

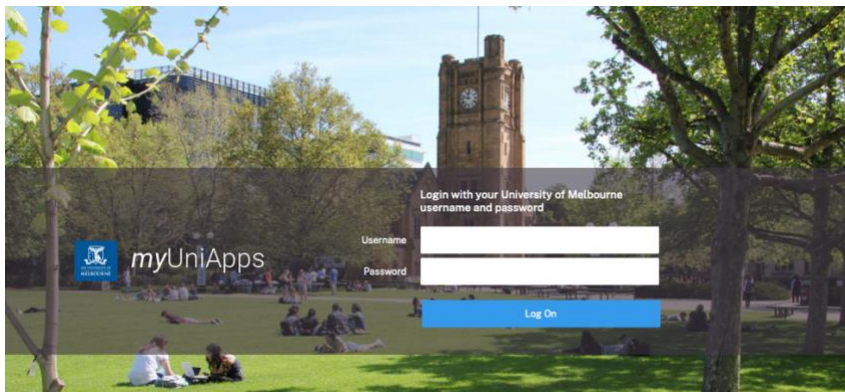


# Student IT Software Guides

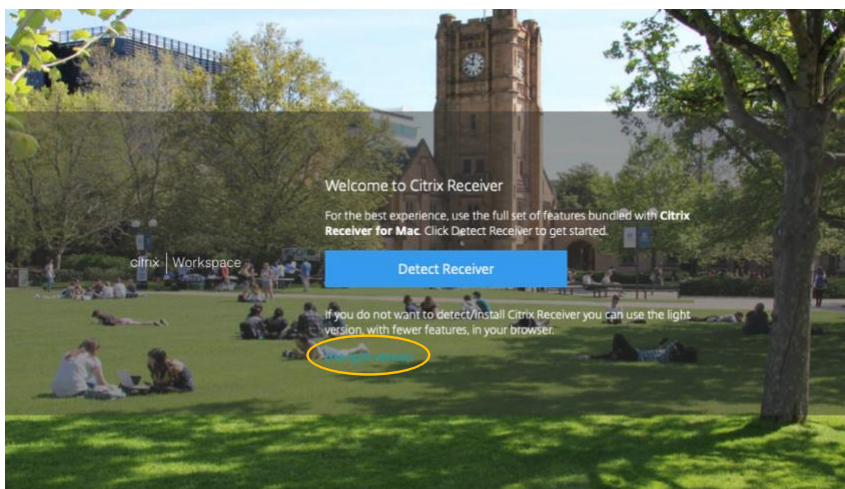
## IBM SPSS — myUniApps Online

### Part A - Opening SPSS

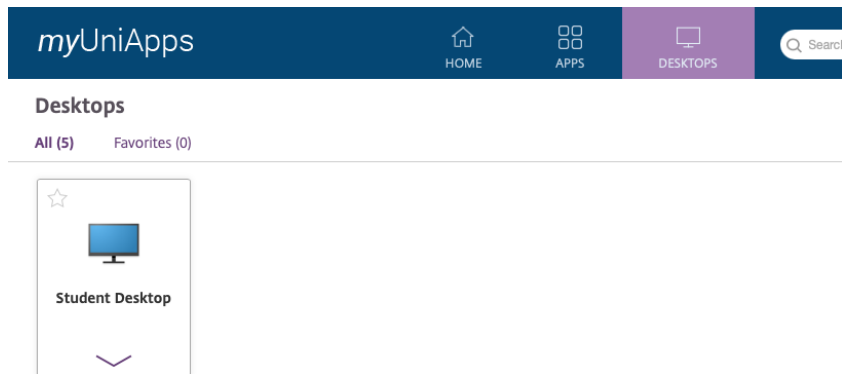
1. Navigate to [myuniapps.unimelb.edu.au](https://myuniapps.unimelb.edu.au) and sign in with your UoM credentials.



