1.1. Subscription

Guest Users can become Registered Users and gain full access to Comtrade by paying an annual fee. The Subscription menu in the main interface is reproduced below:



Figure 1: Subscription menu

These three entries are discussed below.

1.1.1. "Why Subscribing?"

As already mentioned, connecting as Guest (i.e., with no ID, password or recorded address) doesn't provide the User with full Joint System application services.

The following paragraph is reproduced from the "Why subscribing?" entry display:

As a guest user, you can get free data. However, there are some limitations. A guest

cannot download data

cannot create favorites or customized groups

cannot save a query

cannot execute elaborate data requests

cannot set an alert notification for batch processing

Figure 2: "Why Subscribing?"

This is why subscribing to an individual or site license and becoming a registered User may be interesting to most trade Statisticians.

1.1.2. Subscription Prices

The Subscription Prices link sets out the subscription options and fees in a form that is reproduced below. This form is copied from the online Help (*for information only*):

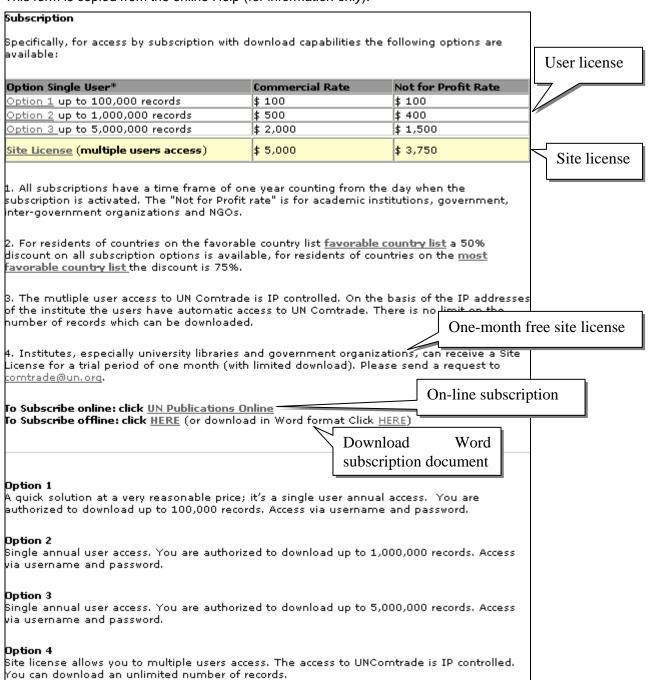


Figure 3: Subscription options and fees (partial view)

1.1.3. Order Form

Finally, a registration form is provided by clicking the Order Form entry. This form is reproduced below:

United Nations Comtrade Order Form Please send your order by mail or fax: +1-212-963-3489 would like to subscribe to: Option Single User* Commercial Rate Not for Profit Rate \$ 100 Option 1 up to 100,000 records \$ 100 Option 2 up to 1,000,000 records \$ 500 \$ 400 Option 3 up to 5,000,000 records \$ 2,000 \$ 1,500 Site <u>License</u>* (multiple users access) (for specific details on how to set up this option, \$ 5,000 \$ 3,750 contact UN Publications) Price in US\$ Option Total cost \$ Prepayment is required for subscription orders. Payment Information: Check or Money Order Enclosed (Payable to "UN Publications" in US\$) Orders paid by check will be held for 10 days or until the check clears. Use of a Credit Card will expedite your order. Charge my Credit Card: Visa MasterCard American Express JCB Ac.#__/__/__/ Exp.__/__/ Signature: _____ Please give subscriber details: Name: _____ Institution: _____

Figure 4: Order Form (partial view)

Notice that the Subscription Price form has Online and Word download subscription links.

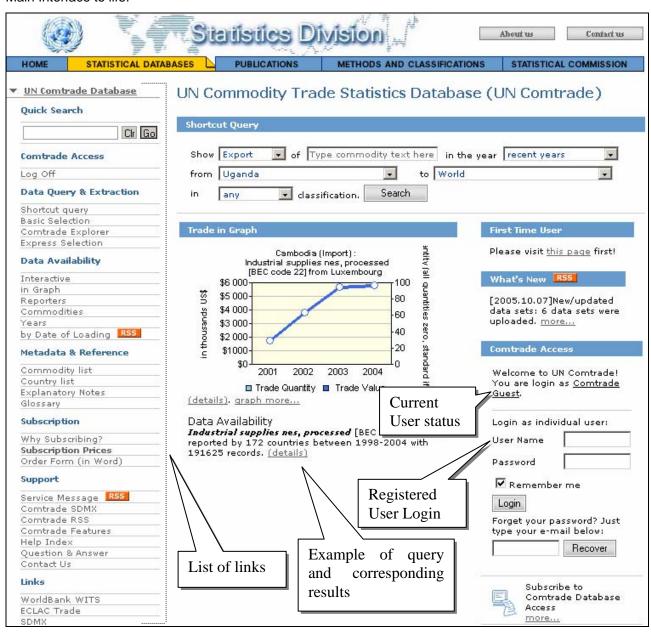
1. The Main Interface (Guest User)

A Comtrade Guest User isn't registered in the Joint System administration, nor is the IP address they use to connect to the Application server¹. Anyone with the proper equipment (see <u>above</u>) can get connected to the UNSD Comtrade application and become a Guest User.

Guests can use most of Comtrade capabilities, while Registered Users have unrestricted access to all of them. <u>Section 3.</u> of this document deals with Registered Users, either individual or belonging to a registered site.

1.1. Home Page

Connecting to the UNSD Joint System site, without any User ID or password, brings the *Guest* Welcome / Main Interface to life:



¹ In fact, guest Users are registered in Comtrade as Users with IP address 0.0.0.0. and restricted rights.

Figure 1: Joint System main interface – connection as Guest – Shortcut Query and In Graph functions exemplified

The left part of the Main interface is a list of *function links* that allow Users to select the query processor, define reference data, subscribe to extended services, get technical support and link to related Websites. This document will describe and exemplify all of these function links.

Query links share in fact the interfaces of only <u>four selection/display processors</u>; this is why parts of the text in this document often refer –via Word links– to other sections where interfaces have already been discussed or introduced.

Notes:

- 1. Free access as a Guest User to the database and search engines is restricted: for instance, up to 1,000 records SDMX-downloaded per day and no direct data downloading capability. This type of access is used in this section. Extended service, with full capabilities, is available for an annual fee. See the Subscription and Registered User sections for more details.
- 2. As already mentioned, most of the interface objects and some labels display a 'tool tip' text when pointed to by the mouse cursor –see for instance fig. 5.
- 3. The "Example of query and corresponding results" area in <u>fig. 1</u> depends on the User's settings namely the 'Customize Front Page' parameters. It may be empty. Only a <u>Registered User</u> can access the setting options.

1.1.1. Shortcut Query

1.1.1.1. Outline and Examples

Selecting Shortcut Query displays the following filter interface –already populated in the example below:

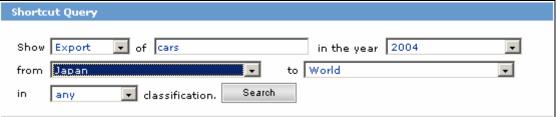


Figure 1: Shortcut Query selection interface – here: cars exported from Japan in 2004

Clicking Search displays the following summarized results:

	ing Search displays the following summarized results: esults of cars are found in HS2002.	
	Search Results	Selected Year
Г	New pneumatic tyres, of rubber, of a kind used on motor cars (incl. station $({\tt HS2002}~-~\underline{401110})$	2004
	Retreaded pneumatic tyres of rubber, of a kind used on motor cars (incl. st (HS2002 - $\frac{401211}{}$)	2004
	Inner tubes, of rubber, of a kind used on motor cars (incl. station wagons $({\tt HS2002}~-~\underline{401310})$	2004
	Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets (HS2002 - <u>610110</u>)	2004
	Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets (HS2002 - <u>610120</u>)	2004
	Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets (HS2002 - <u>610130</u>)	2004
	Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (HS2002 - <u>6102</u>)	2004
	Women's/girls' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jack (HS2002 - <u>610210</u>)	2004
Г	Women's/girls' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jack (HS2002 - 610290)	2004
	Motor cars and other motor vehicles principally designed for the transport $({\tt HS2002}~\cdot~\underline{8703})$	2004
	Vehicles (excl. of 87.02) princ. designed for the tpt. of persons, speciall (HS2002 - <u>870310</u>)	2004
	Motorcycles (including mopeds) and cycles fitted with an auxiliary motor $({\rm HS}2002$ - $\underline{8711})$	2004
	Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi $({\rm HS2002}$ - $\underline{871110})$	2004
	Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi $({\tt HS2002}$ - $\underline{871120})$	2004
	Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi $({\rm HS2002}$ - $\underline{871130})$	2004
	Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi $({\rm HS2002}$ - $\underline{871140})$	2004
	Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi $({\rm HS}2002$ - $\underline{871150})$	2004
	Side cars for motorcycles (HS2002 - 871190) Commodity code is	n the classi
	Wheeled toys designed to be ridden by children (HS2002 - 9501)	2004
	Wheeled toys designed to be ridden by children (e.g., tricycles, scooters, (HS2002 - 950100)	2004
Vie	w Trade Data	

Figure 2: search results for the selected data

Note: the date contained in some commodity classification codes isn't related to the selected statistics year(s). It is the date the classification was defined or revised. UNSD and OECD mostly receive data according to the last HS version. Data is then converted into older HS and SITC versions as well as into BEC.

