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ASEAN integration information platform – AIIP.

A Manual for Users and DB Administrators

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Contents

A Manual for Users and DB Administrators 1
The manual for Users and Data Administrators: Why and for whom? 2
How to use AIIP, first steps 2
Initial Screen and Selections 3
The results of the query 7
Using the query results 8
Tables as query results 9
Graphs as query results 10
Map display of the query results 10
Feed, Change, Delete Data in the Database; Administration of Content of AIIP 11
Create a template 11
Add Indicators 12
Merge a template 13
Map a sector structure to an existing one 14
Metadata for Indicators 14
Preparing Data for AIIP with EXCEL 15
Data Entry to AIIP with the help of EXCEL 16
Customizing and change the aspect of AIIP 18
Customizing and change of AIIP with ACCESS tools 19
References 21

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The manual for Users and Data Administrators: Why and for whom?

The AIIP is based on UN-Software DevInfo 6.0 (www.defvinfo.org). The manual is an ad-on to the two DevInfo manuals: The User Guide (di_60_users_guide_[en]_r2.pdf) and the Data Base Administration Guide (da_60_database_administration_guide_[en]_r2.pdf). The standard DevInfo documentation can be downloaded from http://www.devinfo.org/di_documentation.html. The manual will summarize the particular characteristics of the ASEAN integration information platform – AIIP. It is a brief summary of the regular steps to use the system, which are not much different from the use of the standard DevInfo and the approach to update the system with new data series, modify the structure of the data series stored and manipulate the database. Here the approach is a bit beyond the standard use of DevInfo, partially due to the fact that the Data Base Administration Software is limited in some aspects. Another reason is that the AIIP is a new system with some characteristics beyond the scope of a standard DevInfo. Another chapter is on recommendations for further use. At present the AIIP is a prototype nad has been set up during a short mission. Its further use will depend on the maintenance of the system (probably by ASEAN Stats) and the demand for the system (probably by ASEAN staff and departments). To support the maintenance aspect is the purpose of this manual. A corresponding report for stakeholders and future users of the system has been circulated in a first version.

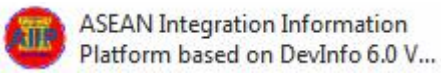
How to use AIIP, first steps

The AIIP is a system of numerical data series, structured by subject groups (called sectors). These sectors limit the number of data series attributed to a subject group. Users familiar with the World Development Indicators of the World Bank Group (http://databank.worldbank.org/ddp/home.do) , now and since few year a free data source will know and understand the system easily.

The AIIP system has been adapted In parts from the standard DevInfo software. This is encouraged by the owners of the software (This database software has been developed with the cooperation of the UN system. The product has been adapted from UNICEF ChildInfo technology). The standard package can be downloaded fee of charge as indicated above.. This chapter is how to use the adapted prototype:

The first step is to click on the AIIP icon

1. Call AIIP by Icon



This icon is available after installation from CD and to be replaced by clicking on the standard DevInfo icon. Then choose replace icon from the properties menu and select the above icon from the installation CD. The icon has been created by the consultant, any other icon could be developed by a standard graphics package (“Adobe Photoshop” , “Paint Shop Pro” to name just two). Another chapter of this manual will explain briefly the customization of the DevInfo to meet the required form of AIIP or any other system if the users and administrators of ASEAN will require to change the name of appearance.

The heart of the system is one ore are several Microsoft ACCESS database files. The relationship to Microsoft Office packages is very apparent, however no license for any of the Microsoft packages is required nor is the use of EXCEL mandatory. The open source packages of OpenOffice can be used to work on the result files generated by the AIIO queries. For simplicity the use of EXCEL is documented in this manual without recommending the software.

The first screen to appear is as follows. Some graphics indicate the adaptation from DevInfo to AIIO, but the main bulk of the user interface is just standard DevInfo. So for any further information the DevInfo User Guide (see above) should be consulted.

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Initial Screen and Selections

The essential user interface: 1.Choose series 2.Choose Area 3.Choose time (usually years) 4.Choose source.

Then click on 5. Data (to show the result of your query)

Click button for help on “Single Window”. This feature is only a template in this prototype; it leads to the sub page **ASEAN Economic Community** of asean.org. An appropriate webpage could / should be addressed if made available by ASEAN Secretariat

All other features are standard as for DevInfo 6.0 but more adaptation ís easily possible. Please refer to the user guides (download from http://www.devinfo.org/di_documentation.html) for more information on how to use and how to personalize AIIP.

The second step is to select series (also called indicators). These are the named numerical time series

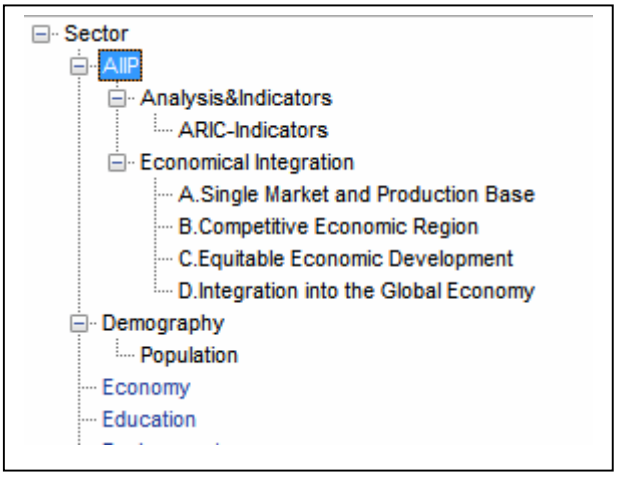
2. Call Series (e.g. FDI, Trade, Tourism), Areas (ASEAN, ASEAN-6, CMLV, BIMP-EAGA), Time (years)

The standard approach to choose series is by clicking on button 1. and then choose from the available sector selection. The data series, called indicators are associated to sectors or sub sector. The selection of sectors helps you to narrow the scope of series to choose from.

The sub sector Global Indicators has only one indicator associated: **Trade Openness (Total Trade as % of GDP).** You select the indicator by dragging it to the rightmost window, the centre window shows

all associated items, the left window shows the sector structure which opens and collapses browser like.

The sectors are structured in a browser like form: A new sector node has been created called AIIP with two sub sectors



1. Analysis&Indicators
2. Economical Integration

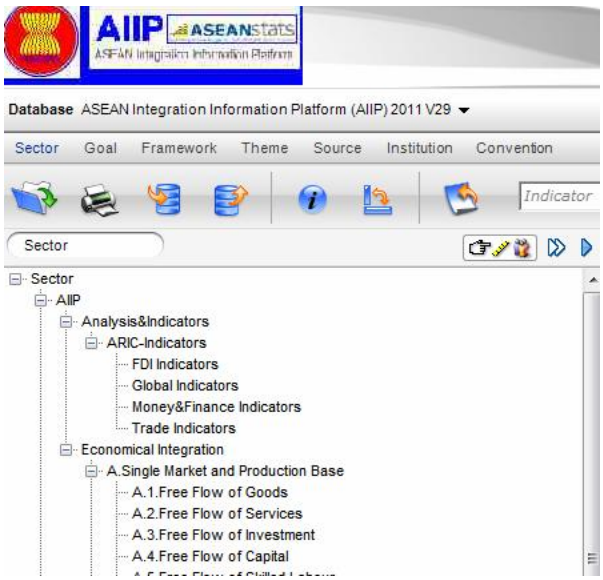
The second group of the AIIP prototype will basically use the ASEAN Economic Community Blueprint key characteristics [4] and[5] stored in the **Economical Integration Sector:**

- Single Market and Production Base
- Competitive Economic Region
- Equitable Economic Development
- Integration into the Global Economy

to be statistically described by data series stored, maintained and updated regularly by ASEAN Stats. This sector divides further in various sub sectors in accordance with the Blueprint.

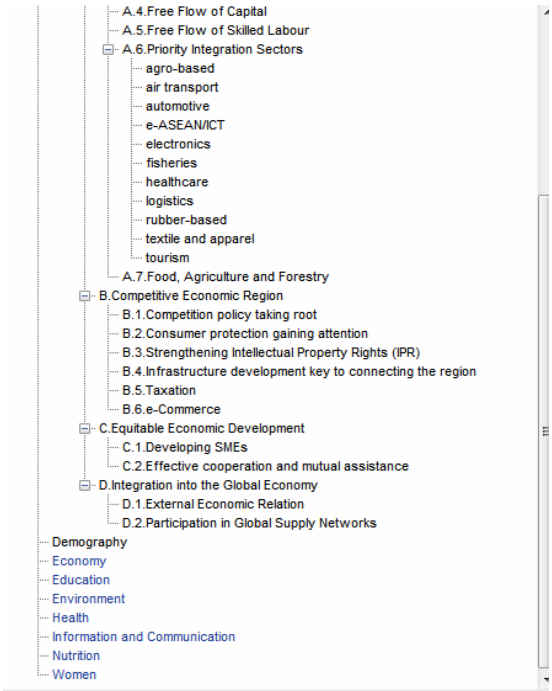
Other sectors like Demography, Economy belong to the existing Millennium Development Goal Statistics and have been maintained but could be removed easily

The Information to describe these key characteristics is the currently available data series (time series) at ASEAN stats as published in the ASEAN Statistical Yearbook.



Screen1- 1

Part1.Structure of Information System (Sector Tree), of the Analysis&Indicators Sector



Screen1-2

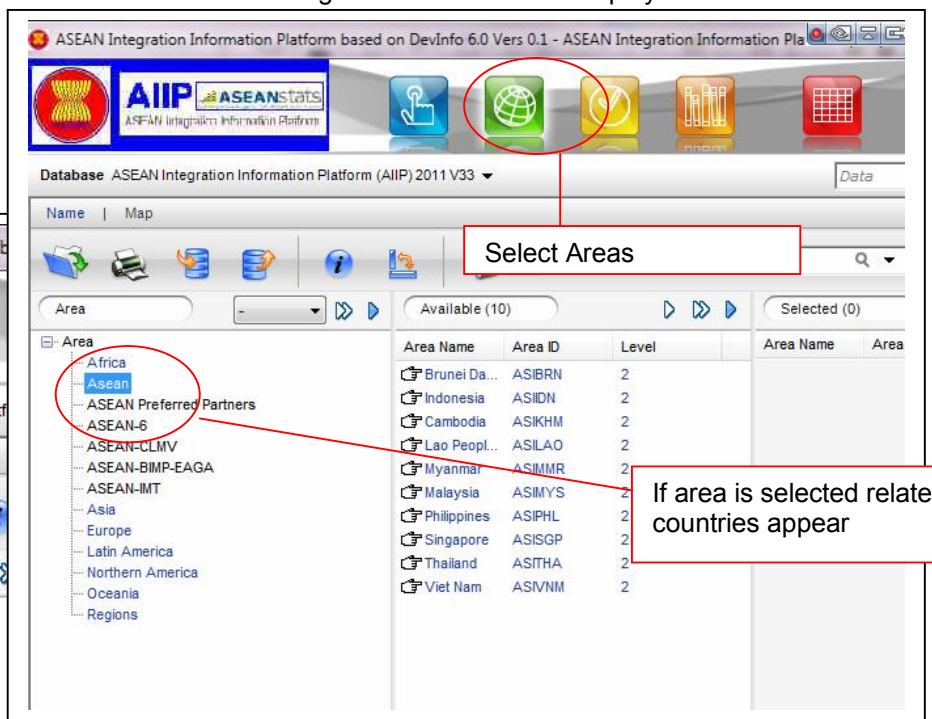
Part2. Rest of Structure of the Sector Economical Integration. MDG Data Structure, remains from Devinfo (blue)

So far data series available at ASEAN Stats have been attributed to these sectors. These data series are macro economic series like GDP or population statistics, Trade statistics, FDI statistics and Tourism statistics. Some other data series have been added from external data sources like World Bank, IMF and others. This will be documented in more detail in other documents.

