

GPO Access **Training Manual**

Special Insert A

**Insert for Federal depository
libraries on STAT-USA/Internet™
and USA Trade® *Online***



This training manual was produced by the Office of Education and Development of the U.S. Government Printing Office and is accurate as of September 2004. Updates to this manual can be found on the *GPO Access* help page at <www.gpoaccess.gov/help/manual.html>.

STAT-USA/GPO Partnership

In 1994, Congress directed STAT-USA <<http://home.stat-usa.gov>> to recover operational costs by charging users for access to its products and services; however, in a partnership between the U.S. Government Printing Office (GPO) and the U.S. Department of Commerce, free public access to STAT-USA/Internet and USA Trade *Online* is provided at Federal Depository Libraries (FDLs) nationwide. This insert is produced by GPO and STAT-USA to introduce FDLs to the features and functionality of STAT-USA/Internet and USA Trade *Online*.

Policies & Procedures

- Each FDL has been provided two user accounts to STAT-USA/Internet and USA Trade *Online*. A login/logout feature is available to manage workstation access. Libraries that need to register for either service can find the registration form at <www.gpo.gov/gpoaccess/fdlp/coll-dev/statusar.html>. Each library is given one password, which works for both STAT-USA/Internet and USA Trade *Online*.
- Each library must protect the passwords for STAT-USA/Internet and USA Trade *Online*. Passwords should not be disclosed to faculty, students, or patrons. Problems using the password should be directed to GPO Access' online help service at <www.gpoaccess.gov/help/index.html>.
- FDLs may not allow outside organizations to connect to STAT-USA/Internet or USA Trade *Online* using the library's account and password via their personal computer network; public access workstations in the FDL are encouraged. Any violation of these terms will result in the termination of the library's account.
- Users interested in accessing STAT-USA/Internet or USA Trade *Online* information from outside a FDL must subscribe to each service separately. Subscription information is available at:
 - STAT-USA/Internet: <www.stat-usa.gov/subscribe>
 - USA Trade *Online*: <www.usatradeonline.gov/subscribe>
- STAT-USA offers additional services which are not provided for free public access at FDLs. EuroTrade *Online* <www.eurotradeonline.gov> provides access to import/export data for the major European countries, and *Syndicate USA* moves large amounts of data from STAT-USA's extensive content repository directly to the user's computer.
- STAT-USA mails a semi-annual newsletter to inform users of new product features and enhancements. FDLs should receive one copy per library. Libraries not receiving a copy should contact STAT-USA directly to update their contact information. STAT-USA will supply more than one copy upon request. STAT-USA also provides electronic updates regarding notable changes to their online services. These updates, along with electronic copies of the newsletter, are available online at <www.stat-usa.gov/newsletter>.

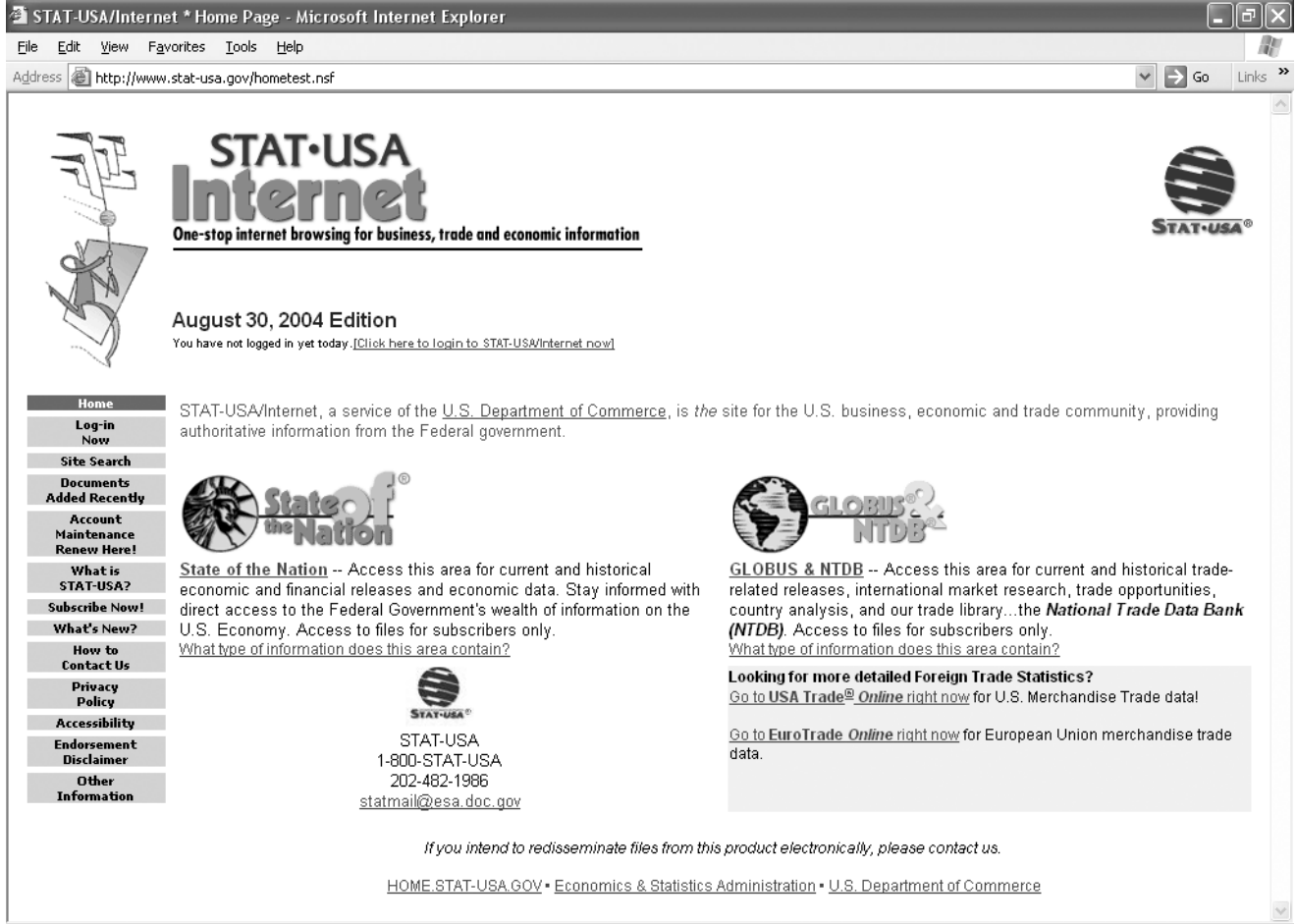


Figure 1: The STAT-USA/Internet home page.



STAT-USA/Internet™

<http://www.stat-usa.gov>

Free public access to STAT-USA/Internet is provided through a partnership between the U.S. Government Printing Office and the Commerce Department.

