

RESEARCH METHODOLOGY

Dr. K. VETRIVEL
ASSOCIATE PROFESSOR
DEPARTMENT OF ECONOMICS
BHARATHIDASAN UNIVERSITY
TRICHY

CONTENT:

1. Preparation of master table
2. Types of table
3. Parts of table
4. Rules of tabulation
5. Data processing
6. Excel, SPSS
7. Analytical tables

1. What is a master table?

- a) A chart used for drawing
- b) A table showing only raw data
- c) A comprehensive summary table
- d) A decorative table

Ans: c) A comprehensive summary table

2. Before building the Master Table, you must prepare:

- A) Summary charts
- B) Final interpretative reports
- C) A codebook defining variable codes
- D) Graph templates

Ans: C) A codebook defining variable codes

3. Which of the following is a key purpose of a master table?

- a) To design a graph
- b) To decorate the report
- c) To organize data systematically for analysis
- d) To collect personal information

Ans: c) To organize data systematically for analysis

4. A master table that presents data for more than two variables is known as a:

- A) One-way table
- B) Two-way table
- C) Manifold table
- D) Simple table

Answer: C) Manifold table

5. Which data should be excluded when preparing the Master Table?

- A) Respondent ID codes
- B) Coded responses including missing-value codes
- C) Classification group labels
- D) Derived percentages and cumulative distributions

Ans: D) Derived percentages and cumulative distributions

6. In constructing the Master Table, the layout is typically:

- A) One column per summary statistic
- B) One row per variable and one column per respondent
- C) One row per respondent and one column per variable (coded response)
- D) Random order of entries

Ans: C) One row per respondent and one column per variable (coded response)

7. Which of the following is NOT a component of a master table?

- A) Box head
- B) Stub
- C) Data chart
- D) Footnote

Ans: C) Data chart

8. What is the correct order of steps in making a master table?

- A) Caption → Box head → Arrange Data → Source Note
- B) Source Note → Arrange Data → Caption → Stub
- C) Collection and Classification → Tabulation Layout → Data Entry → Calculation of Totals
- D) Calculation of Totals → Drawing Borderlines → Classification

• **Answer: C) Collection and Classification → Tabulation Layout → Data Entry → Calculation of Totals**

9. A **univariate frequency table** displays:

- A) Two variables
- B) P-value comparisons
- C) Frequency distribution of one variable
- D) Regression coefficients

Ans: C) Frequency distribution of one variable

10. A **two-way contingency table** is also known as:

- A) Descriptive table
- B) Cross-tabulation
- C) Histogram
- D) Codebook output

Ans: B) Cross-tabulation

11. A pivot table in Excel is an example of:

- A) Univariate table
- B) Frequency table
- C) Multivariate summary table
- D) Questionnaire form

Ans: C) Multivariate summary table

12. Summary/derivative tables are often called *interpretative* because they:

- A) Show raw data
- B) Are directly taken from respondents
- C) Highlight analytical insights
- D) Enforce coding rules

Ans: C) Highlight analytical insights

13. An **ANOVA table** is a specialized:

- A) Frequency distribution
- B) Descriptive table
- C) Analysis table with sources of variation
- D) Simple master table

Ans: C) Analysis table with sources of variation

14. The type of table showing changes over time (e.g. trends) is a:

- A) Bar chart
- B) Time-series table
- C) Pivot table
- D) Scatter matrix

Ans: B) Time-series table

15. An interpretative table combining male/female and urban/rural totals is a:

- A) Univariate frequency
- B) Two-way cross-tabulation
- C) Codebook output
- D) Histogram

Ans: B) Two-way cross-tabulation

16. What type of table is best for cross-classifying data by age group and employment status?

- A) One-way table
- B) Two-way table
- C) Manifold table
- D) Simple listing

Answer: B) Two-way table

17. Which table is commonly used for presenting detailed census data (such as age, sex, location, and occupation)?

- A) One-way table
- B) Two-way table
- C) Manifold table
- D) Grouped frequency table

Answer: C) Manifold table

18. In SPSS “Crosstabs” produce which table type?

- A) Master table
- B) Pie chart
- C) Two-way contingency table
- D) Codebook extractor

Ans: C) Two-way contingency table

19. The **stub** refers to:

- A) Column headings
- B) Table number
- C) Leftmost row labels
- D) Footnotes below

Ans: C) Leftmost row labels

20. The **box- head** or caption refers to:

- A) Footer notes
- B) Column headings
- C) Row labels
- D) Field data

Ans: B) Column headings

21. Where does the table's serial number and title go?

- A) In the footnote
- B) In Box-head
- C) Above the table
- D) Below the stub

Ans: C) Above the table

22. The main numerical grid of a table is called the:

- A) Box-head
- B) Stub
- C) Title
- D) Body

Ans: D) Body

23. Explanatory notes appearing below the body are called:

- A) Captions
- B) Stubs
- C) Footnotes (or source notes)
- D) Marginal summaries

Ans: C) Footnotes (or source notes)

24. Units of measurement often appear:

- A) As part of the title
- B) In parenthesis under box- head
- C) In the stub only
- D) In the body