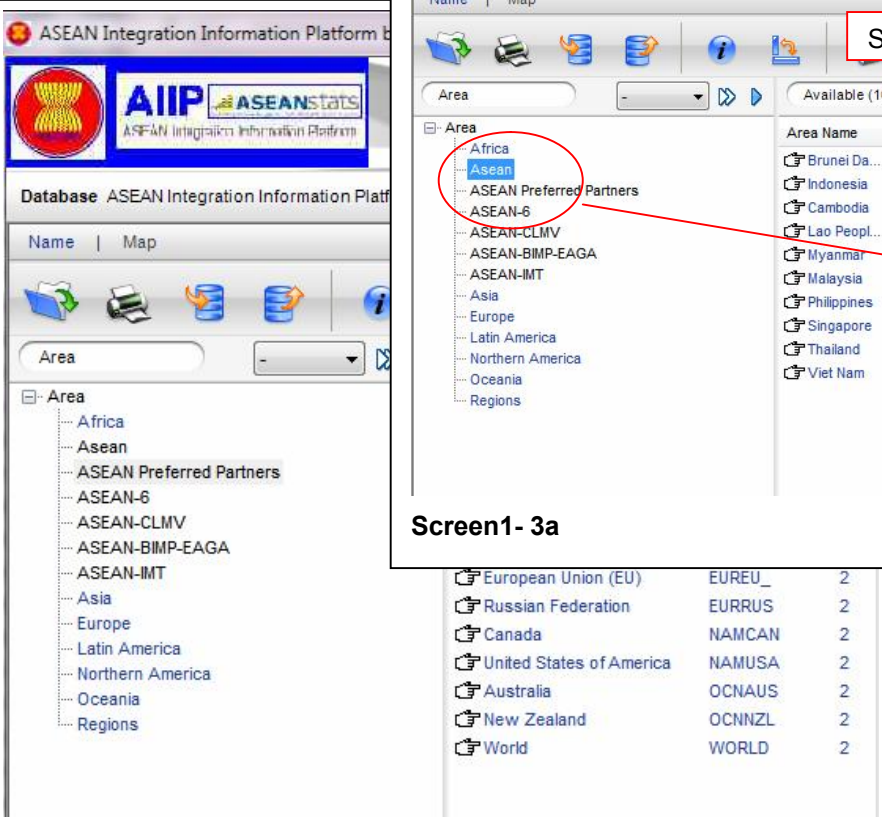
The first sub group or sector is denominated Analysis**&Indicators.** This includes and is proposed to include in the future statistical data usually from external sources like ADB or ERIA or ASEAN/AusAID. So far - ***ARIC-Indicators*** of Regional Integration has been added as a sub sector.

After having selected the indicators, the area(s) for which the data series show information should be selected: As before some areas have been maintained from the standard DevInfo version, the continents and as their sub areas the corresponding countries.

Some new areas have been added as seen below. Clicking on one of the areas displays the attributed countries. Note that for selection the country names have to be dragged to the right most of the windows. This area selection could also be adapted to contain sub areas of countries like provinces, districts or even more decentralized areas. AIIP contains only countries for the time being.

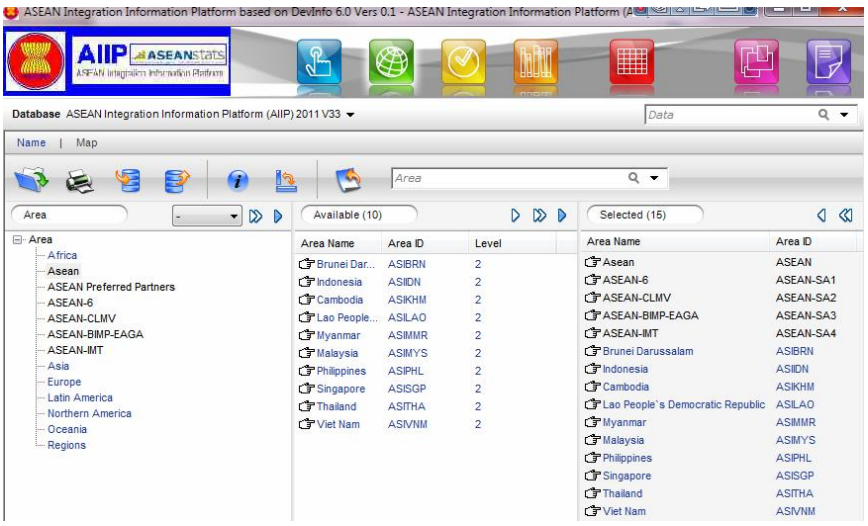


Screen1- 3a



Screen1- 3

The countries appear with their standard name and their AREA ID, which is sort of a database name for them.. Select Area (non-blue) by double-click in the left most window. Select countries by dragging or clicking of the arrow symbols above the countries / areas. Like in the picture below, five areas (Asean, ASEAN-6, CLMV, BIMP and IMT) have been selected. This will show the aggregated data for these areas – if available and the tem member countries. This will show the data of the selected indicators for the selected countries



Screen1-4

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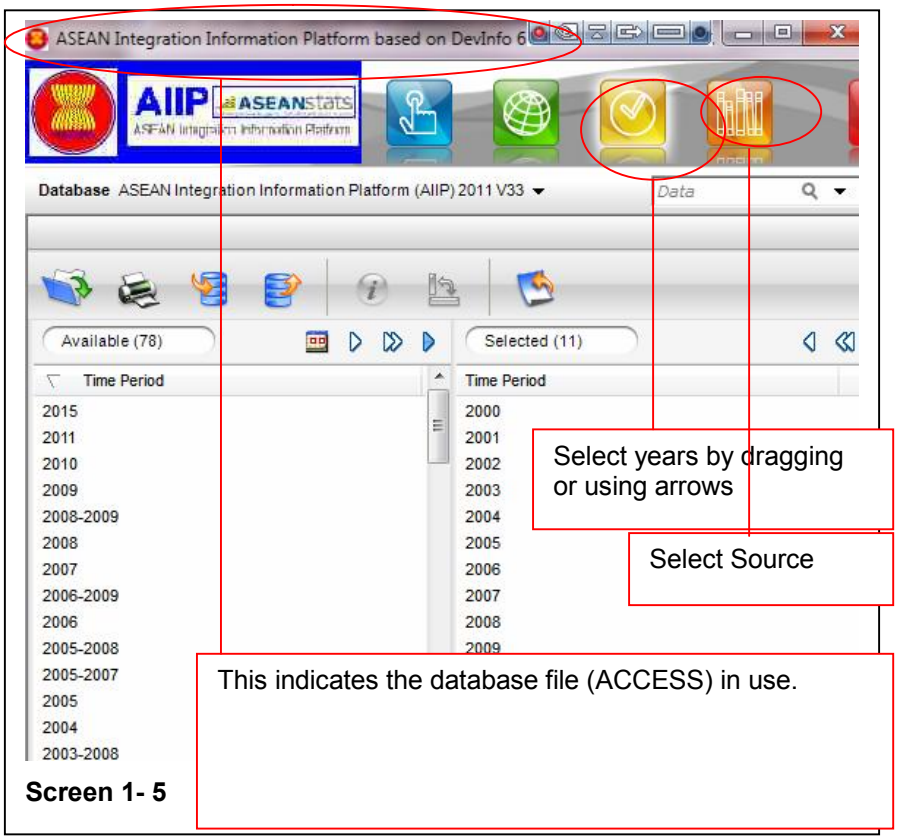


Screen 1- 5

The next step is to select time (years). Other selections to be can be the database (see picture) . Another selection should e the source of information. Query results will displayed with their sources (where do these data come from).

Other previous slections could have been Goals, framework,, Theme, Source, Institution and Convention from Screen 1-2.

These selections are other ways the reduce the number of indicators presented. For further information please colsult the standard documentation of DevInfo.

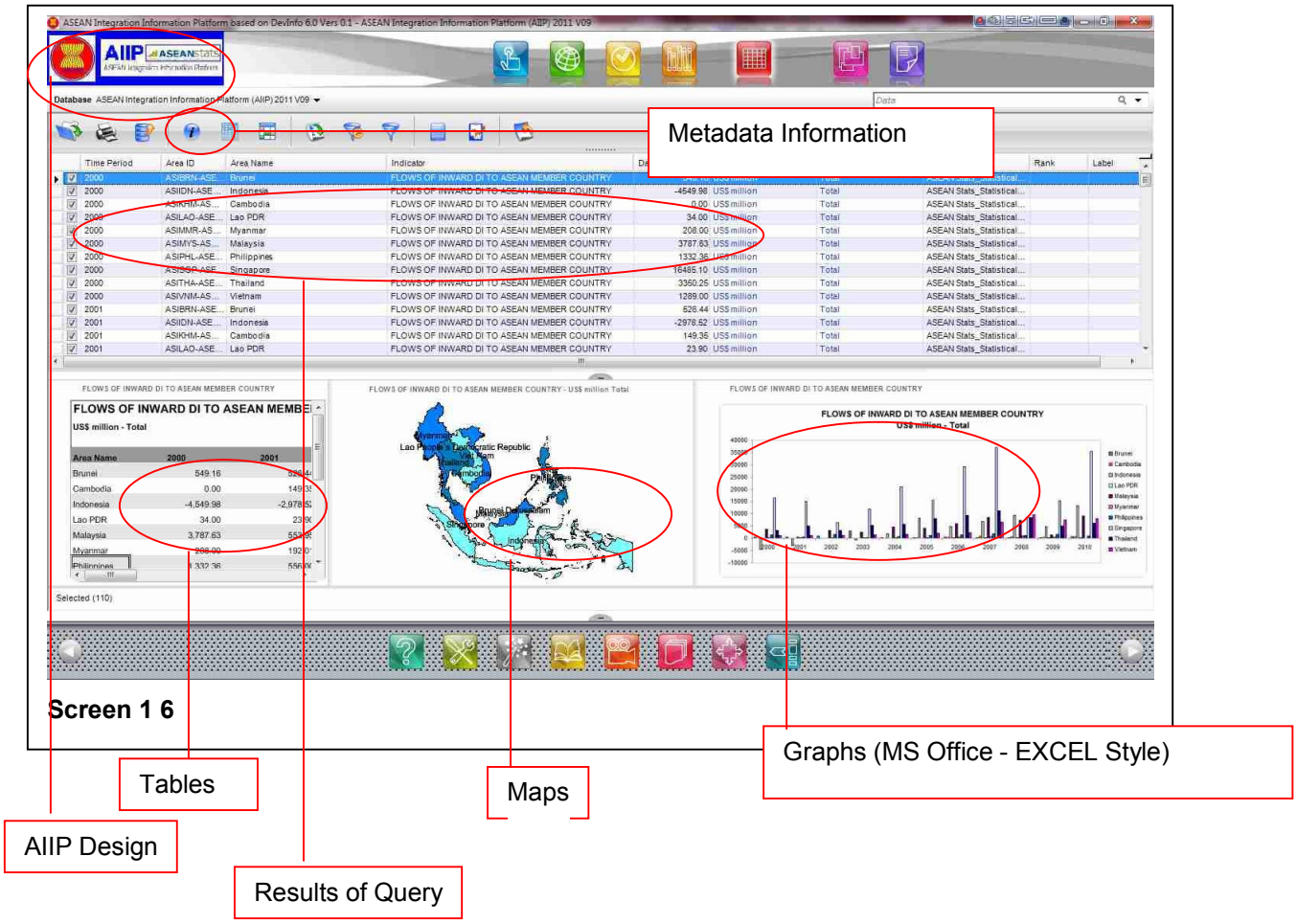
The database file (ACCESS) in use can be seen on the top of the screen. This selection can be changed at any time but query selection will be lost. Otherwise query selection will be maintained for the next session if system is exited and closed

If selection of indicators, areas have to be revised just move back to the selection screen pressing the appropriate button

If no data as found for the selection then a message will say so. You could also use the blue arrow (always available in various selection windows) to select the **available** items. This means those items are selected or proposed for which data have been stored in the database.