STAT-USA/Internet (see *Figure 1*) is a single point of access to business, economic, and trade-related information collected from across the Federal government. It is provided by STAT-USA, an agency in the Economics and Statistics Administration of the U.S. Department of Commerce. STAT-USA/Internet consists of the following:

State of the Nation (SOTN): This section tracks the direction of the U.S. economy and provides a repository for statistical releases of economic indicators from a number of federal agencies, including the Bureau of the Census, Bureau of Economic Analysis, Bureau of Labor Statistics, Federal Reserve Board, Department of Treasury, and banks from the Federal Reserve System. Information provided in SOTN includes economic news/releases, economic indicators, and topical areas including employment and economic policy, and restricted releases.

Global Business Opportunities (GLOBUS) & National Trade Data Bank (NTDB): This section provides information on international commerce from federal agencies, such as the Department of Agriculture, State Department, Bureau of the Census, Defense Logistics Agency, and U.S. Trade Representative. Information provided in GLOBUS & NTDB includes trade leads, exchange rates, market and country research, and contact databases.

In response to user feedback, STAT-USA/Internet includes selected information from non-federal sources. These include the National Association of Purchasing Management, University of Michigan, The Conference Board, Cantor/ Fitzgerald, and the United Nations.

STAT-USA welcomes feedback from its users. In addition, STAT-USA scours federal websites for business, economic, and trade-related information; however, it does not claim to be a comprehensive source of this information. Questions, comments, and service inquiries should be directed to STAT-USA's Customer Service Center via phone at 1-800-STAT-USA or 202-482-1986 and via e-mail at <statmail@esa.doc.gov>.

STAT-USA/Internet (continued)

Unique Navigating & Searching Instructions

STAT-USA/Internet provides a host of navigation tools to help you find credible information in short order. STAT-USA/Internet also offers a range of easy-to-use search options to guide your research. In addition to the highlights below, STAT-USA offers detailed searching instructions at <www.stat-usa.gov/help_search>. *Figures 2a-2c* show where the following features are located on the site.

Navigation Tips

- A **toolbar (1)** is available at the top of each page within the various databases on STAT-USA/Internet. The toolbar is green in SOTN and orange in GLOBUS & NTDB. This toolbar provides links to other databases and features.
- **Twisties (2) ▶ ▼**
Twisties are used throughout STAT-USA/Internet to expand or collapse lists.
- **Sorting (3) ▲**
Many databases in STAT-USA/Internet have sorting capabilities. When available, click ▲ to sort in ascending order, and again to reverse.
- **Ellipses (4) (. . .)**
Ellipses are found directly following today's HOT Releases on the SOTN front page. Clicking on an ellipse directs users to related historical releases in the SOTN Library.
- **Location Aids (5) [Loc:]**
Location Aids provide brief descriptions of the various files and databases housed on STAT-USA/Internet. They are found directly following the document date on any search results screen, as well as following document titles in Documents Added Recently, the International Trade Library, and the SOTN Library.

Searching

- STAT-USA/Internet provides two options for **site searching (6)** - **Standard Search** and **Alternative Search**. For most users, Standard Search is all they will ever need. Unlike Standard Search, Alternative Search allows users to restrict searches to documents added in the last x-number of days, as well as to exclude certain words from their searches. Additionally, STAT-USA/Internet provides a **QuickSearch (7)** feature to expedite searches within a given database.
- The gray-shaded boxes in the left-hand column of STAT-USA/Internet's search results list depict **relevancy ranking (8)** - the darker the gray, the more relevant the document. To find the actual relevancy percentage, hover your mouse over the box and a pop-up box with the related number will appear.

STAT-USA/Internet (continued)

Special Notes

- The information contained on STAT-USA/Internet is available in a variety of **file formats (9)**, including - ASCII, PDF, Self-extracting, Spreadsheet (Excel or Lotus 1-2-3), Text, Word, WordPerfect, and ZIP. Some, but not all, files are available in more than one of these formats. Where relevant, click on the “**Filetype:**” prompt for more information.
- The **archiving** of materials on STAT-USA/Internet is done on a subjective basis, primarily by date (generally for a maximum of three years) and popularity. For older materials, please contact the source agency. See page 16 for a listing of source agencies.

(7) QuickSearch Feature

(2) Twisties

(3) Sorting Feature

Browseable files

STAT-USA/Internet * United Nations Trade Leads - Microsoft Internet Explorer

Address: http://www.stat-usa.gov/eto.nsf/FFByDate?OpenView&Start=1&Count=1000&Expand=8#8

United Nations Trade Leads

Views: CURRENT VIEW: Current (within 3 months) Documents All Documents

QuickSearch: Find [] in Current View [] Go Search

# of docs	Title
6	▶ 08/30/2004
5	▶ 08/27/2004
1	▶ 08/26/2004
7	▶ 08/25/2004
21	▶ 08/24/2004
53	▶ 08/23/2004
14	▶ 08/20/2004
3	▼ 08/19/2004
	DEMAND:[CZ] Main boards SPARE PARTS FOR MOBILE PHO [08/19/2004]
	DEMAND:[ER] Looking for molasses [08/19/2004]
	DEMAND:[SN] I want to buy spray of 16litre _plasti [08/19/2004]
3	▶ 08/18/2004
80	▶ 08/17/2004
18	▶ 08/13/2004
27	▶ 08/12/2004
22	▶ 08/11/2004
19	▶ 08/10/2004
58	▶ 08/09/2004

Figure 2a: Various features of STAT-USA/Internet.

