

Business Statistics

B.Com I St Semester

TABULATION OF DATA



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TABULATION




In the words of prof. Bowley, “Tabulation is the process in between the collection of data in any form and obtaining results from it.”



OBJECTS OF TABULATION



- ❖ **TO FACILITATE PRESENTATION**
 - ❖ **ECONOMY AND CONSISTENCY**
 - ❖ **TO CLASSIFY THE NATURE OF DATA**
 - ❖ **FACILITATES COMPARISON**
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ADVANTAGES OF TABULATION

- ❖ **SIMPLIFICATION**
- ❖ **SAVES TIME AND SPACE**
- ❖ **COMPARATIVE STUDY**
- ❖ **HELPFUL IN ANALYSIS, MEASURING AND PRESENTATION OF DATA**

DISADVANTAGES OF TABULATION



- ❖ **CONTAINS ONLY DATA & NOT DESCRIPTION**
- ❖ **NOT EASY TO UNDERSTAND BY COMMON
MAN**

MAIN PARTS OF TABLE



- 1. TITLE**
- 2. CAPTIONS & STUBS**
- 3. RULING & SPACING**
- 4. ARRANGEMENT OF ITEMS**
- 5. FOOTNOTES**
- 6. SOURCE OF DATA**

KINDS OF TABLE

I. ON THE BASIS OF OBJECTIVES

1. GENERAL PURPOSE TABLE
2. SPECIFIC PURPOSE TABLE

II. ON THE BASIS OF ORIGINALITY

1. ORIGINAL TABLE
2. DERIVATIVE TABLE



III. ON THE BASIS OF CONSTRUCTION

1. **SIMPLE TABLE**
2. **COMPLEX TABLE**
 - a) **Two Way Table**
 - b) **Three Way Table**
 - c) **Manifold Table**

METHODS OF TABULATION

I. BY HAND

II. MECHANICAL

PROCESS OF MECHANICAL TABULATION

- 1. CODIFICATION**
- 2. TRANSCRIPTION OF CODES ON
CARDS**
- 3. VERIFICATION**
- 4. SORTING**
- 5. TABULATION**

ADVANTAGES



- ❖ **SAVES TIME**
- ❖ **HIGH LEVEL OF ACCURACY**
- ❖ **TABULATION WORK IS SYSTEMATIC**
- ❖ **ERRORS OR FAULTS CAN BE DETECTED**



THANK YOU

