CERTIFICATE COURSE
Introduction to Data Analysis Using SPSS

PG Department of Economics
No registration fee for students from MES College Erumely

Starting On - 03-10-2020

MES COLLEGE ERUMELY
(Approved by Govt. of Kerala & Affiliated to Mahatma Gandhi University)
A Minority Institution Certified by National Minority Education Commission

Directorate of Human Resource Development Council (HRDC)
Director : Rejoola O.M. - 8289 882 175

MES COLLEGE ERUMELY
DEPARTMENT OF ECONOMICS
SPSS
(CERTIFICATE COURSE)

Total Hrs: 30

Module-1
Introduction- What is SPSS, History, General Capabilities, Basic Operations in SPSS, Variables and different types of variables
Module-2
Measurements- Measurement scales, type of scales, Choice of scale in SPSS, coding.
Module-3
Data entry - Different windows-Manually entering data, variable names and labels, missing values, non numeric and numeric, Binary variables, creating a new data set, getting help, creating primary reference set.
Module-4
Analysis- Descriptive statistics, charting data, data transformation, introduction to statistical procedures using SPSS.

Faculty: Rakhi Chandrasekhar Reference:

- The SPSS Guide to Data Analysis- Marija Norusis
- An Introduction to Secondary Data Analysis with IBM SPSS Statistics- John Macinnes Sage Publication 2007
- Stephen A. Sweet, and Karen Grace-Martin - Data Analysis with SPSS: A First Course in Applied Statistics, Pearson 2012, 4th Edition
- Data Analysis with SPSS- Robert H Carver, Cengage Learning India Pvt. Ltd (2009).
- Statistical Methods for Research a Step-by-Step Approach using IBM SPSS, Atlantic Publishers and Distributors Pvt. Ltd.

About the Course

TThe GST training is a comprehensive guide to the goods and Service Tax Regulations .GST Course covers the practical aspects of Goods and Services Tax (GST).The Students will understand GST right from basic theoretical knowledge to practical implications of the regulation on any business.

Who can apply : the Students studying in Economics Department

The programme registration will be open from October - 15th
Classes Strated From - 02/10/2020

Certificate will be issued on successful completion of the course

Total Hours : 30

From

The Head of the Department

Department of Economics

MES College Erumely

To

The Principal

MES College Erumely

Approved the Certificate Course Submitted by Director HRDC and Hon Department of Economics

MAHEEN M.N.
PRINCIPAL
M.E.S. COLLEGE ERUMELY
3/11/2020

Sub: Request for Seeking approval of certificate course

Sir ,

We are planning to conduct a certificate course on ' An Introduction to Data Analysis Using SPSS'.

I request you to give the sanction to start the course. The Syllabus of the course and the list of the students enrolled are attached with this letter .

Thanking You

Rakhi Chandresekhar

Head of the Department

Erumely

03/11/2020

Yours Faithfully

Copy Received For HOD

Forwarded to Principal for Approval
3/11/2020

MES COLLEGE ERUMELY

HUMAN RESOURCE DEVELOPMENT CENTRE

1. Name of the certificate course: An Introduction to Data Analysis Using SPSS

2. Offered Department :   Department t of Economics

3. Duration of the course: 30 hours

4. Commencement of course: November First week

5. Proposed date for completion of the course :   30th December 2020

6. No. of students Applied: 6

7. No. of students enrolled: 6

8. Mode of evaluation :   Multiple Choice Questions

9. Course Materials   :   PPT & Notes

10. Syllabus of course(enclosed) :   SPSS

11. Objectives of the course (enclosed) :   Make the pupil aware of various SPSS

     tools and their applications on data analysis.

12. Details of Faculties   :   Smt.Mubeena Gafoor

13. Certification Authority: MES College , Erumely

14. Details of Board of studies: Smt Mubeena Gafoor , Smt Sumayya PA ,

     Dr.Jaimol James , Sri Jithesh K S , Sri.Maheen M N

15. Recommendation from Board of Studies   :

16. Date of approval from board of studies   :

17. Course approved by

- HOD

- Director HRDC

- Subject Expert

- Vice Principal Academic & Training

- Principal

For Mubeena Gafoor

Sumayya. P.A   23/10/2020

: Dr. Jaimol James .   22.10.2020

28/10/2020

MAHEEN M. N.
PRINCIPAL
M.E.S. COLLEGE ERUMELY

JITHESH K. S.
VICE PRINCIPAL
TRAINING & ACADEMIC -1

PROPOSE P O
PIN 686 509

Syllabus SPSS

Module-1

Introduction- What is SPSS, History, General Capabilities, Basic Operations in SPSS, Variables and different types of variables

Module-2

Measurements- Measurement scales, type of scales, Choice of scale in SPSS, coding.