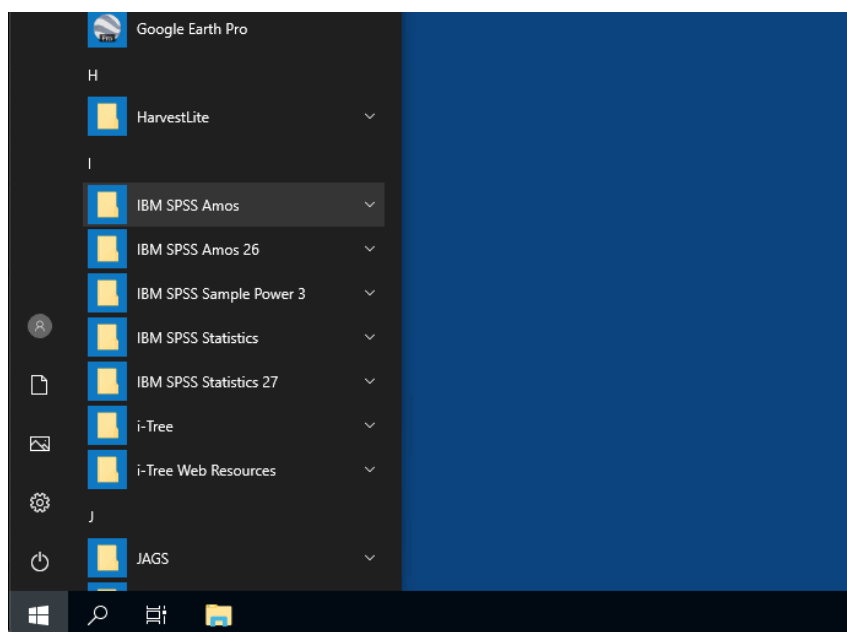
2. When prompted, click **Use light version**.



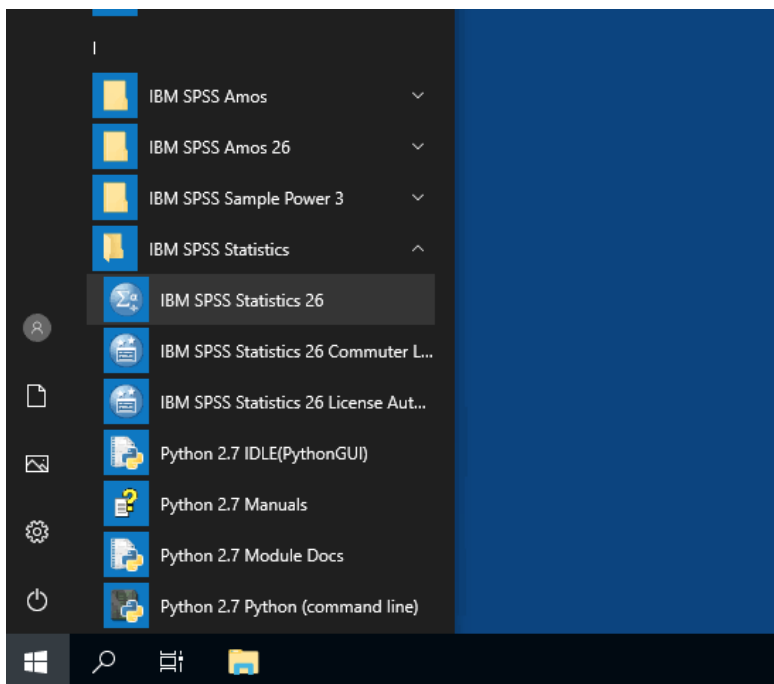
- Once logged in, select the **Desktops** tab from the top of the page, and click on **Student Desktop**.



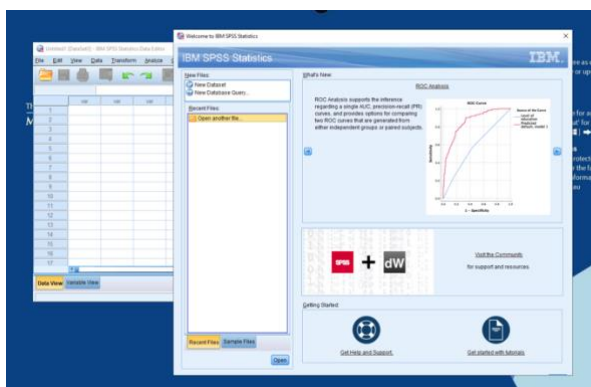
- Wait for it to load up to the Windows desktop. If this is your first time using myUniApps, this may take up to 4-5 minutes.
- Once open, click on the **Start** menu at the bottom left (Windows logo), and scroll down to the **IBM SPSS** folders.



