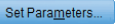**SPSS Tip 5.2**
The properties pane ▐▐▐▐

You can edit the histogram using the properties pane (Figure 5.10), which you can show or hide by clicking ⊞ . First, you can change the statistic displayed using the *Element Properties* tab: the default is *Histogram* but if you want to express values as a percentage rather than a frequency, select *Histogram Percent*. You can also decide manually how you want to divide up your data by clicking [Set Parameters...]. In the resulting dialog box you can determine properties of the 'bins' used to make the histogram. Think of a bin as, well, a rubbish bin (this is a pleasing analogy, as you will see): on each rubbish bin you write a score (e.g., 3), or a range of scores (e.g., 1–3), then you go through each score in your data set and throw it into the rubbish bin with the appropriate label on it (so a score of 2 gets thrown into the bin labelled 1–3). When you have finished throwing your data into these rubbish bins, you count how many scores are in each bin. A histogram is created in much the same way; either SPSS decides how the bins are labelled (the default), or you decide.

Our success scores range from 0 to 100, therefore we might decide that our bins should begin with 0 and we could set the ⊙ Custom value for anchor: property to 0. We might also decide that we want each bin to contain scores between whole numbers (i.e., 0–1, 1–2, 2–3, etc.), in which case we could set the
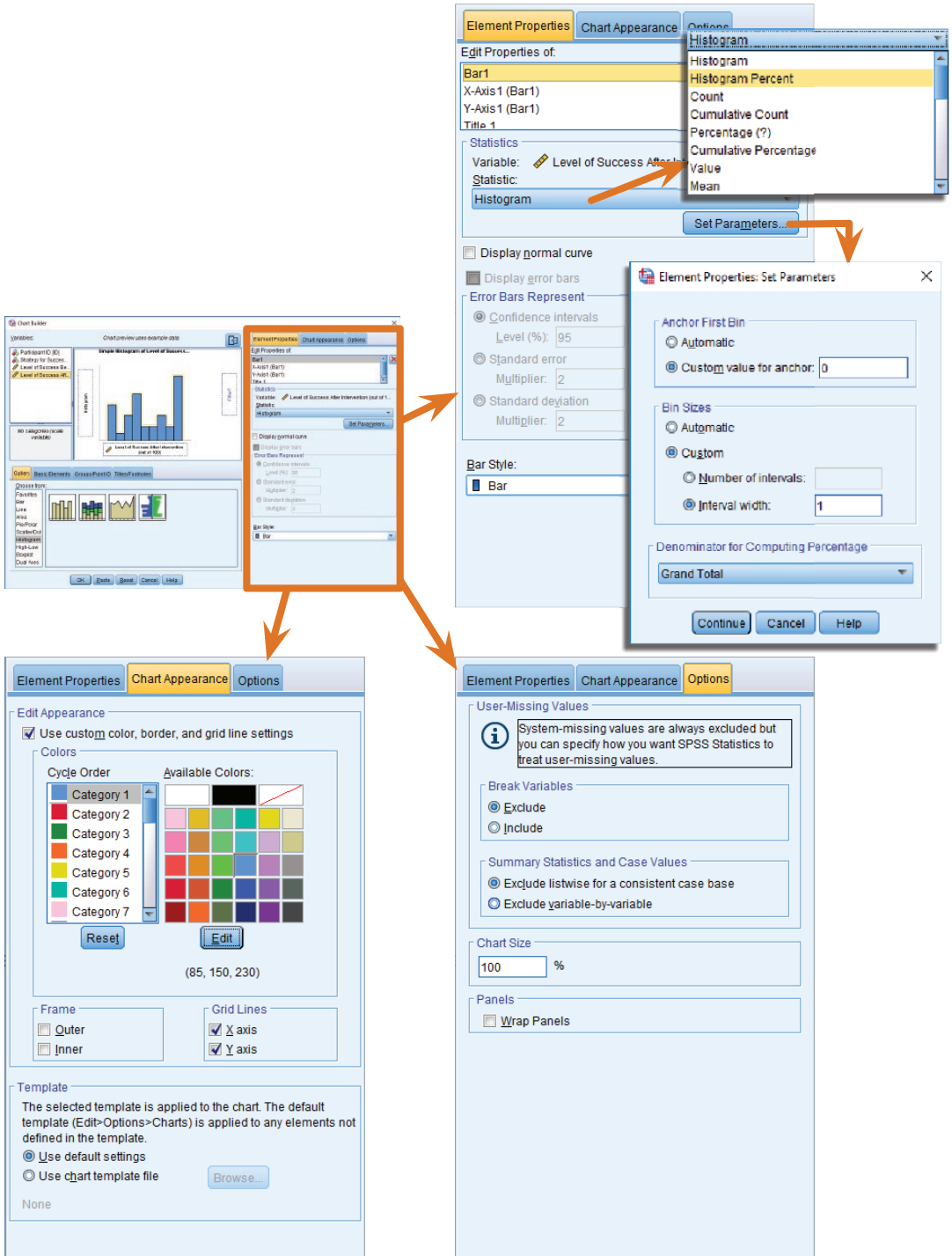

Figure 5.10 The properties pane

◉ Interval width: to be 1. This is what I've done in Figure 5.10, but for the time being leave the default settings (i.e., everything set to ◉ Automatic).

In the *Chart Appearance* tab we can change the default colour scheme (the bars will be coloured blue, but we can change this by selecting *Category 1* and choosing a different colour). We can also choose to have an inner or outer frame (I wouldn't bother) and switch off the grid lines (I'd leave them). It's also possible to apply templates so you can create colour schemes, save them as templates and apply them to subsequent charts.

Finally, the *Options* tab enables us to determine how we deal with user-defined missing values (the defaults are fine for our purposes) and whether to wrap panels on charts where we have panels representing different categories (this is useful when you have a variable containing a lot of categories).