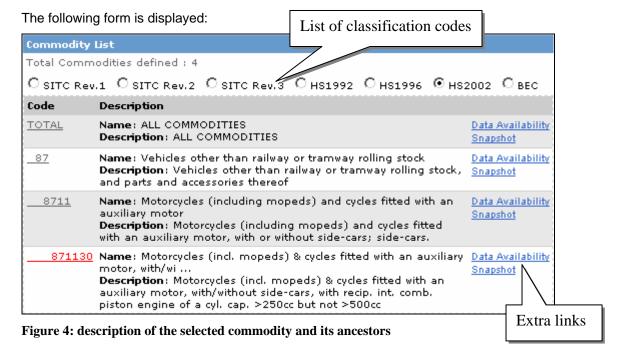
In the example above, HS2002 is used. HS stands for 'Harmonized System', 2002 means that this classification has been in use since 2002. Another classification is SITC rev. 3 (Standard International Trade Classification revision 3). All the classifications are based on commodity features (kind, production stage, primary material of not, durable or not, etc). The default classification in Comtrade is HS2002. See the Comtrade Glossary entry later in this document.

If a commodity isn't found in a classification, Shortcut Query searches other classifications for it.

In fig. 13, we notice that commodity codes are in fact links; what we get when clicking them is illustrated below:



Figure 3: direct selection of an item by clicking its code (here, 871130)



This tree-structured report describes all the commodity classes from the root (ALL COMMODITIES) to the selected item. Again, the item codes can be selected to get more specific information.

The Snapshot link leads to the already met Comtrade Explorer –Snapshot. Refer to <u>fig. 5</u> for an example of such a snapshot, and to the <u>Comtrade Explorer</u> section for a thorough description of the processor.

(Continued on the next page)

Clicking a Data Availability link displays the commodity statistics availability by country and by year:

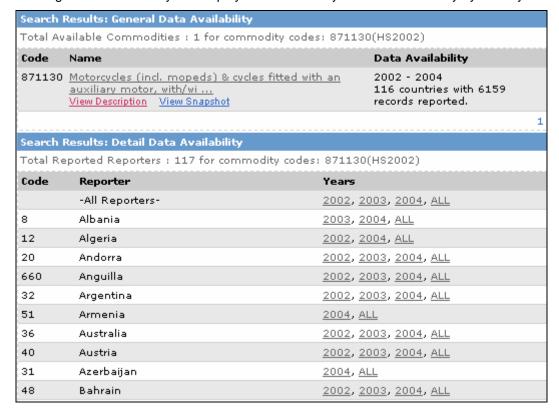


Figure 5: data availability by year for the selected commodity

Clicking one year in the list leads back to another query processor and shows the trade values:

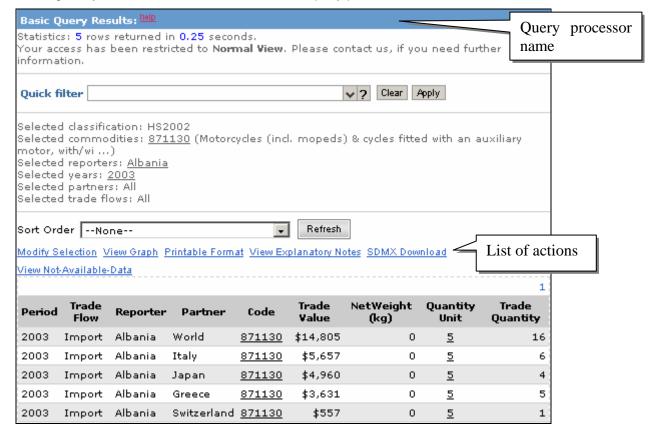


Figure 6: data availability - trade details for year 2003

The actions represented by the links above are discussed in this section. Notice the Query processor name: Basic Query. This specific processor is fully described in its own section in this document.

Back to fig. 13, we see that the imprecise commodity definition results in a wide range of retrieved items. We can select some of these items by ticking their checkboxes:

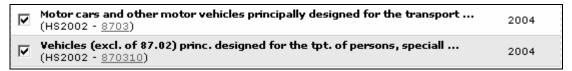


Figure 7: two items selected from the commodity list

Then clicking 'View trade Data' displays detailed information about the selected items through the Basic Query processor:

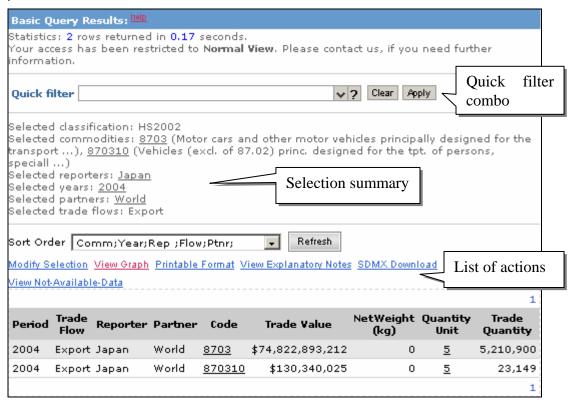


Figure 8: detailed information on two commodities

The order retrieved entries are displayed can be changed through the Sort Order combo. This combo contains all the criterion combinations that can be used as ordered sort list:



Figure 9: sort order selection

Click Refresh to make the new selection the current selection.

A list of links is present under the Sort Order combo (fig. 19); each of them represents an action. These actions are described in the following level 4 paragraphs.

There are no actions to directly download query results or record queries: this is because the connected User is a Guest. Downloading extracted data as a text file (what we call 'direct download') and saving the definition of a query are reserved to registered Users. What registered Users only can do is described in section 3.

1.1.1.2. Modify Selection

Clicking this link loads the Express Selection interface with the current selection in its fields:

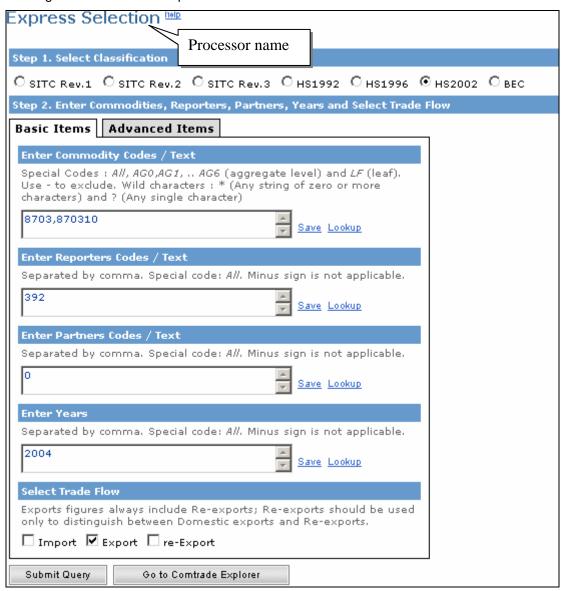


Figure 10: getting the Express Selection interface from the Shortcut Query

The User can add selection criteria, modify the existing ones or change the display sort order. The <u>Express</u> Selection form is fully described in this document.

1.1.1.3. View Graph

Clicking View Graph in the list of actions brings up a pie chart that reflects the current selection:

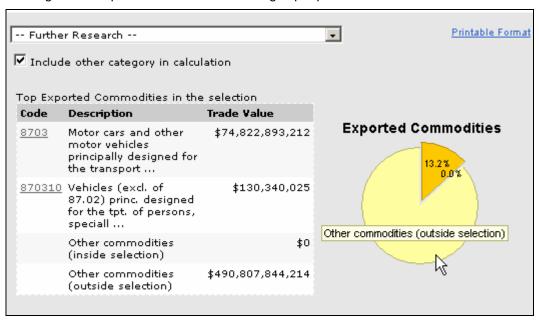


Figure 11: detailed information on two commodities – graphical form

This is the Comtrade Explorer Processor interface we already met in <u>fig. 5</u>; also see Note 1 below this figure. The pie chart shows the two selected items trade values compared to all the other commodities.

Again, a "tooltip" text pops up when moving the mouse cursor over the pie chart.

Back to fig. 5, we notice the already described Quick Filter and Further Research combos.

