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ASTRACT: This paper aims to provide guidelines for using Factor Analyses in social research. Guidelines are provided for eight mandatory methodological areas; (a) Objectives of using Factor Analysis; (b) Types of Factor Analyses; (c) Factor Order (d) Sample Size requirements (e) Factor Extraction (f) Factor Rotation (g) Factor labelling (h) Summated Score.

I. INTRODUCTION

Employing multivariate statistical techniques in social research projects are always considered as a cumbersome task. Experienced researchers have developed heuristics (rules-of-thumb) for using these techniques in research. This paper offers reliable literature for successful and meaningful application of Factor Analysis in social research in an abridged form.

II. LITERATURE REVIEW

Factor analysis is considered as one of the advanced statistical technique frequently used by psychologists and sociologists [1], and pioneered by renowned psychologists Pearson and Spearman [2]. It is defined as an interdependence multivariate statistical technique used to study the underlying structure and relationships of variables [3]. Concept map for Factor Analysis is shown in Figure 1.



Source: Concept map of Factor Analysis [4]

This article provides guidelines on various methodological areas; (a) Objectives of using Factor Analysis; (b) Types of Factor Analyses; (c) Factor Order; (d) Sample Size requirements (e) Factor Extraction (f) Factor Rotation and (g) Factor labelling.

Objectives: Like other statistical techniques, the starting point in Factor Analysis is to review the research objectives [4]. Objectives of using Factor Analysis are summarized in Table 1. Most often social scientists use EFA to summarize

data [7] or examine the structure/ relationships of variables [8]. Occasionally it has been used to validate the constructs and instruments [9]. In contrast CFA is only used to test the data fitting to proposed model [10]. Validity usage of CFA is also common in social sciences.

a) **Types:** Two types of Factor Analyses are summarized in Table 1. Based on the research objectives appropriate category of Factor Analysis needs to be selected.

b) **Factor Order:** Second order factor or higher factors are very common in social sciences and various psychological constructs like intelligence [11], personality [12], advertising [13], and marketing [14] are having higher order factors. A hypothetical structure of Higher Order Factor Analysis is shown in Fig 2 [15].

	Exploratory Factor Analysis (EFA)	Confirmatory Factor Analysis (CFA)
Defined[4]	Used to identify complex interrelationships among	More complex approach that tests the hypothesis
	items and groups that are part of unified concepts.	and helps to build models that fits the data
Objectives	 Summarizes / reduces the number of variables [5] Examines the structure/relationships between variables [5] Assesses the uni-dimensionality of constructs [5] Evaluates the construct validity of a scale/ instrument [5] Helps to develop theoretical constructs [5] Helps to prove/disprove proposed theories [5] Helps to develop parsimonious interpretation [5] Addresses multi-collinearity [4] 	 Tests the data to fit a hypothesized model [6] Evaluates the construct validity of a scale/ instrument [6] Provides convergent & discriminant validity [6]
'A priori'	Can work with and without 'a prori' knowledge	Can only work with ' apriori' knowledge about
knowledge[4]	/assumptions about factors and their relationships.	factors and their relationships. With 'a priori'
_	With 'a priori' knowledge the researcher can solicit	knowledge the hypothesized models are tested
	exact number of factors needed while without "a priori	against actual data, and the analysis would
	knowledge" researchers use the EFA procedures to	demonstrate factors and their relationships in
	diagnose the number of factors and their relationships.	graphical form.
Software	General purpose statistical software such as SPSS,	Specialized software for CFA are used such as
Used[5]	SAS, and Stata.	AMOS; LISREL, and Mplus

Table 1 Summary of	Types of Factor	Analyses and their	· characteristics
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Fig. 1 Hypothetical Structure of Higher Order Factor Analysis

Source: Hypothetical Structure of Higher Order Factor Analysis [7]	or Analysis [7]
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c) **Sample Size Requirements:** Factor analysis is sensitive to sample size [16], and even small variations in sample size may yield different results [17]. Different levels of sample size are ranked below [18]:

Table 2	Sample	size level	and r	ating

Sample Size	Rating
50	Very Poor
100	Poor
200	Fair
300	Good
500	Very Good
1,000	Excellent

Most of guidelines for Factor Analysis advocate for larger sample size; (a) at least 200 respondents must be sampled in

order to attain a stable solution through factor analysis [19] (b) at least 400 or greater to produce undistorted results [20] (c) appropriate sample sizes depend upon the numbers of items available for factor analysis [21] as shown below:

Table 3 . Appropriate sample size for factor analysi	S
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Sample Size	Number of items	
200	10	
250	25	
400	90	
700-1000	500	

Suitability of sample size for factor analysis should be tested by Kaiser-Meyer-Olkin Measure of Sampling Adequacy (KMO) [22]. It recommended when the cases to variable ratio are less than 1:5. The KMO ranges from 0 to 1, with 0.50 considered suitable for factor analysis [23].

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Factor Extraction: It involves meeting three groups d) of criteria. Firstly the Extraction method, secondly factor extraction criteria and thirdly factor loading criteria [24]. Various factor extraction methods are available in different software programs. Normally social scientists work with default methods. Table 4 shows that the default extraction methods. For EFA is the default method is PCA while ML is default method for CFA.

EFA/SPSS - Principal Component Analysis (PCA) [25]	
CFA/AMOS - Maximum Likelihood method (ML) [26]	

Factor extraction criteria [27] are summarized in table 5 which requires multiple criteria to be used.

Table 5 Factor Extraction Criteria

- The eigenvalue of a factor should be ≥ 1 .
- Scree test should reflect the the appropriate number of factors.
- A priori' knowledge about the theoretical constructs and their relationships.

The factor loading criteria [28] are summarized in table 6 which must be considered extracting factors from data. **Table 6 Factor Loading Criteria**

- Each factor must have at least three item loadings ≤ 0.3 ;
- Individual items must have at least one loading ≤ 0.3 ;
- In case of cross loadings the item will be placed only in the factor on which it has higher factor loadings.
- If cross loading is ≥ 0.5 on both factors, the item must be considered for deletion.

Factor Rotation: There are two basic types of e) rotation: (a) Orthogonal and (b) Oblique. Orthogonal means the factors are assumed to be uncorrelated with one another. Oblique rotation derives factor loadings based on the assumption that the factors are correlated, and this is probably most likely the case for most of the social science research projects. It has been observed that social science constructs are often correlated. Results often reveal that most items load on the early factors, and usually, of having many items load substantially on more than one factor. It requires Rotation techniques to make the output more 'Simple Structure': For PCA extraction varimax rotation is the most popular rotation method while for ML extraction method Direct Oblimn rotation method is recommended for social sciences.

f) Factor labelling: In order to assign some meaning to the factor solution, each factor must be labelled according to the nature of the items loading on each factor in line with standard practice. Social scientist are known for their skills for summarizing the items into fewer factors and then name the factors as true representatives of all or majority of items loaded.

Summated Scores: In order to assign some **g**) meaning to the factor solution, each factor must be labelled according to the nature of the items loading on each factor in line with standard practice. Social scientist are known for their skills for summarizing the items into fewer factors and then name the factors as true representatives of all or majority of items loaded.

III. PRACTICAL IMPLICATIONS

In order to make their research argument a bit more valid and reliable social scientists especially research students are

always inclined to use multivariate statistical techniques in their social research projects. This research paper outlines the basics concepts of using Factor Analysis in social research projects. This paper aims towards young and inexperienced researchers so that they can get familiarize with the basic concepts about the Factor Analysis.

IV. RESEARCH LIMITATIONS

Exposure of author is limited to only social sciences therefore scientists from other disciplines may consult experts in their own fields. Secondly this research paper does not provide any mathematical computations for Factor Analysis rather it only outlines the basic points of using Factor Analysis technique in research projects.

V. ORIGINALITY/VALUE

Although there are other studies providing a numerical solution to the problem; this paper answers to the demanding question from less-experienced researchers who would like to have some rule of thumb decide upon. By contributing to the body of knowledge in this area, this research adds significant value.

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