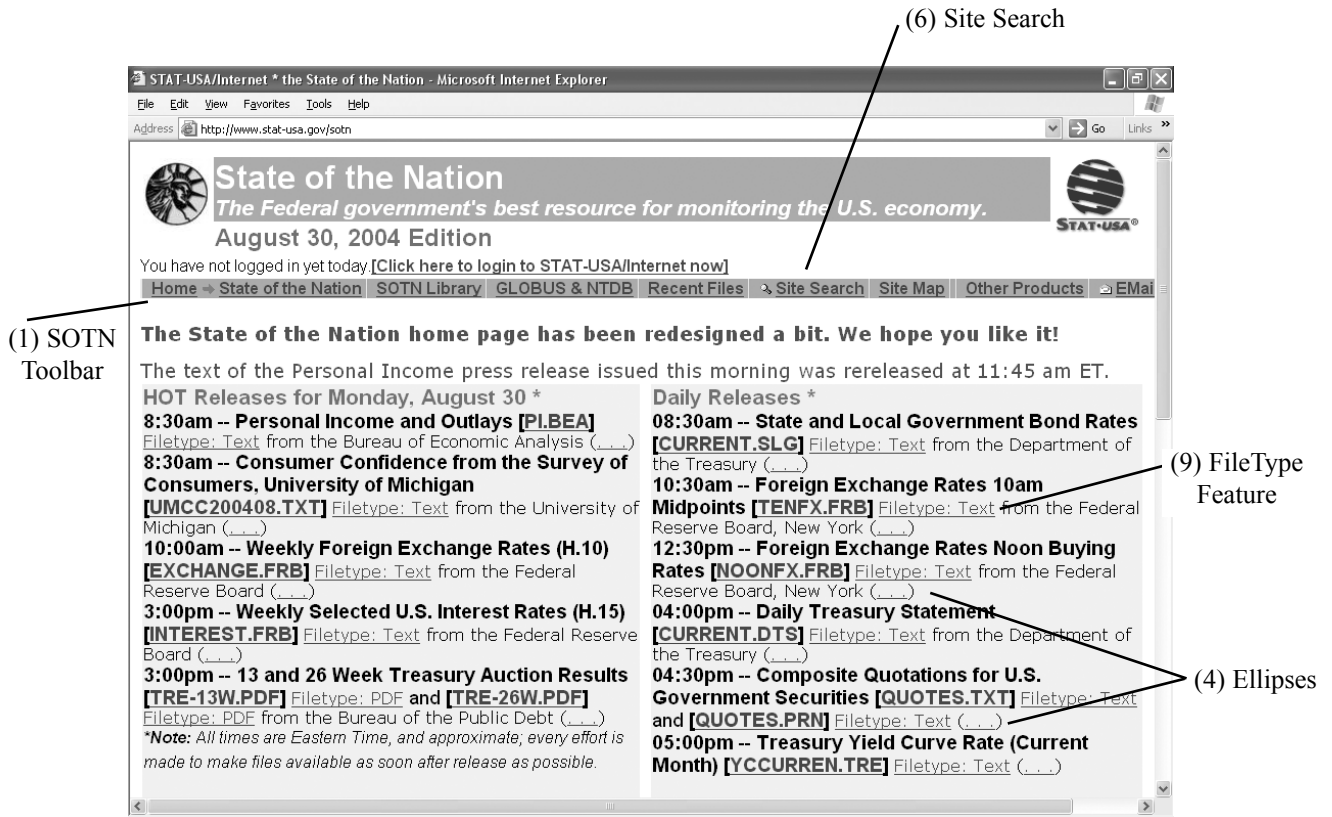


Figure 2b: Various features of STAT-USA/Internet.

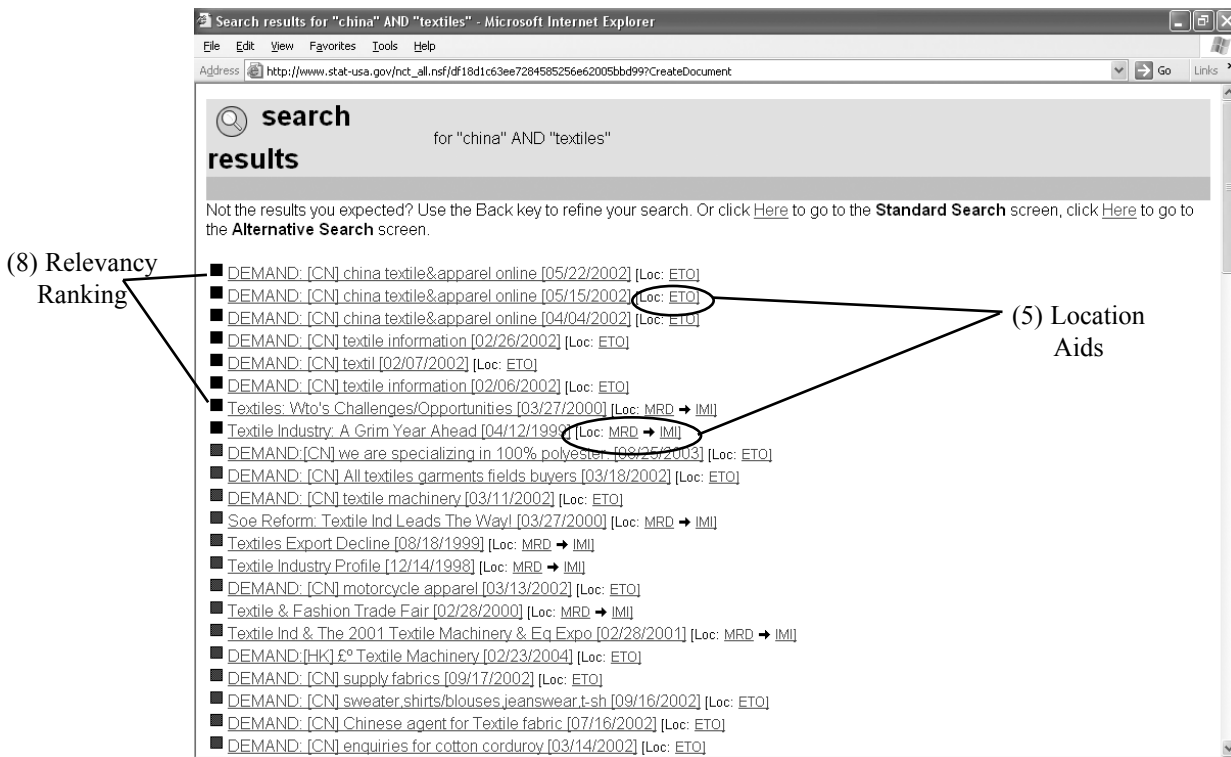


Figure 2c: Various features of STAT-USA/Internet.

State of the Nation

<http://www.stat-usa.gov/sotn>

The *State of the Nation* (SOTN) contains over 3,000 files of current and historic domestic economic and financial information from various federal agencies. The following are descriptions of the databases contained within the SOTN Library:

Summaries and Testimonies - Contains speeches and miscellaneous information from federal officials.

NIPA Information - Contains National Income and Product Account statistics, such as Gross Domestic Product (GDP) and personal income from the Bureau of Economic Analysis.

Economic Indicators - Contains current and historical general economic indicators, such as monthly Retail Sales and Shipments, Inventories and Orders compiled by the Economics and Statistics Administration.

Employment Statistics - Contains current and historical statistics on employment and unemployment, such as the Employment Situation released by the Bureau of Labor Statistics.

Price & Productivity Statistics - Contains price statistics used to track inflation/deflation and the rise of wages, such as the Producer/Consumer Price Index compiled by the Bureau of Labor Statistics.

Industry Statistics - Contains industry related information, such as the Current Industrial Survey reports from the Bureau of the Census or the Federal Reserve Board.

