

Lab Assignment # 1
Tabular and Graphical Descriptive Techniques: Qualitative Data
due on: SEE THE COURSE SCHEDULE

GENERAL INSTRUCTIONS:

Although I may provide some assistance and you are encouraged to work with other students, the work you hand in must be your own -- in cases of obvious copying, no credit will be given to all students involved.

HOW TO SUBMIT:

1. Lab assignments must be submitted **on or before the due date specified** on the Course Schedule. **Late submissions will not be accepted.**
2. Submit your lab assignment **electronically** via the ASSIGNMENTS tool on Blackboard.
3. Your lab assignment must be saved as **ONE file in a PDF format (not DOC / DOCX / EXCEL!!!)**. **Submissions consisting of several files will not be accepted.** In MS-Word, click the "Save As" button, and then click "PDF or XPS". In the File Name window, type a name for the document. The **name of the file** should be **Lab1_Your last name**. For example, Lab1_Smith.
4. The length of your submission **may not exceed 1 page**. Any text or charts that will appear on additional pages will not be considered.
5. The paper size should be **8.5" x 11"** paper (portrait orientation).
6. Write **YOUR NAME** and "**LAB ASSIGNMENT # 1**" in the **upper left-hand (or right-hand) corner** of the page.
7. Use any **11-12 point standard font** (Times New Roman, Garamond, Verdana, Courier New, *etc.*); the main thing is to keep it consistent throughout the entire text. Use **single** line spacing. Allow **one space between** paragraphs. The final version of your assignment should reach the instructor in clear and grammatically correct English. Where necessary authors must ensure that their assignments have been checked for errors of English by a person with perfect command of the language.
8. Remember that each table (graph) should have a **succinct but informative title**, and the table **columns** (graph **axes**) should be **appropriately labeled**.
9. Your **analysis/comments** should be brief (**up to 10 sentences**).
10. In your submission, you only **need to answer the questions asked** (typically labelled *a, b, c, d, ...*). **DO NOT reproduce/attach** the text of this assignment (that is, the text on these pages). **DO NOT attach** the data set(s).
11. Use Excel to do computations and to construct tables and graphs, but **DO NOT submit the Excel spreadsheets**. Transfer (*i.e.*, copy-and-paste) your Excel tables and/or graphs into MS-Word, add your analysis, edit and format your entire report (if needed), and then save it as a PDF file.

EVALUATION CRITERIA:

The lab assignment will be evaluated based upon the following criteria:

- correct numerical results;
- visual and esthetical impression of your tables and graphs;
- reasonable conclusions derived from the examination of the available evidence.

ASSIGNMENT

Use the “Living Area” Excel file.

The Pew Research Center’s Social and Demographic Trends found that 46% of U.S. adults would rather live in a different type of community than the one where they are living now. The national survey of 2260 adults asked: “Where do you live now?” and “What do you consider to be the ideal community?” Response options were City, Suburb, Small Town, or Rural. A representative portion of this survey for a sample of 100 respondents is shown in the “Living Area” Excel file.

HELPFUL HINTS:

- Make sure that the response options are listed/shown in a logical order in your tables and graphs, that is, City – Suburb – Small Town – Rural. [Typically, Excel arranges the categories in alphabetical order.]
- In the tables, the same number of digits to the right of the decimal point should be maintained for all values.
- For a bar chart, it will be more informative to show both the ‘current’ and ‘ideal’ results in one bar graph, that is, the ‘current’ and ‘ideal’ bars next to each other for each location. Use the ‘Clustered Column Chart’ option in Excel. For the step-by-step instructions, see the “How to create a clustered column chart” document posted within the ‘Lab assignments’ folder.

QUESTIONS:

- a. Provide a percent frequency distribution for each question. (Do not create two tables, that is, one table for each question. Show both frequency distributions in one table.)
- b. Construct a bar chart for each question (use the ‘Clustered Column Chart’ option in Excel, see the Hints above).
- c. Construct a pie chart for each question.
- d. Where are more adults living now? Explain fully.
- e. Where do more adults consider the ideal community? Explain fully.
- f. What changes in living areas would you expect to see if people moved from where they currently live to their ideal community? Explain fully.