## Introducing SPAD software

Fall School on GDA - November $20^{\text {th }}-23^{\text {rd }} 2023$


## About SPAD

## OCOHERIS

## ANALYTICS SPAD

Version 9.2.14

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www.coheris.com

Java 1.8.0_341 64 bits
windows 1064 bits
< Contributors
OK

## Session outline

- Setup and adjusting parameters
- General principles of SPAD
- Learning with a data sample
- How to archive a project and open it
- Answering questions


## Starting with SPAD



## Preferences



## Preferences



Fall School on GDA - November 20th - 23rd

- 2023 UPPSALA


## The 4 windows of SPAD

1 - Project window (top, left) includes diagrams.
2 - Methods window (bottom, left) includes all methods available in SPAD.
3 - Diagram window (top, right) shows, in graphic form, methods used.
4 - Executions, Logs, Data window (bottom, right) allows to see data.


## Icon system in SPAD



Methods in purple are importing or exporting methods

Methods in orange are data management methods

Statistical methods are in green

Archiving methods are in blue

Statistical modelling methods are in pigeon blue

Textual analysis procedures are in violet blue

Procedures implying script languages ( $R$, Python) are in yellow


## Methods status

## All the SPAD methods have a status indicator in the top right corner of their icon. This indicator follows the nomenclature below:

Gray: method not configured.

Blue: method configured and validated, not executed.

Orange: method configured not validated due to errors in the settings.

Green: method executed, results available.

Yellow, green mark: method executed, results available with warnings during method execution.

Red cross: method executed, results not available due to errors during method execution.

Locked: The method can't be executed, results are available.

## Leisure Example

- The Leisure example has been devised as a compromise between a mere illustration and a real case study; it should give a fair idea of how a large questionnaire can be analyzed by MCA and by using SPAD software.
- The data set has been constructed from 2008 survey on the cultural practices of French people. The survey was carried out by the Department of Studies and Prospective of French Ministry of Culture and Communication. In the survey, a sample of 5004 individuals aged 15 or more, representative of the French population, answered a very comprehensive questionnaire ( 90 questions). The sample was constructed by using the quota method (gender, age, PCS, number of persons in the household, woman activity), after stratification by program regions and agglomeration categories. The data collection was made at the person's home by using the CAPI system.


## Leisure Example : data

- Sample : 5004 individuals aged 15 years or more, representative of French population; 125 questions.
- Data : Q=7 questions about leisure activities et 4 sociodemographic : sex, age, education and household income.
- O. Donnat (2009). Les pratiques culturelles des français à l'ère numérique. Paris, La Découverte.
- For a detailed analysis of the data set, see Le Roux B. (2014), Analyse géométrique des données multidimensionnelles, Paris: Dunod.


## Leisure activities questions

- Q1. If you had more time, your first choice of activity would be : don't have time, to rest, to take courses to improve your work situation, to practice physical activities, to practice artistic activities, to develop your general knowledge, to take care of your family, to do some home DIY (gardening, etc.).
- Q2. When you go out in the evening, are you mostly : alone, with partner, with family (children, parents), with friends with whom you usually go out, with friends different from one time to the next, group outing, you don't go out in he evening ?
- Q3. Usually how often do you read a national or regional daily newspaper : every day, several times a week, once a week, more rarely, never or nearly never.
- Q4. As a general rule, when you watch television, you do it : rather alone, rather with somebody, it depends on the programs, it depends on the times of the day.
- Q5. Which TV channel do you prefer to watch (first choice or second choice) ? : TF1, France2, France3, Canal+, France5, Arte, M6,
- Q6. Number of hours per week watching television : less than 5 hours, 5 to less than 10 hours, 10 to less than 20 hours, 20 to less than 35 hours, 35 hours and more.
- Q7. Number of books and comic strips read in the 12 past months : none, 1 to 4,5 to 12, 13 to 40,41 and more.