1.1.1.4. Printable Format

This action simply displays the trade information in <u>fig. 19</u> using the whole screen width, so as to get a full-page report. Also notice the included commodity labels:

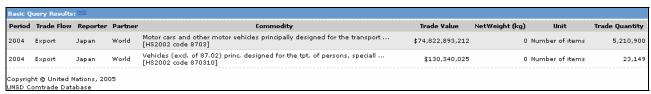


Figure 12: Printable Format display – may need enlargement

1.1.1.5. View Explanatory Notes

This link displays trade information on a country for a given year (e.g., local currency / USD conversion factor):

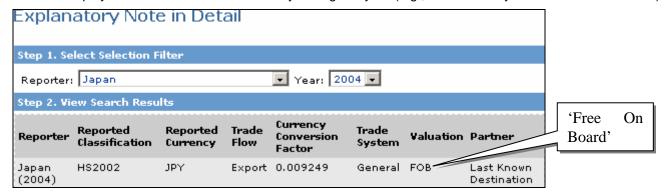


Figure 13: notes on Japan for 2004

'All' can be selected from Reporter (country) and Year combos; in this case, the resulting report looks like this:

Albania (2000)	HS1996	LEK	Export 0.006960	General FOB	Last Known Destination	
Albania (2001)	HS1996	LEK	Export 0.006966	General FOB	Last Known Destination	
Albania (2002)	HS1996	LEK	Export 0.007149	General FOB	Last Known Destination	
Albania (2003)	HS2002	LEK	Export 0.008219	General FOB	Last Known Destination	
Albania (2004)	HS2002	LEK	Export 0.009631	General FOB	Last Known Destination	Links to other pages
				1 <u>2</u> 3	<u>45678910</u>	

Figure 14: trade notes for all countries and all years (first page bottom part)

1.1.1.6. SDMX Download

The results of a query can be downloaded to the User's station in SDMX format, provided the User doesn't download more than 1,000 records the same day.

The SDMX format is introduced in the *Data Transfer Mechanism* Manual; it is based on the XML¹ format and adapted to statistical data description and transfer.

To illustrate this download operation, we can start from the following query results:



Figure 15: Basic Query results

Clicking 'SDMX Download' brings up the following warning message box:

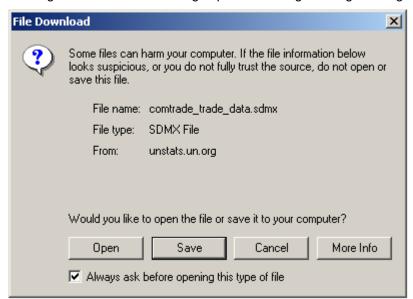


Figure 16: file download warning message

Notice the constant filename. Clicking Save displays the usual 'Save As' interface that allows the User to select the destination file (path and name)

¹ Extensible Markup Language: a standard for designing and creating HTML documents

Finally, the downloaded file is visible through Windows Explorer:

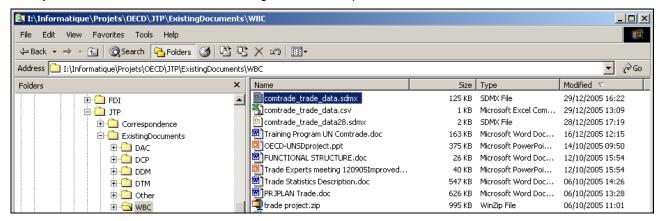


Figure 17: the downloaded SDMX file (highlighted) – the name was left unchanged

As stated before, this file has a XML-like structure; it can be read by Internet Explorer:

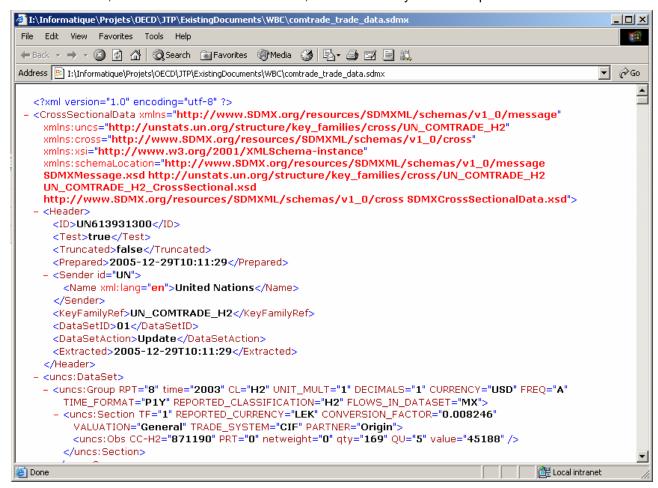


Figure 18: SDMX file contents (partial view)

1.1.1.7. View Not Available Data

This function points out the data items that are not available (i.e., that haven't been provided by the selected country, or that have been rejected by UNSD...), for the selected year, classification and commodity. Most of the time, the data will be available, and the following form will pop up:

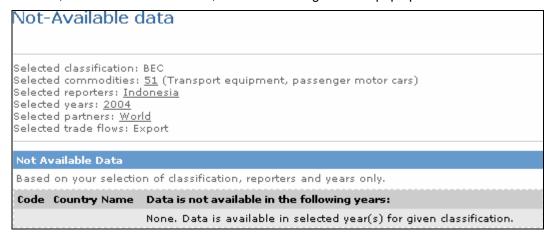


Figure 19: not available data: none for this example

Another selection can show unavailable data for a specific year:

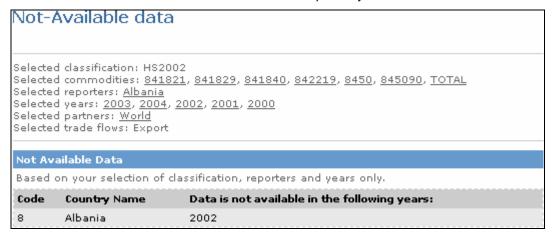


Figure 20: data from Albania unavailable in 2002 for the selected commodities

1.1. Data Query & Extraction

Several functions provide the User with commodity-related results once selection parameters (commodity, country, year...) are set. The data query functions are activated through the links below:

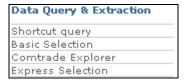


Figure 1: Data Query & Extraction links

1.1.1. Quick Search

Although not in the Data Query & Extraction group, the Quick Search processor makes it possible to retrieve data according to pre-defined reporter countries that can be selected from a list:

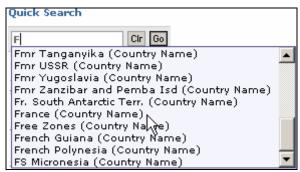


Figure 2: Quick Search entries for first letter F

A subset of the Quick Search list is displayed as soon as a letter is typed. Extra letters refine the selection, like in the example below:



Figure 3: two-letter selection from the Quick Search list

Once an entry is selected, clicking Go shows the associated information, like in the example below:

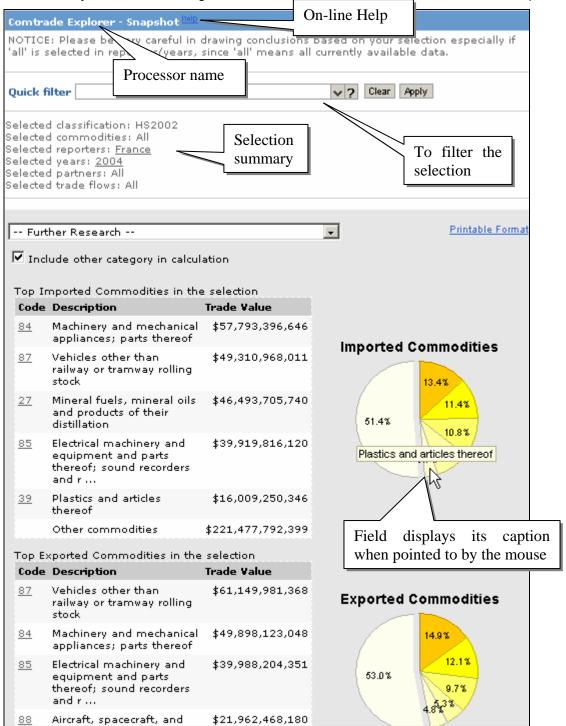


Figure 4: results of a Quick Search for France (upper part)

We won't reproduce the whole report here. Other pie charts show the six top import / top export partners, with the corresponding commodity descriptions and trade values. The query processor used, Comtrade Explorer, is fully described in its own section.

Notes:

- 1. The Query Processor name, Comtrade Explorer, appears at the top left of the form. The functions described in section 2.2 are in fact links to a small number of *common query processors*:
 - Shortcut Query
 - Comtrade Explorer
 - Basic Query
 - Express Selection

These four processors can be directly accessed from the Data Query & Selection links and each of them has its own section in this document. Refer to the <u>Table of Contents</u>.

