You have many options, listed here starting w/ most likely: A, B, & C on campus; D or D at home.

Don't pursue options not listed. For example, the "student version" (sometimes bundled w/ texts) has limited features & sample sizes, so won't suffice; even at a discount, it'll be a waste of time and money.

Some options (esp. E) might not work on a Chromebook or some Macbooks (such as those more than 3 years old). In some cases, the answer from CSUN's IT has been to go to campus & get a Loaner Laptop from the library; see link in the same module in Canvas where you found this handout.

A. Scheduled Lab Times
This is usually the best option, when you are provided with time and space in a room with SPSS installed on dozens of PCs. You will need to pay for each printed page, and printers are sometimes out of paper.

B. Available Lab Time(s)
Most semesters, there is scheduled availability in SH180. It is monitored by a graduate student, but supporting this class is not their role and might not be within their expertise. They are not a tutor; I am.

C. Other Labs on Campus
There are other labs, in Sierra Hall and elsewhere on campus. See the "Campus Labs and Software" link in Canvas, with the *Introduction to SPSS* lecture, for complete information on times and locations, as well as the equipment, software, and assistance available in each location.

AFAIK, SPSS is installed on all computers in most campus labs, except for a lab in the Business School and in the "print lab" near the SRC and pool. Sometimes there is an icon on the desktop, sometimes an icon in the Start Menu, and sometimes you'll have to find it in the list of programs – and, in that case, note that it's probably listed under IBM, not under "S".

If you have trouble finding it installed, you can (almost) always use the in-browser option noted below – though that won't work in the "print lab" either. (To get the "10 free pages per day" there, you'll need to create your printable work in Word by copying elements from SPSS output and/or by printing your finished work to a PDF, and taking that *.doc or *.pdf to the print lab.)

~~D. Install a Trial Version from IBM~~
IBM typically offers a trial version of SPSS, which will work for a limited time period. That might be 15 days near the beginning of the semester, but perhaps only 5 near the end. Don't count on it, either way: Burning through the trial period at the start of the semester will put you behind figuring out an alternative; and the length at the end of the term may not be enough for any single assignment.

E. Use SPSS through a Browser (via the Apporto receiver plug-in, formerly Citrix)
You can use software through a browser, including options that vary by whether you're faculty, staff, graduate, or undergrad. This was formerly the VSL (Virtual Software Lab or Library), then myCSUNsoftware; the direct URL is currently csun.aapporto.com.

NOTE: *You are **not** installing SPSS on this path*. Instead, you will install a browser plug-in, that will run a small file, which allows you to use SPSS *as if* it was installed on your computer. It's *actually* running in the cloud, and thus might not "see" local printers, drives, or files. (See bottom of this section D, the screenshot in the lecture notes on SPSS, and the only image in the course FAQ page.)

1. Go to csun.apporto.com The first time you go, it will do a lot of background insatllaing and registry setups, but should be entirely automated (unlike the previous Citrix plugin, which required more user steps and engagement).

2. When it's done, there will be a "virtual desktop" in a browser window, with a bunch of programs you could now run through the browser. Which programs you have will vary depending on whether you're faculty, staff, graduate student, undergrad, and maybe more. You want the newest version of SPSS (31 at this writing), near the bottom, so will need to scroll down and click "launch" under either of those.

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3. If this is your first time using Apporto, there will be a lot of installation things that happen, identified on the screen, and you may need to click "Allow" several times near the upper left (esp. on a Mac.)

4. When everything's installed, you should see an SPSS icon on your virtual "desktop" space *in the browser* (not on your computer's actual desktop) and the program should be loading, but may take several minutes, esp. on a slow machine or w/ low bandwidth.

Note that SPSS will now be running "in the cloud", *not* on your local machine. It probably *looks* like a desktop, with Desktop, Documents, and Downloads folders, as if you're engaging with your local drive, but probably aren't (see image to right.

Since your computer does not actually have SPSS installed on it, it won't know what to do with SPSS files – only SPSS <u>in the browser</u> does. So, you *cannot* just double-click a file on your desktop, nor a link on Canvas nor elsewhere on the web. You'll need to save the file to your computer first, then upload it to the Apporto virtual desktop, *then* u<u>se FILE – OPEN – DATA</u> in the SPSS menu (just as you should regardless of how you access SPSS).