## Sociodemographic variables

- Sex : male, female.
- Age : 18 - 25 years, 25-35 years, 35-45 years, 45-55 years, 55-65 years, more than 65 years.
- Level of education : none or primary school, CAP-BEPC, BAC-BPBT, DEUG-DUT-BTS, Master-PhD, student.
- Household Income : <915€, 915-1219€, 1220-1524€, 1525-1904€, 1905-2289€, 2290-3049€, 3050-3809€, 3810-6099€, >6099€, unknown.


## From Excel file to SPAD file with some data management



## Importing Excel file



Excel datasheet

## Importing Excel file



## Importing Excel file

## Excel datasheet




## Excel datasheet

## Typing variables



## Successful Importing

## LEISURE.Sheet1



## Successful Importing

## LEISURE.Sheet1



## First insight into the data

## LEISURE.Sheet1

| \% 7 Diagram $-\times$ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| $4]$ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Executions Logs Data - |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| $\square$ |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Plex | ID | More time | Going out | NewsPaper | TV with | Channel-01 | Channel-02 | TPTVH | How many books | How many CS | ComicStripsIncluded? | Gender | Income | Age | Education | CSP42 |  |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  | home DIY | Going out:partner | <once/Mek | TV with:dep... |  | M6 | 81 | 5 |  | no | female | 1905-2289€ |  | DEUG-DU... | 43-Profinterm |  |
| 7 |  |  | develop knowledge | Going out:friends | <once/weeR | TV with:dep... |  | TF1 | 14 | 20 | 20 |  | male | 915-1219€ |  | Bac-BP-BT | 55EmployéCom... |  |
|  |  |  | home DIY | Going out:group | everyday | T with:so... | zapping |  | 19 | 3 | 10 |  | male | 2290-3049€ |  | CEP | 75-Aprofint |  |
|  |  |  | rest | Going out:friends | <once/week | TV whedep... |  | Canal+ | 12 | 3 |  | no | female | 2290-3049€ |  | BEPC | 74-Acadre |  |
| 7 |  |  | home DIY | DontGoOut | everyday | TV with: ${ }^{\text {a }}$. |  | France2 | 30 |  |  |  | female | 1220-1524€ |  | CEP | 71-A.agriculteur |  |
| $\left(\begin{array}{c}7 \\ 8 \\ 9 \\ 19 \\ 11 \\ 11 \\ 12 \\ 13 \\ 12 \\ 14 \\ 15 \\ 16\end{array}\right.$ |  |  | take care of family | Going out:family | <once/week | TV with:dep.. |  | France2 | 11 | 10 |  | no | female | 915-1219€ |  | CAP-bEP | 56-Service |  |
|  |  |  | develop knowledge | Going out:partner > | >once/week | TV with:so... |  | M6 | 12 | 24 |  | no | female | 3810-6099€ |  | MasterDes... | . 38 -Ingénieur |  |
|  |  |  | NoLackFreeTime | Going out:group | never | TV with:alone | ranc | 17 | 24 | 50 |  | no | female | 1525-1904€ |  | aucun | 77-Aemployé |  |
|  |  |  | NoLackFreeTime | Going out:family | once/week | TV with:alone | TF1 | France5 | 42 | 100 |  | yes | female | 2290-3049€ |  | Bac-BP-BT | 52-EmplyéFctPub. |  |
|  |  |  | physical activity | DontGoOut | never | TV with:alone | France3 |  | 10 | 3 |  | no | male | 915-1219€ |  | CAP-BEP | 670NQIndustrie |  |
|  |  |  | NoLackFreeTime | DontGoOut $\quad$ | never | TV with:alone |  | Frice2 | 35 | 100 |  | no | female | 915-1219€ |  | aucun | 71-A.agriculteur |  |
|  |  |  | physical activity | Going out:partner > | >once/week | TV with:so... |  | 6 | 30 | 0 |  | no | female | 1220-1524€ |  | CEP | 77-Aemployé |  |
|  |  |  | take care of family | DontGoOut | once/week | TV with:alone |  |  | 14 | 100 |  | yes | female | 1905-2289€ |  | Bac-BP-BT | 54-EmployéAdm |  |
|  |  |  | develop knowledge | DontGoOut | once/week | TV with:so... | France2 |  | 18 | 20 |  | no | female | 1525-1904€ |  | CEP | 77-Aemployé |  |
|  |  |  | develop knowledge | Going out:family | <once/week | TV with:so... |  | zapping |  |  |  |  | female | 3050-3809€ | 27 | MasterDes... | 54-EmployéAdm |  |