- An empty filter field means that no filtering takes place: the whole data set is selected. This is true all over this document.
- 3. The Classification field defines the international codes that represent commodity descriptions. This point is discussed later.
- 4. The Quick Filter combo makes it possible to filter the selection by selecting an extra criterion that relates to partner country, year or commodity:

```
270500 (HS2002) Coal gas, water gas, producer gas & sim. gases (excl. petroleum gases & oth ...
2709 (HS1992) Petroleum oils, oils from bituminous minerals, crude
2709 (HS1996) Petroleum oils, oils from bituminous minerals, crude
2709 (HS2002) Petroleum oils, crude
270900 (HS1992) Petroleum oils, oils from bituminous minerals, crude
270900 (HS1996) Petroleum oils, oils from bituminous minerals, crude
270900 (HS2002) Petroleum oils & oils obt. from bituminous mins., crude
2710 (HS1992) Oils petroleum, bituminous, distillates, except crude
2710 (HS1996) Oils petroleum, bituminous, distillates, except crude
2710 (HS2002) Petroleum oils, other than crude
```

Figure 5: Extra selection by commodity (first three letters are 'pet')

(Continued on the next page)

Selecting the first entry in the list above and clicking Apply produces the following report:

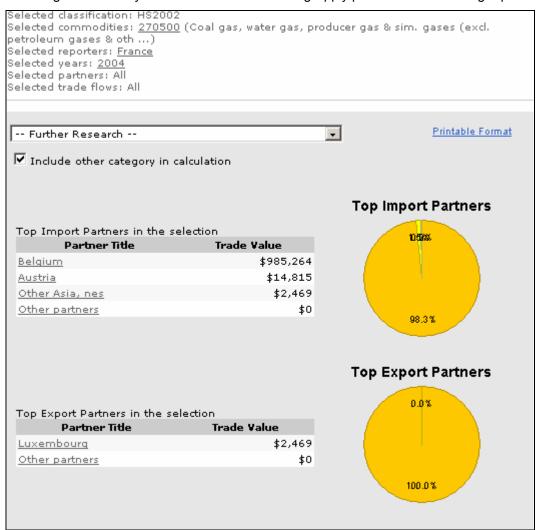


Figure 6: results of selection by country (France) and commodity (gases except from petroleum)

Finally, the Further Research combo allows Users to change the selection criteria without returning to the original interface. For instance, we can select other reporting countries:

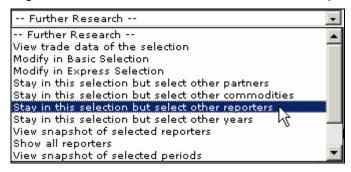


Figure 7: changing selection criteria in the Comtrade Explorer report

Asking for other reporting countries brings up the following interface (used, with some variations, by the Lookup link):

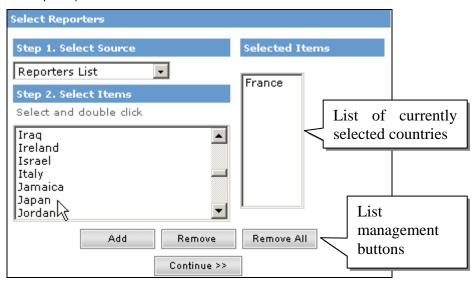


Figure 8: country selection interface

We can add Japan to the country selection by selecting the Japan entry and clicking Add; we finally get:

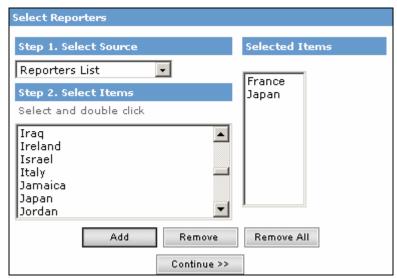


Figure 9: adding a country to the current selection

(Continued on the next page)

Clicking Continue brings up the new report:

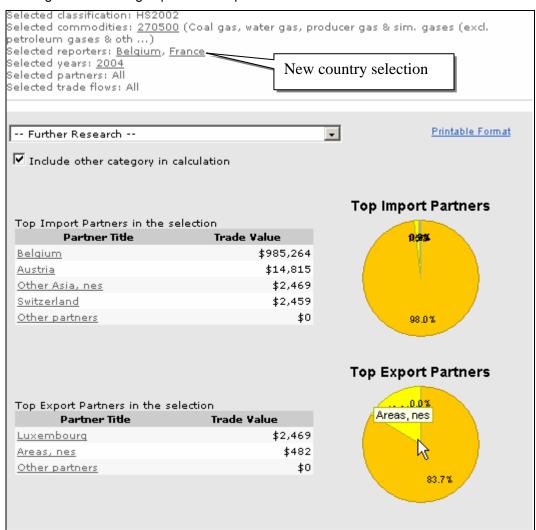


Figure 10: new selection (two countries) report

1.1.2. Shortcut Query

1.1.2.1. Outline and Examples

Selecting Shortcut Query displays the following filter interface –already populated in the example below:

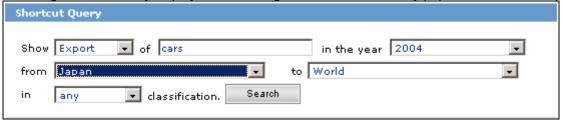


Figure 11: Shortcut Query selection interface – here: cars exported from Japan in 2004

Clicking Search displays the following summarized results: 20 results of cars are found in HS2002. Selected Search Results New pneumatic tyres, of rubber, of a kind used on motor cars (incl. station ... 2004 (HS2002 - 401110) Retreaded pneumatic tyres of rubber, of a kind used on motor cars (incl. 2004 st ... (HS2002 - 401211) Inner tubes, of rubber, of a kind used on motor cars (incl. station wagons ... 2004 Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets ... 2004 (HS2002 - 610110) Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets ... 2004 (HS2002 - 610120) Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets ... 2004 (HS2002 - 610130) Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (HS2002 -2004 <u>6102</u>) Women's/girls' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jack ... 2004 (HS2002 - 610210) Women's/girls' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jack ... 2004 (HS2002 - 610290) Motor cars and other motor vehicles principally designed for the transport ... 2004 (HS2002 - 8703) Vehicles (excl. of 87.02) princ. designed for the tpt. of persons, speciall ... 2004 (HS2002 - 870310) Motorcycles (including mopeds) and cycles fitted with an auxiliary motor 2004 (HS2002 - 8711) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 (HS2002 - 871120) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 (HS2002 - 871130) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 (HS2002 - 871140) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 Commodity code in the classification Side cars for motorcycles (HS2002 - 871190). ■ Wheeled toys designed to be ridden by children (HS2002 - 9501) 2004 Wheeled toys designed to be ridden by children (e.g., tricycles, scooters, ... 2004 (HS2002 - 950100)

Figure 12: search results for the selected data

View Trade Data

Note: the date contained in some commodity classification codes isn't related to the selected statistics year(s). It is the date the classification was defined or revised. UNSD and OECD mostly receive data according to the last HS version. Data is then converted into older HS and SITC versions as well as into BEC.

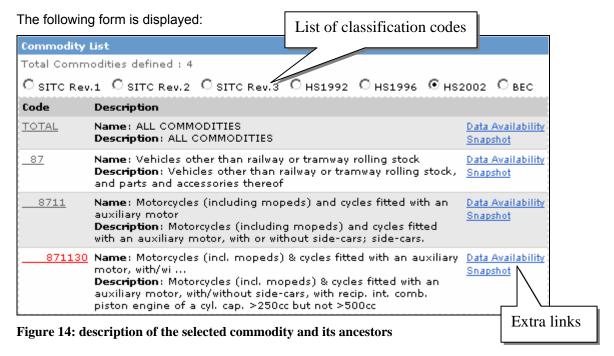
In the example above, HS2002 is used. HS stands for 'Harmonized System', 2002 means that this classification has been in use since 2002. Another classification is SITC rev. 3 (Standard International Trade Classification revision 3). All the classifications are based on commodity features (kind, production stage, primary material of not, durable or not, etc). The default classification in Comtrade is HS2002. See the Comtrade Glossary entry later in this document.

If a commodity isn't found in a classification, Shortcut Query searches other classifications for it.

In fig. 13, we notice that commodity codes are in fact links; what we get when clicking them is illustrated below:



Figure 13: direct selection of an item by clicking its code (here, 871130)



This tree-structured report describes all the commodity classes from the root (ALL COMMODITIES) to the selected item. Again, the item codes can be selected to get more specific information.

The Snapshot link leads to the already met Comtrade Explorer –Snapshot. Refer to <u>fig. 5</u> for an example of such a snapshot, and to the <u>Comtrade Explorer</u> section for a thorough description of the processor.

