

How to "Select Cases" using the LongSCAN Data Files

Based on SPSS version 13.0

Open the data file.

- → From the "**Data**" menu, choose "**select cases**"
- →Activate the radio button next to "**If condition is satisfied**" and then click the "**If...**" button.
- → In the "**Select Cases: If**" dialog box **click** the variable that you want to use to select cases by and then **click** on the **arrow key** to move it into the empty box to the right. For example: If you wish to select on cases based on visit number, move the variable "Visit Number (VISIT)" into the empty box.
- → Now build your conditional statement using the helpful shortcut keypad. For example, if you only want to select cases that have a Visit number of "5" then click the equals sign (=) and click on the number "5."
- →When you have completed your conditional statement, click "Continue."
- →In the "Unselected Cases Are" section of the "Select Cases" box remember to activate the "Deleted" button in order to have the excluded cases deleted from the data file.
- →Click "ok."

See example below