After all the prior slection, a query can be initiated by pressing the <Data> button. In case of a succesful query a screen like on the next page will appear

The results of the query



The results are show in the 4 standard windows (as above in screen 1-7). The query results as lines of data base table (big window). The query results in table format (leftmost window on bottom), the query results in maps format (centre window on bottom), the query results in business graph format (rightmost window on bottom),

All of these elaborated results in the bottom windows are adaptable to suit the users demands. Details about the adaptation are found in the users guides. Query results can likewise be stored in a “Gallery”, all in EXCEL (.xls) format for

1. Retaining the table or graph file or

2. Continuing to work on the file in EXCEL or

3. Maintaining a selection of gallery templates, file formats which will can be retrieved and refreshed with current data at a posterior stage

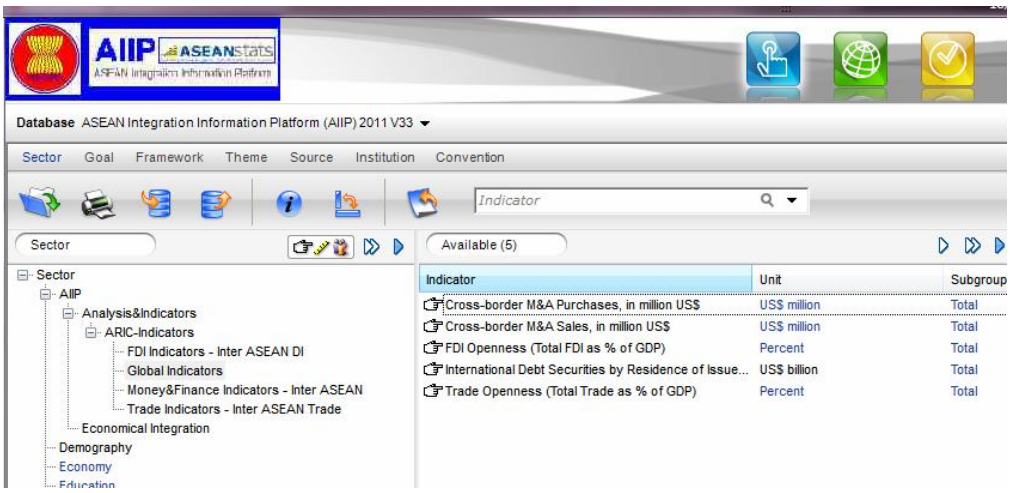
Using the query results

More information on handling and maintaining AIIP , examples of the generated query, special features of maintenance and recommendations of handling in this manual of the use of the ASEAN integration information platform – AIIP for users and administrators

Let us look at the results of the following query:

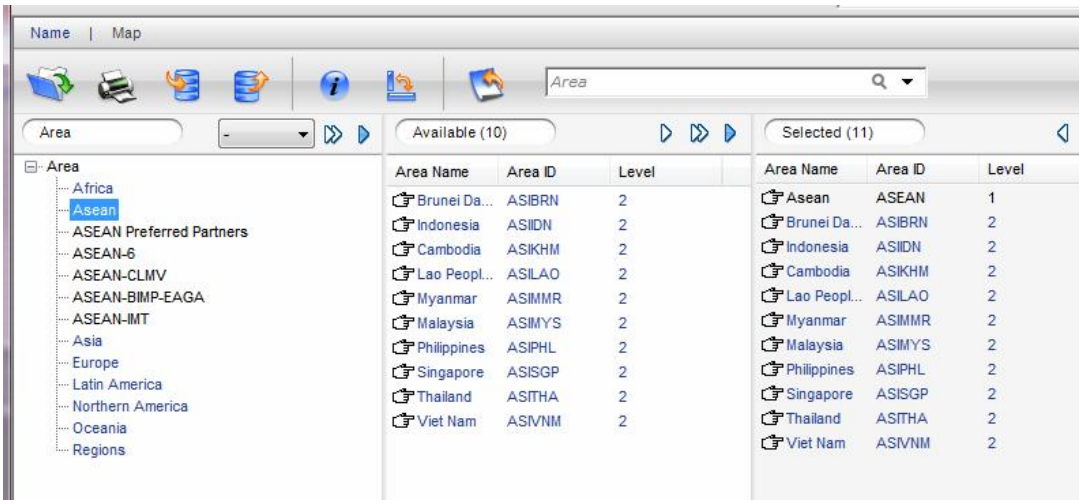
Data base: ASEAN Integration Information Platform (AIIP) 2011 V33.mdb

Sector as indicated: Global Indicators – 5 Data Series



Screen 1-7

Areas as indicated: Asean and the 10 member countries



Screen 1-8

Years: 2000 - 2010

The message appears: “Select where data exist?-because not for all indicators/ areas /years data are available

Answer with <Ok>

Tables as query results

For simplicity let us concentrate on one indicator: Trade Openness (Total Trade as % of GDP) Percent

The Table stored can look this. How to manipulate table please refer to the standard DevInfo documentation:

Trade Openness (Total Trade as % of GDP)

Percent - Total

Area Name	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
Asean	141.08	135.92	130.23	135.76	151.36	159.77	161.92	153.35	162.39	135.12	151.14
Brunei Darussalam	76.47	83.04	86.75	87.89	78.43	76.62	78.99	76.40	89.11	83.88	86.76
Cambodia	69.73	69.06	73.86	75.22	79.94	88.48	90.13	121.86	84.66	81.69	123.24
Indonesia	57.79	54.34	45.23	39.87	45.96	50.16	44.44	43.63	52.09	39.65	41.53
Lao People`s Democratic Republic	65.92	65.46	63.04	61.58	66.96	72.14	79.41	81.20	83.67	78.84	91.45
Malaysia	192.31	174.14	171.46	170.34	185.04	184.46	185.38	172.83	160.36	145.77	179.35
Myanmar	56.38	81.64	84.48	57.28	62.59	60.73	58.14	51.70	43.49	36.90	38.66
Philippines	95.80	91.57	91.98	92.61	96.32	89.69	83.83	73.57	65.78	52.99	70.89
Singapore	289.26	271.33	266.81	309.06	329.74	342.75	351.85	317.60	348.07	282.01	298.40
Thailand	106.65	110.07	105.28	109.47	118.15	129.46	126.11	118.96	129.05	108.77	119.17
Viet Nam	96.61	96.07	103.86	114.78	128.61	130.75	139.03	156.55	158.80	136.47	164.70

Source

ADB- Asian Regional Integration Centre_Integration Indicators Database_2011

Table / Data / Source / Keywords

Screen 1-9

Information on the indicator (Metadata) is available clicking on the "**i**" Button (Screen 1-7), what has bee entered as Metadata (see Database administration) is shown as in Screen 1-11.

Information

Indicator | Area | Source

Trade Openness (Total Trade as % of GDP)

Element	Value
Definition	Trade openness is measured by total trade of a country expressed as a percentage of nominal Gross Domestic Product (GDP) in dollars. A higher value indicates a more open economy
Obtaining Data:	Note: Total trade data (1990-2008) are sourced from the International Monetary Fund Direction of Trade Statistics (DOTS). Total trade data are available for ADB regional member countries except Bhutan, Cook Islands, Federated States of Micronesia, Kiribati, Marshall Islands, Nauru, Palau, Timor-Leste, and Tuvalu. The commodity trade data (1997-2008) are from the United Nations Commodity Trade Statistics (UN Comtrade) Online Database downloaded in November 2009. They are based on the Harmonized System (HS) 1996 classification. Data availability varies across countries

Print | OK

Screen 1-10

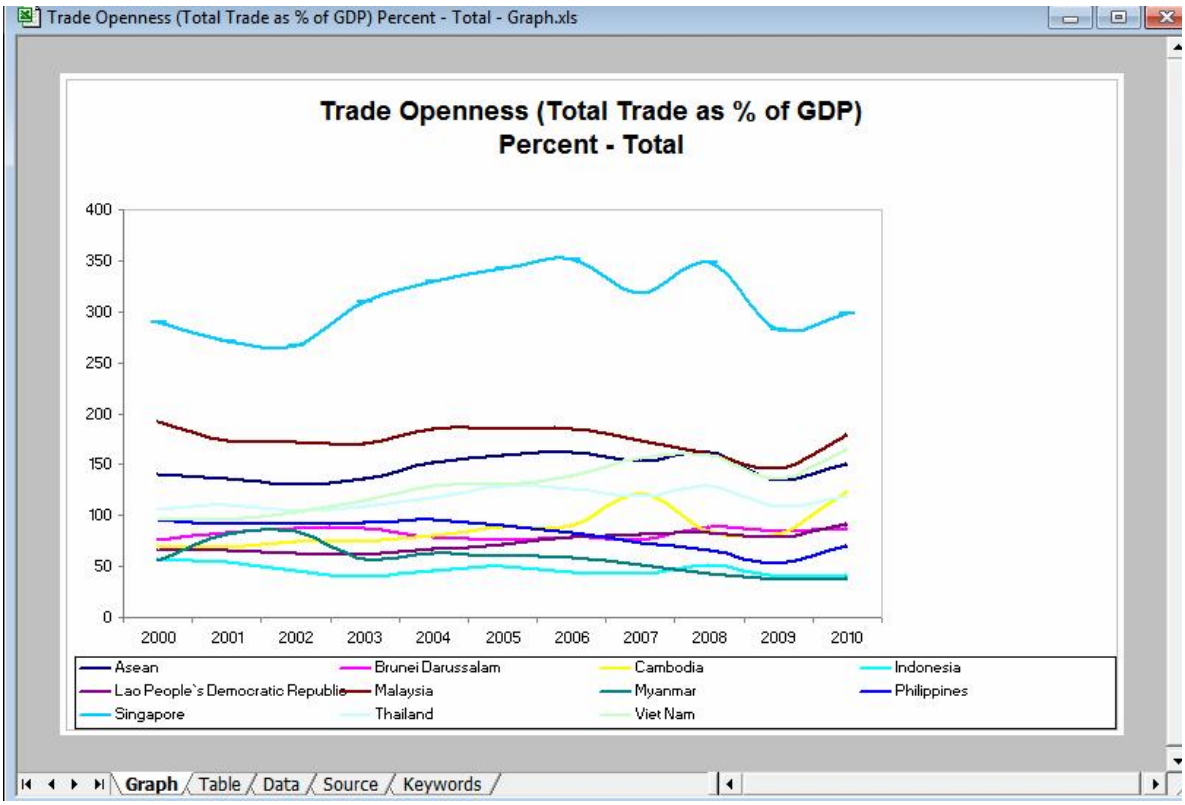
This Trade Openness indicator shows a significant difference between the 5 countries exceeding 100%, amazing the rise in Cambodia as well the decline in Myanmar, but the analysis of the results is not the subject here.