## First insight into the data

## LEISURE.Sheet1



## First insight into the data

## LEISURE.Sheet1



## What we are going to do

## Next steps:

- Managing missing data
- Grouping categories
- Binning and creating categories for numerical variables
- Discarding individuals with too many missing data.


## Missing data management

Missing data management


## Missing data management

## Missing data

 management| （s）Missing data management $\times$ |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Replacement method |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | （continuous） |  |  |  |  |  |  |  |  |  |  |  |
| Available variables |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Index | Name | Storage | Role | Missing values | Method | Number of Missing | Number of Categories | Min | Max | Mean | Standard deviation | Sum | 田 |
| 1 | ID | String | id |  |  | 0 |  |  |  |  |  |  | － |
| 2 | More time | String | d |  |  | 0 | 9 |  |  |  |  |  |  |
| 3 | Going out | String | d |  |  | 0 | 8 |  |  |  |  |  |  |
| 4 | NewsPaper | String | 4 |  |  | 0 | 5 |  |  |  |  |  |  |
| 5 | TV with | String | － |  |  | 121 | 4 |  |  |  |  |  |  |
| 6 | Channel－01 | String | d |  |  | 121 | 16 |  |  |  |  |  |  |
| 7 | Channel－02 | String | 4 |  |  | 786 | 16 |  |  |  |  |  |  |
| 8 | TPTVH | Integer | 吅 |  |  | 127 |  | 0 | 168 | 20.712 | 14.958 | 101，010 |  |
| 9 | How many books | Integer | － |  |  | 1076 |  | 0 | 999 | 26.839 | 109.143 | 105，423 |  |
| 10 | How many CS | Integer | 閫 |  |  | 1076 |  | 0 | 999 | 8.204 | 58.722 | 32，225 |  |
| 11 | ComicStripsIncluded？ | String | （1） |  |  | 1076 | 2 |  |  |  |  |  |  |
| 12 | Gender | String | － |  |  | 0 | 2 |  |  |  |  |  |  |
| 13 | Income | String | － |  |  | 0 | 10 |  |  |  |  |  |  |
| 14 | Age | Integer | 4 |  |  | 0 |  | 15 | 95 | 46.331 | 19.019 | 231，838 |  |
| 15 | Education | String | － |  |  | 415 | 9 |  |  |  |  |  |  |
| 16 | CSP42 | String | 4 |  |  | 608 | 35 |  |  |  |  |  |  |
| Variables Parameters |  |  |  |  |  |  |  |  |  |  |  |  |  |
| －， | － |  |  |  |  |  |  |  |  |  | Ok | Cancel | （3） |

In the Method column the cells corresponding to variables with missing data are colored．