(Continued on the next page)

Clicking a Data Availability link displays the commodity statistics availability by country and by year:

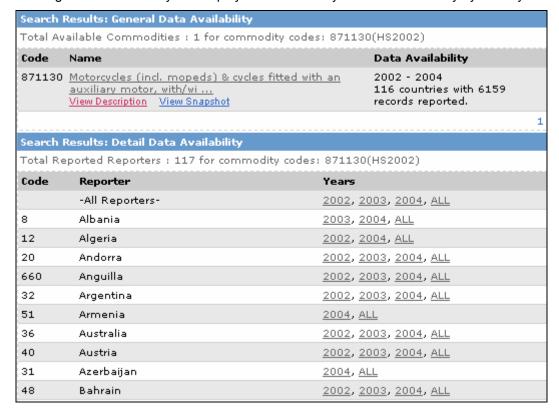


Figure 15: data availability by year for the selected commodity

Clicking one year in the list leads back to another query processor and shows the trade values:

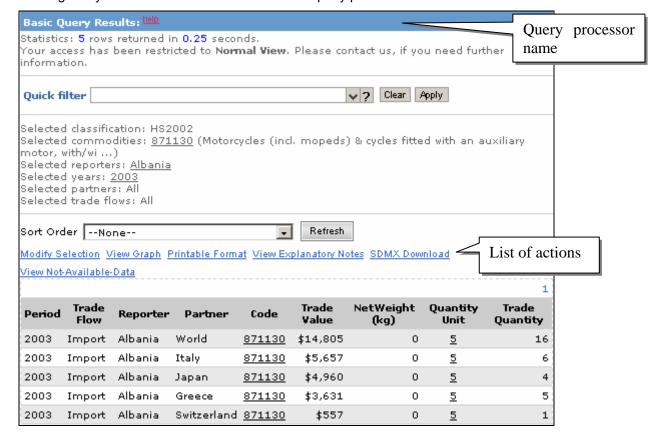


Figure 16: data availability - trade details for year 2003

The actions represented by the links above are discussed in this section. Notice the Query processor name: Basic Query. This specific processor is fully described in its own section in this document.

Back to fig. 13, we see that the imprecise commodity definition results in a wide range of retrieved items. We can select some of these items by ticking their checkboxes:

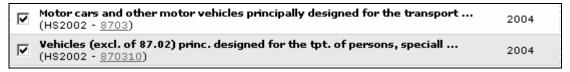


Figure 17: two items selected from the commodity list

Then clicking 'View trade Data' displays detailed information about the selected items through the Basic Query processor:

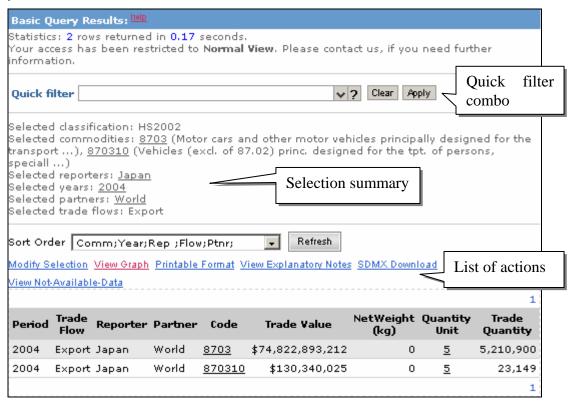


Figure 18: detailed information on two commodities

The order retrieved entries are displayed can be changed through the Sort Order combo. This combo contains all the criterion combinations that can be used as ordered sort list:



Figure 19: sort order selection

Click Refresh to make the new selection the current selection.

A list of links is present under the Sort Order combo (fig. 19); each of them represents an action. These actions are described in the following level 4 paragraphs.

There are no actions to directly download query results or record queries: this is because the connected User is a Guest. Downloading extracted data as a text file (what we call 'direct download') and saving the definition of a query are reserved to registered Users. What registered Users only can do is described in section 3.

1.1.2.2. Modify Selection

Clicking this link loads the Express Selection interface with the current selection in its fields:

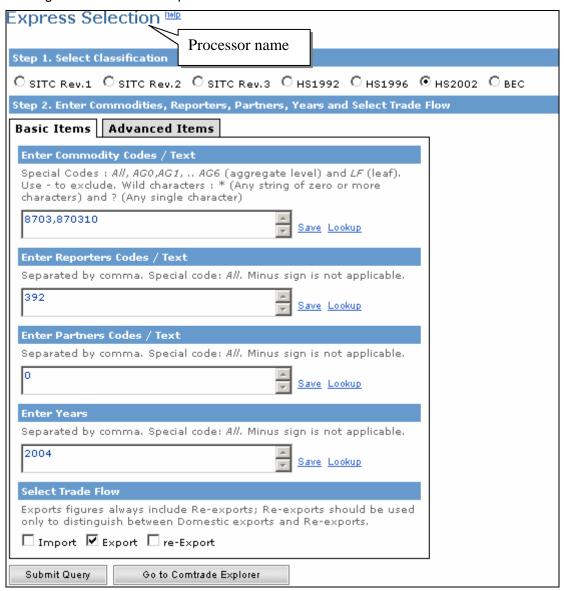


Figure 20: getting the Express Selection interface from the Shortcut Query

The User can add selection criteria, modify the existing ones or change the display sort order. The <u>Express</u> Selection form is fully described in this document.

1.1.2.3. View Graph

Clicking View Graph in the list of actions brings up a pie chart that reflects the current selection:

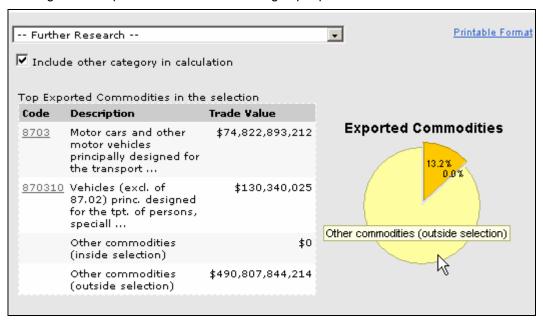


Figure 21: detailed information on two commodities - graphical form

This is the Comtrade Explorer Processor interface we already met in <u>fig. 5</u>; also see Note 1 below this figure. The pie chart shows the two selected items trade values compared to all the other commodities.

Again, a "tooltip" text pops up when moving the mouse cursor over the pie chart.

Back to fig. 5, we notice the already described Quick Filter and Further Research combos.

1.1.2.4. Printable Format

This action simply displays the trade information in fig. 19 using the whole screen width, so as to get a full-page report. Also notice the included commodity labels:

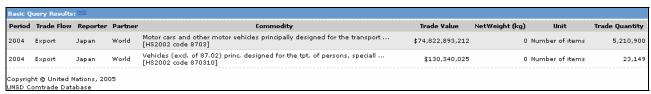


Figure 22: Printable Format display – may need enlargement

1.1.2.5. View Explanatory Notes

This link displays trade information on a country for a given year (e.g., local currency / USD conversion factor):

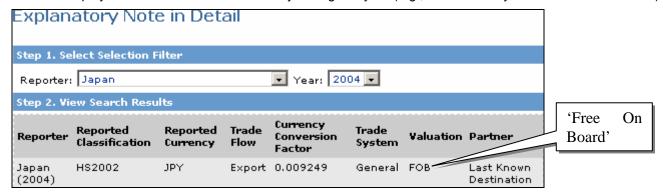


Figure 23: notes on Japan for 2004

'All' can be selected from Reporter (country) and Year combos; in this case, the resulting report looks like this:

Albania (2000)	HS1996	LEK	Export 0.006960	General FOB	Last Known Destination	
Albania (2001)	HS1996	LEK	Export 0.006966	General FOB	Last Known Destination	
Albania (2002)	HS1996	LEK	Export 0.007149	General FOB	Last Known Destination	
Albania (2003)	HS2002	LEK	Export 0.008219	General FOB	Last Known Destination	
Albania (2004)	HS2002	LEK	Export 0.009631	General FOB	Last Known Destination	Links to other pages
				1 2 3 5	45678910	

Figure 24: trade notes for all countries and all years (first page bottom part)

1.1.2.6. SDMX Download

The results of a query can be downloaded to the User's station in SDMX format, provided the User doesn't download more than 1,000 records the same day.

The SDMX format is introduced in the *Data Transfer Mechanism* Manual; it is based on the XML¹ format and adapted to statistical data description and transfer.

