



## Finance Data – Stata

### Importing Data

In this manual:

This manual helps you with importing data into Stata. Datasets for statistical analysis can be very big and it is easy to lose an overview. A proper layout for your data is therefore crucial.

#### **Getting Started: Importing Data**

Stata has the ability to import various kinds of data formats. Most commonly used is an Excel spreadsheet file (.xlsx) or a Stata Data file (.dta). Stata Data files can be opened directly with the open command (Ctrl + O) and Excel Spreadsheet file can be opened with the import command. You find these commands in the file drop down menu in the top bar. This will open the import menu. By clicking on browse you can search for your file on your computer.

Once you have selected a file, you also have to select your worksheet and cell range. Stata will give you a short preview of your data set.

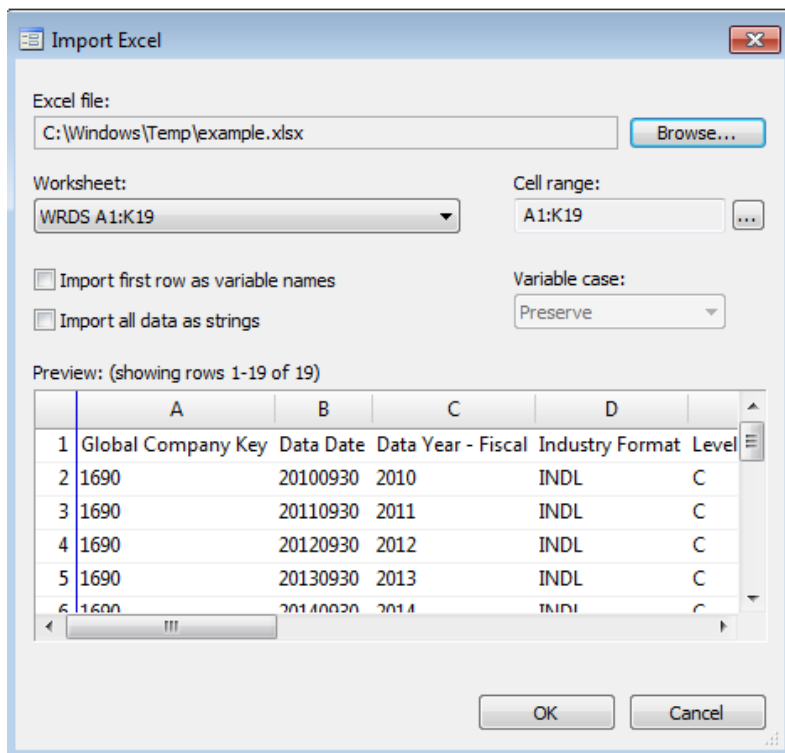


Figure 1: Stata Import Window

If your dataset is set up that the first row are the variable names, make sure to select **Import first row as variable names**. This will shift the dataset upwards and replace the variable names with the ones in the dataset. Click on 'Ok' to finish the importing process.

Your data is now imported into Stata. On the right-hand side you can see your variables. To see if it works we request a summary for one of the variables by entering:

```
sum CurrentAssetsOtherTotal
```

```
. sum CurrentAssetsOtherTotal
```

Variable	Obs	Mean	Std. Dev.	Min	Max
CurrentAss~1	15	4569.056	5604.264	0	15085

Figure 2: Summarize a variable

### Adjusting variable name

Before importing data into Stata, you should make sure that every row/column is named properly. It is easier to make these changes when formatting the dataset. If you would still like to change a name of a variable, it is also possible to do that in Stata.

In the top menu select **Data/Data Editor/Data Editor (edit)**. This will open up the data editor, where you can adjust the data you are working with. In the top menu of the data editor, select **Data/Variables Manager**.

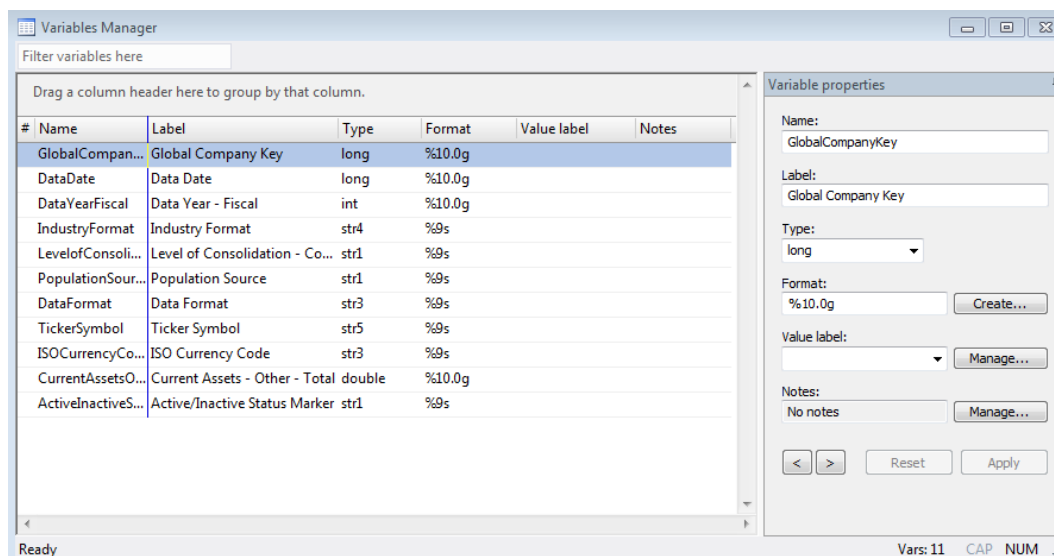


Figure 3: Variable Manager