Module-3

Data entry - Different windows- Manually entering data, variable names and labels, missing values, non numeric and numeric, Binary variables, creating a new data set, getting help, creating primary reference set.

Module-4

Analysis- Descriptive statistics, charting data, data transformation, introduction to statistical procedures using SPSS.

Faculty: Rakhi Chandrasekhar

Reference:

1. The SPSS Guide to Data Analysis- Marija Norusis
2. An Introduction to Secondary Data Analysis with IBM SPSS Statistics- John Macinnes Sage Publication 2007
3. Stephen A. Sweet, and Karen Grace-Martin - Data Analysis with SPSS: A First Course in Applied Statistics, Pearson 2012, 4th Edition
4. Data Analysis with SPSS- Robert H Carver, Cengage Learning India Pvt. Ltd(2009).
5. Statistical Methods for Research a Step by Step Approach using IBM SPSS, Atlantic Publishers and Distributors Pvt. Ltd.

Approved by. 22/10/2020.
Dr. Jaimol James.
HoD, Department of Economics
St. Dominic's College, Kanjirapally.
[Research Guide, M.G. University]

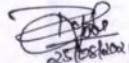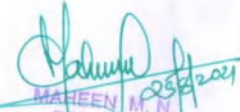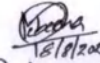23/10/2020

TRAINING ACADEMIC -1

MES COLLEGE ERUMELY
DEPARTMENT OF ECONOMICS
CERTIFICATE COURSE ON SPSS 2020-21
ATTENDANCE SHEET

No	Reg.No	Name	21/01/2021 (1 hr)	22/01/2021 (1 hr)	23/01/2021 (1hr)	24/01/2021 (1 hr)	26/01/2021 (1hr)	27/01/2021 (1 hr)	28/01/2021 (1 hr)	29/01/2021 (1 hr)	30/01/2021 (1 hr)	31/01/2021 (2 hr)	01/02/2021 (1 hr)	02/02/2021 (1 hr)	03/02/2021 (1 hr)	04/02/2021 (1 hr)	05/02/2021 (1 hr)	06/02/2021 (1 hr)	07/02/2021 (1 hr)	08/02/2021 (1 hr)
1	190011001276	ARATHY S PILLAI	1	1	1	1	1	1	1	1	1	2	1	0	0	1	1	1	1	1
2	190011001277	ASHNA K ARIF	1	1	0	0	1	1	1	0	1	2	1	0	1	0	0	1	1	1
3	190011001278	DONA MARIA JACOB	1	1	1	1	1	1	0	0	1	2	1	1	1	1	0	1	1	0
4	190011001279	JUSLIN MARKOSE	1	1	1	1	0	1	0	1	0	2	1	1	1	1	1	1	1	1
5	190011001280	PRIYA GEORGE	1	1	1	1	1	1	1	1	1	1	1	1	0	1	1	1	0	1
6	190011001281	VIJITHA GOPLAKRISHNAN	1	1	1	1	1	1	1	1	1	1	1	1	0	1	1	1	1	1

25/08/2021
HRDC Director

MAHEEN M. N. 25/8/2021
PRINCIPAL
M.E.S. COLLEGE ERUMELY

18/8/2021
Mubeena Gafoor
HOD

MES COLLEGE ERUMELY
DEPARTMENT OF ECONOMICS
CERTIFICATE COURSE ON SPSS 2020-21
ATTENDANCE SHEET

No	Reg.No	Name	10/02/2021 (1 hr)	11/02/2021(1 hr)	12/02/2021(1 hr)	2/20/2021(1 hr)	/2021 (1 hr)	15/02/2021(1 hr)	16/02/2021 (1 hr)	17/02/2021(1 hr)	18/02/2021(1 hr)	19/02/2021(1 hr)	20/02/2021(1 hr)
1	190011001276	ARATHY S PILLAI	1	1	1	1	1	1	1	0	1	1	1
2	190011001277	ASHNA K ARIF	1	1	1	1	1	1	1	1	1	1	1
3	190011001278	DONA MARIA JACOB	1	0	1	1	0	1	1	1	1	1	0
4	190011001279	JUSLIN MARKOSE	0	0	1	1	1	0	1	1	1	0	1
5	190011001280	PRIYA GEORGE	1	1	1	1	1	1	0	0	1	1	1
6	190011001281	VIJITHA GOPLAKRISHNAN	1	1	1	0	1	1	1	1	0	1	1