To illustrate this download operation, we can start from the following query results:



Figure 25: Basic Query results

Clicking 'SDMX Download' brings up the following warning message box:

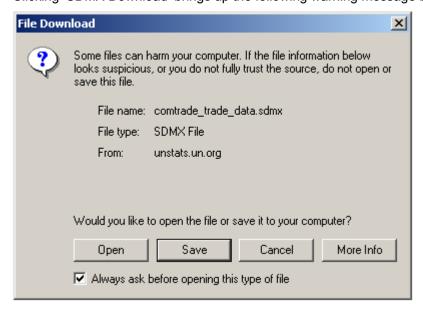


Figure 26: file download warning message

Notice the constant filename. Clicking Save displays the usual 'Save As' interface that allows the User to select the destination file (path and name)

¹ Extensible Markup Language: a standard for designing and creating HTML documents

Finally, the downloaded file is visible through Windows Explorer:

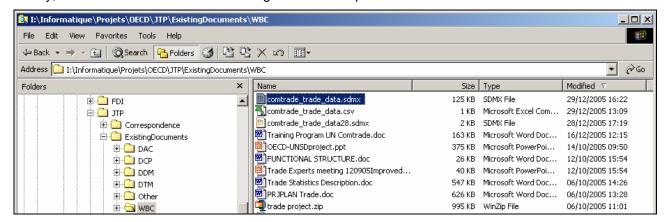


Figure 27: the downloaded SDMX file (highlighted) – the name was left unchanged

As stated before, this file has a XML-like structure; it can be read by Internet Explorer:

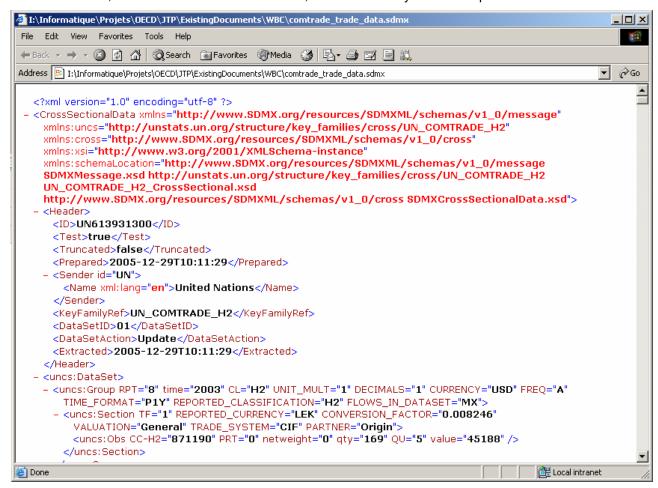


Figure 28: SDMX file contents (partial view)

1.1.2.7. View Not Available Data

This function points out the data items that are not available (i.e., that haven't been provided by the selected country, or that have been rejected by UNSD...), for the selected year, classification and commodity. Most of the time, the data will be available, and the following form will pop up:

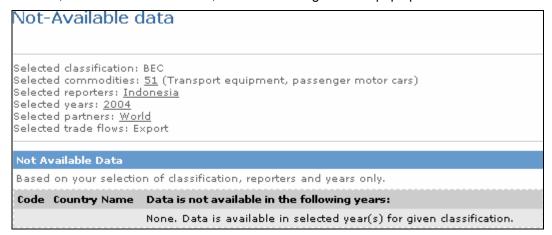


Figure 29: not available data: none for this example

Another selection can show unavailable data for a specific year:

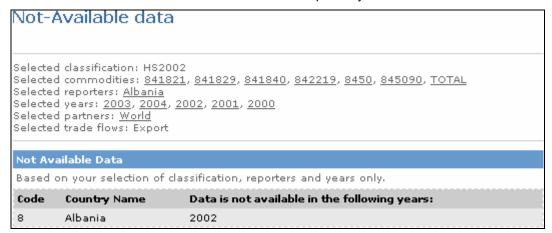


Figure 30: data from Albania unavailable in 2002 for the selected commodities

1.1.3. Basic Selection

1.1.3.1. Outline

We already met this processor when navigating along the Shortcut Query links. Back to the <u>Data Query & Extraction</u> links, we can directly select the Basic Selection entry:

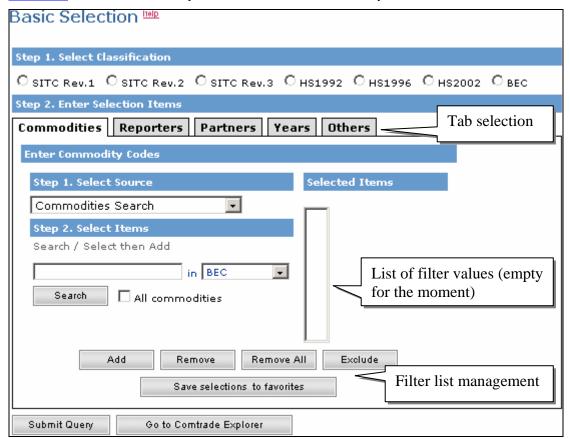


Figure 31: Basic Selection interface (Commodities tab)

The Basic Selection feature allows the User to select the commodities, classification, reporting Nations, partner countries and year values. It also makes it possible to filter and sort the data as well as select the type of trade flow required (tab Others).

Each tab relates to a selection parameter and has its list of selecting (or filter) values. A group of buttons (tagged as 'Filter list management') makes it possible to add, remove and exclude filter values.

The <u>classification</u> has already been discussed. The examples below show the selection of other parameters tab by tab. Once all the parameters are selected, clicking Submit Query displays the records retrieved –if there are less than 1,000 of them; otherwise, only the number of records appears.

1.1.3.2. Commodities

The Commodities tab interface is reproduced below:

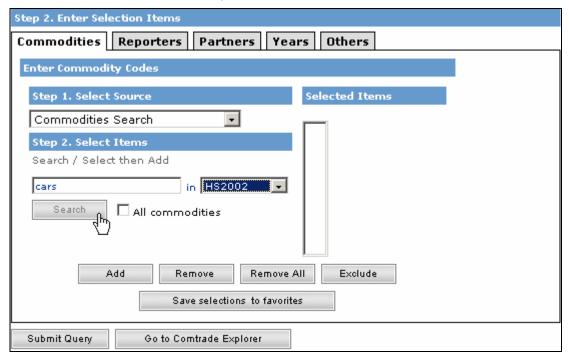


Figure 32: selection of commodity "cars"

The Source combo makes it possible to select the data source from which records will be selected:



Figure 33: selecting the data selection source

These data selection sources are discussed in this paragraph, tagged with a '□' sign.

(Continued on the next page)

Commodities Search

This is the default value. It means that any available commodity can be selected. "cars" is entered in the example above.

Clicking Search displays a tree view that allows the User to precisely select the commodities to retrieve (the whole contents of the tree are in fact any car-related items):

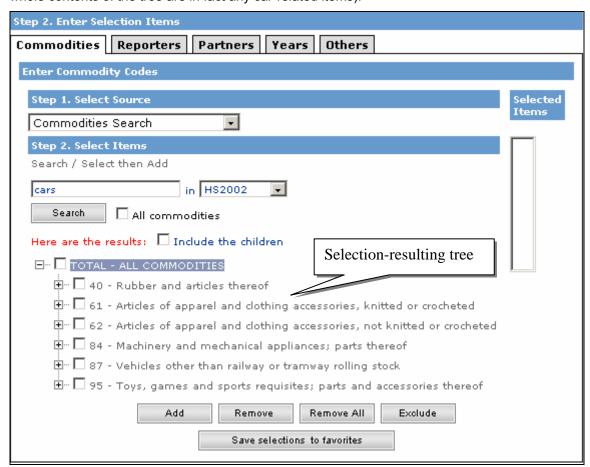


Figure 34: commodity tree view (only root is expanded)

Nodes that can be expanded are flagged with a

■ symbol.

(Continued on the next page)

Notice that parent nodes can be selected as well as leaves, like in the example below:

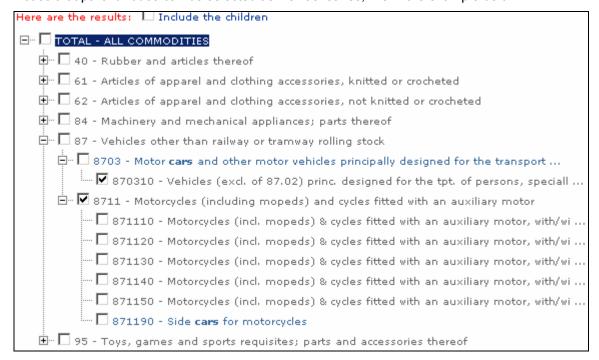


Figure 35: commodity selection – a node (Motorcycles) and a leaf (type of vehicle) are selected

Finally, clicking Add displays the selection in the Selected Items (a filter list) frame:

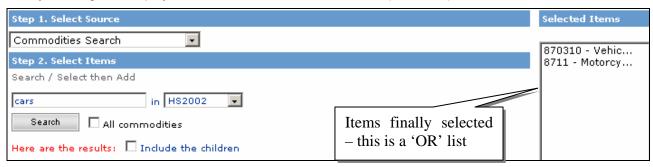


Figure 36: commodity list populated after clicking Add

As mentioned above, the selection list management buttons (see <u>fig. 32</u>) allow the User to edit the selection list. Items that must be individually removed must be highlighted with the mouse; multiple selection is possible through the Shift and Crtl keys, like in a Windows list.

Ticking the 'All commodities' checkbox selects the whole commodity set; the selected items are ignored in this case.