6. Open your desired version of SPSS. At the time of publication, the following versions are available:
  - a. SPSS **Amos** (versions 26 and 27)
  - b. SPSS **Statistics** (versions 26 and 27)
  - c. SPSS **Sample Power 3**



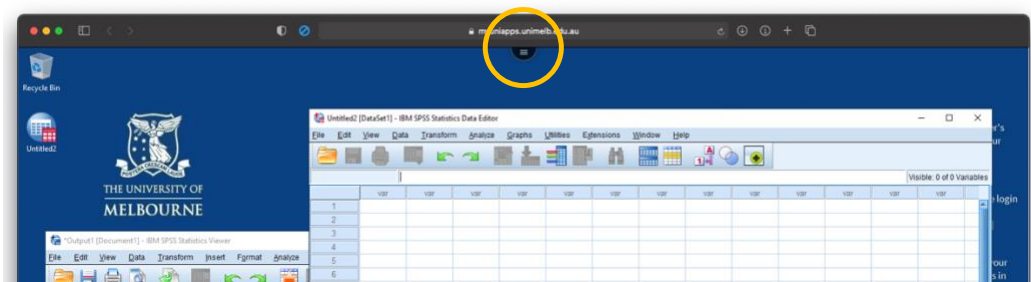
7. After selecting your SPSS version, you will be ready to go!



## Part B – Saving files out of myUniApps

When using myUniApps, it is important to ‘download’ any files you are working on, for safe keeping. Student Desktop environments are cleared periodically (at night only) and in the rare event of system failure, data will be lost, so do not rely on myUniApps to keep your files safe.

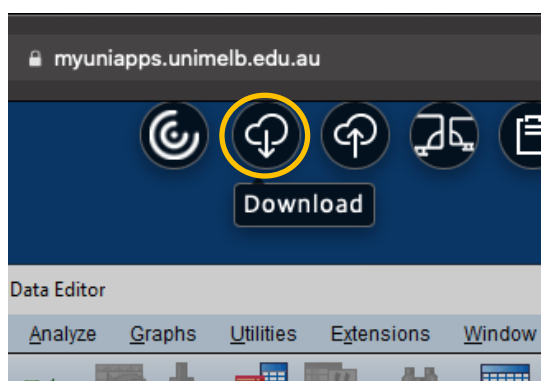
1. Click on the **black menu button**, at the top middle of the browser window.



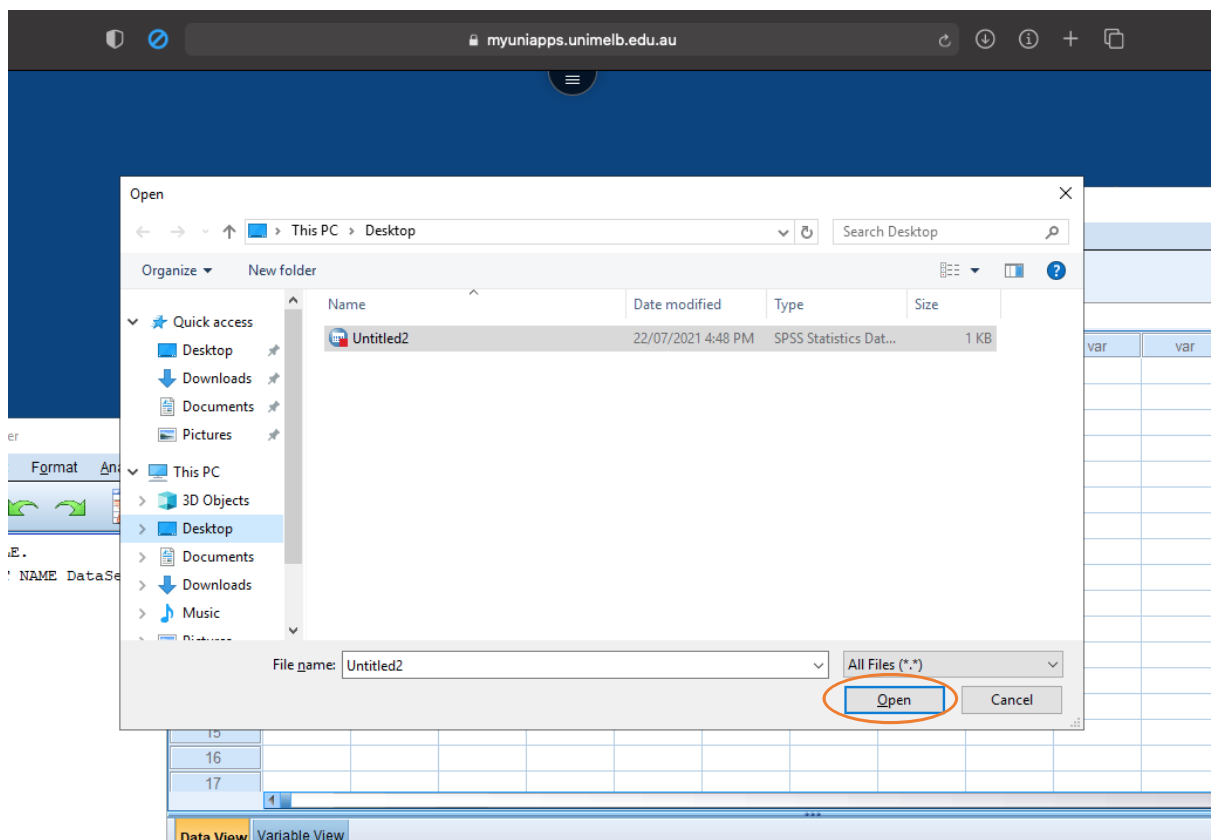
The menu will expand to show the options:



