Gupta Programming
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Getting Started with SAS Enterprise Guide for Basic Reporting
Don't Know How to Write SAS Programs, No Problem with this Point-N-Click Data Reporting Tool!

COURSE DESCRIPTION

Want to access a point-n-click tool to easily create basic reports to get answers quickly? This non-technical class with basic examples and interactive sessions shows how you can learn to access your data to answer your questions. A quick reference guide enables students to easily identify menu options and select tasks to be more productive. This guided, no programming required hands-on session enables professionals to create basic listings, summary tables and frequency tables. The instructor face-to-face training is ideal for question and answer sessions, group discussions, and class demonstrations. All students get a trial membership to SAS Savvy for continued support.

COURSE OUTLINE

I. Getting Started with SAS Enterprise Guide 7.1
a. Why should I use SAS Enterprise Guide as a Data Reporting Tool?
b. Navigating the SAS Enterprise Guide App Menu
c. Learning how to use SAS Enterprise Guide Tasks
d. No Programming Required Process: Access Files, Create and Save Reports

II. Applying Tasks to Access and Review Files
a. Working with SAS datasets
b. Understanding Data, Variables and Roles
c. Working with Excel files

III. Applying Tasks to Create Reports
a. Understanding your Data
   i. Group data such as sex
   ii. Analysis data such as age
b. Asking the Right Questions
   i. What do you want your question to answer - who, what or when
   ii. Detail questions such as 'What is the age of each patient in the study?'
   iii. Summary questions such as 'What are the maximum ages by sex?'
   iv. Frequency questions such as 'How many males and females are in the study?'
   v. Select and search to data of interest such as 'Report on only males in the study'
c. Create basic listings to get detail answers
d. Create basic and frequency tables to get summary answers

IV. Saving and Accessing Reports in Project Files
a. Save your reports as Excel files
b. Save your reports as Word file
c. Opening Project files and rerunning tasks

Course Length: 4 or 8-Hours Course, On-Line or On-Site