These results are stores as an EXCEL File.

Mark that the results as seen in Screen 1-10 is a file with 4 tabs. The main tab Table contains an image of the data and has to be copied for further manipulation.

It is easier however to use the Graph Option of the Query results to see the data in the form of business graphics. The alteration of the graph can be done directly in EXCEL if EXCEL is installed on the system or the customize facilities of the AIIP system can be used. The results are stored in a "Gallery" in EXCEL (.xls) format. A new query can use these files and (example given) add new time values and display the same template, that is the same table, graph or map file with new data.

Graphs as query results

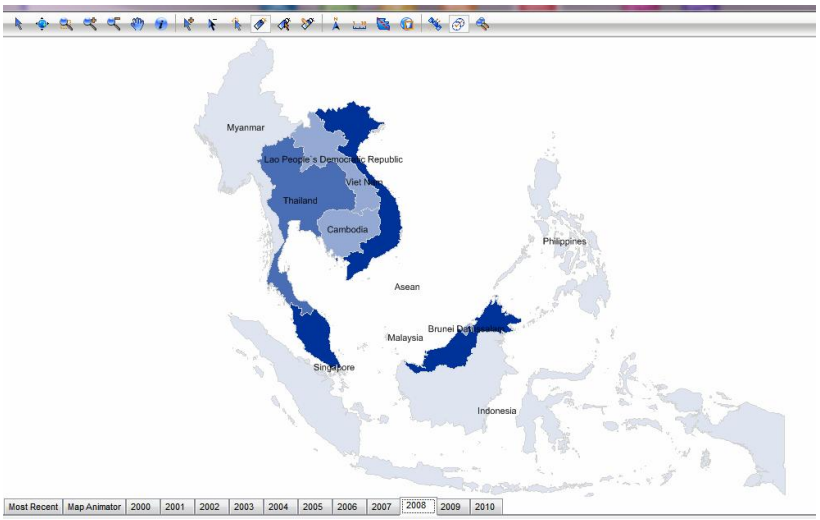


Screen 1- 11

Mark again that the file has 5 tabs and only the current main tab “Graph” is shown to the AIIP interface. Please refer to the standard DevInfo documentation for to manipulate graph in AIIP. Finally there is the

Map display of the query results

Maps of the countries (or regions) are displayed for the query results: The maps display the data for one year, usually indication higher values by darker (blue) colours. Identification of trade open countries is quite obvious. Click “Map Animator “ to open a video presentation showing maps for all time periods in sequence.



Screen 1-12

Maps in Maps (Inserts) are possible as various others displays of Maps. Again please refer to the standard DevInfo documentation to learn how to manipulate maps in AIIP.

Again the maps file is stored as an EXCEL file in the gallery. The availability of maps depends on the database system. Regional maps (provinces) might be available or even city maps

allow comparison and display of regional results. AIIP at present contains only national maps.

Feed, Change, Delete Data in the Database; Administration of Content of AIIP

The standard procedure to feed data to AIIP is done in three steps.

1. Create / Open a Template
2. Merge the template to the database
3. Data Entry to the data base with prior preparation of the data in EXCEL
4. Metadata, add Metadata

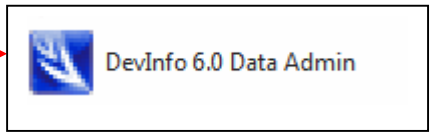
But there are

5. Other ways to modify the database (Customizing and change of AIIP with ACCESS tools)

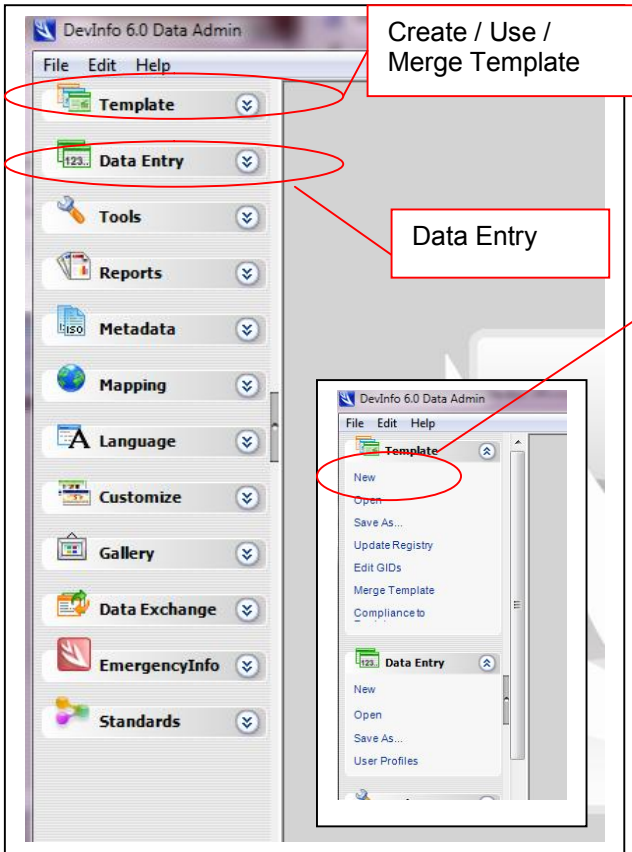
..which the standard data base administrations interface does not provide.

The first step is to click on the DevInfo 6.0 Data Base Administration icon

1. Call Data Base Administration



The standard interface will appear: We will limit the explanation to the main three activities



Screen 2 - 1

Create / Open a Template

A Template in DevInfo terms is a blueprint of a database structure.

Before entering any data to the database, a new structure has to be created, this called a template. An initial step is to create a template. In terms of the Access database a template is a table design.

Create a template

The Template module allows you to create or modify a DevInfo database template. The database template provides the structural model for building a DevInfo database. It specifies the elements against which data can be entered into a DevInfo database. While creating a template, you can do the following:

- Define indicators
- Define units of measurement
- Define subgroups, such as sex, location, age group and others
- Link indicators, units and subgroups to form I-U-S combinations
- Categorize I-U-S combinations under various indicator classifications, such as Sector, Goal, Framework, Theme, Institution and Convention
- Define geographic areas
- Link geographic areas to maps (From DevInfo Database Administration Manual)

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Add Indicators

Let us try to add 4 new indicators for some priority sectors:

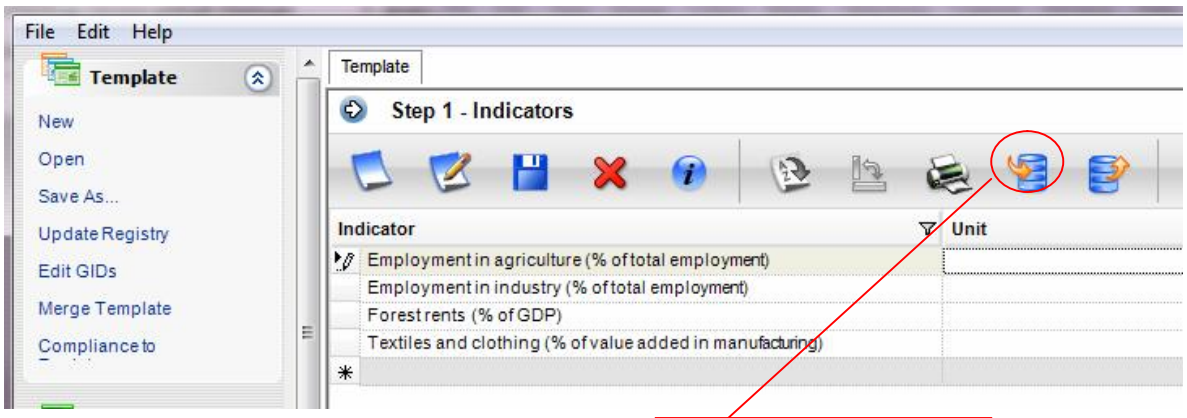
1.Employment in agriculture (% of total employment)

2.Employment in industry (% of total employment)

3.Forest rents (% of GDP)

4.Textiles and clothing (% of value added in manufacturing)

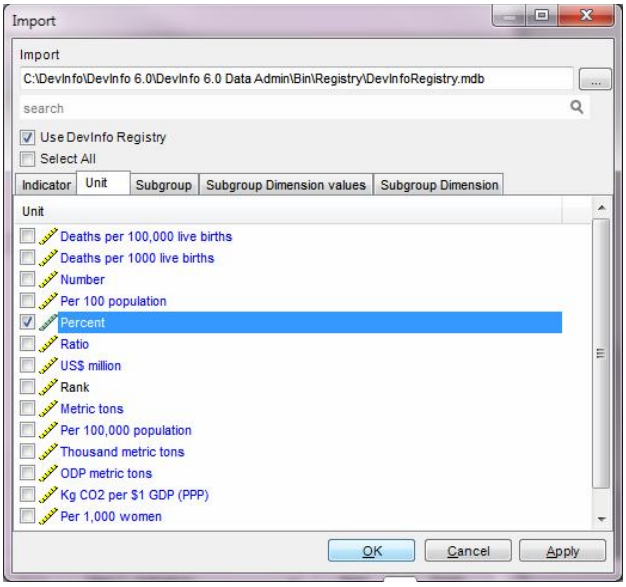
All theses data series have been downloaded from the WDI (http://databank.worldbank.org/ddp/home.do) for all the 10 member countries of ASEAN and for the years 2000-2010. It is obvious that the data series have not bee aggregated for neither ASEAN nor the other mentioned groups. This will be subject of a posterior chapter.



Screen 2-2

In the DevInfo Database Administration software it would look like this:

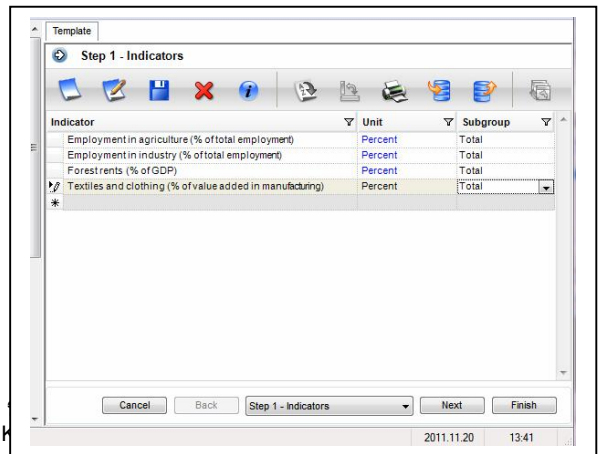
This means 4 new indicators added. Now coming to Units and Subgroups(I-U-S). These can be imported from the DevInfo Registry (see Screen 2-3) The Percent is a Unit already used in DevInfo and can be important. For subgroups only Totals are maintained



Screen 2-3

Not that the indicator names might temporarily disappear forms the screen after the import: They have not disappeared but can be retrieved form the Indicator list through the list selector (downward arrow)

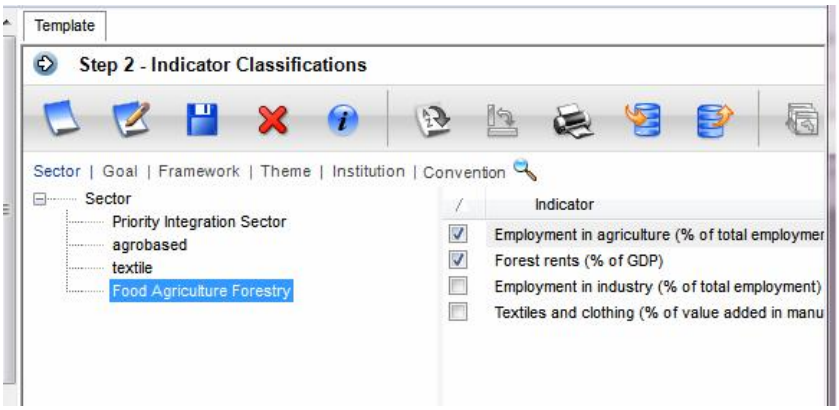
So after completing the units and subgroups the screen would look like this (2-4) before clicking the <next> button.



