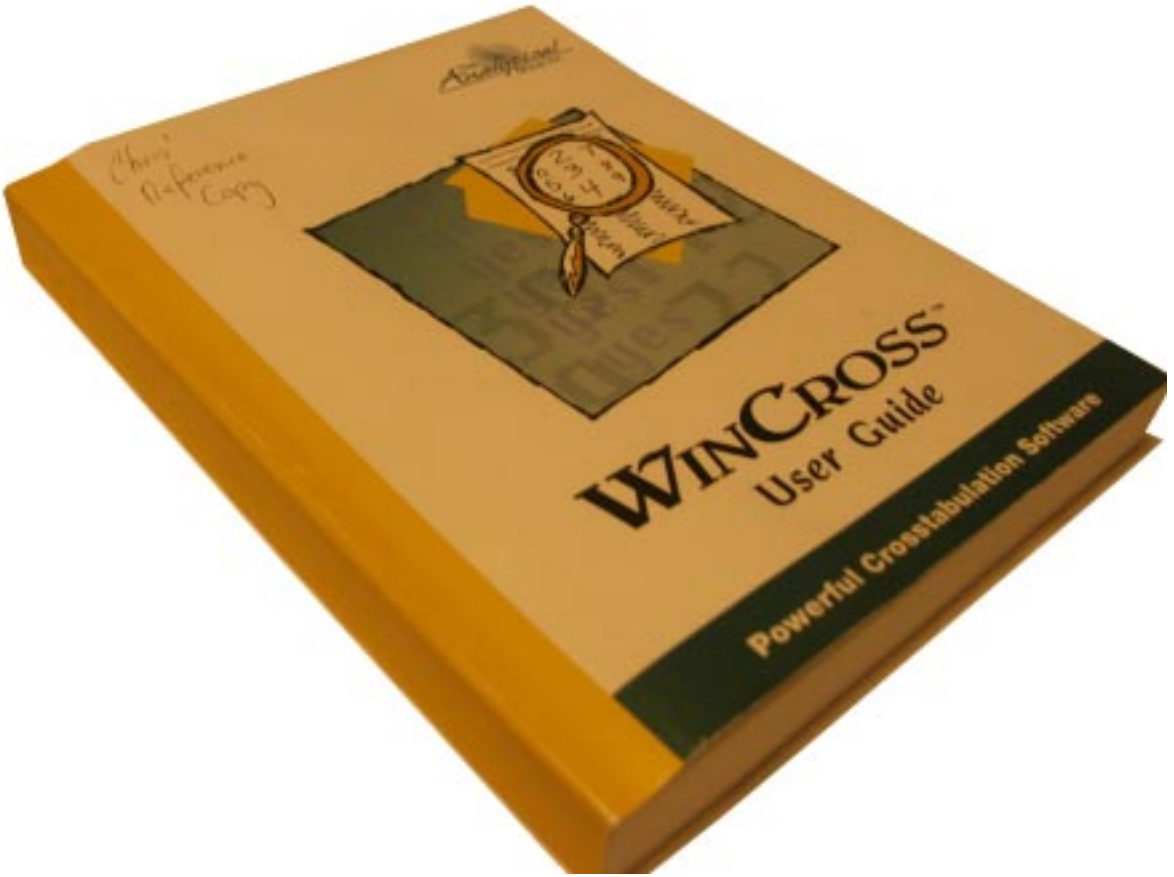

WinCross
User Guide
Powerful Crosstabulation Software

Chapter 7:
The Run Menu

The **Run** menu lets you run marginal counts, frequency distributions and tables. This chapter describes the three menu options:

- ✓ **Run|Marginal**
- ✓ **Run|Frequency**
- ✓ **Run|Tables**

Important: When you engage **Use glossary transformations**, **Weight** or **Run filter** for **Marginal**, **Frequency** or **Tables**, the settings remain in effect for all reports until you change them. For example, if you engage **Use glossary transformations** for **Tables**, then run **Marginal** without disengaging the function, glossary transformations also apply to the marginal report. Using another example, if you specify **Run filter** for **Marginal**, then run **Tables** without disengaging the function, your tables will use the same filter used for the marginal report.