## Missing data management

## Missing data

 management| （s）Missing data management $\times$ |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Replacement method <br> －Manual EM algorithm（continuous） |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Available variables |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Index | Name | Storage | Role | Missing values | Method | Number of Missing | Number of Categories | Min | Max | Mean | Standard deviation | Sum | 田 |
| 1 | ID | String | id |  |  | 0 |  |  |  |  |  |  | － |
| 2 | More time | String | 4 |  |  | 0 | $9$ |  |  |  |  |  |  |
| 3 | Going out | String | （4） |  |  | 0 | 8 |  |  |  |  |  |  |
| 4 | NewsPaper | String | d |  |  | 0 | 5 |  |  |  |  |  |  |
| 5 | TV with | String | （4） |  | Constant： 0 | 121 | 4 |  |  |  |  |  |  |
| 6 | Channel－01 | String | 91） |  | Constant：0 | 121 | 16 |  |  |  |  |  |  |
| 7 | Channel－02 | String | 4 |  | Constant：0 | 786 | 16 |  |  |  |  |  |  |
| 8 | TPTVH | Integer | 相 |  | Constant：0 | 127 |  | 0 | 168 | 20.712 | 14.958 | 101，010 |  |
|  | How many books | Integer | 喵 |  | Constant：0 | 1076 |  | 0 | 999 | 26.839 | 109.143 | 105，423 |  |
| 10 | How many CS | Integer | 咀 |  | Constant：0 | 1076 |  | 0 | 999 | 8.204 | 58.722 | 32，225 |  |
| 11 | ComicStripslncluded？ | String | 91） |  | Constant： 0 | 1076 | 2 |  |  |  |  |  |  |
| 12 | Gender | String | （1） |  |  | 0 | 2 |  |  |  |  |  |  |
| 13 | Income | String | 4） |  |  | 0 | 10 |  |  |  |  |  |  |
| 14 | Age | Integer | 喘 |  |  | 0 |  | 15 | 95 | 46.331 | 19.019 | 231，838 |  |
| 15 | Education | String | 9 |  | Constant：0 | 415 | 9 |  |  |  |  |  |  |
| 16 | CSP42 | String | （1） |  | Constant：0 | 608 | 35 |  |  |  |  |  |  |
| Variables Parameters |  |  |  |  |  |  |  |  |  |  |  |  |  |
| － | 搨－ |  |  |  |  |  |  |  |  |  | 0 k | Cancel | （8） |

## Double click on cell and write 0 ．When all cells filled click OK．

## Logical filter

Logical filter


## Logical filter

## Logical filter



## Logical filter

## Logical filter



Remove the categories with zero count
$\square$

## Logical filter

Logical filter


[^0]
## Logical filter

## Logical filter


$\square$ Remove the categories with zero count
Ok Cancel ©

## Logical filter

## Logical filter




## Binning - Grouping

Binnings...


## Grouping Going out

Binnings...

> Now we want to group categories for Going out variable.
> Right click on Going out variable and choose
> Category grouping.


| Now we want to group |
| :--- |
| categories for Going out |
| variable. |
| Right click on Going out |
| variable and choose |
| Category grouping. |
|  |

## Grouping Going out

Binnings...
A new window is opened. In the left part you can see all categories of the variable. You can also see 3 kinds of blue arrows :
$\stackrel{5}{\leftrightarrows}$ to group categories
$\Rightarrow$ to keep categories
$\$$ to go back

## Grouping Going out

Binnings...


## Grouping Going out

Binnings...

Back to the general
window of Binning-
Grouping. See now the recoded variable in the bottom window.

If you want to modify the grouping or anything else, just right click on the line and choose Edit.

Binnings...


## Binning Age

Right click on Age : a little window opens. Choose the wanted action : here Binning Click Binning.

Binnings...

New variables labels extension Prefix
$\qquad$ Suffix
$\square$
Created bin labels $\odot$ Generated by thresholds $\bigcirc$ Numbered
Generate the bounds of the bins at the first execution
Data Management and bins calculation completed

## Binning Age

In this new window : click on Manual bounds. Write the bounds in the window below. Here the bounds are :

18/25/35/45/55/65

Then click OK.

Note: to define bounds you must have studied the Age distribution before.

Equal frequencies option is not recommended.

Binnings...

## Binning Age



Binnings...

## Binning Age



Back to the general window of BinningGrouping. See now the recoded variable in the bottom window.

If you want to change bounds or anything else, just right click on the line and choose Edit.