Ticking 'Include the children' not only selects the checked nodes, but also their descendants in the tree; the checked nodes are flagged with a '*', like in the figure below:

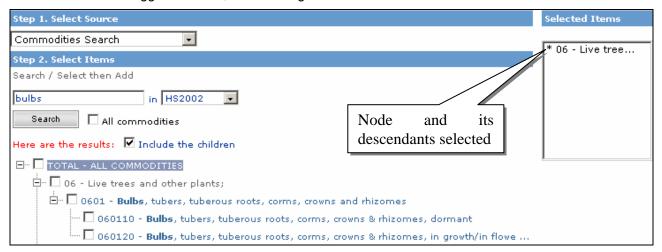


Figure 37: a node is selected with its descendants

One or more items can be excluded from the selection by clicking the Exclude button after ticking their nodes; the excluded items are flagged with a minus sign:

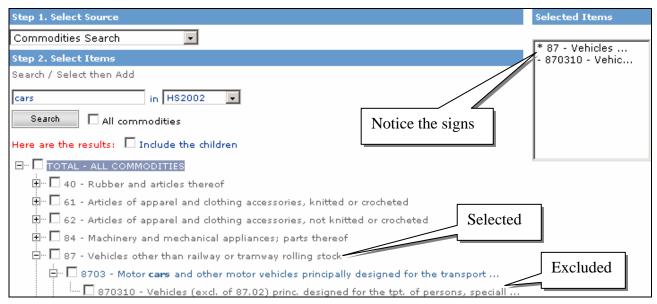


Figure 38: a category of vehicles is excluded from the vehicle selection

Of course, exclusion only makes sense when applied to the descendants of an already selected node for which the 'Include the children' option is set.

'Remove All' clears the Selected Items list.

'Save Selection to Favorites' is reserved to Registered (not Guests) Users. Refer to <u>section 3</u>. for details on this function.

Special Items

This entry selects commodities according to their code structure, namely their number of digits:

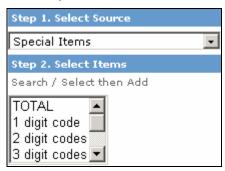


Figure 39: selecting commodities by number of digits in code

The digit-number selection can be added to commodity type conditions. Remember that the query processor makes the union (not the intersection) of selected commodities, like they appear, for instance, in fig. 37.

The TOTAL entry means the total of trade flows. This entry should not be confused with (All): (All) means all the registered commodities (or countries, or years, depending on the current tab of the selection interface – see <u>fig. 32</u>). 'TOTAL' returns one summarized record while (All) returns all the available items, with one record per item.

When it comes to country selection, (All) should neither be confused with 'World'. 'World' is a pre-aggregated group of the countries that make up the world. (All) means all the partner countries. 'World' is similar to 'TOTAL'.

Note: when used by the Comtrade Explorer processor, TOTAL and (All) have other meanings. Refer to Comtrade Explorer section.

■ My Favorite Commodities / Commodity Groups

Guest Users cannot define their own favorite items. They can use the standard, built-in groups of commodities and countries. There should be more of these groups in the near future. The picture below shows the standard country groups every guest User can select when the Reporter or the Partners tab is up:

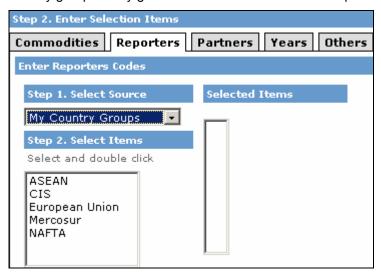


Figure 40: standard country groups (or trade agreements between countries)

Whatever the selection is, clicking 'Submit Query' (fig. 32) displays the retrieved items, if any, also taking into account the selections carried out in the other tabs. For instance, here are the results of selecting item 950100 from "cars" with classification HS2002:

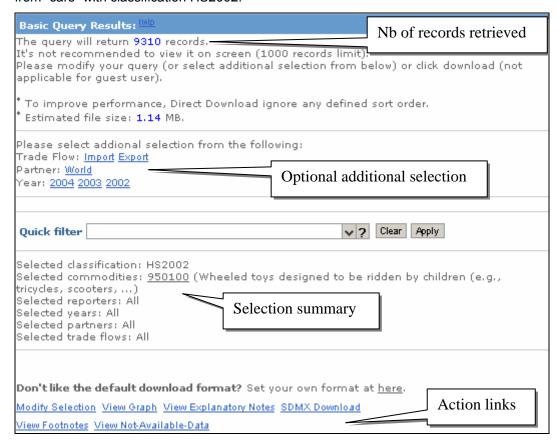


Figure 41: results of a Basic Query operation

The interface above, and especially its action links, has already been discussed with the Shortcut Query function, which in fact makes use of the Basic Query processor. Again, we notice that no Direct Download or Save Query options are available. We can still refine the selection, for instance by selecting 2002 as year; we just have to click the 2002 link. The results are now:

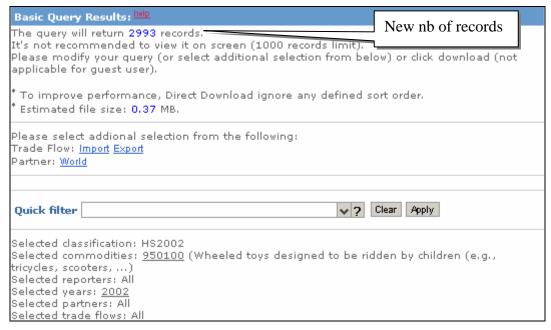


Figure 42: results of a Basic Query operation; extra selection by Year

Another extra selection can be carried out, for instance from the partners. If we click on Partner World in <u>fig.</u> <u>42</u>, we get a country-broken down report:

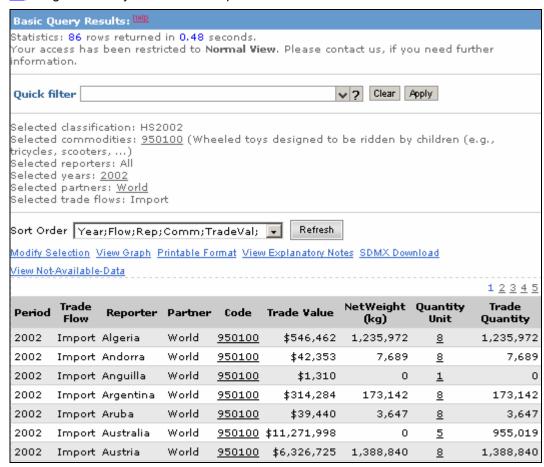


Figure 43: country-broken down report (first page partial view)

We notice that the records themselves are now displayed: this is because there are less than 1,000 of them. In fact, this is more an aggregation than a filtering operation: retrieved records are aggregated by reporting countries. A true filtering by partner can be achieved through the Partners tab interface

The Quick Filter combo can also be used to filter the selection. Refer to the <u>Shortcut Query</u> section for details and examples.

The Sort Order combo gives the list of all parameter permutations and makes it possible to select the order records will be displayed.

Back to <u>fig. 32</u>, we notice a 'Go to Comtrade Explorer' button. Clicking this button leads to the Comtrade Explorer - snapshot display we already met in the <u>Shortcut Query</u> section, since Shortcut Query uses in fact the <u>Comtrade Explorer</u> processor. This processor is discussed in its own section.

1.1.3.3. Reporters

The same –but far simpler, because there is only one level of data– filter operation can be carried out to select one or more reporting countries from the Reporters tab:

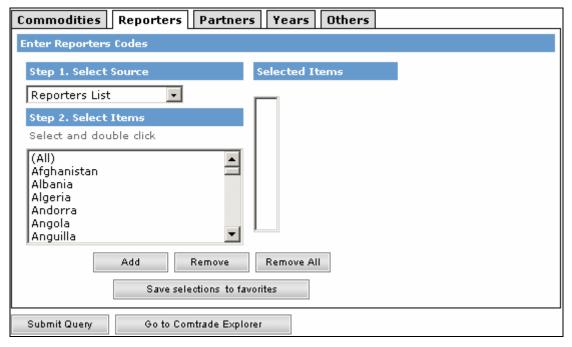


Figure 44: Reporters tab interface

The Reporters selection has already been discussed in the <u>Quick Search</u> section. Keeping the Commodities selection of <u>fig. 36</u>, we can filter the query by two reporting countries:

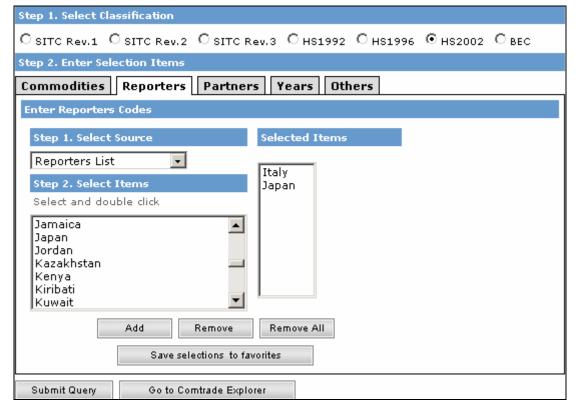


Figure 45: two countries (Italy and Japan) selected in Reporters interface

Again, clicking Submit Query displays the query summary and results:



Figure 46: query results for Commodities and Reporters selection

The links in the Basic Query results interface have been described with the Shortcut Query form.

