

How to obtain and install Statgraphics 5

1. Create a new folder on your hard disk into which to download temporary files that will be used during download and installation. You could use an existing folder, but it will be easier to clean up later if all the Statgraphics installation activity takes place in its own folder. The installation procedure will proceed in three steps. First you will download a big (40M) zipped file into the folder. Second, you will unzip it, filling the folder with a lot of individual files that will be used during installation. Third, you will run the “Setup” application to install the program. The installed program will reside somewhere else on your hard disk (in the Program Files directory), so after installation is complete, you can erase everything in the temporary folder where you unzipped the files.
2. Temporarily configure your web browser to use the Duke “proxy server” by following the instructions at this link: http://www.oit.duke.edu/remote_access/proxy.html. (This gives you web access to software and documents for which Duke has a site license—e.g., it is also used to access e-journals at the Duke library. You will need to enter your Duke userid and password when prompted later.)
3. Download the software from the following link: <http://www.oit.duke.edu/site/software/statgraphics.html>. When prompted, choose “Save to disk” to save the file to your disk, and indicate the directory where you want the file to be saved (e.g., the temporary directory you created in step 1). The file called **Statgraphics5.zip** will then be downloaded there. (The download operation could take less than 60 seconds if you have a T1 line or more than an hour if you have a 56K modem.)
4. Unzip the file called **Statgraphics5.zip** into the same directory. You should see about 25 individual files appear. If you are short of disk space, you can delete the Statgraphics.zip file at this point. (If you have waited an hour to download it, though, I would suggest keeping it around for a while longer.)
5. Double-click on the file called **serial.txt**, which contains the serial number you will use during installation. The contents of the file will then be displayed in Notepad. Highlight the serial number and hit Ctrl-C to copy it to the clipboard, where you can use it later.
6. Double-click the file called **Setup.exe** to run the installation program. When you get to the prompt that asks for your name, company and serial number, enter “Fuqua School of Business” as your name and “Duke University” as your company. Then position the cursor in the serial number box and hit Ctrl-V to copy the serial number you previously placed on the clipboard. Proceed through the rest of the installation screens, using the default options (“Typical” installation, etc.).
7. When the installation is complete, you’ll see a folder with the Statgraphics program icons on the screen. (You can drag the Statgraphics program icon onto your desktop at this point if you want a shortcut.) If you move the folder aside, and you’ll see the final prompt to finish the installation and launch the program (if you want to launch it immediately).

8. If the installation appears to have been successful, you can now go back and erase all the Statgraphics installation files in the temporary directory you created. (The Statgraphics program has now been installed in your Program Files directory, so you don't need the installation files any more.) Also, you can reconfigure your browser to stop using the proxy server.

9. For instructions on how to use the program, see the "Overview and Tutorial Guide" for Statgraphics that is included in the Decision 411 preassignment handout and also available at the following link: <http://faculty.fuqua.duke.edu/~rnau/sgwin5.pdf>. Additional documentation and help files for Statgraphics can be found on your hard disk in the directory **C:/Program Files/Statgraphics/Statgraphics Plus 5.0/Manuals** (assuming you installed the program on drive C).

10. **The difference between Statgraphics and Regress:** Statgraphics has vastly more capabilities for exploring and analyzing data than Regress. However, Statgraphics is a stand-alone program, not an Excel add-in. It can read or link to data from Excel files, but it does not recognize Excel range names, and it does not like Excel files with multiple worksheets. If you want to read data from Excel when using Statgraphics, I recommend that you first **arrange your data in an Excel file containing a single worksheet, with the variable names in the first row and the data in columns underneath**. In other words, the variable names should appear as "column headings" in row 1, with the data beginning in row 2. (Note: Statgraphics will compress out any embedded spaces in variable names and will convert punctuation marks to underscore characters. I recommend that you **keep your variable names as short as possible**—less than a dozen characters if possible.) You should delete any extraneous rows or columns containing comments or unneeded formulas—only the raw data and column headings should be left. If some of your columns of data are computed from other columns using Excel formulas, that's OK—Statgraphics will read the current values of the formulas, but it will not import the formulas themselves. (Statgraphics has its own system for using formulas to dynamically transform variables, so you should not bother to create Excel formulas for common data transformation operations such as lagging, logging, or squaring prior to importing the data into Statgraphics.) Missing data should be represented by blank (empty) cells rather than by "missing data" characters such as asterisks or hyphens or spaces. When you open the file in Statgraphics, text labels in row 1 will by default be interpreted as variable names to be assigned to the columns of data. More detailed information about how to import and analyze data can be found in the "Overview and Tutorial Guide" and the on-line documentation.