

# **E-CONTENT PREPARED BY**

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**NAAC Accredited "A" Grade College  
(*Recognized under Section 2(f) and 12(B) of UGC Act 1956*)**

**E-Content prepared for students of  
B.Sc. Programme in Economics**

**Name of Course: Data Collection and  
Data Processing  
(BSCPECOSE301)**

**Topic of the E-Content**

***Presentation of Data: Tabular presentation of  
data.***

## Learning outcomes:

1. **Know the different data presentation techniques.**
2. **Understand the usefulness of tabular presentation of data over textual presentation of data.**
3. **Understand the important parts of a table.**
4. **Know the importance of table for presenting data.**
5. **Able to construct table to present data.**

## Introduction

The collected data can be presented by the following ways:

1. Textual Presentation of data.
2. Tabular Presentation of data.
3. Graphical Presentation of data.

Statistical data can be presented by writing statements regarding the collected data or can be presented in a tabular form or can be graphically presented.

Tabular presentation of data has some advantages over textual presentation of data. Tables present data more systematically in a comprehensive way. They are easy to remember and help in quick comparison. Errors and omissions are easily detected when data is presented in a tabular form. Tables provide economy of space and time.

## Parts of a Table

1. **Title:** A brief and self explanatory title is placed at the head of the table.  
The title
2. **Stub:** Descriptions of the rows.
3. **Caption:** Description of the columns.
4. **Body:** The entire part of the table except title, stub, caption which contains the numerical facts.
5. **Footnotes:** It is meant to clarify any specific point in a table.

6. **Source Note:** If the table contains secondary data source note is mandatory. It is placed below the table.

**Different parts of a Table are shown below:**

**Table Number.....**

**Title.....**

**(Short Description)**

<b>STUB</b> (Description of Rows)	<b>CAPTION</b> (Headings of columns)		
		<b>BODY</b>	

**Foot Note:**

**Source:**

**References:**

1. Gun, Gupta and Dasgupta: Basic Statistics
2. N.G. Das: Statistical Methods (Volume I)
3. C R Kothari – Research Methodology: Methods and Techniques, New Age International.
4. B C Tandon – Research Methodology in Social Sciences, Chaitanya Publishing House.