parks in Arizona had after school programs for	kids				
	1	2	3	4	(Q2_3) (9)
I trust that the Arizona Parks and Recreation staff are well-trained	1	2	3	4	(Q2_4) (10)
I usually visit an Arizona park at least once a week	1	2	3	4	(Q2_5) (11)
I wish all hiking paths in Arizona parks were paved	1	2	3	4	(Q2_6) (12)
I enjoy visiting the Arizona Parks and Recreation visitor centers	1	2	3	4	(Q2_7) (13)
I like being able to reserve ramadas at Arizona parks for family gathe	erings				
	1	2	3	4	(Q2_8) (14)
I love the bike trails in some Arizona parks	1	2	3	4	(Q2_9) (15)
I hope that more parks are built as the population of Arizona grows	1	2	3	4	(Q2_10) (16)

Q.3 How often do you:

	Never	Rarely	Sometimes	Often	Always	
Send or read email	1	2	3	4	5	(Q3_1) (17)
Read news and current events	1	2	3	4	5	(Q3_2) (18)
Participate in organized sports at Arizona parks	1	2	3	4	5	(Q3_3) (19)
Hike or bike in Arizona parks	1	2	3	4	5	(Q3_4) (20)
Use the after school program offered at some parks	1	2	3	4	5	(Q3_5) (21)
Children participate in summer recreation programs at Arizona parks	1	2	3	4	5	(Q3_6) (22)
Use equipment offered through the Arizona Parks and Recreation depa	rtment					
	1	2	3	4	5	(Q3_7) (23)
Hold family gatherings or parties at Arizona parks	1	2	3	4	5	(Q3_8) (24)
Walk your dog in the park	1	2	3	4	5	(Q3_9) (25)
Reserve baseball diamonds or basketball or volleyball courts at Arizon	a parks					
	1	2	3	4	5	(Q3_10) (26)

Q.4 Importance of the following to you:

Very	Somewhat	Somewhat	Very	
Unimportant	Unimportant	Important	Impor	rtant
1	2	3	4	(Q4_1) (27)
1	2	3	4	(Q4_2) (28)
1	2	3	4	(Q4_3) (29)
1	2	3	4	(Q4_4) (30)
1	2	3	4	(Q4_5) (31)
1	2	3	4	(Q4_6) (32)
1	2	3	4	(Q4_7) (33)
1	2	3	4	(Q4_8) (34)
1	2	3	4	(Q4_9) (35)
1	2	3	4	(Q4_10) (36)
		Very Somewhat Unimportant Unimportant 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2		Unimportant Unimportant Important Important 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4

Q.5 Choose the statement below that best describes your opinion of Arizona parks: (Q5) (37)

Well-maintained	1	Don't have much interest in	4
Reflects the beauty of Arizona	2	Noisy and unorganized	5
Quiet and peaceful	3	Not well-supervised	6

Q.6 Agreement with the following statements - I do not know much about or have never heard of:

	Strongly	Somewhat	Somewhat	Strongly	Don't	
	Disagree	Disagree	Agree	Agree	Know	North
Mountain Park	1	2	3	4	5	(Q6_1) (38)
South Mountain Park	1	2	3	4	5	(Q6_2) (39)
Piestewa Park	1	2	3	4	5	(Q6_3) (40)
McDowell Mountain Park	1	2	3	4	5	(Q6_4) (41)
Sabino Canyon Park	1	2	3	4	5	(Q6_5) (42)
Squaw Peak Park	1	2	3	4	5	(Q6_6) (43)
Grand Canyon National Park	1	2	3	4	5	(Q6_7) (44)

Q.6A Of the last 10 visits to Arizona parks, how many visits were to:

North Mountain Park	(0-10)	(Q6A_1) (45-46)
South Mountain Park	(0-10)	(Q6A_2) (47-48)
Piestewa Park	(0-10)	(Q6A_3) (49-50)
McDowell Mountain Park	(0-10)	(Q6A_4) (51-52)
Sabino Canyon Park	(0-10)	(Q6A_5) (53-54)
Squaw Peak Park	(0-10)	(Q6A_6) (55-56)
Grand Canyon National Park	(0-10)	(Q6A_7) (57-58)

Q.7 Would you say you are visiting Arizona parks more, less or the same as you were a year ago? (Q7) (59)

More	1
The same	2
Less	3

Q.8 How likely are you to visit an Arizona park in the future? (Q8) (60)

Very likely	1
Somewhat likely	2
Somewhat unlikely	3
Not at all likely	4

The following questions are for classification purposes only:

Q.9 What is your current marital status? (Q9) (61)

Single (never married)	1
Living with partner	2
Married	3
Separated	4
Divorced	5
Widowed	6

Question 10. Do you have any children under the age of 18 living with you? (Q10) (62)

Yes 1 No 2

Q.11 Which of the following best represents the highest level of education you have completed? (Education) (63)

Some high school or less	1
High school diploma or G.E.D.	2
Some college	3
Associate's degree	4
Bachelor's degree	5
Graduate or professional degree	6

Q.12 Which of the following best describes your annual household income? (Income) (64-65)

Under \$30,000	1
Between \$30,000 and \$39,000	2
Between \$40,000 and \$49,000	3
Between \$50,000 and \$59,000	4
Between \$60,000 and \$74,000	5
Between \$75,000 and \$99,000	6
Between \$100,000 and \$149,000	7
Between \$150,000 and \$199,000	8
Between \$200,000 and \$249,000	9
\$250,000 or above	10