## Binning TVTPH

Binnings...


| Now we have to do the |
| :--- |
| same thing with |
| TVTPH variable. |
| Right click on |
| TVTPH variable. |
| Choose Binning. |

Binnings...

## Binning TVTPH



Don't forget to click Manual bounds.

Bounds are : 5/10/20/35

Click OK.

Note: to define bounds you must have studied the TVTPH distribution before.

## Binning TVTPH

Binnings...


## Binning TVTPH

Binnings...


Back to the general window of BinningGrouping. See now recoded variables in the bottom window. As we have defined new variables we need no more the old ones. We can uncheck the three variables : Going out, Age and TPTVH.

If you want to change bounds or anything else, just right click on the line and choose Edit.
Otherwise click OK.


## New variables

generator


## Creating TV variable

Here is the principle. People were asked to tell the channel they prefer to watch. They had to give a first choice and a second choice. We will take into account the first choice if it is one of the seven DTT channels, otherwise we will consider the second choice.

This could be expressed like : if the first choice (Channel01 ) is one of the 7 DTT channels, keep it, if not take Channel-02.

## New variables <br> generator

## Creating TV variable



## Click on Tools and then on Logical assistant.

## Creating TV variable

## New variables

generator


> Double click on Logical assistant. In the bottom window you can see a line with Logical assistant. Then double click where it is indicated to double click in the Values column.

## Creating TV variable

New variables
generator

The variables list appears. Click on Channel-01 variable.

## Creating TV variable

All the categories of this variable appear in the right window.
Select $=$ in the central column. Select the 7 channels and zapping (number 9 to number 16) and click on_OR and Validate.

You can see in the bottom window the condition. Finally don't forget to define in the Results window the type of the variable and the value when the condition is true (Channel01) and when the condition is false (Channel-02).
Then click OK.

## New variables

generator


## Creating TV variable

The rule to create the new TV variable is now available. We have just to give a name to this new variable. In the Results column you write a name for this new variable : here Channel01+02.

## Creating Books variable

To create the new variable named Books, we shall first create a variable named NbCS (number of comic strips) taking into account the answer to the question : Have you included comic strips when answering to the question How many books. The values of NbCS will be the values of How many CS when the answer to the inclusion question is "no". In the other case, the value of NbCS will be 0 .
Then the new variable Books will be constructed by adding How many books to NbCS.
To start double click again on Logical assistant. Then in the cell where you can read "double click", do it.


## Logical wizard

This logical wizard is the equivalent of the function _IF_(Condition, Value if True, Value if False).
It allows to specify many conditions conditions. The user specifies the values to return wheter the condition evaluates to true or not.


## Creating Books variable

## generator

Here we have the variables list. Once you have double clicked on ComicStrips included? you will see the categories in the right window. Select $=$ in the central column. Then select "yes" and Validate. You can see in the bottom window the condition. Finally don't forget to define in the Results window the type of the variable and the value when the condition is true (0) and when the condition is false (How many CS). Then click OK.


## Creating Books variable

New variables
generator

## Finally we have to write the name of this new variable in the provided cell of the Results column.

The name will be NbCS.



## Creating Reading variable



Now let us deal with the second step : constructing the Books variable. It will be equal to the sum of How many books and NbCS.
To do that double click on Calculator (left window).
Then double click where it is written "double click".

## Calculator

The calculator allows you to define a formula based on the input variables.
Usual mathematic functions are available.


## Creating Books variable

## generator



The Calculator window appears. There are only the numerical variables. Double click on How many books and the variable name will appear in the Formula edition window. Then click on + and finally double click on NbCS .
The formula is complete.
Then click OK.

## Creating Books variable

New variables

Finally we have to give a name to this new variable. It will be Books. You write it in the provided cell of the Results column.

As we have defined new variables we can uncheck old ones : Channel01, Channel02, How many books, How many CS, ComicStrips included?, NbCS.


We have defined our new variables, we can click on OK.