Screen 2-4

The next screen allows a attribution of the indicators to the sectors and relating them to the priority integration sectors areas, these areas have to be included: Since industry does not appear as such this indicator will be

attributed to the node of Priority Integration Sector. All this can be altered at a later stage

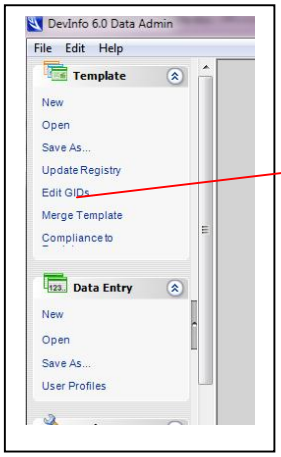


Screen 2-5

So the sector screen would look like screen 2-5 before clicking the <next> button.

So indicators 1. and 3. are attributed to two sectors (A7. Food, o- Agriculture, Forestry and agro-based). The other indicators are related to one sector each and only. You have to click the indicators and highlight the sector.

No other areas will be added. So the next screen areas can be skipped (clicking the <next> button) and the file has to be saved under a name to remember (here AIIPV01_111120a.tpl). Clicking the <Finish> button ends the creation of new indicators via a template.



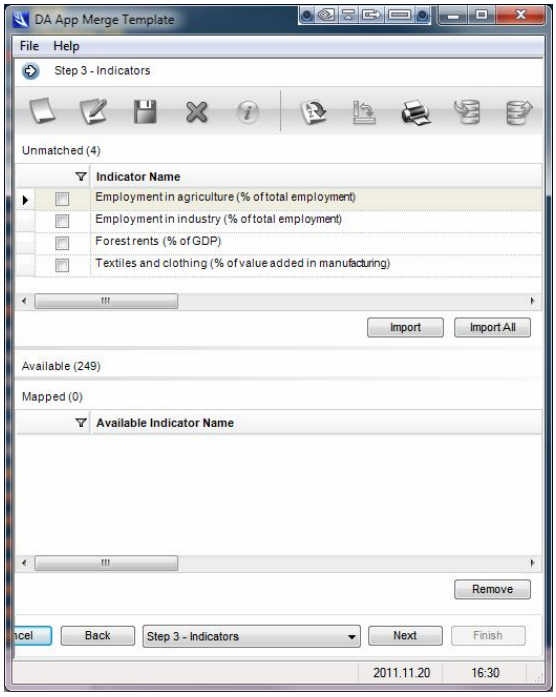
Merge a template

In the first screen select the template file you just created (or updated earlier), here AIIPV01_111120a.tpl. In the second screen you select the database (the ACCESS file) which contains all the data series (here ASEAN Integration Information Platform (AIIP) 2011 V34mdb). The third screen is shown below. It shows the indicators in the template file to be merged to the database. Select <import all> or click one by one and select the <import>. (Screen 2-7) button

This is to merge the indicators. If you update an existing template file, it might be that only new indicators have to be merged. Obviously not two indicators should be merged with identical names. However this may happen. How to cope with this will be explained later.

The next screen adapts the sector structure or more generally spoken, the “indicator classification”. Remember that we related the indicators to 4 different sectors. These sectors already exist in the database. We might also create new sectors but this in not our intention here.

The next screen (2-8), it is actually the <Step 8- Indicator classification> because the prior screens did not show anything new to merge shows the new sectors in the top part of the window and the existing sectors in the lower part of the window.



Screen 2-7

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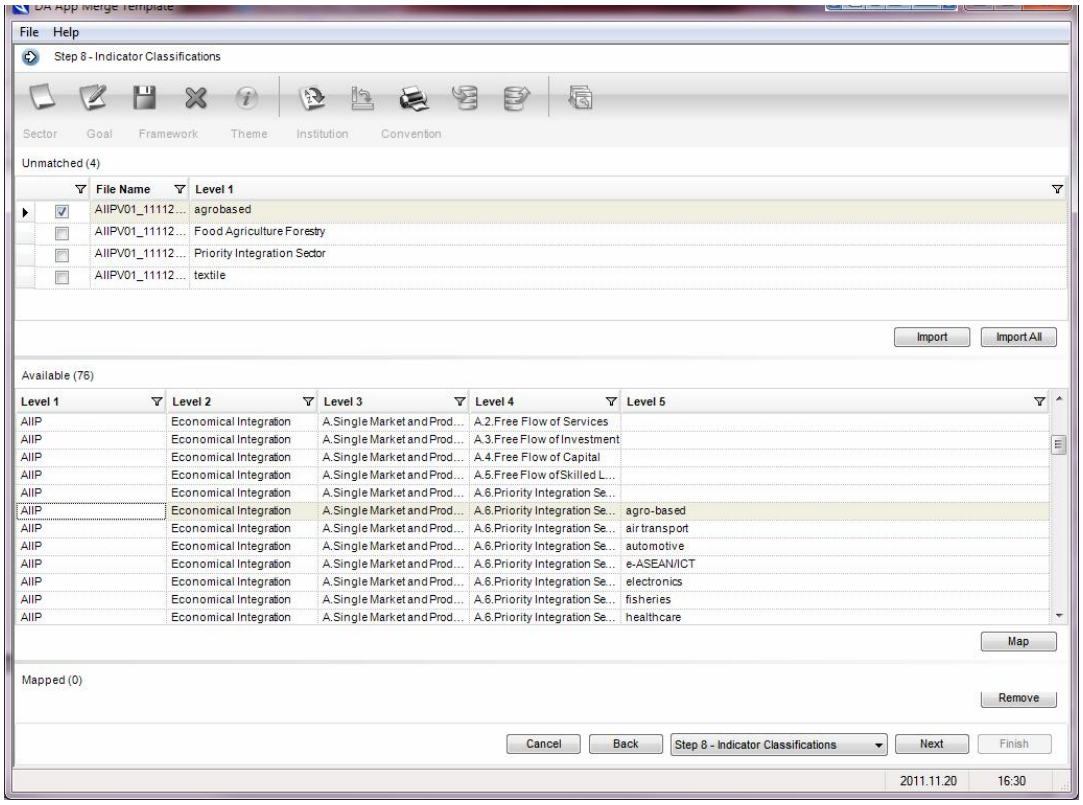
Map a sector structure to an existing one

If you would choose import, then new sectors would be created parallel to the AIIP node,. This is certainly not what we intended. Rather we wished to attribute the indicator which we related to “agrobased” to the Priority integration sector “agro-based”. So instead of <Import> we choose the <Map > option. Clicking on the check box for selected sector, highlighting the existing sector in the database and clicking on the <Map> button will map the sectors, that is the indicator will be related to the right sub sector “agro-based” and it will make the sector disappear from the top window.



Screen 2-8

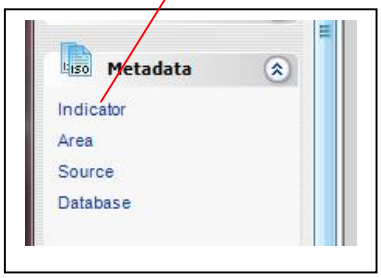
Continue with the other sectors accordingly and the data structure will be transferred to the database. If a sector has been created unintentionally and how this can be reversed will be explained later.

Note that the sectors are of different levels (4 and 5) this relates to the browser like structure of the sectors.

Nothing else has to be added to the database and so the <Step 10- Process> processes this merge between Template and Database. After clicking <Finish> at this step, the database has to be selected once more to make the merge finally take effect (this is a bit confusing that the database has to be selected twice). The results is a HTML page in your web browser to display th results of the merge. The number of indicators must have increased by 4.

Metadata for Indicators

Now the indicators are not complete without metadata information: What these series mean and how they are calculated and where the com from:

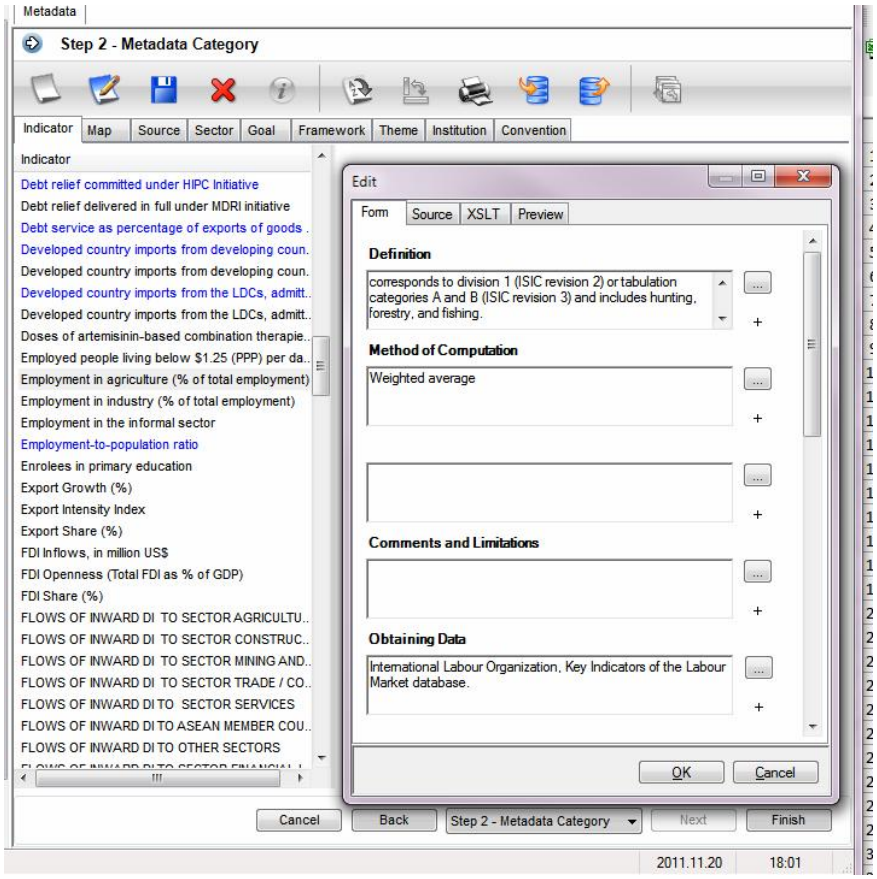


Select Indicator, select the database (here ASEAN Integration Information Platform (AIIP) 2011 V34mdb)

Choose the indicator, the indicators are sorted alphabetically. Click on the <Edit> Menu button

The appearing box for the metadata should be empty. Fill the appropriate sections with text of metadata, finish clicking on <Ok>

The entered text appears for verification. Proceed to the remaining



Screen 2-9

indicators

All data entries should be completed with Metadata, Areas, Sources or the Database itself.

