




## How to replace missing values with means

### Problem

Your data contains missing values (e.g., *don't know* responses or data that was not collected due to fieldwork problems), so you want to replace the missing values with the mean of the non-missing values. (And you do not want to use the missing values features in **Latent Class Analysis** and **Regression**.)

### Steps to solve

1. Go to the **Variables and Questions** tab.
2. Press the  button. A new column, called **Mean**, is now visible.
3. Select the variable which you wish to replace the missing values. You can select multiple variables and replace the missing values together if they have the same values.
4. Press the **Values** button.
5. Uncheck **Missing Data**.
6. In the Values column, type in the **Mean** from the **Variables and Questions** tab into the missing values cell.
7. Press **OK**.

### Additional reading

Terms shown in italics and bold can be found in the index of the *Q Reference Manual*, the *Quick Start Manual* and via the **Help** menu within Q.

### What to do if the problem is not solved

If these instructions are insufficient, please email us (**Help | Email Support...**) with a detailed description of what in the instructions is not working for you and we will either provide you with more comprehensive instructions, or, upon your request, we can do the analysis for you in your file (fees apply) .