Fiscal & Monetary Policy - Contains releases, such as the Selected U.S. Interest Rates, Treasury Quotations, and Treasury Yield Curve released by the Federal Reserve Board and the Treasury Department.

Government Bond Rates - Contains the State and Local Government Bond Rates, from the Treasury Department.

Daily Treasury Statements - Contains releases from the Treasury Department, such as the Treasury Bulletin and daily and monthly Treasury Statements.

Treasury Auction Results - Specifically contains current and historical Treasury Auction Results.

Regional Economic Statistics - Contains specific releases from the Bureau of Economic Analysis on regional statistics and releases, such as the Gross State Product and Personal Income and Earnings.

State of the Nation (continued)

Survey of Current Business - Contains supporting statistical tables from the Bureau of Economic Analysis' Survey of Current Business.

Miscellaneous Economic Files - Contains miscellaneous documents, such as the Mortgage Lending Activity and Mortgage Index Rates from a variety of federal agencies.

Foreign Trade Data - Contains international trade-related releases and statistics, such as U.S. International Trade in Goods and Services, primarily from the Bureau of the Census.

SOTN Update Schedule

The most popular publications in SOTN concern the press releases of the chief economic indicators. The following chart provides a listing of the headings under America's Top 50 Releases along with the source agency and the frequency of updates. For an explanation of acronyms, see page 16.

General Economic Indicators

Composite Index of Leading, Coincident and Lagging Indicators	The Conference Board	Monthly
Consumer Price Index	BLS	Monthly
Economic Indicators Summary	ESA	Weekly
Gross Domestic Product	BEA	Monthly
Gross State Product	BEA	Annual
Personal Income and Outlays	BEA	Monthly
Producer Price Index	BLS	Monthly
Productivity and Cost	BLS	Monthly
Real Earnings	BEA	Monthly
U.S. Export Sales	USDA	Weekly
U.S. Import and Export Price Indexes	BLS	Monthly
U.S. International Trade in Goods and Services	Census	Monthly

Housing and Construction

Census Construction Review	Census	Monthly
Housing Vacancies	Census	Monthly
New Construction	Census	Monthly
New Residential Construction (Permits, Starts, and Completions)	Census	Monthly
New Residential Sales	Census	Monthly

Employment

Employment Cost Index	BLS	Monthly
The Employment Situation	BLS	Monthly
Metropolitan Area Employment and Unemployment	BLS	Monthly
Regional/State Employment and Unemployment	BLS	Monthly
Unemployment Insurance Weekly Claims Report	Labor	Weekly

SOTN Update Schedule (continued)

Manufacturing and Industry

Advance Retail Sales	Census	Monthly
Retail Sales Revisions	Census	Monthly
Auto and Truck Sales and Production	Census	Monthly
Durable Goods, Shipments and Orders	Census	Monthly
Industrial Production and Capacity Utilization (G.17)	FRB	Monthly
Manufacturing and Trade, Inventories and Sales	Census	Monthly
Quarterly Financial Report - Manufacturing	Census	Monthly
Quarterly Financial Report - Retail	Census	Monthly
Report on Business (Purchasing Manager's Index)	NAPM	Monthly
Report on Business (Non-Manufacturing Sectors)	NAPM	Monthly
Retail E-Commerce Sales	Census	Quarterly
Shipments, Inventories and Orders	Census	Monthly
Wholesale Trade Sales and Inventories	Census	Monthly

Monetary Statistics

Aggregate Reserves (H.3)	FRB	Weekly
Bank Credit (H.8)	FRB	Weekly
Historical Bank Credit	FRB	Weekly
Consumer Credit Report (G.19)	FRB	Monthly
Factors Affecting Reserves (H.4.1)	FRB	Weekly
Money Stock (H.6)	FRB	Weekly
Historical Money Stock Data	FRB	Weekly
Monthly Foreign Exchange Rates	FRB	Monthly
Selected Interest Rates (H.15)	FRB	Weekly
Weekly Foreign Exchange Rates (H.10)	FRB	Weekly

Economic Policy

Summary of Commentary on Current Economic Conditions (Beige Book)	FRB	Quarterly
Federal Open Market Committee Meeting Minutes	FRB	Monthly
Humphrey-Hawkins Testimony by FRB Chairman	FRB	Monthly
Monthly Treasury Statement	Treasury	Monthly

Daily releases found on the SOTN main page include, but are not limited to, State and Local Government Bond Rates, Foreign Exchange Rates, Daily Treasury Statement, Composite Quotations for U.S. Government Securities, and Treasury Yield Curve Rates.

GLOBUS & NTDB

<http://www.stat-usa.gov/ntdb>

Global Business Opportunities (GLOBUS) & National Trade Data Bank (NTDB) provide current and historical trade-related news releases, international market research, trade opportunities, and country analyses. Materials are provided by federal agencies as well as selected non-federal sources. See below for descriptions of popular databases contained within GLOBUS & NTDB:

Today's Global Business Opportunity Leads - This section contains a collection of leads from both official federal and non-federal sources that identify new markets and potential international partners.

- **International Marketing Insight Reports (IMI)** - This source provides short profiles of specific foreign market conditions or opportunities for U.S. companies interested in doing business overseas. Prepared by both private and public sources within a particular country, IMI's provide information on a dynamic aspect of a particular market. For example, they may focus on specific projects, industry profiles, finance and marketing trends, regulation and import changes, trade show opportunities, or government policy updates.
- **United Nations Trade Leads (ETO, Electronic Trading Opportunities)** - This source contains leads for small and medium-sized enterprises originating from over 150 trade points around the world.
- **FedBizOpps Leads** (previously Commerce Business Daily, CBD) - This source lists Federal government procurement opportunities over \$25,000. Commercial vendors seeking federal markets for their products and services can search, monitor, and retrieve opportunities solicited by the entire federal contracting community.
- **Trade Opportunity Program Leads (TOP)** - Gathered by U.S. embassies around the world, these leads include requests for manufactured goods, services, representation, investment, joint-ventures, and licensing from both private companies and foreign governments.
- **Defense Logistics Agency Leads (DLA)** - This source lists contracting opportunities to provide supplies and services to America's military forces worldwide. Commercial vendors may perform comprehensive and detailed searches against Request for Quotation (RFQ) and Award documents.
- **Agricultural Trade Leads (ATL)** - This source contains information on foreign buyers seeking U.S. food, agricultural, and forest products. Individual leads include detailed contact information, product specifics and quantities needed, packaging and label-requirements, the type of quotation required, and a bank of reference.

GLOBUS & NTDB (continued)

<http://www.stat-usa.gov/ntdb>

Current Exchange Rates - This section contains daily, weekly (H.10), monthly (G.5), and annual (G.5A) rates of exchange of major currencies against the U.S. dollar (Note: These files are also found in SOTN).