After this the database structure should be completely adapted.

The structure adoption of Areas is very similar and is explained in the standard the Data Base Administration Guide

So far only the structure of indicators has been transferred to the database

The next step to complete the update process would be the Data Entry.

Before coming to the Data Entry with the Data Base Administration Software, some preliminary work has to be done.

Preparing Data for AIIP with EXCEL

There are several ways to fill the database with values for the indicators. The proposed way has bee experienced by the author and has proven to be 1.) rather quick, 2.)not very liable to errors.

Data series / Indicators are usually available in EXCEL

A typical example for on tf the indicators "Employment in agriculture (% of total employment)" are shown below. What is usually is missing is the calculation of corresponding indicators for the requested groups:

	A	B	C	D	E	F	G	H	I	J	K
1	Country Name	Country Cc	Indicator Name	Indicator Code	2000	2001	2002	2003	2004	2005	2006
10	Brunei Darussalan	BRN	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS		1.4					
27	Cambodia	KHM	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS	73.7	70.2					
44	Indonesia	IDN	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS	45.3	43.8	44.3	46.4	43.3	44	
61	Lao PDR	LAO	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS							
78	Malaysia	MYS	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS	18.4	15.1	14.9	14.3	14.6	14.6	
95	Myanmar	MMR	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS							
112	Philippines	PHL	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS	37.1	37.2	37	36.6	36	36	
129	Singapore	SGP	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS		0.9	0.8	0.9	0.8	1.1	
146	Thailand	THA	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS	48.8	46	46.1	44.9	42.3	42.6	
163	Vietnam	VNM	Employment in agriculture (% of total employment)	SL.AGR.EMPL.ZS	65.3	64	62	59.7	57.9		
172											

Screen 2-10

Since we have indicators of percent, we cannot simply add the values for the different countries, e.g. ASEAN-10 is NOT the sum, of country's percentages but is rather the weighted average of percentages. As a formula this reads $x_{weighted}$= (x1*w1+x1w2..)/(w1+w2..) where x are he data values and w are the weights. Here the weights will be related to population size than means a more populated country (like Indonesia) will enter the calculation with a much higher weight that a small one like Brunei.

The population weights are calculated form census data and for each year and country these weight differ slightly.

A typical calculation would look like this

C247 fx =+($C38*C$281+$C72*C$283+$C140*C$287)/+SUMME(C$281,C$283,C$287)

	A	B	C	D	E	F	G	H	I	J	K	L	M
176													
177			2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
179	Asean-10	Employment in agriculture (% of total employment)	42.21	42.21	42.21	42.22	42.23	42.23	42.23	42.21	42.20	42.18	4
196	ASEAN 6	Employment in agriculture (% of total employment)	42.05	42.02	42.00	41.99	41.96	41.94	41.91	41.87	41.83	41.80	4
213	CLMV	Employment in agriculture (% of total employment)	42.65	42.72	42.79	42.88	42.98	43.06	43.12	43.17	43.21	43.25	4
230	BIMP-EAGA	Employment in agriculture (% of total	41.23	41.21	41.18	41.16	41.14	41.11	41.10	41.08	41.06	41.04	4
247	IMT	Employment in agriculture (% of total employment)	43.94	43.92	43.89	43.87	43.85	43.84	43.82	43.80	43.79	43.77	4
263													
277	Pop												
278			2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2
279	Brunei Darussalam		0.00062653	0.00063143	0.00063631	0.00064119	0.00064589	0.00065064	0.00065549	0.00066037	0.00066518	0.00066996	0.00067
280	Cambodia		0.02384551	0.02389691	0.02392825	0.02394389	0.02394176	0.02393389	0.02392425	0.0239123	0.02390073	0.02389922	0.02390
281	Indonesia		0.40881693	0.40830767	0.40800516	0.40783355	0.40757099	0.40727831	0.40697514	0.40663892	0.40625398	0.40592795	0.40561
282	Lao PDR		0.01018627	0.01021491	0.01023932	0.01026211	0.01028344	0.01030875	0.01034007	0.01037561	0.01041264	0.01045046	0.01048
283	Malaysia		0.04485762	0.045258	0.04566746	0.04607113	0.04643643	0.04676601	0.04705996	0.04731982	0.04755371	0.04778748	0.04802
284	Myanmar		0.08612862	0.08559573	0.08496158	0.0842799	0.08359907	0.08299754	0.08249526	0.08206856	0.08170051	0.08138816	0.08110
285	Philippines		0.14810826	0.14912694	0.15019939	0.15129087	0.15231152	0.15328076	0.15420312	0.1550776	0.15591835	0.15679265	0.15770
286	Singapore		0.00771654	0.00781475	0.00777911	0.00756473	0.00756089	0.00764339	0.00779085	0.00802671	0.00836781	0.00852773	0.00858
287	Thailand		0.12099063	0.12067521	0.12041769	0.12017798	0.11987316	0.11950931	0.11908485	0.11859446	0.11804215	0.11747276	0.11688
288	Vietnam		0.14872309	0.14847844	0.14816573	0.14793467	0.14777684	0.1476314	0.14747101	0.14732565	0.14718495	0.14708365	0.14700

Screen 2-11

Formula for three countries (group IMT)

Note that the formulas have to be entered only once for each group and then can be copied across.

This weight calculation (Population size per year divided by total sum of populations for all countries of that year) will apply for the first two series, the other data series (forest rent and textile as a % of manufacturing) of these selected examples should not be weighted according to the population size but rather by the economical capacity of the country. So the weight calculations of these two are by GDP weights (GDP per year divided by total sum of GDPs for all countries of that year). The calculation can be facilitated by EXCEL means.

Having all data series and groups completed, the use of Pivot table is very much recommended :<Data/ Pivot Table> from EXCEL menu.

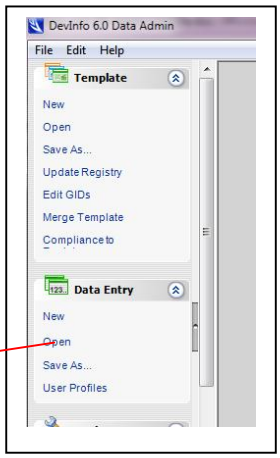
3	Indicator Name	Daten	Country Name	Summe
4	Employment in agriculture (% of total employment	Sum of 2000	Asean-10	42.21
5			ASEAN 6	42.05
6			CLMV	42.65
7			BIMP-EAGA	41.23
8			IMT	43.94
9			Brunei Darussalam	
10			Indonesia	45.30
11			Cambodia	73.70
12			Lao PDR	
13			Myanmar	
14			Malaysia	18.40
15			Philippines	37.10
16			Singapore	
17			Thailand	48.80
18			Vietnam	65.30
19		Sum of 2001	Asean-10	42.21
20			ASEAN 6	42.02
21			CLMV	42.72
22			BIMP-EAGA	41.21
23			IMT	43.92
24			Brunei Darussalam	1.40
25			Indonesia	43.80
26			Cambodia	70.20
27			Lao PDR	
28			Myanmar	
29			Malaysia	15.10
30			Philippines	37.20
31			Singapore	0.90
32			Thailand	46.00
33			Vietnam	64.00
34		Sum of 2002	Asean-10	42.21
35			ASEAN 6	42.00
36			CLMV	42.79
37			BIMP-EAGA	41.18
38			IMT	43.89
39			Brunei Darussalam	
40			Indonesia	44.30

Pivot / Time Series Original / Sheet1_wGroups / Pop-Pivot-Weights / GD

Screen 2-12

For profitable use of Pivot Tables please refer to the EXCEL online help or the many textbooks on this subject

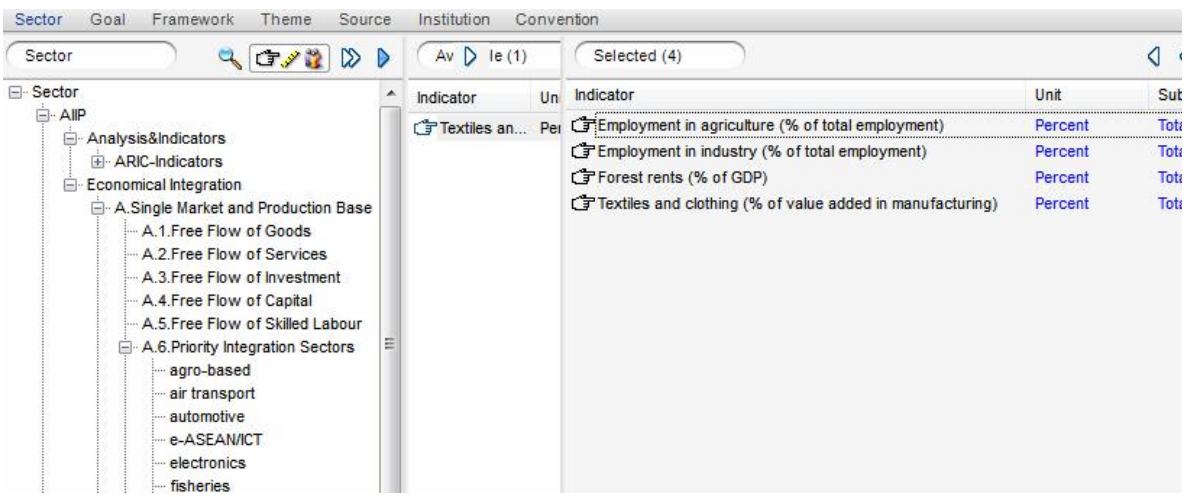
While the original data can contain a lot of information, it can be difficult to get summarized information. A pivot table can help quickly summarize the data and highlight the desired information. The usage of a pivot table is extremely broad and depends on the situation. The first question to ask is, "What am I looking for?" Here the answer will be: we would like to have the data in that format that it can be easily transferred to the AIIP database. The result adapted to the data requirements of the Data Entry section of the Data Base Administration Software would look like this (this is only part of the EXCEL Pivot Table for the first indicator), but data are displayed for an indicator, summing the values for years 2000 -2010 and for country groups and member countries



Having prepared the data series this way we may continue with the Data Entry with the Data Base Administration Software

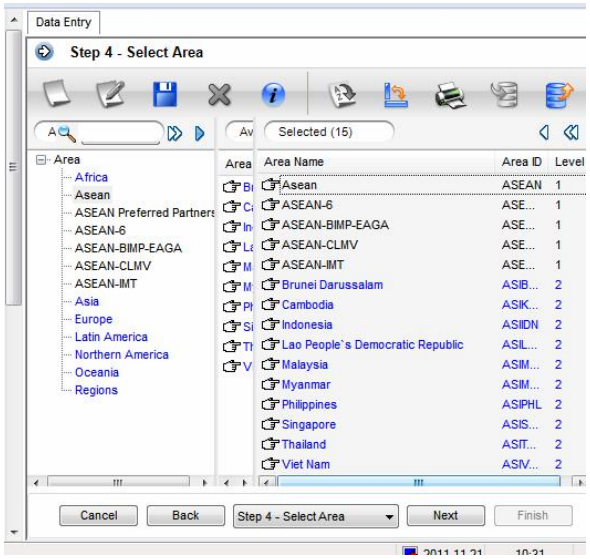
Data Entry to AIIP with the help of EXCEL

Go to <Data Entry/ Open>, Select the data base (here ASEAN Integration Information Platform (AIIP) 2011 V34mdb) and then select the new indicators (Step 2). The sector structure has been modified before.:



Screen 2-13

In the next step 3 select the years (2000-2010), the next step 4 allows to select the areas. Since we have now prepared data for the five regions and all the member countries, all these areas should be selected. The areas (like ASEA-6) are selected by double-click, the countries by dragging the names to selection window.

