Frequencies

Calculating frequencies is a little more complicated.

- Pick the variable that you want to use for frequencies.
- Pick a cell (B23) where you will type "Scale" for the response options.
- Pick another cell (C23) where you will put a label for the frequencies for the first variable "Q1" (The quality of my high school science classes was very good.)
- Type the numbers of responses for the frequencies that you want. My survey used a 1 to 5 point Likert scale so I will type the numbers 5, 4, 3, 2, 1 in order from the highest value to the lowest value in a column in cells, B24, B25, B26, B27 and B28.
- Highlight the cells where you want the frequencies to appear. Here they are C24 to C29. You need to add one more than the number of your response set.
- In the row above the column letter labels, next to *fx* type:
 = FREQUENCY(B2:B21,B24:B28)
 Equal sign, space, FREQUENCY in all caps, no space, open parenthesis, the cell where your data starts B2 in my case, no space, : , the cell where your data ends B21 in my case, a comma, no space, the cell where your scale starts B24 in my case, : , no space, the cell where your scale ends B28 in my case, end parenthesis.
- Then press CTRL, hold it and press SHIFT, hold it and press ENTER, and hold all 3 keys for a second or two.
- There is "0" at the end of this column, which means there are no scores below the end of the scale at 0. You can just ignore this when you type your tables.



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