Importing CSVs into SPSS

One of the simplest type of computer data files is called the "comma separated values" file, or CSV for short. You can save nearly any type of data file into CSVs. Excel Worksheets and SPSS files can be saved as CSVs by selecting "File > Save As."

Thus, it's important that you know how to import CSVs into SPSS.

1. Select File > Open > Data from SPSS's main menu.



2. Set the "Files of Type" to "All files" and select your desired CSV:

🍓 Open Data	×
Look in: 📃 Study 1 💌 🔯	
Study 1 Demographics.csv	
💵 Study 1 Manager Ratings.csv	
File name:	All file
Files of type: All Files (*.*)	Paste
Minimize string widths based on observed values	Cancer
	Help
Retrieve File From Repository	

- 3. Some versions of SPSS will automatically import the CSV without asking unnecessary questions. However, other versions of SPSS will ask several questions:
 - a. Are variable names included at the top of your file? YES.

🍓 Text Import Wi	zard - Step 2 of 6	×
How are your var <u>Delimited</u> <u>Fixed width</u>	riables arranged?	
Are variable nam © Yes © No	nes included at the top of your file?	

b. Delimiters should be set to comma only, and text qualifier should be set to double quote:



c. All other default settings should be okay.