Market Research Reports (MRD) - This database contains reports covering a wide range of information needed by exporters, including – best-selling markets, market access, top imports, demographic information, trade barriers, market size, market characteristics, competitive analysis, market outlook, economic trends, trade events, government regulations, and in-country trade contracts.

- **Industry Sector Analysis (ISA)** - This source provides in-depth profiles of a specific industry subsector within a country, including analysis of market opportunities, end-users, competitors, market access, distribution channels, market barriers, and financing options. ISAs also list several best sales prospects, trade promotion opportunities, and in-country contacts.
- **Country Commercial Guides (CCG)** - These reports profile the political, economic, and commercial environment of foreign countries. More specifically, CCGs look at the market conditions, economic situations, political environment, best export sectors, trade regulations, investment incentives, finance techniques, upcoming trade events, marketing strategies, services for exporters, and business travel tips characteristic of nearly 150 countries.
- **Global Agriculture Information Network (GAIN) Agworld Attache Reports (AgWorld)** - These reports provide information on agricultural production, trade trends, foreign legislation and regulations, and trade policies affecting U.S. agricultural trade.
- **Multilateral Development Bank (MDB)** - MDB briefs provide details on projects in developing markets that may be of interest to U.S. businesses and consultants.
- **Best Market Reports (BMR)** - These reports include every industry sector cited as a best export prospect in the Country Commercial Guides. Sectors are designated as “Best Prospects” based on near-term growth potential and market receptivity to additional U.S. suppliers. The U.S. Foreign and Commercial Service no longer produces BMRs, our site houses the most current reports available.

Contacts - This section consists of the NTDB Global Trade Directory and the National Export Directory, which enable users to register their company online, search for international partners, research the competition, and locate trade-related officials working in their state.

GLOBUS & NTDB (continued)

International Trade Library (ITL) - Contains over 4,000 documents from a variety of federal agencies that provide new-to-market exporters with a wealth of procurement-, commodity-, industry-, country-, and region-specific information, in addition to general trade overviews and “How To” guides.

GLOBUS & NTDB Update Schedule

The information on GLOBUS & NTDB deals specifically with international commerce. The following chart provides a listing of the headings available from the GLOBUS & NTDB main page along with the source agency and the frequency of updates. For an explanation of acronyms, see page 16.

Today’s Global Business Opportunity Leads

FedBizOpps Leads	GSA	Daily
Defense Logistics Agency Leads	DLA	Daily
Trade Opportunity Program Leads	US&FCS	Daily
International Marketing Insight Reports	US&FCS	Daily
Agricultural Trade Leads	FAS/USDA	Daily
United Nations Trade Leads	UN	Daily

Market and Country Research

Country Background Notes	State	Weekly
Country Commercial Guides	State/US&FCS	Annual
Industry Sector Analysis Reports	US&FCS	As released*
AgWorld Attache (GAIN) Reports	FAS/USDA	Daily
Multilateral Development Bank	US&FCS	As released*

* These applications are updated on a continual basis as they are released from the source agency.



Source Agency Information

The archiving of the materials on STAT-USA/Internet is done on a subjective basis, primarily by date (generally for a maximum of three years) and popularity. For older materials, please contact the source agency, as listed below. For more information regarding archiving policies, please contact STAT-USA's Customer Service Center.

Bureau of Economic Analysis (BEA)	< www.bea.gov >
Bureau of Labor Statistics (BLS)	< www.bls.gov >
Bureau of the Census	< www.census.gov >
The Conference Board	< www.conference-board.org >
Defense Logistics Agency (DLA)	< www.dla.mil >
Economics and Statistics Administration (ESA)	< www.esa.doc.gov >
Federal Reserve Board (FRB)	< www.federalreserve.gov >
Foreign Agriculture Service (FAS/USDA)	< www.fas.usda.gov >
General Services Administration (GSA)	< www.gsa.gov >
National Association of Purchasing Management (NAPM)	< www.napm.org >
U.S. and Foreign Commercial Service (US&FCS)	< www.export.gov >
U.S. Department of Agriculture (USDA)	< www.usda.gov >
U.S. Department of Labor	< www.dol.gov >
U.S. Department of State	< www.state.gov >
U.S. Trade Representative (USTR)	< www.ustr.gov >
U.S. Department of Treasury	< www.ustreas.gov >
World Trade Point Federation, United Nations (UN)	< www.wtpfed.org >

Merchandise Trade is defined as goods, including physical items such as automobiles, steel, food, clothing, appliances, and furniture.

USA Trade[®] Online

USA Trade *Online* (see *Figure 3*) provides access to U.S. merchandise trade data, offering current and cumulative export and import data on more than 18,000 export commodities and 24,000 import commodities worldwide. It does not include statistics on the import/export of services (nor balance of payment adjustments) with foreign countries.

Provided in partnership between STAT-USA and the Foreign Trade Division (FTD) of the Bureau of the Census, the data on USA Trade *Online* are available from 1992 to the present. USA Trade *Online* allows users to find existing and emerging export markets for products, compare specific product exports with related products, determine market share of export markets, and monitor trends in specific products, markets, and countries.

Questions, comments, and service inquiries should be directed to STAT-USA's Customer Service Center via phone at 1-800-STAT-USA or 202-482-1986 and via e-mail at <statmail@esa.doc.gov>. However, questions regarding the data provided (e.g. commodity codes) on USA Trade *Online* should be directed to the Foreign Trade Division of the Bureau of the Census at 301-763-2311.

