20ᵗʰ-22ⁿᵈ December 2021

NATIONAL PRODUCTIVITY COUNCIL

Programme fees: Rs 6195/- (including GST)

PRESENTS:

TWO AND HALF DAYS ONLINE TRAINING PROGRAMME

"Working with Micro-data Analysis Using SPSS"

PROGRAMME OBJECTIVE

Micro-data is the data on the characteristics of units of a population such as individuals, households, establishments etc. collected through survey, census or any other data generation source.

Micro data analysis permits the policy makers, business analysts, research scholars to answer complex questions and provide valuable insights for drawing inferences and decision making.

The objective of this program is to introduce participants to the basic practice of analysing **Micro-Data** using SPSS, a statistical software program used for data management and data analysis and learn how to perform basic statistical analysis.

COURSE COVERAGE

SPSS: Micro-data Processing & Statistical Analysis Software Package

SPSS (Statistical Package for the Social Sciences**)** is a software mainly used by social scientists/ researchers/business analysts which help them process the critical micro-data in simple steps quickly.

WHAT WOULD YOU LEARN?

- Ability to store Micro-data (available in any international standard formats like SPSS, XLS, ASCII, STATA, RDBMS data like MS ACCESS etc) using SPSS

- Ability to Organise the stored data (including Dictionary attaching, Transformation, Aggregation, Merging, Sorting etc)

- Ability to Generate Output in Custom tables

- Ability to represent the Tabulated Output in suitable graphical formats

- Ability to Perform requisite Descriptive Statistics of interests (e.g mean, median, mode, sd, correlation coefficient etc)& their interpretation

- Ability to Perform frequently used basic inferential statistical test & analysis (including t-test, chi-square test, regression analysis etc)

- Ability to Export the output / results in various international formats (e.g, XLs, PDF, MS-Word etc.)

- Ability to Export the final or intermediate SPSS data into various international standard formats (e.g, ASCII, XLs, RDBMS like MS-ACCESS etc.)

- Ability to work with NSSO like critical micro-data using SPSS Menu driven system and/or using SPSS Syntax (without having programming knowledge / skill / experience) easily successfully.

TARGET GROUP

The programme is designed for the Students, Researchers, Statisticians, Business Analysts, Social Scientists requiring effective skill sets on Electronic Processing of Micro-Data while Generating Summarised output (tabulated/graphical), Descriptive/Official Statistics, Basic Inferential statistics and highly interested in performing Statistical Analysis & interpretation of Large scale Micro-data of any kind easily, quickly and effectively.

METHODOLOGY

- ❖ The training programme would be conducted *online* through Cisco WebEx Platform.
- ❖ The programme shall be participative in nature.
- ❖ The training shall consist of detailed demonstration on using the SPSS for analysis of the micro-data
- ❖ Every demonstration shall require to be self-performed by the participants on the published micro data set, therefore it is advised to install SPSS in your desktop/laptop.

FACULTY

Sh. Jyoti Ranjan Majumdar, Retired Indian Statistical Service (ISS) Officer
Former Joint Director, Ministry of Statistics & Programme Implementation

Sh. Jyoti Ranjan Majumdar, senior consultant at NPC, having Masters degree in Statistics from Kolkata University, got the opportunity of performing intensive / extensive Electronic Data Processing and Statistical Analysis for more than three decades over the large-scale Micro-data regularly produced by the reputed Statistical / Research organisations including **Ministry of Statistics& Programme Implementation.**

Being expertise/experience developed in Micro–data processing mainly using SPSS, effectively supported and trained huge number of Statisticians (including Indian Statistical Service Probationers / Officers), Researchers and Social Scientists of India and Abroad.

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Tentative Schedule for Training Program on
"Working with Micro-data Analysis Using SPSS"

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Day 1- 20/12/2021, MONDAY 10:00 hrs. To 13:00 hrs.	Day 1- 20/12/2021, MONDAY 14:00 hrs. To 17:00 hrs.
• Introduction to SPSS • Reading / storing Micro-data available in international standard formats	• Attachment of Micro-data dictionary (including Variable Labels / Value Labels etc) • Data Transformation / Organisation (including computing new variables, recoding etc) • Generation of Descriptive statistics
Day 2-21/12/2021, TUESDAY 10:00 hrs. To 13:00 hrs.	**Day 2- 21/12/2021, TUESDAY** 14:00 hrs. To 17:00 hrs.
• Generation of Cross-tables / Custom-tables in prescribed formats • Generation of Basic statistics for making Statistical hypothesis testing / interpretation / inference • Graphical representation of Data for quick & clear understanding the underlying fact	• Aggregation of Micro-Data • Merging of related Micro-data (cases / variables) • Generation of NSSO like Official Statistics /Tables as in Published reports

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Day 3-22/12/2021, WEDNESDAY
10:00 hrs. To 13:00 hrs.

• Project on Micro-data Processing & Statistical Analysis using SPSS
• Queries and Answers

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PROGRAMME FEES

➢ **Rs 6195/- (Rs Six Thousand One Hundred Ninety Five only)** inclusive of GST per participant.

Nominations by organizations/companies	Discount
More than 5 participants	**Upto 10%**
More than 10 participants	**Upto 15%**
More than 15 participants	**Upto25%**

REGISTRATION PROCESS

Type	Mode of Registration	
	Online	**Offline**
Individual	Register online at https://bit.ly/3bocRHi or QR code Upon successful payment of fees at the payment gateway participant shall automatically get registered for the programme.	Individuals can register Offline by sending e-mail to the programme coordinator by providing details i.e. Participant's Name, Designation, Company Name, Contact Number and e-mail id along with the Cheque/NEFT UTR no & date. Fees can be paid through Cheque/ECS/NEFT. The details are given in "Mode of Payment".

Type	Mode of Registration	
	Online	**Offline**
Organisation/ Companies		Companies/Organisation may send the details of all nominated participants i.e. Participant's Name, Designation, Contact Number and e-mail id along with GST No on the organisation letter head. The scanned copy of the letter may be sent through e-mail. Invoice will be generated considering the applicable discount, if any. Nominated participants shall be registered for the programme upon receipt of the payment through NEFT/Cheque/DD. The details are given in "Mode of Payment".

GENERAL INSTRUCTIONS

- Fees once received shall not be refunded.
- In case participant(s) nominated by the organisation/company is not able to attend the workshop due to unavoidable reason, substitution is permitted. Prior information to be given to the programme co-ordinator along with substituted participant details (Name, e-mail id, mobile no.) on company's letter head.
- Limited seats available for the present programme and hence the nominations will be accepted on first-cum-first-serve basis.
- Last date of accepting nominations is 17.12.2021.
- You are requested to kindly nominate officers and executives for the programme at the earliest and draw maximum benefit from the opportunity.

FOR FURTHER DETAILS, PLEASE CONTACT:

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