Economic & Statistic Data User Manual
# Table Of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Page</td>
<td>2</td>
</tr>
<tr>
<td>View Time Series</td>
<td>3-16</td>
</tr>
<tr>
<td>Acronyms</td>
<td>18</td>
</tr>
<tr>
<td>FAQs</td>
<td>18-19</td>
</tr>
<tr>
<td>Terms</td>
<td>20</td>
</tr>
</tbody>
</table>
Home Page

The CBI Statistical website allows the users to view time data series (i.e. statistical indicators for Economic and financial data) on line.
view Time Series

The user can Review the main relevant economic sectors indicators.

- By clicking on the main category a window of related indicators will appear below.
Click on relevant time series category

Sub List of all-time series related to the selected category will open.
Click on Particular time series link.

The chosen Time series (Chart) will open in separate page; The Page contains the title bar in both Arabic & English language. At the bottom of the page, there is a description of the series value with a description of some Statistical indicators.
The Page top includes the main and sub sector with the series name, below the title bar you can find sub title for the series in Arabic for clarification.

In the Specified box there is the date bar which can be changed and activated by clicking on the (Refresh) option. On the other side the user can find periods wishes to view.
The bottom of the page the statistical indicators related to the time series appears such as (Frequency, measure unit, standard deviation, the average and mean).

On time data series page, the user can perform the following action:
1- The (Favorites) option will benefit the user in case of returning back to Indicators.
2- Print the time data series (chart) by clicking on Print button.

3- Save time data series as PDF by clicking on Save as PDF button.
4- View the time series values by clicking on Show Value button.

The Value indicators will appear for the time series in black color, which means that the figures are final, with a note to the small window appearing in two colors (Blue and orange). Blue means entering new figure, orange color means that the figure is updated or has been changed.
✓ **Click on print option in case of printing**

![Image of print option]

✓ **Time data series can be saved on PDF by clicking on download as PDF**

![Image of download option]
In case the User wishes to save the Time Series (Data Value) on Excel sheet files, the user will click on (CSV) option, this option is also used for comparison with other indicators.
If the user faced problem in downloading the Excel sheet, The User must follow the next steps:

1- Open the CSV File
2- Identify the column of time Data series

3- Go to (Data) Tab and choose (Text to column)
4- A window will appear, choose (Delimited) option and then next

5- Choose the (Comma) option and next
6- Final step, choose (Do not Import Column) then press Finish, the Excel sheet will be Readable.
In case the user wished to use more than one Indicator for comparison, or projection the user will follow the next steps.

- Click anywhere to enlarge

- Choose (Add time series) option
The user can add many additional time series, by clicking on Add Time series (provided that the series are Consistent in frequency and Time Period).
In case the user wishes to change the diagram (chart), the user will click on the Chart option.
Acronyms

Acronyms page is available throughout the application. The User can view the acronyms and their meaning using the acronyms page by clicking on Acronyms link.
FAQs page is available throughout the application. User can view FAQs by clicking on FAQs link.
Terms

Terms page is available throughout the application. User can use the terms and their definitions both in Arabic and English by clicking on Terms link.