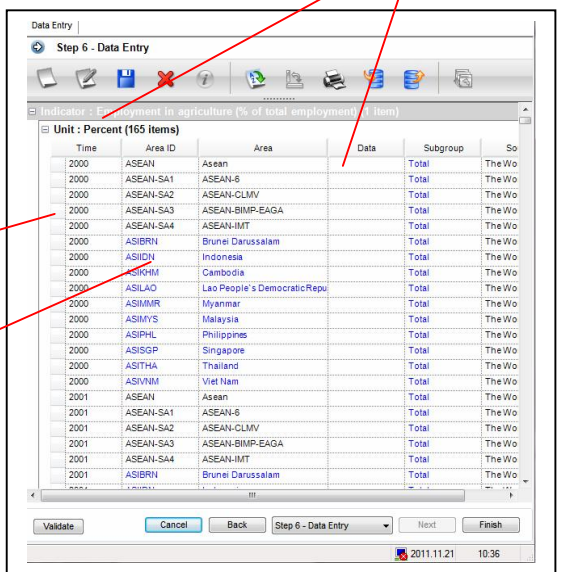


Screen 2-14

The selection of the areas will look like screen 2-14 .

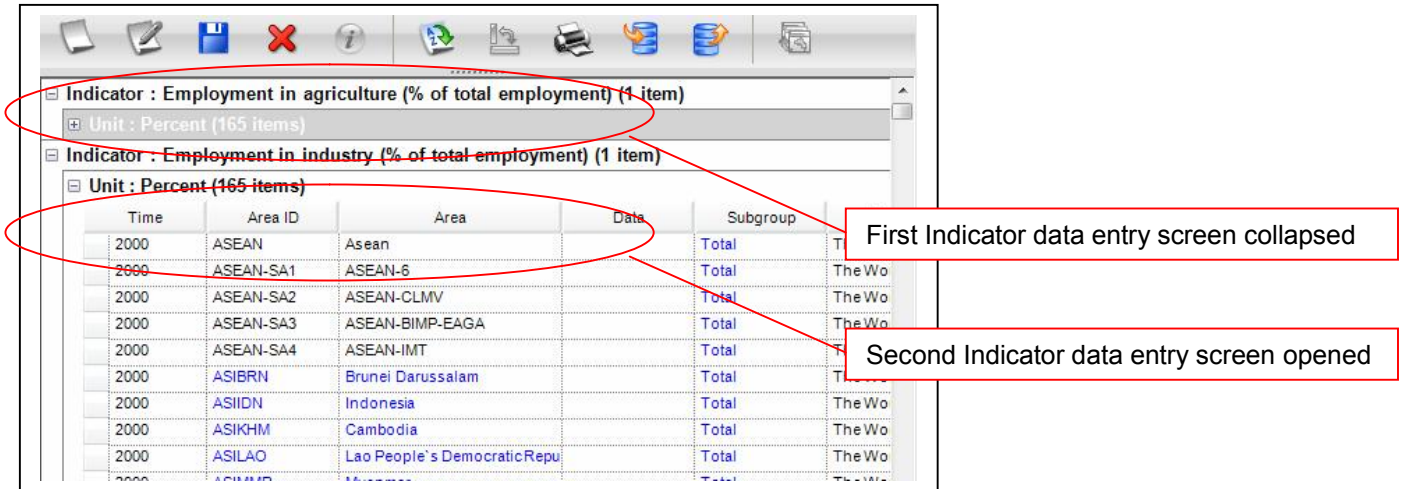
The next step 5 allows associating a source with the indicators. We choose the World Bank Group and the World Development Indicators (WDI)

Having done this, the proper Data transfer is done in step 6, when a list of Data Fields appears for the four selected indicators sorted in the same way we have provided before in the EXCEL Pivot table. The data fields are sorted first according to years, then according to country groups and countries.



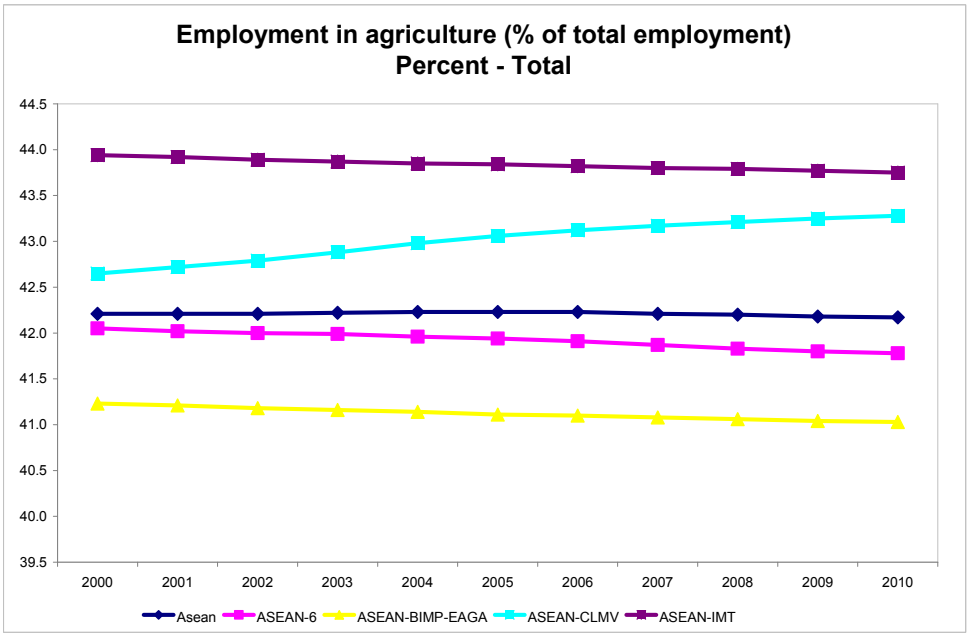
Screen 2-15

The sorting order in Pivot Table and Data Entry Screen of Areas has to be same but the order in Pivot Tables can be modified easily dragging an area (country) to the appropriate position. Note that in the data field screen, the countries are not in alphabetical order (like Indonesia is before Cambodia) because the order is defined by an internal area name (the Area ID), which is shown left of the plain country name. The data transfer is now easy. Mark the data area in screen 2-12 for the selected indicator (make sure that all data fields are selected in the EXCEL pivot table), select copy, and move to the first data filed of the corresponding indicator in screen 2-15 and select paste. All 165 data fields (11 years for 15 areas) will be transferred immediately. This procedure has to be repeated for the other 3 remaining indicators. Having transferred the data to the first indicator the data fields can be collapsed as in screen 2-16 and the data entry can proceed until terminated with clicking <Finish>



Screen 2-16

The click of the <Finish> button initiates the writing of the data to the database. The results can then be verified by opening the AIIP comparing (e.g.) the percentage of employment in agriculture and the



Screen 2-17

development over the past 11 years here only in the selected regions to make the graph easier to read. The graph shows that CLMV region notices an increase in agricultural employment whereas all other regions notice a decline.

Customizing and change the aspect of AIIP

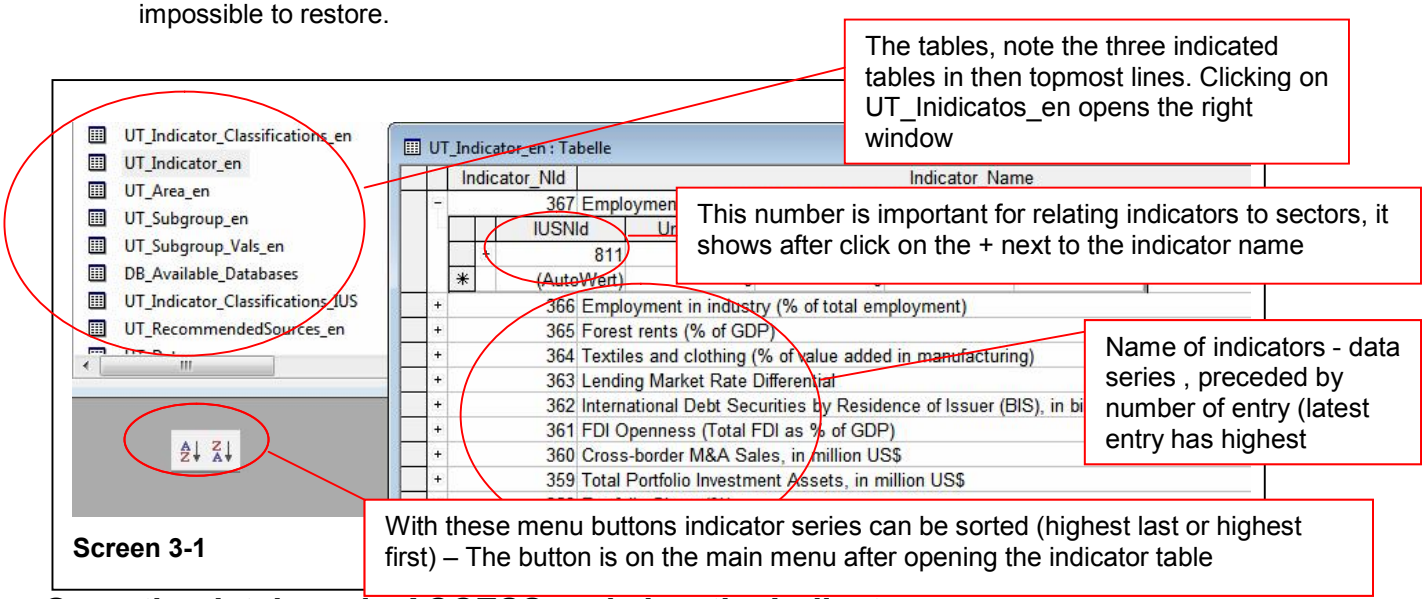
We will finish the use of the Database Administration software with a short word about the customization of the aspect of the AIIP. Choose Open from the Customize menu, then choose the root of the Installation Package (here: 2011devinfo6 - AIIP - Install111121 as downloaded from the exchange server - NOT the database only).

The following screen will guide the user through the customization process. For more details please refer to the Data Base Administration Guide (da_60_database_administration_guide_[en]_r2.pdf)

Customizing and change of AIIP with ACCESS tools

There are several activities with cannot be done with the Data Base Administration software. Already a very simple deletion of an indicator is not possible. So the database administrator needs some basic skills of ACCESS handling. This is not to say that this modification of the database is recommended but in some cases it is the only way: However please consider in general:

1. A basic understanding of ACCESS databases, how to handle tables is needed. Of course you need the Microsoft ACCESS software on your computer and you need administrator rights
2. Always use the Data Base Administration software first
3. Always make copies of your database, once it is corrupt, it is very difficult, sometimes impossible to restore.



