

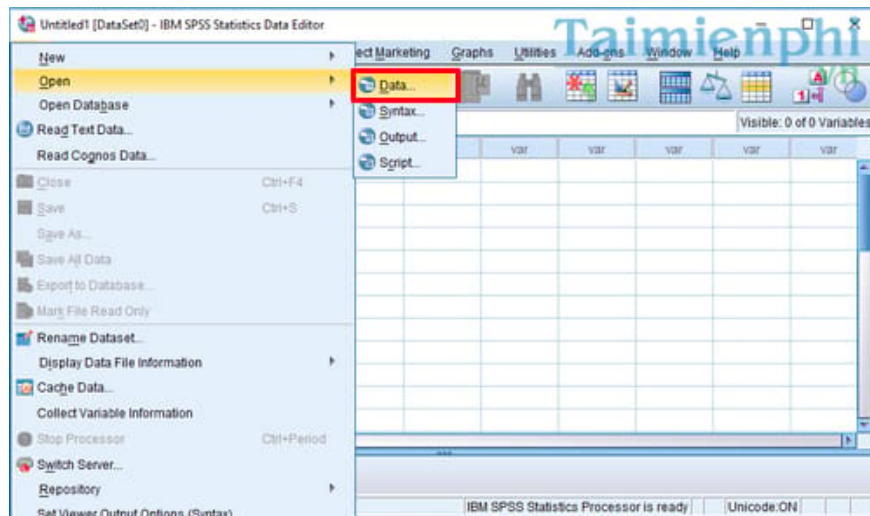
# How to import data from Excel into SPSS quickly and accurately.

SPSS is a popular statistical data analysis software that supports importing data from various sources, including Excel. However, if not done correctly, you may encounter errors when importing data from Excel into SPSS.

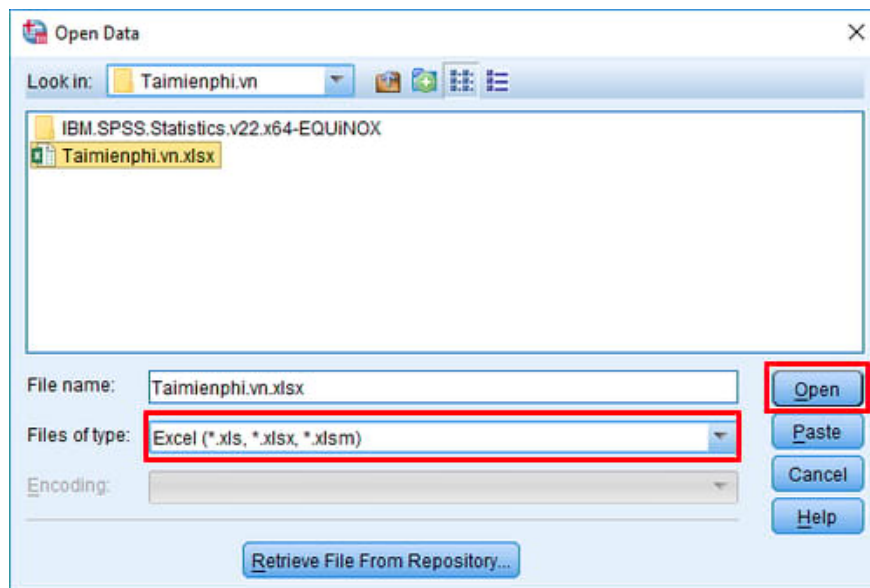
This article, Free Download, will provide detailed instructions on how to transfer data from Excel to SPSS , making your analysis easier.

## *How to import data from Excel into SPSS*

*Step 1:* Launch SPSS software by accessing **File > Open > Data**

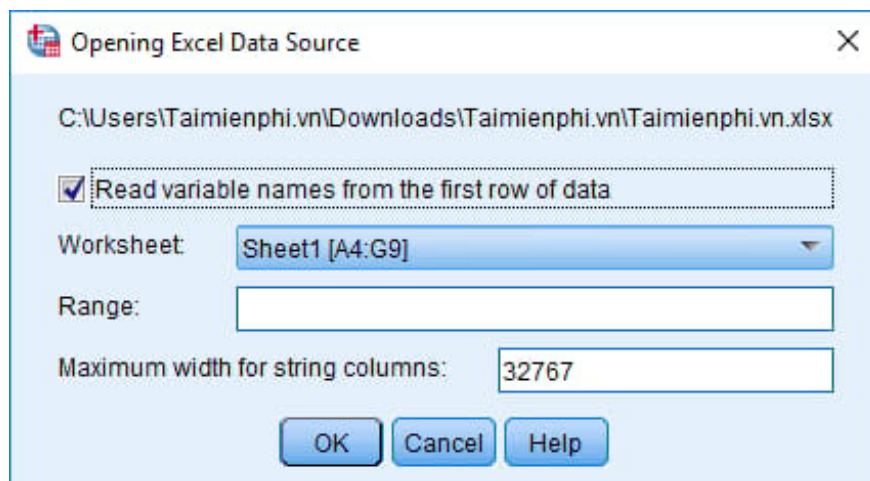


*Step 2:* The **Open Data** dialog box will appear; navigate to the folder containing the Excel file.