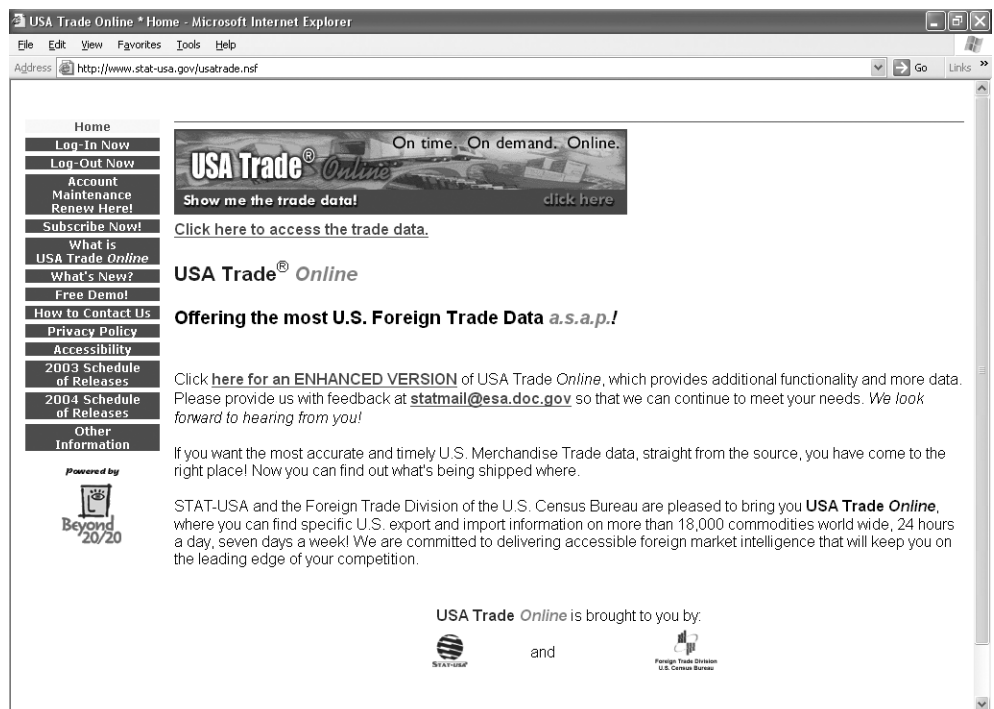


Figure 3: The USA Trade *Online* home page.

<http://www.usatradeonline.gov>

Special Features

- The data on USA Trade *Online* are updated monthly within 30 minutes of when the information is released by the Bureau of the Census. Generally, the data released by Census runs about 40 days behind the reference month. A schedule of data release dates is available from the USA Trade *Online* home page at <www.usatradeonline.gov>.
- Commodities are presented in the Harmonized Tariff Classification System (HS). The United States has been using this system, which is hierarchically arranged from a two to a ten digit level, since 1989. As the digits increase, the level of HS commodity detail increases. The two-, four-, six-, and ten-digit levels are available. Within a report, click on the hyperlinked commodity description to increase the commodity detail. (Note: Value data are provided at all levels, but quantity values are only provided at the ten digit HS commodity level.)
- The HS commodities are available in either import or export data tables by current month, cumulative year, and historical annual tables. These options are available from the Data Source Selection screen (see *Figure 4*). Historical annual tables do not have custom districts detail.
- Exports codes (which the U.S. calls Schedule B) are administered by the Bureau of the Census. Import codes (called the Harmonized Tariff Schedule of the United States of America) are administered by the U.S. International Trade Commission (USITC).



Figure 4: The Data Source Selection screen on USA Trade Online.

<http://www.usatradeonline.gov>

- Questions about commodity codes should be directed to the Foreign Trade Division of the Bureau of the Census at 301-763-2311. Online help is available at www.census.gov/foreign-trade/reference/codes/index.html, including information on converting NAICS (North American Industrial Classification System) and SIC (Standard Industrial Classification) codes to HS codes.

Unique Navigating & Searching Instructions

- Commodity codes may be entered in the search box or selected from the expandable tree listing (see *Figure 5*). For overall worldwide rankings of all commodities, do not enter a commodity code, rather select HS Commodities 2 digits only (or other summary levels) from the HS selection box and hit Go.

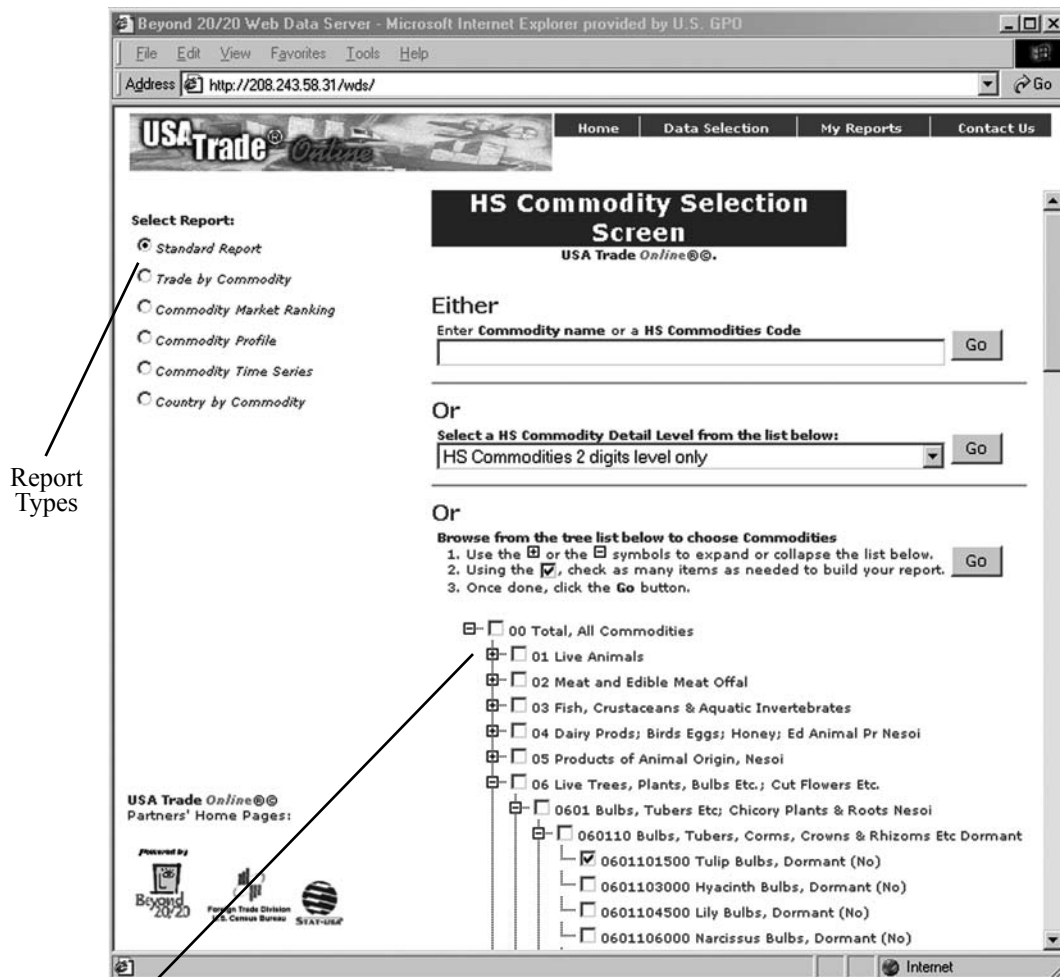


Figure 5: The HS Commodity Selection Screen on USA Trade Online.