Run|Marginal

Running a marginal analysis is a way of listing out counts, percentages and means for all column values within your data file. The marginal also indicates the number of multiple punches in a column-binary data file. By checking the results of a marginal against the expectations of a data format, you should be able to discover any "dirty" data or verify assumptions about it.

In ASCII mode, codes other than 0 through 9 or X and Y are shown in the column entitled, Other. The data file does not have to be of a fixed length. The tabulation treats the longest line in the file as the length of the file. If desired, marginal options let you restrict the output to certain columns and records.

Checking a multi-column field with a marginal is difficult because a marginal displays only one location at a time. (In this context, a "field" is a variable having its data stored in several contiguous columns.) For such data, you can run a *frequency* on the field as a quick way of checking the contents of the field.

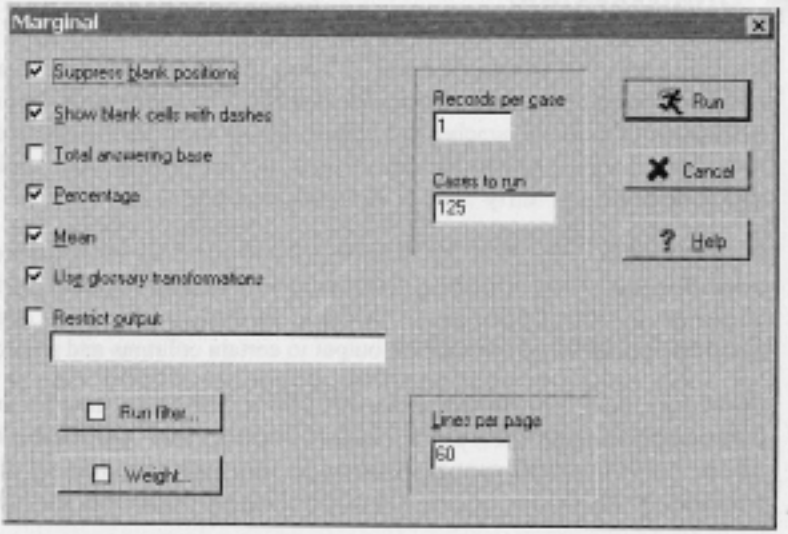
A window displaying the marginal report appears once you click **Run**. Choose **File|Save|Save output** (or press **F4**) if you would like to save the output to disk. If you do not save the file, it is overwritten when you run another marginal or frequency report.

A portion of the marginal output for the sample file, EXAMPLE.DAT, is shown below. To experiment with marginals, open EXAMPLE.DAT (installed with WinCross) using **FileIOpenIOpen data**, then choose **RunIMarginal**.

Sample Marginal Output

```
FILE: c:\wincross\example\example.dat
Tue Sep 19 15:35:50 2000

                  Cases      (1)      (2)      (3)      (9)      (0)      (X)      (Y)  Other Blanks

Rec  1/Pos   1    125       26        -        -        -       99        -        -        -        -
Mean =    0.21             20.8%                               79.2%

Rec  1/Pos   2    125       20       16       10       10       19        -        -        -        -
Mean =    3.78             16.0%    12.8%     8.0%     8.0%    15.2%

Rec  1/Pos   3    125       13       13       13       12       12        -        -        -        -
Mean =    4.44             10.4%    10.4%    10.4%     9.6%     9.6%

Rec  1/Pos   4    125        7       26        3        5       16        -        -        -        -
Mean =    4.21              5.6%    20.8%     2.4%     4.0%    12.8%
```

Choose **RunIMarginal** to display:



Suppress blank positions
Engage this function if you want to exclude blank column positions. If this function is not engaged, a row is printed for every value of every position.

Show blank cells with dashes
Engage this function if you want blank cells to display dashes. If this function is not engaged, blank cells are displayed as blank.