Screen 3-1

Open the database in ACCESS and view the Indicators

The ACCESS databases in DevInfo6.0 as all the adapted derivates are copy-protected the password to access the database is : <unitednations2000> (without brackets)

Clicking on a database file (here: ASEAN Integration Information Platform (AIIP) 2011 V34mdb) , there are three tables worth of consideration in the context of this manual:

1. UT_Indicator_Classification_en (contains sectors and other indicator classifications)
2. UT_Indicator_en (contains the indicators – data series)
3. UT_Area_en (contains areas, countries, groups of countries and the countries related to these areas)

Now in the above screen 3-1 you have all the essential information. Note the number IUSNid = 811 in this case,. It will be important in the next table.

To delete an indicator, just click a selected line and press ´<Del>. Deletion always asks for confirmation because unlike in other software deleted elements CANNOT be reconstituted.

Modification of indicator's relation to sectors in the ACCESS database

As other indicators a relationship to a sector as created in the previous chapters cannot be altered or reversed with the Data Base Administration software. But ACCESS tools can do the job.

Open the table UT_Indicator_Classification_en and look for the sector you want to modify: The screen 3-2 will open. Now look at two sector which have a relation to indicators (1.Employment in agriculture and 2.Forest rents): A.7 Food, Agriculture and Forestry is the first sector, agro-based the second. Opening the related indicators by clicking on the + next to the sector name, a window opens to show the related indicators (IUSNid 811 which is the employment indicator and IUSNid 813 which is the Forest rent). Now we decide to delete the indicator Forest Rent from the sector agro-based. We click on the line and press <Del>. After a confirmation the relationship (not the indicator will be deleted). You have to note that the relationship is not only to sector "agro-based" but also to the superior sector levels (A.6.Priority Integration Sectors). So this relationship will also have to be deleted

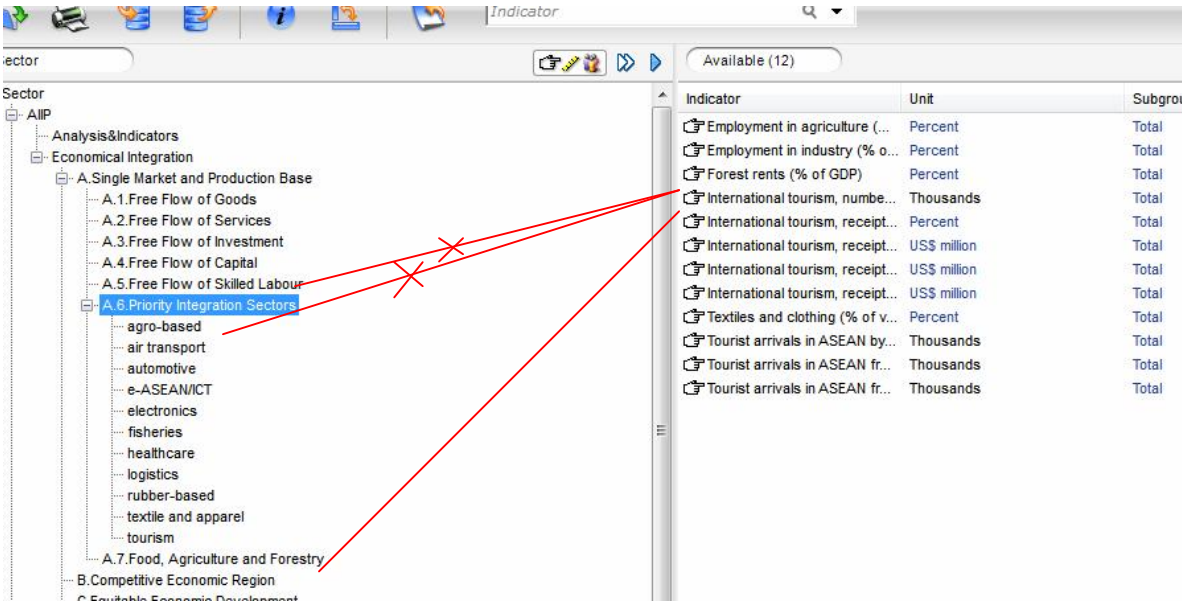
UT_Indicator_Classifications_en : Tabelle

IC_NId	IC_Pare	IC_GId	IC_Name
381	369	1e0ed90a-216d-4347-8862-70d98f515f8b	A.5.Free Flow of Skilled Labour
371	369	71957345-f286-4eae-ae96-d3a9c970d00e	A.6.Priority Integration Sectors
380	369	581471cc-137b-4551-8aa4-2cbc2f8919d9	A.7.Food, Agriculture and Forestry
369	368	a78ccaa7-9ddd-432d-9ba7-628e4b05fbeb	A.Single Market and Production Base
513	-1	48796ef7-a0c4-4921-897a-f49a833a352c	ADB- Asian Regional Integration Centre
514	513	214b0a09-b7bd-4dfa-bb3e-7b877d0fc16b	ADB- Asian Regional Integration Centre_Integration Indicators Databa
379	371	652cdeb0-0003-4f0b-b013-e92348856a6d	agro-based
367	-1	474f4b50-2689-4d6f-9cb9-3b18cb4947a1	AIIP
378	371	d0d0c296-5c2f-4371-8aa2-d9ab7bd5641f	air transport
389	367	059af7bf-bef8-4d96-b63a-dafe66bf486c	Analysis&Indicators

IC_IUSNId	IUSNId	Recommended:	IC_IUS_Order	IC_IUS_Label
15398	811	☐		
15399	813	☐		
(AutoWert)	0	▩		

IC_IUSNId	IUSNId	Recommended:	IC_IUS_Order	IC_IUS_Label
15388	811	☐		
15393	813	☐		
(AutoWert)	0	▩		

Screen 3-2



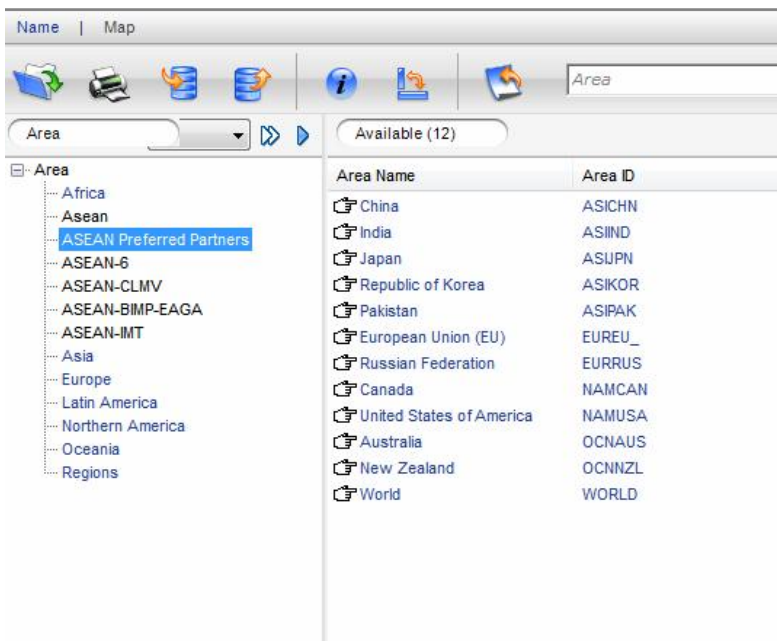
Screen 3-3

As seen in screen 3-3 two relationships have to be deleted for the above described modification. The relationship lines are for illustration only. The relationship shows in AIIP if you click on a sector. Then the related indicators will show in the window with the (available) indicators. A new relationship can be created in the ACCESS database, entering a line with the known IUSNid of an indicator to be related to the sector in the Table as shown in screen 3-2, but remember the recommendation: 2.Always use the Data Base Administration software first, if possible

Modification of areas in the ACCESS database

Now and to finish the modifications of the database in ACESS let us look at the country groups. In AIIP (here: ASEAN Integration Information Platform (AIIP) 2011 V34mdb) we have the following countries listed as preferred partners of ASEAN:

Screen 3-4 shows the current list of countries. Now if you want to delete a country from this list, it is not possible with the Database Administration Software, you have to resort to ACCESS database handling to do so. Let us assume we want to delete Pakistan from this list.



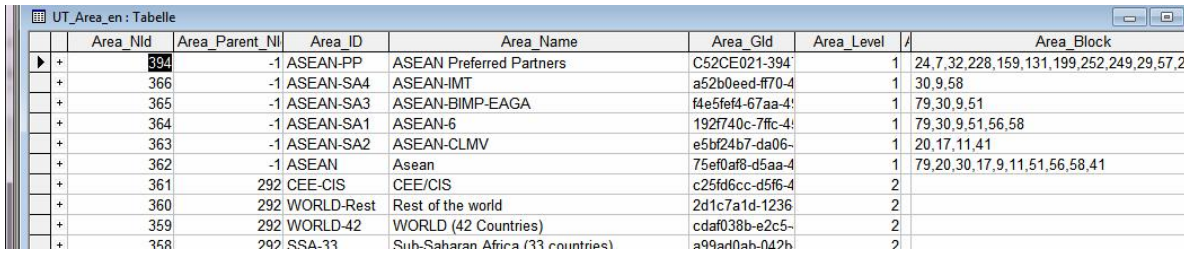
Screen 3-4

Open the table UT_Area_en in

The database: The table content shows like screen 3-5.

The area preferred partners has areas related in the column "Area_Block". Looking at the Table we will find out that Pakistan has the Area_NId = 57. So we have to delete the number 57 in the Aerea_Block field and Pakistan will have disappeared from the list of preferred partners but of course not from the list of countries in the database

With the same revered procedure you can add a country to the list of any of the area groups



UT_Area_en : Tabelle

	Area_NId	Area_Parent_NI	Area_ID	Area_Name	Area_Gid	Area_Level	Area_Block
+	394	-1	ASEAN-PP	ASEAN Preferred Partners	C52CE021-394	1	24,7,32,228,159,131,199,252,249,29,57,2
+	366	-1	ASEAN-SA4	ASEAN-IMT	a52b0eed-ff70-4	1	30,9,58
+	365	-1	ASEAN-SA3	ASEAN-BIMP-EAGA	f4e5fef4-67aa-4	1	79,30,9,51
+	364	-1	ASEAN-SA1	ASEAN-6	192f740c-7ffc-4	1	79,30,9,51,56,58
+	363	-1	ASEAN-SA2	ASEAN-CLMV	e5bf24b7-da06-	1	20,17,11,41
+	362	-1	ASEAN	Asean	75ef0af8-d5aa-4	1	79,20,30,17,9,11,51,56,58,41
+	361	292	CEE-CIS	CEE/CIS	c25fd6cc-d5f6-4	2	
+	360	292	WORLD-Rest	Rest of the world	2d1c7a1d-1236	2	
+	359	292	WORLD-42	WORLD (42 Countries)	cdaf038b-e2c5-	2	
+	358	292	SSA-33	Sub-Saharan Africa (33 countries)	a99ad0ab-042b	2	

Screen 3-5

For this short introduction this will be but the essential handling of an adapted system. With these indicated structured steps to modify the AIIP most of the necessary maintenance and adaptation should be feasible – Good Luck

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