Expandable Tree of HS Codes

<http://www.usatradeonline.gov>

- The search engine on USA Trade *Online* uses natural-query language. Therefore, quotes around phrases and Boolean operators should not be used.
- Six types of reports can be generated for both import and export data: Standard Report, Trade by Commodity, Commodity Market Ranking, Commodity Profile, Commodity Time Series, and Country by Commodity. A description of each type of report is available on page 21. *Figure 5* shows where to select a report type.
- Once a report is generated, the data can be resorted. For example, in a standard report, use the three pull-down options located above the chart to regenerate the data by commodity, country, or port. The data can then be resorted by value (highest to lowest).
- Query inputs can be saved for future reference for the Standard Report only. These “reports” are saved for a given account under the “My Reports” tab found on the top navigation bar. These are designed to be re-executed when new data is released, for example at the monthly update. They generate the same report as the initial one (prior to saving), but with the new data.
- Saved query “reports” cannot be grouped by user or type. A running list of reports for all users from the same username/password appears under the “My Reports” tab.
- Information from the various report types can also be downloaded into a variety of formats to a user’s storage media. Reports can be downloaded in Beyond 20/20 (.ivt), Microsoft Excel (.xls), and Delimited Text (.csv) formats.

Exports - June 2004 and May 2004 Monthly Data
Author: US Bureau of the Census: Foreign Trade Division
© USA Trade Online.

Download this report to one of these specific formats:
 ▶ Beyond 20/20 (*.ivt)
 ▶ Excel Spreadsheet (*.xls)
 ▶ Delimited Text (*.csv)

Save this report to "My Reports" for future access.
 ▶ Save It!

Customs Port Area: [Total, All Districts]
 Partner Country: [World Total]
 Change Report Rows to: [HS Commodity]
 Sort Data

Results 1 to 1 of 1

HS Commodity	June 2004		May 2004	
	Value (Dollars)	Quantity	Value (Dollars)	Quantity
1005904049 Popcorn, Unpopped, Except Seed, Nesoi (Kg)	1,511,804	3,283,851	1,691,472	3,222,979

4 Cells processed in 16 mS

USA Trade Online®
Partners' Home Pages:

Figure 6: A standard report on USA Trade Online.

<http://www.usatradeonline.gov>

As previously mentioned, data for any commodity (import or export) can be generated into six types of reports. The following is a description of each type of report.

- **Standard Report** - View the value and quantity for a commodity for the two most current months. The results can be sorted by value (highest to lowest) and regenerated by commodity, country, or customs port area using the three pull-down options located above the data chart.
- **Trade by Commodity** - Used to track the trade volume of any of the over 18,000 commodities traded worldwide over time in a specific market. Contains comparison data for four years and the most two current months.
- **Commodity Market Ranking** - Most popular type of report. Used to determine the top markets for a commodity. Contains country comparison data for four years and the two most current months.
- **Commodity Profile** - View the value and quantity over time of a particular commodity by country. The results can be sorted by value, quantity, and unit price for the most current month, cumulative data for the current calendar year, and cumulative data for the previous year's corresponding timeframe.
- **Commodity Time Series** - Provides an annual history for a commodity by country. The results can be sorted by value, quantity, or unit price.
- **Country by Commodity** - Used to analyze value changes over time of a specific commodity and country. The results can be sorted by value and quantity for the most current month, cumulative data for the current calendar year, and cumulative data for the previous year's corresponding timeframe.

Exercises

Below are some practice exercises to assist you in learning how to access the materials found on STAT-USA/Internet and USA Trade *Online*. Due to the nature of the data provided by these services, the results for these examples constantly change, but are provided as a guide to direct users to the appropriate applications within STAT-USA.

- 1. Locate the most recent release of the Consumer Price Index.**
- 2. Use the State of the Nation Library to find statements by Federal Reserve Bank Chairman Alan Greenspan.**
- 3. Find the current State and Local Government bond rate and a chronological list of historical State and Local Government Bond Rates.**
- 4. Identify the principal growth sectors for Costa Rica.**
- 5. According to the Federal Reserve, what is the noontime buying rate for the Thai Bhat?**
- 6. You are a small company attempting to break into the video game equipment and software market. Which areas of the world display signs of growing demand for video games? Where can you find trade leads for your company?**
- 7. You are an exporter of grand pianos. While filling out the Standard Export Declaration form, you need the 10-digit HS code for your export. Locate the 10-digit code for grand pianos using USA Trade *Online* and then answer the following:**
 - a. What were the total U.S. exports of grand pianos in 2003?
 - b. What were the two custom districts from which grand pianos were exported in 2003?
 - c. What were the top two markets for grand pianos in 2003?
 - d. How has the U.S. market for exporting grand pianos changed over the past four years? More specifically, has the size of the market changed? What can you say about average price?
- 8. What five countries are the top exporters to the U.S.?**
- 9. What are the top five export and import areas between the U.S. and Mexico?**

Answers

Please keep in mind that the answers provided in this book are recommendations and not necessarily the only way to locate this information on STAT-USA/Internet and USA Trade *Online*.

1. Locate the most recent release of the Consumer Price Index.

Consumer Price Index is initially released under Today's HOT Releases on the main SOTN page <www.stat-usa.gov/sotn>. To find related historical files, use the ellipse feature (. . .) or search the SOTN Library.*

2. Use the State of the Nation Library to find statements by Federal Reserve Bank Chairman Alan Greenspan.

Users familiar with the organization of STAT-USA/Internet already know the **Summaries and Testimonies** section of SOTN Library houses speeches and testimonies of federal officials. In order to find Greenspan's statements, these users need only navigate to the "Summaries and Testimonies" section and perform the appropriate search.

Users unfamiliar with STAT-USA/Internet can use the QuickSearch feature in the SOTN Library to discover the location of this information. To start, access the SOTN Library by clicking on **SOTN Library** from the toolbar at the top of the State of the Nation main page <www.stat-usa.gov/sotn>. To search the entire database, make sure the default **All Reports By Location** is selected under **Browse Location**. In the QuickSearch box, enter **greenspan and "federal reserve bank"**. In addition to the hyperlinks on the search results screen to Greenspan's speeches and statements, STAT-USA/Internet's **Location Aids**, in this case displayed as **[Loc: Summary]**, inform users where these documents are located on the site. The same logic can be applied using Site Search <www.stat-usa.gov/search>. Small, black arrows are used in Site Search to indicate when a file is located within the SOTN Library, Market Research Reports, or the International Trade Library.*

3. Find the current State and Local Government bond rate and a chronological list of historical State and Local Government Bond Rates.

State and Local Government Bond rates are initially released under the Daily Releases on the main SOTN page <www.stat-usa.gov/sotn>. Additionally, a chronological list of historical State and Local Government Bond Rates is located in the State of the Nation Library. To access the historical information, click on **SOTN Library** from the top navigation bar on SOTN's main page

* See pages 6-8 for more information on navigating and searching STAT-USA/Internet.