Total answering base
Engage this function if you want to exclude any cases for which there are "no answers" or missing data for a particular column. ("Base" is used interchangeably with "filter.") All cases are included if this function is not engaged. You can specify more restrictive filter logic using **Run filter** (described below).

Percentage
Engage **Percentage** if you would like percentages to be included in the output. If engaged, a row is printed for each column position that indicates the percentage of respondents having that value based to the filter.

Mean
Engage this function if you want the mean to be reported for each column. The base for the mean is restricted to values 0-9.

Use glossary transformations
This function, when engaged, applies glossary variables to the marginal calculation. Refer to the **Setup Glossary Variables** section (pages 6–3 through 6–13) in *Chapter 6: The Setup Menu* for more information.

Restrict output
Engage this function if you want to restrict marginal information to specific columns in your data file. Click the **Restrict output** field, then enter the column positions (using offset mode) from the beginning of the file. (Note: entering characters in the field causes this function to be automatically engaged.)

Column positions should be delimited using commas and/or hyphens. When calculating the "offset" (column position) for ASCII files, use the longest record in the file to determine record length.

Example: Say you want to run only positions 30-50 of record 1 and 1-50 of record 2. There are two records per case and each record is 80 positions. You would enter:

```
30-50,81-130
```

The **Basic Syntax** section of *Chapter 2: Logic Structure & Syntax* (pages 2–5 through 2–7) states that column positions are counted starting from the beginning of the file and are continuous for each record. Using the above example, if there are two records per respondent and each has 80 columns, the column number for column 1 of the second record is 81.

Run filter
Clicking this function opens the **Run Filter** dialog box, in which you can enter filter title text and/or filter logic to be applied to your entire set of tables.

The filter title text you enter is placed under the job title on your tables, or at the top of the page if there is no job title. Filter titles can have up to 240 characters on up to four lines.

Filter logic may be simple or complex, and may also be up to 240 characters.

If necessary, refer to **Dialog Box Basics** in the *Getting Started* chapter for an explanation of the **OK** and **Cancel** functions.

Weight
Click this function to enter a weight to be applied to the marginal data. If applicable, also enter the number of implied decimal places.

Records per case
Click this field to enter the number of records per case in your data file.

Cases to run
Click this field to enter the number of cases to run in your data file. When you enter a number in the **Records per case** field (above), **Cases to run** is automatically updated to display the total number of cases in the data file.

You can choose to run all cases or just a subset. Running a subset can be a good way of testing your job file.

Lines per page
Click this field to enter the number of lines you want to print per report page.

Run
Click this function to run the marginal analysis.

If necessary, refer to **Dialog Box Basics** in the *Getting Started* chapter for an explanation of the **Cancel** and **Help** functions.

Run|Frequency

A frequency report is a list of the full distribution of values (including alpha characters) for a given single- or multi-column field in your data file. It displays sorted values showing the value, frequency, cumulative sum of the values, percentage, cumulative percentage and a variety of descriptive statistics regarding the entire distribution.

Table 18 is an example of the use of **Run|Frequency** (these tables are generated from the EXAMPLE files installed with WinCross). See *Appendix E: Example Files* for more information.

A window displaying the frequency report appears once you click **Run**. Choose **File|Save|Save output** (or press **F4**) if you would like to save the output to disk. If you do not save the file, it is overwritten when you run another frequency or marginal report.

COMPUTER EVALUATION STUDY
PREPARED BY: THE ANALYTICAL GROUP, INC.

