

Viewing Results and Exporting to SPSS

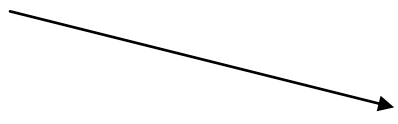
My Surveys | Create Survey | Edit Survey | Distribute Survey | **View Results** | Polls | Library | Panels | Administration | Reporting ^{BETA}

View Reports | Responses | Download Data | Cross Tabulation

Views about the Psychology Cor... ▾

Select a Report

Click on the name of the report that you want to view.
You can also [Create a New Report](#).



Report Name	Creation Date	Last Modified	Owner	Delete
Initial Report	Feb 24, 2014	Feb 24, 2014	Psych Technicians	Delete

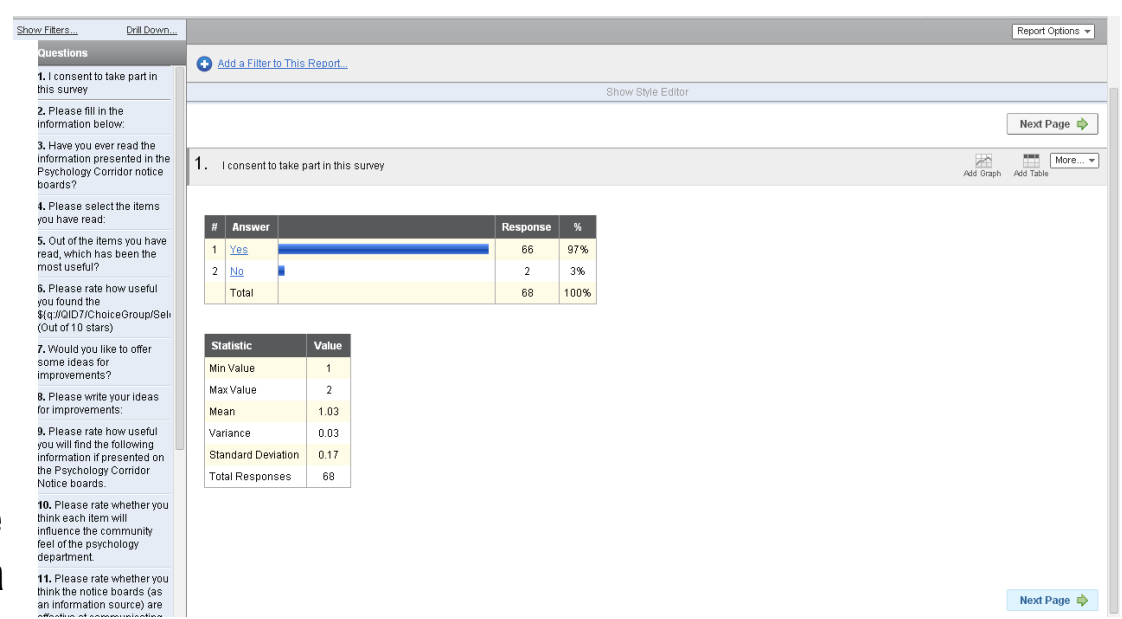
If you want a quick glance of your results, go onto the “**View Results**” tab then click “**View Reports**”.



Next, click on the [Initial Report](#) hyperlink. This will take you to a screen where you can click through your responses.



You will see some descriptive statistics related to each question. For example, you can view how many males/females have currently taken your survey. **Reports** are a quick way to see a brief summary of your results.



Questions

1. I consent to take part in this survey
2. Please fill in the information below.
3. Have you ever read the information presented in the Psychology Corridor notice boards?
4. Please select the items you have read.
5. Out of the items you have read, which has been the most useful?
6. Please rate how useful you found the $\{q/QID7/ChoiceGroup/Sel\}$ (Out of 10 stars)
7. Would you like to offer some ideas for improvements?
8. Please write your ideas for improvements:
9. Please rate how useful you will find the following information if presented on the Psychology Corridor Notice boards.
10. Please rate whether you think each item will influence the community feel of the psychology department.
11. Please rate whether you think the notice boards (as an information source) are

#	Answer	Response	%
1	Yes	66	97%
2	No	2	3%
Total		68	100%

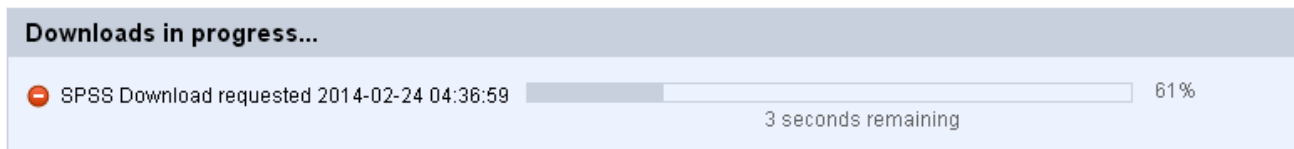
Statistic	Value
Min Value	1
Max Value	2
Mean	1.03
Variance	0.03
Standard Deviation	0.17
Total Responses	68

Exporting to SPSS

To download a SPSS file, click the [Download SPSS .sav File](#) hyperlink on the “**Download Data**” screen.



It does take some time for Qualtrics to download the file. You can see its progress by scrolling up the page a little.



Once exported, you will probably have to make some adjustments to your SPSS file, notably in the “**variable view**”. For example, check that the “**variable type**” is correct for each variable. E.g. If you ask a question on age, make sure the variable type is numerical and not string. You may also need to edit a variable’s “**width**” and “**measure**”.

In the “**data view**”, you will also be presented with a lot of ‘junk’. For example, a variable expressing the date a participant took the survey (though this might be of interest to you) will be on your file. Identify what is necessary for your analysis and remove variables accordingly.

Finally, your variables will be named after their question number (you can click back on your questionnaire to see what number relates to what question!). For some questions, (i.e. that are in a matrix style format), SPSS will create a different variable per response, named something like Q1_1. This simply means *question 1, part 1*.

For any other queries, feel free to email the technicians at psychtech@lincoln.ac.uk