COURSE DESCRIPTION
Looking to getting started using one of the most powerful software tools available for data management and analysis? This course will introduce SAS by providing the key concepts required to understand the basics of the SAS programming language. All major topics are covered including accessing data, creating data structures, managing data, generating reports and ODS. Simple task-oriented examples are used to explain the SAS syntax for the DATA Step and SAS Procedures.

OUTLINE

Understanding SAS and the Data Step
Understanding typical tasks to perform using SAS Software
Understanding how SAS works
Using SAS Windows: Results, Explore, Editor, Output, Log, On-line Help
Working with SAS Files

Data Access
Accessing data sets – approach, permission, SAS Viewer (LIBNAME)
Viewing your data – numeric, character, dates
Importing data from Excel (PROC IMPORT)

Data Management
Using the Data Step to create data sets (DATA STEP)
Selecting Variables to restrict information (KEEP/DROP)
Selecting Observations to subset data – numeric, character, dates (WHERE)
Creating Variables – numeric, character, dates (LENGTH)
Merging Data sets together to create new data sets
  By statement (common variables)

Using SAS Procedures
Reviewing the Requirements

Data Analysis
PROC Step Elements
Understanding the data set structure with PROC CONTENTS
Displaying data with PROC PRINT
Sorting data with PROC SORT
Summarizing data with PROC FREQ
Displaying descriptive statistics with PROC MEANS

Data Presentation
Creating Excel, RTF, PDF and HTML files with ODS
E-mailing files to a distribution list
Exporting data to Excel with ODS

Course Length: 4-Hour Course