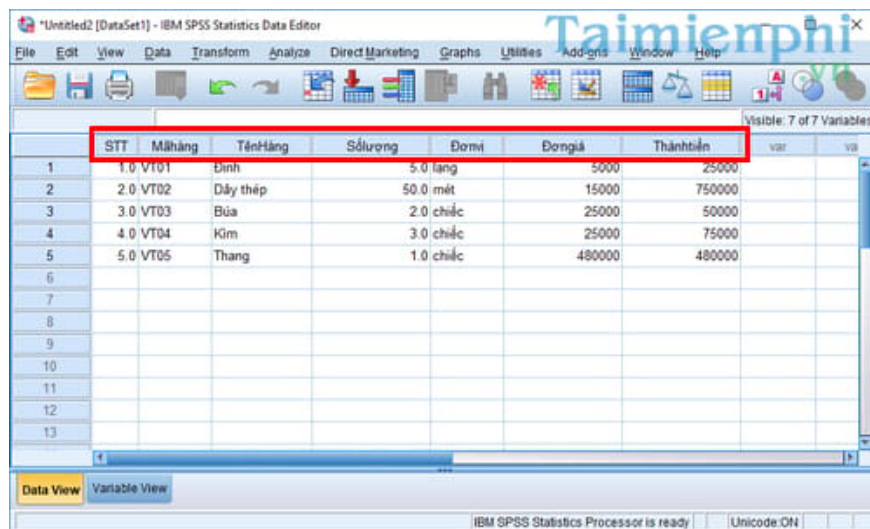


**Note:** You should place the Excel file in the correct folder and use Vietnamese characters without accents for the path to that folder. Also, by default, SPSS only displays SPSS files (\*.sav). To display Excel files, select "Files of type" as Excel (\*.xls, \*.xlsx, etc.) and choose the correct Excel file to import into SPSS.

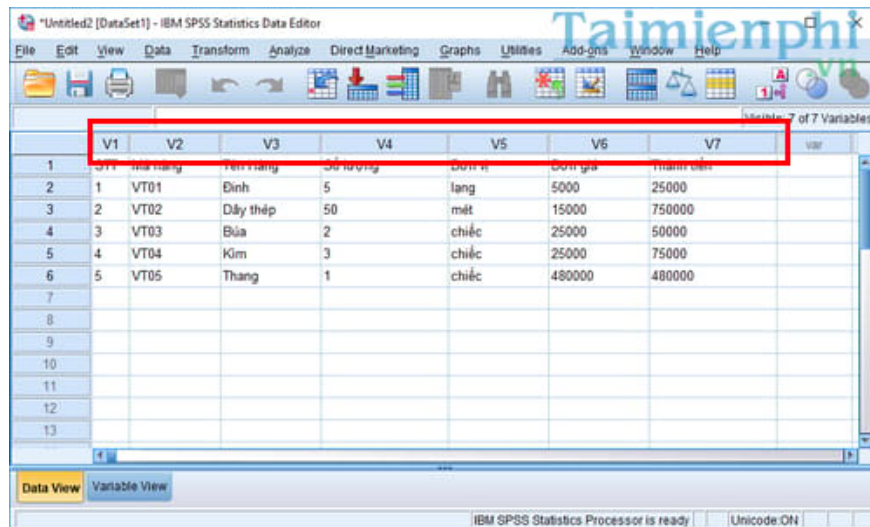
*Step 3:* You will now see the Excel file to be imported appear. Double-click the file or select the file and click **Open**. SPSS will then display a message like the following.



By checking the "**Read variable names from the first row of data**" option, SPSS will take the first row of data from the Excel file and paste it into the variable name field in SPSS; the data from the second row onwards will be the numerical data.

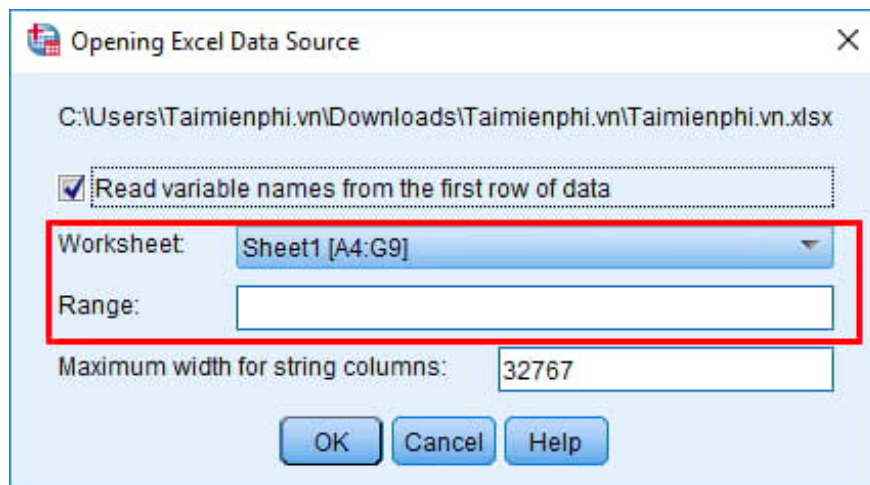


Conversely, if this box is not checked, SPSS will recognize that all rows from the first to the last are data.



Next, under **Worksheet** and **Range**, these are two optional sections.

**Worksheet:** This is where you select the working sheet in Excel. In this case, the data you entered is only in Sheet1, so clicking the inverted triangle dropdown menu only shows one option: Sheet1 [A4:G9]. If you have data from multiple sheets, clicking the triangle will give you options for each sheet. The notation A4:G9 indicates the data range within a single sheet; specifically, the data extends from cell A4 to cell G9.



**Range:** Here, SPSS allows you to select a small data range within a larger data range of the working sheet. For example, if your data contains cells from A4:G9 but you only want to extract a small portion from cell A4 to cell G5 for your work, you can enter the range: A1:G5.

After importing data from Excel into SPSS, you can begin the analysis using the software's statistical tools. During data entry, ensure the Excel file format is correct to avoid data errors. If you encounter display issues, check the number format, data types, and variable naming conventions. For large datasets, cleaning and checking information before importing will make the analysis process in SPSS faster and more accurate.

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