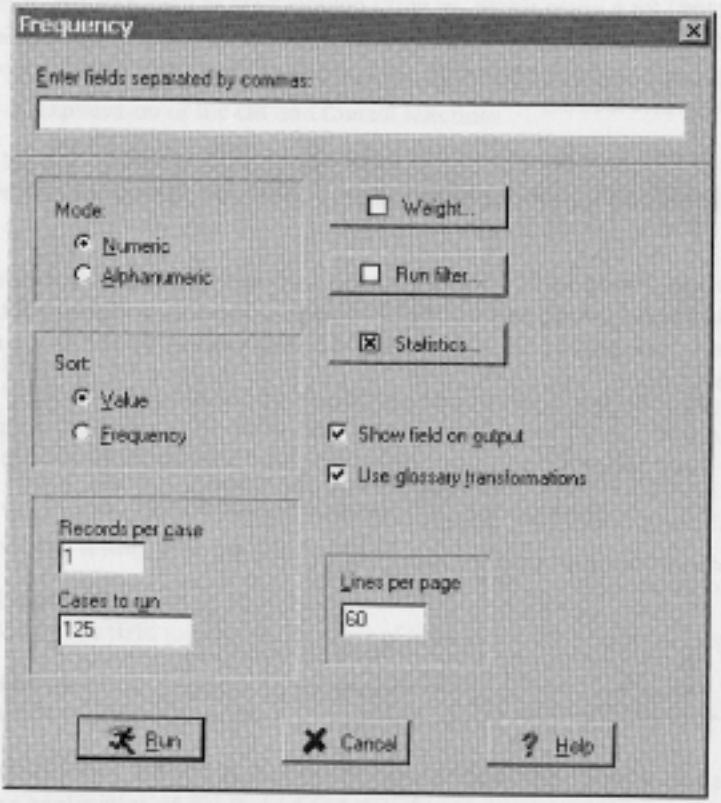
FILE: c:\wincross\example\example.dat
Tue Sep 19 15:26:15 2000
1/2:2

Value		Frequency	Sumx	Pct.	Cum. Pct.
0		1	0	0.8	0.8
1		2	2	1.6	2.4
2		2	6	1.6	4.0
3		2	12	1.6	5.6
98		1	5176	0.8	99.2
99		1	5275	0.8	100.0
Total	100 Values	125	5275	100.0	100.0

Mean 42.20
Standard Deviation 29.96
Standard Error 2.68

Sample Frequency Output

Choose **Run/Frequency** to display:



Enter fields separated by commas
If the data is in ASCII or column binary format, enter the desired fields as card/column locations separated by commas. For example:

```
1/6:2, 1/26:5, 1/31:5
```

means, "card 1, column 6, two-column field; card 1, column 26, five-column field; card 1, column 31, five-column field."

The **Repeat** (**R**) feature can be used for running multiple frequencies. For **Repeat**, the column width for all frequencies is the same as that in the initial frequency field. To run a frequency for card 1, columns 26-30, a frequency for card 1, columns 31-35, and so on, you would enter:

```
1/26:5 R3
```

Without using **Repeat** in the above example, it would be necessary to enter:

```
1/26:5,1/31:5,1/36:5
```

To run three nonconsecutive frequencies, you can enter:

```
2/34:2 R3+1
```

meaning, "run a frequency for card 2, columns 34–35, skip card 2, column 36; run a frequency for card 2, columns 37–38, skip card 2, column 39; and run a frequency for card 2, columns 40–41."

Without using **Repeat** in the above example, it would be necessary to enter:

```
2/34:2,2/37:2,2/40:2
```

The maximum number of fields that can be run at one time is 50.

You can also use the **Scan** (**S**) feature to run a frequency over multiple columns. For example, if you have an open-ended question with five, two-digit fields, you can run that as a single frequency using **Scan** (**S**).

> **Note:** If you run a frequency on a multiple response column in a column binary data file, you will only get the first answer.

Select fields for frequency (not shown)

If the data is not in ASCII or column binary format, fields are vertically listed and can be selected individually or by group. To select adjacent fields, hold the left mouse button down while dragging the pointer across all desired items. To select nonadjacent fields, depress and hold the **Ctrl** key while clicking each item.

Mode

For files with a large number of cases, **Numeric** mode runs more quickly than **Alphanumeric** mode. Statistics can be run for either mode, but the base for statistics does not include alpha characters. For both modes, the maximum field width is 30.

Numeric

Selecting this option causes the frequency to report only the blanks and numeric values for the chosen field. Numeric values can either be whole numbers or have decimal places. Alpha characters are reported under "All other."

Alphanumeric

Selecting this option causes the frequency to treat the field as a string of characters.