This document describes the process for installing and licensing SPSS (Statistics) and AMOS (structural equation modelling).

If you have trouble installing, please contact ITS Service Desk http://www.massey.ac.nz/?h86cb0755s

Home Use

As well as being available for installation to Massey-owned computers, SPSS can also be installed for use, on an annual basis, on staff members’ or postgraduate students’ home computers.

Postgraduate students must be undertaking a course of postgraduate study at Massey University.

SPSS is also available for home installation for Undergraduate students who use SPSS in their learning or research. Undergraduate students should visit the ITS web page at: http://spss.massey.ac.nz/ for the process required.

Table of Contents

<table>
<thead>
<tr>
<th>Table of Contents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installing AMOS for Windows...................... 7</td>
</tr>
<tr>
<td>Installing SPSS for Macintosh.................... 10</td>
</tr>
<tr>
<td>SPSS or AMOS License Authorisation.............. 13</td>
</tr>
</tbody>
</table>

User Manuals

Manuals for SPSS and AMOS are located on-disc. For Windows users, these are accessible through the AutoPlay menu. For Macintosh users, they can be accessed by opening the disc, and then going into the documentation folder.

Authorisation Codes

Codes should have been supplied to you via email or printout. If you did not receive these, please confirm with the ITS Service Desk.
1. If you are installing from a DVD, insert the DVD and wait for AutoPlay to run and select Run setup.exe

Alternatively, if this doesn’t run, double click the disc icon in My/Computer.

If you are installing from the Software Share, you should have received instructions which directs you to open the “Setup” file.

2. The Autoplay menu will determine if you have a 32-bit or 64-bit operating system automatically (as shown in the bar at the top).

3. Click on “Install SPSS ”

NOTE: The installation files for SPSS will need to be extracted and decompressed from this menu. This may take some minutes depending on your hard disk space and computer speed. There may be additional windows which appear as these processes occur. It may also appear to be doing nothing, but please wait patiently. 😊
4. Click “Next”

5. Click “Next”

6. Select “Authorized user license (I purchased a single copy of the product)” option.

7. Click “Next”
8. Select “I accept the terms in the licence agreement”

9. Click “Next”

10. Enter in:
    Username: Information Technology Services
    Organization: Massey University

11. Click “Next”

12. Click “Next” if you do not wish to install any other languages.
13. Select “No”

14. Select “No”

15. Click “Next”
16. Click “Install”
A window will appear. Wait for installation to complete.

17. Untick “Click here to register for product updates and special offer alerts”

18. Click “OK” to start the license authorisation process.

At this point, please refer to the section in this document titled “SPSS or AMOS License Authorisation”
Installing AMOS for Windows

**NOTE:** AMOS Requires **MS .NET version 4** which is must be installed separately.

If you are notified during installation that **MS .NET version 4** is not installed, run the file called `dotNetFx40_Full_x86_x64`. This is included in **Additional Files**, accessible from the installation menu (see screenshot in step 2 below).

If you have an earlier version of AMOS installed on your system, it is necessary to uninstall it prior to installation.

1. **If you are installing from a DVD**, insert the DVD and wait for AutoPlay to run and select **Run setup.exe**
   
   Alternatively, if this doesn’t run, double click the disc icon in My/Computer.

   If you are installing from the **Software Share**, you should have received instructions which directs you to open the “Setup” file.

   **The AutoPlay menu:**

   ![AutoPlay menu screenshot](image)

   **The disc icon in My/Computer:**

2. **The Autoplay menu** will determine if you have a 32-bit or 64-bit operating system automatically (as shown in the bar at the top).

3. **Click on “Install AMOS”**

   ![IBM SPSS Statistics (32-bit)](image)
4. Select “Single user license” option.

5. Click “Next”

6. Select “I accept the terms in the license agreement”

7. Click “Next”

8. Enter in:
   Username: Information Technology Services
   Organization: Massey University

9. Click “Next”
10. Click “Next”

11. Click “Install”
   
   A window will appear. Wait for installation to complete.

12. Click “OK” to start the licence authorisation process.
   
   At this point, please refer to the section in this document titled “SPSS or AMOS License Authorisation”
## Installing SPSS for Macintosh

**NOTE:** If you have an earlier version of SPSS installed on your system, it is necessary to uninstall it prior to installation.

1. If you are installing from a **DVD**, insert the DVD, open the disc, then open the “mac” folder.

   Then double click the “.dmg” file.

   If you are installing from the **Software Share**, you should have received instructions which directs you to open the “dmg” file.

2. Double click the installer icon.

3. Click **“OK”**

4. Click **“Next”**
5. Select “Authorized user license”

6. Click “Next”

7. Select “I accept the terms in the license agreement”

8. Click “Next”

9. Enter in:
   
   Username: Information Technology Services
   
   Organization: Massey University

10. Click “Next”

11. Click “Next” if you do not wish to install any other languages.
12. Click “Next”

13. Click “Install”

14. Untick “Register for product updates” if ticked.

15. Click “Done”

16. Wait for SPSS to configure.

Once configured, you will be presented with the Authorization wizard. At this point, please refer to the section titled “SPSS or AMOS License Authorisation”
This section describes how to authorise your installation of SPSS (Windows/Macintosh) or AMOS (Windows only).

The screenshots are from the Windows version, but the Macintosh version is largely the same.

If you have closed the Authorisation wizard, you can open it again by doing the going to the following:

**SPSS Windows**: Start>Programs>IBM SPSS Statistics>IBM SPSS Statistics [version] Licence Authorization Wizard


**SPSS Macintosh**: Finder >Applications>IBM>SPSS>Statistics>[version]>SPSS Statistics License Authorization Wizard

Alternatively, you may also use the Spotlight to search for it.

1. Select **“License my product now”**.

2. Click **“Next”**
3. Enter the relevant authorisation code.

The following steps below requiring proxy server authentication are only required when connected to Massey networks. This includes Massey wireless networks.

They are not required when installing from home.

If you are installing from home, click “Next” and go to step 7.

If you are installing from within Massey networks, click: “Connect to the internet through a proxy Server” and continue to step 4.

4. Enter the details as per below:
   - Address tur-cache1.massey.ac.nz
   - Port 8080
   - Tick login required box
   - Enter your Massey User Name/Student ID and Password/Pin

Note: You can click Test Connection if you want to verify that the settings are correct.

5. Click “OK”

6. Click “Next”
7. Click "Next"

8. Click "Finish"