Ans: B) In parenthesis under box- head

Rules of tabulation

25. A clear self-explanatory title should be:

- A) Below the table
- B) Abbreviated
- C) Concise and meaningful
- D) Centered in footnote

Ans: C) Concise and meaningful

26. Tables should be numbered...

- A) Alphabetically
- B) Randomly
- C) Sequentially/logically
- D) By font weight

Ans: C) Sequentially/logically

27. When grouping data into classes, rules of tabulation require:

- A) Varying class widths arbitrarily
- B) Overlapping classes
- C) Mutually exclusive & exhaustive classes
- D) Leaving gaps between classes

Ans: C) Mutually exclusive & exhaustive classes

28. Footnotes should be:

- A) Long legal essays
- B) Absent
- C) Short, as needed, and clear
- D) In uppercase and

Ans: C) Short, as needed, and clear

29. Which principle relates to how the table fits into a printed page?

- A) Consistency
- B) Source citation
- C) No splitting across pages
- D) Use single-digit codes only

Ans: C) No splitting across pages

30. Which part of a table gives the unit of measurement?

- A) Caption
- B) Footnote
- C) Stub
- D) Headnote

Answer: D) Headnote

31. Which of the following is a rule of tabulation?

- A) Use complex headings
- B) Avoid units of measurement
- C) Avoid abbreviations
- D) Omit sources of data

Ans: C) Avoid abbreviations

32. A table should always mention the source of data:

- A) In the stub
- B) In the body
- C) At the end as a note
- D) In the title

Answer: C) At the end as a note

33. The first step in data processing is:

- A) Coding
- B) Tabulating
- C) Editing and cleaning raw data
- D) Graph drawing

Ans: C) Editing and cleaning raw data

34. Assigning numerical values to categories (e.g. male=1, female=2) is known as:

- A) Editing
- B) Coding
- C) Tabulation
- D) Classification

Ans: B) Coding

35. Coding in data processing refers to:

- A) Encrypting data
- B) Writing software
- C) Assigning numerical values to responses
- D) Compressing data

Answer: C) Assigning numerical values to responses

36. Which of the following is the correct sequence of data processing steps?

- A) Collection, Storage, Interpretation, Editing
- B) Collection, Editing, Coding, Tabulation
- C) Collection, Editing, Coding, Tabulation, Analysis
- D) Collection, Tabulation, Editing, Coding

Ans: C) Collection, Editing, Coding, Tabulation, Analysis

37. Which type of data needs to be coded before analysis?

- A) Numerical
- B) Textual or categorical
- C) Binary
- D) All of the above

Ans: B) Textual or categorical

38. Which of the following is *not* a stage in data processing?

- A) Data cleaning
- B) Data tabulation
- C) Data distortion
- D) Data classification

Answer: C) Data distortion

39. SPSS is especially useful for:

- A) Predictive coding
- B) Cross-tabulation, inferential statistics, syntax runs
- C) Pivot table slicers only
- D) Raw data capture

Ans: B) Cross-tabulation, inferential statistics, syntax runs

40. Which environment supports syntax-based batch operations?

- A) Excel only
- B) Codebook app
- C) SPSS
- D) Word

Ans: C) SPSS

41. SPSS allows missing values to be labeled easily, while Excel requires:

- A) Built-in function only
- B) A separate tool
- C) Manual formulas or helper columns
- D) Pivot memory

Ans: C) Manual formulas or helper columns

42. Excel's "Data → Validate" and SPSS's "Checks in Transform menu" both help in:

- A) Random charting
- B) Data cleaning and outlier checks
- C) Master table formatting
- D) Unit conversions

Ans: B) Data cleaning and outlier checks

43. Which of the following supports pivot tables and dynamic charts efficiently?

- A) SPSS
- B) Excel
- C) MS Word
- D) R Program

Answer: B) Excel

44. Which of the following is NOT a feature of SPSS?

- A) Data entry
- B) Statistical testing
- C) Text editing
- D) Graphical presentation

Answer: C) Text editing

45. Which file extension is used for saving SPSS data files?

- A) .sps
- B) .sav
- C) .docx
- D) .xlsx

Ans: B) .sav

46. To transform a categorical variable into numerical format, which SPSS function is used?

- A) Compute
- B) Split
- C) Recode
- D) Sort

Answer:C) Recode

47. What is the primary purpose of an analytical table?

- A) Decorative display
- B) Detailed statistical analysis
- C) Recording attendance
- D) Writing paragraphs

Answer: B) Detailed statistical analysis

48. Which of the following is usually included in an analytical table?

- A) Only raw figures
- B) Interpretation of results
- C) Calculated data like percentages and growth rates
- D) No numerical data

Answer: C) Calculated data like percentages and growth rates

49. Analytical tables help in:

- A) Storing data
- B) Cleaning data
- C) Interpreting and comparing data
- D) Randomizing data

Answer: C) Interpreting and comparing data

50. What distinguishes an analytical table from a general table?

- A) Use of colors
- B) Inclusion of derived statistics like percentages or ratios
- C) Alphabetical listing
- D) Decorative formatting

Answer: B) Inclusion of derived statistics like percentages or ratios

THANKYOU