## Creating Books variable

generator


If the method is well executed (green circle) you can verify by looking at the variables that were involved in this method.

## Binning - Grouping

Binnings...


## Binning Books

Binnings...
Now we have to do the same thing we have already done before : with Books variable.

Right click on Books variable.

Choose Binning.


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## Binning Books

Binnings...

## Don't forget to click Manual bounds.

Bounds are : 1/5/13/41

Note: to define bounds you must have studied the Books distribution before.

## Binning Books

Binnings...
Now you can see:

- the bounds you gave
- counts and percentages
- name of the new variable.

Click OK.


Binnings...

## Binning Books



Back to the general window of Binning-Grouping. See now the recoded variable in the bottom window.

If you want to change
bounds or anything else, just right click on the line and choose Edit.

Next step will be Grouping categories for one variable : Channel01+02

## Grouping Channel01+02

Binnings...

$\square$
Now we want to group
categories for Channel01+02
variable.
Right click on Channel01+02
variable and choose Category
grouping.

Now we want to group categories for Channel01+02 variable.

Right click on Channel01+02 variable and choose Category grouping.

## Grouping Channel01+02

Binnings...

## The first 9 categories without names are to be grouped. <br> Then the last eight categories are transferred as they are.



## Grouping Channel01+02

Binnings...

## The first 9 categories without names are to be grouped.

Then the last eight categories are transferred as they are.

Click OK.


## Grouping Channel01+02

Binnings...


Back to the general window of BinningGrouping. See now recoded variables in the bottom window. We can uncheck Channel01+02. But we keep Books because we need it for the next Logical filter.

We have finished what we wanted to do.

## Click OK.

## Binning - Grouping

Binnings...


## Logical filter

## Logical filter



## Logical filter

Logical filter


## Logical filter

## Logical filter



Click on Rec_Channel01+02 in the left window and select $=$ in the central column and Other in the right window.

Then validate.

## Logical filter

## Logical filter



Last click on Books in the left window and select >= in the central column and write 999 in the right window.

Then validate.

And click OK.

## Logical filter

Logical filter


## Archiving clean file in the project

Archive


## Archiving clean file in the project

Archive


The Spad Data Archive (SDA) is saved in the project. Do not forget to click the parameters cell. This archiving step is an Export though it is inside the project.
To use this file in the same project, in the same diagram or another you will have to execute an Import.

File is ready
Archive





> If the second way was chosen
> Click on SDA file in the project.
> Then click on the little arrow at the right end of the window. Name of the file will appear.
> Click on it.
> Then OK.

## New diagram

## SPAD Data Archive <br> file



## New diagram

SPAD Data Archive
file


## Sorting categories

## Edit the labels

## Sorting categories

Edit the labels


By clicking on any variable in the left window, the categories of the variable will appear in the right window. You can change the name of the variable in the left window and change the labels of the categories as well as the order of the categories in the right window. Then OK. In the left window, when a variable has been modified (name, categories) there is an "X".

## Sorting categories

Edit the labels


## Rec_Going out : changing the name and sorting categories. Then OK.

 Don't forget to click the option.
## Sorting categories

Edit the labels


NewsPaper : sorting categories. Then OK.
Don't forget to click the option.

## Sorting categories

Edit the labels


## TV with: sorting categories. Then OK. <br> Don't forget to click the option.

## Sorting categories

Edit the labels


Rec_Channel01+02 : changing the name and sorting categories. Then OK. Don't forget to click the option.

## Sorting categories

Edit the labels


Rec_TPTVH : changing the name and sorting categories. Then OK. Don't forget to click the option.

## Sorting categories

Edit the labels


Rec_Books : changing the name and sorting categories. Then OK. Don't forget to click the option.

## Sorting categories

Edit the labels


Income : sorting categories. Then OK.
Don't forget to click the option.

## Sorting categories

Edit the labels


Education : changing the name and sorting categories. Then OK.
Don't forget to click the option.