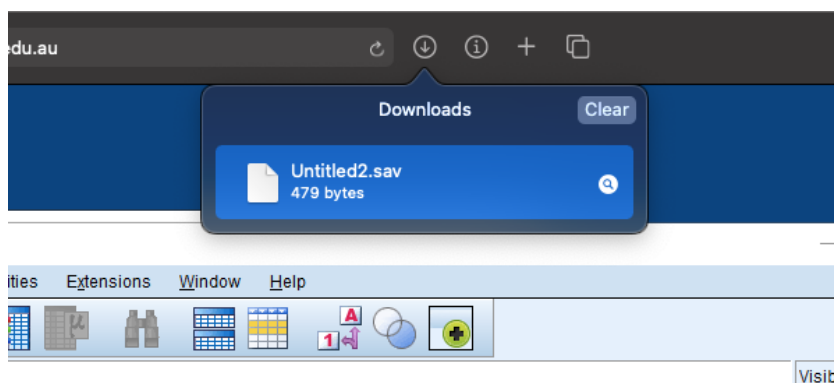
2. Click the **Download** button



3. A pop-up will show in the Windows desktop. Navigate to the file you wish to download, then click **Open** at the bottom right of the pop-up.



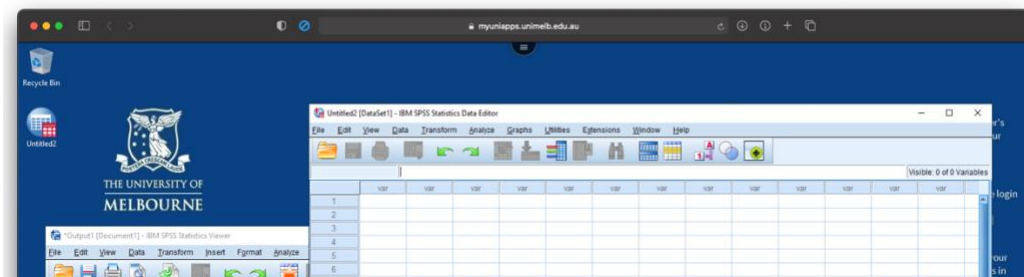
4. The file will download in your browser, and you will be able to store it or use it on your local device.



## Part C – Bringing files in to myUniApps

These steps are similar to Part B, just using the ‘Upload’ function instead of ‘Download’. Please note that you can also use Google Chrome within the myUniApps Student Desktop to access your emails or cloud storage like OneDrive.