Similarly, the FILE-PRINT option within SPSS itself probably won't work on campus (because it's might not be able to find a local printer) – and if you print to PDF, that PDF will appear on the Apporto desktop, from which you'll now need to download it. You might, instead, choose to copy elements (individually or as a group) and paste them into Word or Google Docs.
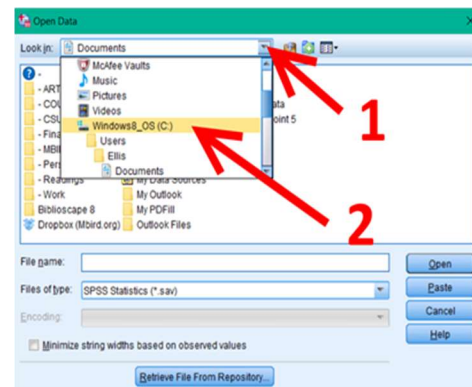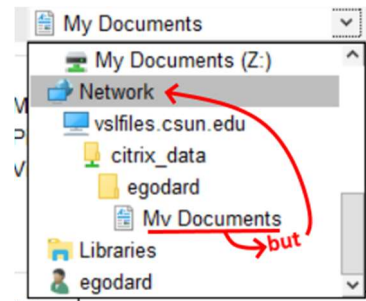
F. Install SPSS from CSUN

SPSS is currently available for free to faculty, staff, graduate students, and undergraduate students. If you have a Windows or Mac computer on which you're able to install software, you might *try* this.

1. Visit www.csun.edu/itr/downloads/index.cgi and click "Click Here to Log In", then enter your credentials and click "Login":

2. Find the last row with SPSS (whatever the most recent version is), and click "Site License Key" to open that text file in a new tab.

SPSS 27.0	N/A	529.02 MB	Windows 7, 10 (64-bit)	Site License Key	Documentation	Download

3. Copy the license number for SPSS (*not* Amos etc.) for whatever version of SPSS you'll be installing (such as 31.0?). Then close that tab, to return to the previous one.

4. Find that same row (as shown above, in step 2) and click "Download".

5. Be patient, at least until it starts to download, before clicking "Return to list of software." It may take several minutes – or *many many* minutes if you are home and have slow Internet.

6. Double-click on the download to install SPSS. You may need to click "Keep" or "Allow," if security features are checking for viruses. On Windows, see a link in the status (bottom) bar of your browser (Chrome, Firefox, IE, or Edge), as below. On a Mac, find the downloads icon near the desktop's upper right. On a Chromebook, the file may have "downloaded" to your Google Drive, so you may then need to RE-download it to your *local* PC.
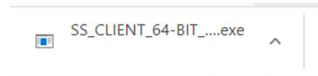

7. The first time it runs, you'll need the license code saved above, in step 3. During that process, you are *not* an IBM employee and do *not* have an IBM ID, but will instead use a license that IBM has provided to CSUN, choosing the button that something like "apply existing license:

You will also *not* provide a computer name or IP address. Choose "Launch License Wizard", select the "Authorized User" option:
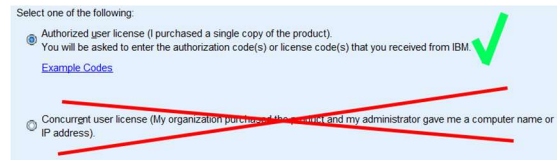
Paste in the key you copied, click Add:
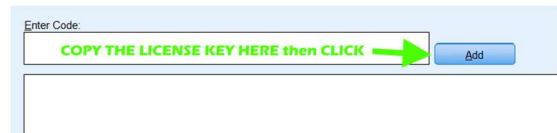
Then Next a few times, and then Finish. Ta-da, you're done.

G. Install PSPP

Few students try this, but the easiest option *may* be to install the free, open-source, open-standard alternative PSPP. (The letters are swapped; get it?) It looks and acts very much like SPSS, without any of the student, license, or other limits. (The output looks a little clunky if you copy and paste it to, for example, a Word doc or Google Doc file – but you could screen shot to make it as pretty as it is in SPSS, and be able to scale it down to the right height or width.) Plus, there are also lots of support resources online, on YouTube and elsewhere, specific to PSPP, that might make this the *best* option in many ways.

last updated 9/15/25