MAGNA SKILLS DEVELOPMENT INSTITUTE

Capacity Building • Professional Training • Organisational Development

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Course Profile Document

NGO Management and Policy Development

SPSS (Statistical Package for the Social Sciences)

Prepared as a professional course profile for delegate review, sponsorship approval and organisational training planning.

COURSE CODE	DELIVERY	DURATION	PREPARED FOR
MSDI	**Online / Face-to-Face**	**Flexible**	**Organisation Approval**

Register for this Course

View Online Course Page

Course Overview

The SPSS (Statistical Package for the Social Sciences) course offered by Magna Skills is designed to equip participants with the essential skills needed to effectively utilize SPSS for data analysis and statistical modeling. SPSS is a powerful software tool widely used in social sciences research for data management, statistical analysis, and visualization. This course provides hands-on training in navigating the SPSS interface, conducting various statistical tests, interpreting results, and generating reports.

Course Outcomes

1. **Understanding SPSS Basics:** Gain familiarity with the SPSS interface, features, and functionalities to efficiently navigate the software environment.
2. **Data Preparation and Management:** Learn how to import, clean, and organize data within SPSS for analysis, including data coding, variable transformations, and missing data handling.
3. **Descriptive Statistics:** Explore techniques for generating descriptive statistics, such as frequencies, measures of central tendency, and measures of dispersion, to summarize and explore data distributions.
4.

Inferential Statistics: Develop proficiency in conducting inferential statistical tests, including t-tests, ANOVA, chi-square tests, correlation analysis, and regression analysis, to test hypotheses and examine relationships between variables.

5. **Advanced Techniques and Modeling:** Dive into advanced statistical techniques and modeling approaches available in SPSS, such as factor analysis, cluster analysis, and logistic regression, to uncover patterns and insights within data.

Course Outline / Curriculum

Module 1: Introduction to SPSS

- Overview of SPSS software and its applications in social sciences research
- Navigating the SPSS interface and workspace

Module 2: Data Import and Management

- Importing data into SPSS from different sources
- Data cleaning, coding, and recoding techniques

Module 3: Descriptive Statistics

- Generating descriptive statistics (e.g., frequencies, means, standard deviations)
- Visualizing data distributions using charts and graphs

Module 4: Inferential Statistics Part 1

- Conducting parametric tests (e.g., t-tests, ANOVA) for group comparisons
- Performing non-parametric tests (e.g., chi-square tests) for categorical data analysis

Module 5: Inferential Statistics Part 2

- Exploring correlation analysis to examine relationships between variables
- Performing regression analysis to predict outcomes and test hypotheses

Module 6: Advanced Statistical Techniques

- Introduction to factor analysis for data reduction and dimensionality reduction
- Conducting cluster analysis to identify patterns and groups within data

Module 7: Logistic Regression

- Understanding the principles of logistic regression analysis
- Applying logistic regression models to analyze categorical outcomes

Module 8: Reporting and Visualization

- Generating statistical reports and output in SPSS
- Creating charts, graphs, and tables for data visualization

Module 9: SPSS Syntax and Automation

- Introduction to SPSS syntax language for automation and reproducibility
- Writing and executing syntax commands for data analysis tasks

Module 10: Case Studies and Practical Applications

- Applying SPSS skills to real-world research scenarios and datasets
- Hands-on exercises and projects to reinforce learning and skill development

The SPSS course empowers participants with the knowledge and skills required to leverage SPSS for data analysis and statistical modeling in social sciences research. Through a blend of theoretical learning, hands-on exercises, case studies, and practical applications, participants will gain proficiency in using SPSS to explore, analyze, and interpret data, enabling them to make informed decisions and draw meaningful insights from research findings.

Target Audience

The course is designed for people who want to be more efficient in their use of Stata. Those who are already experienced in using Stata for data analysis will benefit most from the course

Key Course Benefits

Work-Ready Skills

Delegates leave with practical tools, templates and methods they can apply immediately at work.

Better Institutional Results

The programme supports stronger planning, reporting, compliance, accountability and service delivery.

Sponsor-Friendly

This document is designed to help supervisors, HR units and sponsors approve delegate participation quickly.

Professional Recognition

Delegates receive training documentation and a certificate of completion after successful participation.

Our Training Centres & Delivery Options

Magna Skills offers flexible delivery through face-to-face training centres across Africa and beyond, plus Online / E-Learning for delegates who prefer remote participation.

Southern Africa

Practical training destinations with strong travel access and delegate support.

- Pretoria, South Africa
- Vic Falls, Zimbabwe
- Livingstone, Zambia

East Africa

Popular regional centres for government, NGO and donor-funded project teams.

- Kigali, Rwanda
- Kampala, Uganda
- Nairobi,
- Zanzibar, Tanzania

West Africa & Islands

Strategic locations for regional networking and executive capacity building.

- Accra, Ghana
- Port Louis, Mauritius

International Executive Venue

Premium destination training for senior teams and international delegates.

- Dubai, United Arab Emirates

Online / E-Learning

Attend from anywhere through live online, blended or self-paced learning options.

- Online, E-Learning
- Remote Teams
- Flex

Organisation-Based Training

Magna Skills can also arrange dedicated in-house training for ministries, NGOs and companies.

- Onsite
- Custom Dates
- Group Training

Ready to Nominate Delegates?

Use the links below to register, review the live course page or contact Magna Skills for organisation-based training support.

Register / Apply Online | **View Full Course Page**

About Magna Skills

Magna Skills Development Institute provides practical capacity building programmes for government departments, NGOs, public institutions, donor-funded projects and private sector professionals across Africa. Our training approach combines expert facilitation, real workplace case studies, practical tools, post-training support and professional documentation that helps organisations strengthen staff performance and service delivery.

Government Training | NGO Capacity Building | Corporate Workshops | Online Learning | Face-to-Face Training | Certifica

Approval & Authorisation Form

This section may be completed by the organisation, department, HR office, finance office or sponsor approving delegate participation. It can be attached to an internal memo, procurement request or training approval submission.

Organisation / Department	
Delegate Name(s)	
Approved Course	SPSS (Statistical Package for the Social Sciences)
Preferred Delivery Mode	☐ Online ☐ Face-to-Face ☐ Organisation-Based Training
Preferred Training Venue / Date	
Estimated Number of Delegates	
Budget / Vote Number	
Contact Person	
Email / Mobile	

Authorised Name _____ Signature / Stamp _____ Date _____