25/8/2021
HRDC Director.

25/8/2021
MAHEEN M.N.
PRINCIPAL
M.E.S. COLLEGE ERUMELY

18/8/2021
Mubeena Gafoor
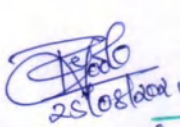HOD

MES COLLEGE ERUMELY

DEPARTMENT OF ECONOMICS

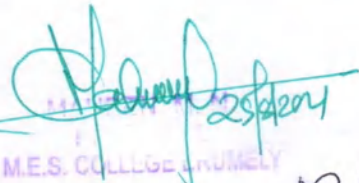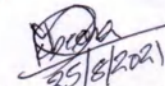### MA Economics

Certificate course

Consolidated Attendance

Reg.No	NAME OF THE STUDENT	Total Number of hours	Presented Days	Percentage
190011001276	ARATHY S PILLAI	30	27	90
190011001277	ASHNA K ARIF	30	24	80
190011001278	DONA MARIA JACOB	30	23	77
190011001279	JUSLIN MARKOSE	30	23	77
190011001280	PRIYA GEORGE	30	25	83
190011001281	VIJITHA GOPLAKRISHNAN	30	27	90

25/08/2021

HRDC Director . M.E.S. COLLEGE ERUMELY

25/8/2021

Mubeena Gafoor
25/8/2021

PROPOSE P. O.
PIN 686 509
M.E.S. COLLEGE KOTTAYAM, ERUMELY

Dept. of Economics

Certificate Course

Introduction to Data Analysis with SPSS

List of Students

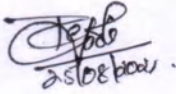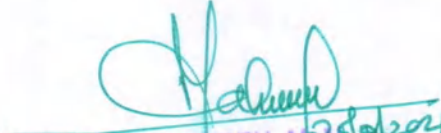| Name	Reg. No
Arathi S Pillai	190011001276
Ashna K Arif	190011001277
Dona Maria Jacob	190011001278
Juslin Markose	190011001279
Priya George	190011001280
Vijitha Gopalakrishnan	190011001281

For
Mabeena Gafoor
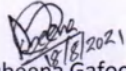
MES COLLEGE ERUMELY

Department of Economics

Completion report of Certificate Course during the Academic year 2020-2021

This is to certify that as per the HRDC director board approval we conducted a certificate course on data analysis using SPSS. Classes handled by the facilities are Mrs.Mubeena Gafoor and Mrs. Achumol KM.

Hours taken to complete the course   : 30 hrs

Total students registered for the course   : 6

The number of students having above 75 % Attendence.   : 6

The number of students having belong 75 % Attendence.   : 0

Date of commencement of the course   : 21/01/2021

Date of completion of the course   : 20/02/2021

HRDC Director,

MAHEEN M 25/9/2021
PRINCIPAL
M.E.S. COLLEGE ERUMELY

Mubeena Gafoor

Head of the Department

MES COLLEGE ERUMELY

PROPOSE P. O.
PIN 686 509

MES COLLEGE ERUMELY

(Approved by Govt. of Kerala & Affiliated to Mahatma Gandhi University)
A Minority Institution Certified by National Minority Education Commission

No:

Date: 02/09/2021

CERTIFICATE OF MERIT

This is to certify that Sri/Kumari..
has successfully completed the 30 hours Certificate Course entitled " **Introduction to Data Analysis With SPSS** "
Conducted by the **PG Department of Economics** and Directorate of Human Resource Development Council (HRDC),
MES College Erumely.

Mubeena Gafoor
HOD PG Department of Economics

Rejoola O. M.
Director HRDC

Maheen M. N.
Principal