

Minitab

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Double click the Minitab icon located on the Windows 95/98 desktop.

When you enter Minitab, you should see two windows: the Session Window and the Data Window. The Session Window is where you will type commands following the MTB> prompt. This is the window that will be printed and turned in. If the MTB> prompt does not initially display, click in the session window, select Editor from the menu bar, and click Enable Command Language from the pull down menu. The Data Window is for entering and editing data. It will not be printed. Both windows can be saved on your diskette.

To Save a Data Worksheet

Once you have entered all the data in the data window, do either of the following:

(1) Select File from the menu bar and click Save Worksheet As from the pull down menu. In the window that appears, select Minitab Worksheet and Click Select File. In the filename box that appears, type: a:lab1.mtw and press <Enter>. Your data is now saved on your diskette in a file that only Minitab can read. You cannot print this file.

(2) Go to the session window and at the MTB> type: save a:lab1'
Minitab will automatically give the .mtw extension to this file.

To Retrieve a Data Worksheet

To retrieve a data worksheet, make sure you are in the session window. At the MTB> prompt type: retrieve a:lab1'
(Output files cannot be retrieved in Minitab)

Special Notes

1. Only data errors can be corrected in Minitab in the data window.
2. You cannot correct any errors that appear in the session window in Minitab. You must use a word processing application.
3. The newpage command tells Minitab to advance to the next page and can only be used in conjunction with the outfile command.
4. If you are in professional graphics mode, your graphs will not be printed with the rest of the output. Please see the GSTD Mode vs. GPRO Mode section below.
5. An option would be to use the outfile command to save the output.

GSTD Mode vs. GPRO Mode

Standard graphics mode (GSTD) will allow you to print all graphs at the end.

In professional graphics mode (GPRO), you must print the graphs after they appear on the screen using the print window command located under the File menu option.

To Save an Output File

If you are in standard graphics mode, when you have completed your computer assignment, do not exit Minitab. Make sure you are in the session window. Select File from the menu bar and select Save Window As from the pull down menu. In the filename box that appears on the screen type: a:lab1.txt and press <Enter>. Your output, which consists of everything in the session window, is now saved as a text file on your disk. This file can be printed.

To Print an Output File

The Print Window command under File does print the output with nice labels; however, the print is small. Once the output is saved as a text file, select Print Text File instead. The labels will not be printed; however, the print is larger.

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