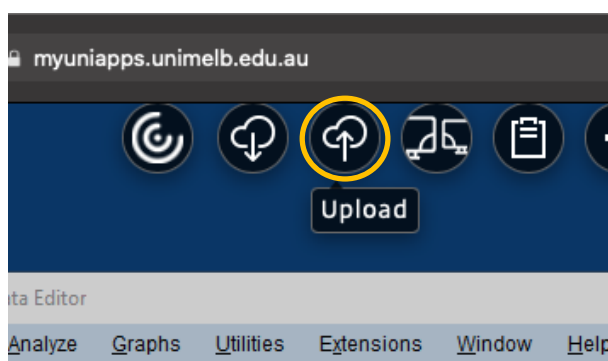
1. Click on the **black menu button**, at the top middle of the browser window.



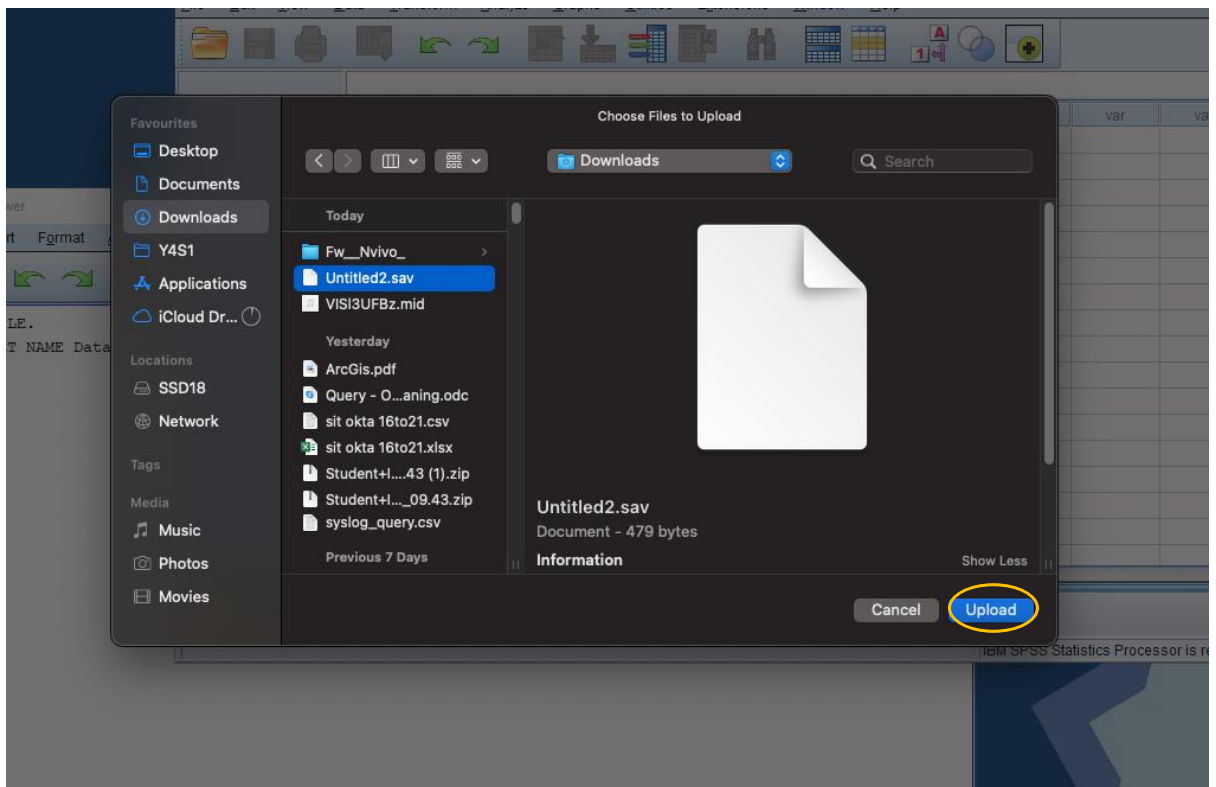
The menu will expand to show the options:



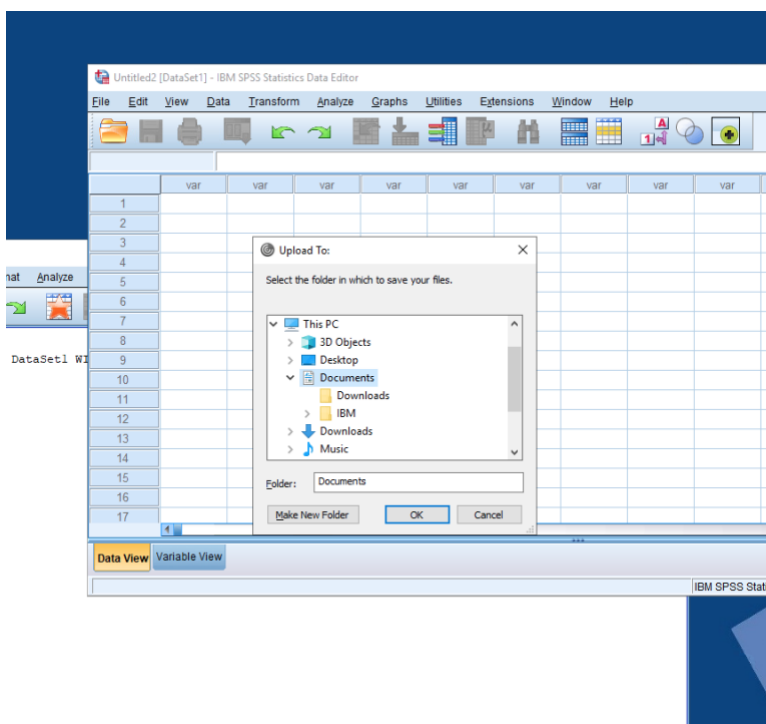
2. Click the **Upload** button



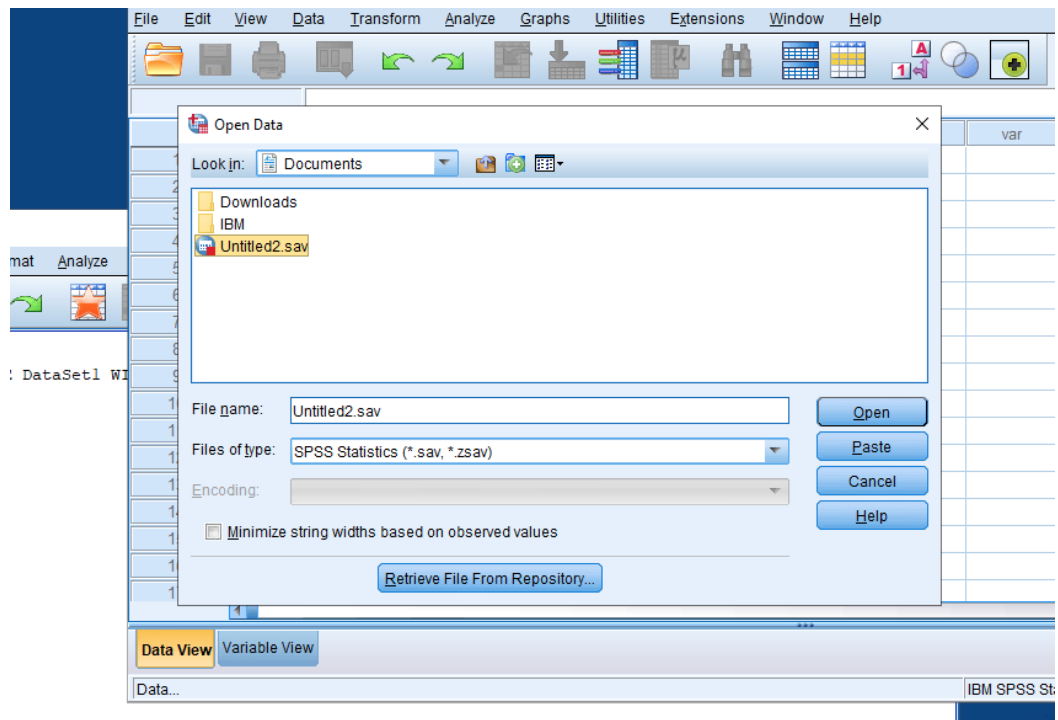
3. A pop-up will show in your browser. Navigate to the file you wish to upload, then click **Upload** to continue.



4. A pop-up will show in the Windows desktop now. Navigate to your destination, then click **OK**.



5. The file will now be usable within the myUniApps Student Desktop.



If you have any questions, or run into any issues using myUniApps, please don't hesitate to reach out to us at Student IT.

[studentit.unimelb.edu.au](http://studentit.unimelb.edu.au)