## Selection-Order

Edit the labels


## Selection-Order

Edit the labels


The aim is to select the variables we need for further analyses and only them. To do that we must click on one variable and then on the blue arrow pointing down. The variable will be in the bottom window.

## Selection-Order

Edit the labels

Here are the
variables we are
keeping in the
wanted order.

Here are the variables we are keeping in the wanted order.

## Archiving definitive file in the project

Archive


## Archiving definitive file in the project

Archive


The Spad Data Archive (SDA) is saved in the project. Do not forget to click the parameters cell. This archiving step is an Export though it is inside the project.
To use this file in the same project, in the same diagram or another you will have to execute an Import. Then click OK.

## Archiving definitive file in the project

Archive


New diagram
SPAD Data Archive file



## Some statistics

Standard statistics


## Some statistics

Standard statistics


## Some statistics

Standard statistics


## Selecting parameters

Standard statistics


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## Graphics tab

Standard statistics
Suffice to click here "yes" for the two types of graphics:
(categorical variables, continuous variables).

Then click OK.


## Looking at the results

Standard statistics


Once the method has worked (green icon at the top right of the icon) right click and select Results and Report.

A spreadsheet will open and you will see the results.

## To sum up : how to use SPAD

To apply a method

- select the wanted method in the Methods window and drop it in the Diagram window
- Join this method to the preceding method if there is one
- Right click to define parameters of the method
- Then execute the method
- Look at the results in the provided spreadsheet.
- Note : There are methods which have no results. This is the case for data management methods. It is still possible to verify if it had correctly worked by looking at the data in the bottom right window, Data sheet.


## How to save a project

- Every time you quit SPAD all operations done are saved. When reopening SPAD you choose the project you worked on and you will find it as it was. You can also save a project as an "archived project". An "archived project" can be sent to anyone. But it can only be opened with SPAD.
- In the following slides is the way to save an archived project and to open an archived project. Every archived project has a name with .spad as extension.
- There is also a simple copy option of a project. It is rather for internal use.


## Saving a project as an "archived project"



Click on "Project" and choose Save as... in the drop-down menu

## Saving a project as an "archived project"



By default, it is a project's archive (verify directory); by default, it will be saved in "My projects" directory. Name of the project can be changed.
Then there is the choice between including or not data.
If data are non included all methods are to be re-executed. Do not forget to provide data when sending the archived project.

## Saving a project as an "archived project "



If data are included there are two possibilities: lock importation methods or not. If locking the data, importation is blocked and cannot be executed. But data are in the project and the following methods are configurable and executable. If no locking, the project is open as the original project that has been archived.

## Saving a project as an "archived project"

Once options have been chosen, click on OK. Here is what must appear as a result.

You can quit SPAD.

Information

Project correctly archived

## OK

Note : by default the archived project has the same name as the current project followed by the current date and with ".spad" as an extension.

For instance here : LEISURE2022_2022_09_12.spad

## Opening an "archived project"




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Going back to the first window. The name of the archived project appears in the line named "Archived project". Check the name of the target directory, that is the directory where the project will be opened.

## OCOHERIS

ANALYTICS SPAD
Select the archived project and the folder to contain it.
Archived project i:\SPAD\SPAD9-1_Mes projets\LEISURE2019_2019_08_12.spad
Target directory G:\SPAD\SPAD9-1_Mes projets

By default, it will be "My projects".

To create a project based on a archived project, SPAD creates a directory the name of which is the name of the archived project. If the name has not been changed there will be duplication thereby leading to this warning. But SPAD will add un number to distinguish this new project from the original one.
Last, SPAD will ask if this project is to be opened.

## Opening an "archived project"



Project is opened and appears in the top right window.
Note: all methods have a green icon on top right which means there are all properly executed. But the importation method has a closed padlock icon meaning it is locked

Thank you for your attention



[^0]:    Remove the categories with zero count