Answers (continued)

and either navigate to the appropriate topical area under **Browse Location** or use the **twistie** next to **Government Bond Rate**.*

4. Identify the principal growth sectors for Costa Rica.

The Country Commercial Guides (CCG) provide comprehensive profiles of various economic, political, and social aspects of a selected country. From the GLOBUS & NTDB main page <www.stat-usa.gov/ntdb>, choose **Country Commercial Guides** under **Market and Country Research** (this section is commonly referred to as the Market Research Reports database). Use the **twisties** to expand the listing for Costa Rica and choose **II. Economic Trends And Outlook (Costa Rica)**. According to Section B of the FY2004 report, industries such as tourism, electronics assembly, health care products, and corporate business service centers are principal growth sectors for Costa Rica. Moreover, it states that businesses are attracted to Costa Rica's central location, tax and duty free export zone, pleasant living conditions, and their skilled and educated workforce. You could also find this information using Site Search <www.stat-usa.gov/search>.

5. According to the Federal Reserve, what is the noontime buying rate for the Thai Bhat?

Foreign exchange rates are issued twice daily (at 10 a.m. and noon) by the Federal Reserve. From the GLOBUS & NTDB main page <www.stat-usa.gov/ntdb>, click on 12:30pm - **Foreign Exchange Rates (Noon Buying Rates)**. Scroll down to Thailand. On July 29, 2004, the buying rate for the Bhat was 41.4800.

6. You are a small company attempting to break into the video game equipment and software market. Which areas of the world display signs of growing demand for video games? Where can you find trade leads for your company?

There are a variety of reports on STAT-USA/Internet that offer valuable information for exporters - CCGs, ISAs, IMIs, and AgWorld Reports just to name a few.** **Site Search (www.stat-usa.gov/search)** not only allows users to find research reports related to video game equipment and software, it also gives them a better idea of the types of reports to watch for. Using the default **Standard Search** option, enter "**video games**" in the search box and use the drop-down box to select **Research** under **Pick a database category:**. For a more refined search enter "**video game equipment and software**". A quick

* See pages 6-8 for more information on navigating and searching STAT-USA/Internet.

** See pages 13-15 for brief descriptions of these programs.

Answers (continued)

survey of the results shows that both Spain and Mexico represent growing markets for video game products.

STAT-USA/Internet provides qualified trade leads from several sources, more specifically - AgLeads from the Department of Agriculture, briefs from the Multilateral Development Bank, TOPs from the Commerce Department, and ETOs from the United Nations.** To find trade leads related to video games, users can follow the same logic used above with **Site Search**. In this case, however, users must be sure to highlight **Leads** under **Pick a datase category:**, instead of the Research option used above.

7. **You are an exporter of grand pianos. While filling out the Standard Export Declaration form, you need the 10-digit HS code for your export. Locate the 10-digit code for grand pianos using USA Trade *Online* and then answer the following:**

From the **Data Source Selection** screen (displayed on page 18), select an export dataset. From the browseable list of commodities, expand the listing for *92 Musical Instruments; Parts and Accessories Thereof* by clicking on the plus sign. Next, expand the listing for *9201 Pianos, Harpsichords & Other Keyboard String Instr* and then *920120 Grand Pianos* and you will see *9201200000 Grand Pianos (No)*. The 10-digit code for grand pianos is 9201200000.

- a. **What were the total U.S. exports of grand pianos in 2003?** To locate the total U.S. exports of grand pianos, use the Standard Report (default). Select either the checkbox for *9201200000 Grand Pianos (No)* or use the search terms box to enter either the HS Commodity Code **9201200000** or the keywords **grand pianos** and hit Go. In 2003, the total value of U.S. exports of grand pianos was \$9,006,799.
- b. **What were the two customs districts from which grand pianos were exported in 2003?** To find the customs port areas which tend to ship the most grand pianos, resort the data by **Customs Port Area** using the **Change Report Rows to** pull-down list. To sort highest to lowest, check the **Sort Data** box. In 2003, the top two export port areas for grand pianos were Seattle, Washington and Detroit, Michigan.
- c. **What were the top two markets for grand pianos in 2003?** To locate the top two markets for grand pianos, resort the list by **Partner Country**, again using the **Change Report Rows to** pull-down list. If you already sorted the data as explained above, your results will remain in descending order. In 2003, the top two markets for grand pianos were Canada and Japan.

** See pages 13-15 for brief descriptions of these programs.

Answers (continued)

d. **How has the U.S. market for exporting grand pianos changed over the past four years? More specifically, has the size of the market changed? What can you say about average price?** To analyze export changes over the past four years, return to the Data Source Selection Screen and choose **Exports - Annual Data for 2003, 2002, 2001, and 2000**. Next, from the HS Commodity Selection Screen change the type of report to the **Commodity Market Ranking** report. Re-perform the query for grand piano by clicking Go on the browseable list of commodities. Between 2000 and 2003, grand piano exports fell 23.65%. We can refer back to the **Standard Report** for more information. Here, we see value and quantity levels over the 4-year period. Since we are looking at the 10-digit HS level, we can also divide value by quantity for price estimates. We see that average price fell slightly from \$6,459.90 in 2002 to \$6,338.35 in 2003.

8. What five countries are the top exporters to the U.S.?

From the Data Source Selection screen, choose an import dataset. Next, select **00 Total, All Commodities** and hit Go. Finally, sort by **Partner Country** using the **Change Report Rows to** pull-down list. To sort highest to lowest, check the **Sort Data** box. Interestingly, in 2003 we imported more goods from Canada, China, Mexico, Japan, and Germany (respectively) than from anywhere else in the world.

9. What are the top five export and import areas between the U.S. and Mexico?

From the Data Source Selection screen, choose a set of export or import data. Next, from the **Select a HS Commodity Detail Level** pull-down list, choose the **2 digit commodity level** and hit Go. Finally, sort by partner country by choosing **Mexico** from the **Partner Country** pull-down list. Check the **Sort Data** box to sort highest to lowest,

In 2003, the top five U.S. exports to Mexico were:

Electric Machinery Etc; Sound Equip; TV Equip; Pts,
Nuclear Reactors, Boilers, Machinery Etc.; Parts
Vehicles, Except Railway or Tramway, and Parts Etc
Plastics and Articles Thereof
Optic, Photo Etc. Medic or Surgical Instrments Etc

In 2003, the top five U.S. imports from Mexico were:

Electric Machinery Etc; Sound Equip; TV Equip; Pts,
Vehicles, Except Railway or Tramway, and Parts Etc
Nuclear Reactors, Boilers, Machinery Etc.; Parts
Mineral Fuel, Oil Etc.; Bitumin Subst; Mineral Wax
Optic, Photo Etc. Medic or Surgical Instrments Etc