1.1.3.4. Partners

An additional selection can be performed through the Partners interface:

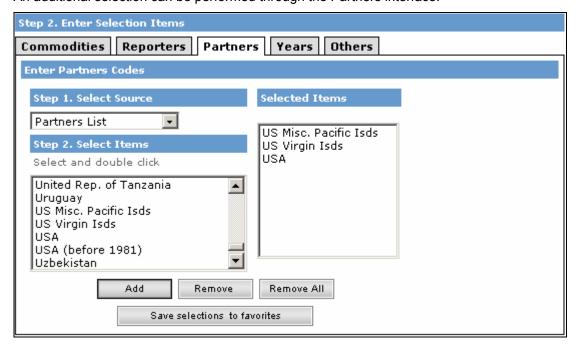


Figure 47: three partners selected

Reminder: a *Partner* is a country that carries out trade operations with a reporting country. The trade operations are defined by the Trade Flow parameter: import, export, re-export. Of course, all the reporting countries are also partners.

The new query gives the following results:

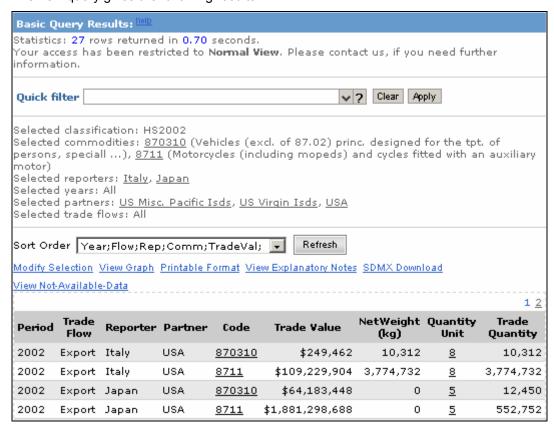


Figure 48: query results for Commodities, Reporters and Partners selection (partial view)

We notice that this time, the retrieved records are also displayed. This is because there aren't too many of them.

1.1.3.5. Years

One or more years can be selected through the Years tab:

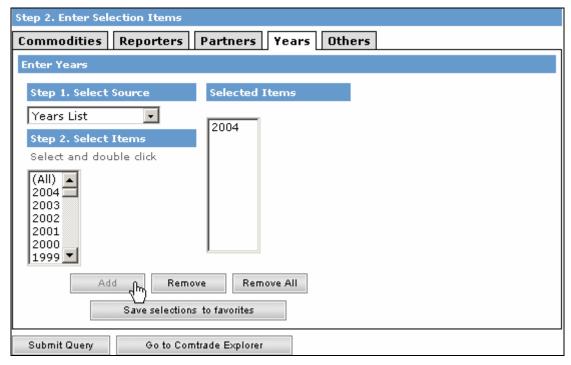


Figure 49: additional selection by year

The query results are now:

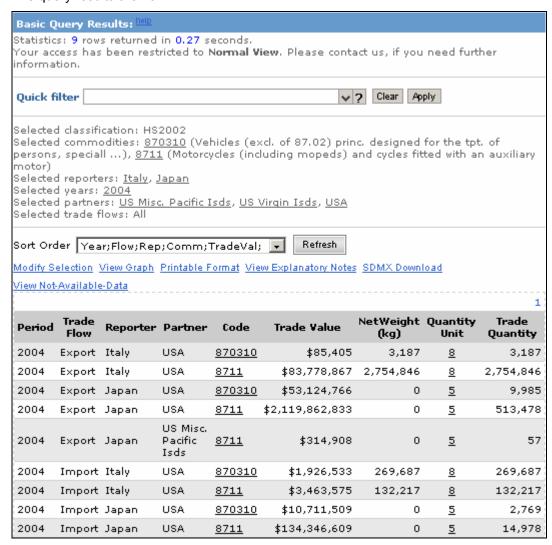


Figure 50: selection by Commodities, Reporters, Partners and Years (full view)

1.1.3.6. Others

Finally, the Others interface makes it possible to select the Trade Flow type, to filter according to the Trade Value and to define the retrieved items sort order, like exemplified below:

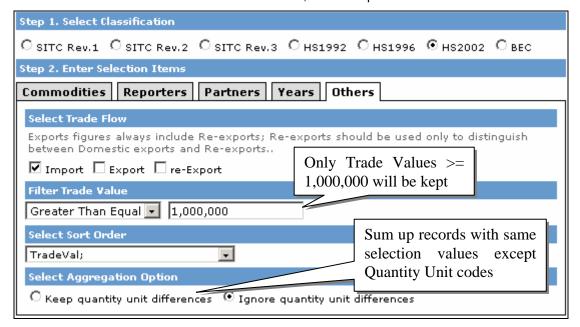


Figure 51: the Others selection interface – notice the aggregation option

The final query results are:

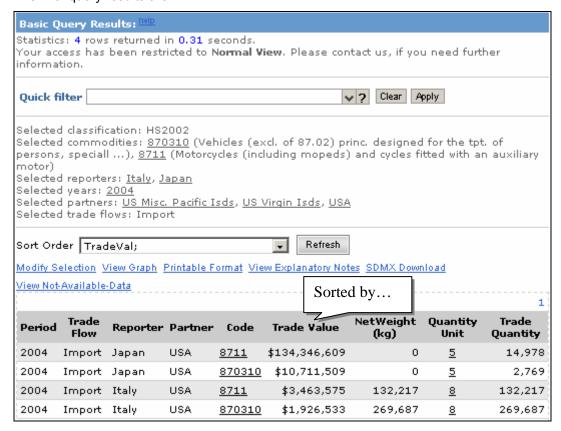


Figure 52: selection by Commodities, Reporters, Partners, Years, Trade Flow and Trade Value (full view)

The User can choose to <u>aggregate</u> the retrieved records according to the Quantity Unit code. In the examples above, codes 5 (number of items) and 8 (weight in kilograms) are present. If several retrieved records have the same selection record values except the Quantity Unit code, their Trade parameters (value and quantity) will be added and only one record will appear.

1.1.3.7. A Useful Capability: the Intra Trade Query

To end the Basic Query section, the *intra trade query* is a good example of what a powerful query engine can do with grouped entities. It consists in extracting and summarizing all the trade flows within the same group of countries (for instance, the fifteen-nation Europe). This is achieved by selecting this country group as Partner *and* Reporter.

The selection settings and the query results are reproduced below:

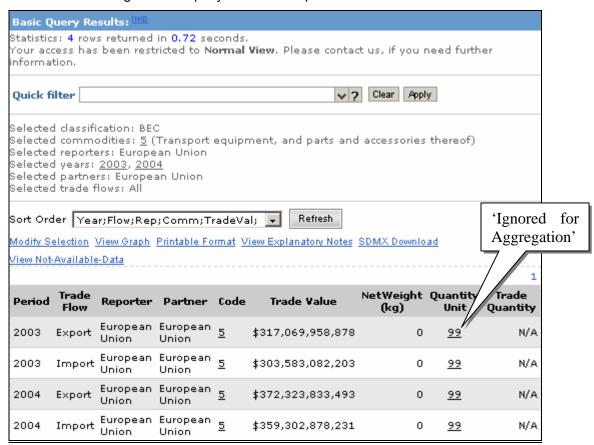


Figure 53: an intra trade query - Transport Equipment within Europe for 2003 - 2004

1.1.4. Comtrade Explorer

1.1.4.1. Outline and Examples

The next entry in the <u>Data Query & Extraction</u> links is Comtrade Explorer. People familiar with Internet search engines (such as Google) will easily use this processor. In addition, some of its interfaces have already been described when discussing the Shortcut Query function.

When clicking the Comtrade Explorer entry, the following interface pops up:

Explore Comtrade 1000
Explore Comtrade
Explore comtrade database. Enter a name of country or commodity or year. Search
in Comtrade Explorer 🔻
sample: "malaysia" or "aircraft" or "2000"

Figure 54: Comtrade Explorer initial interface

The User can enter any word that defines a commodity, a county or a year. For instance:

Explore Comtrade
Explore comtrade database. Enter a name of country or commodity or year.
Diesel Search Am
in Comtrade Explorer •
sample: "malaysia" or "aircraft" or "2000"
Note: Initial page may take longer to upload.

Figure 55: example of search string

Clicking Search displays the following global results:

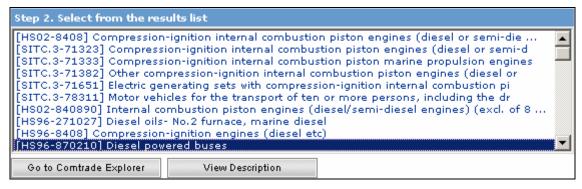


Figure 56: Comtrade Explorer – global results for the query

(Continued on the next page)

Selecting an entry and clicking View Description displays detailed information on the product:

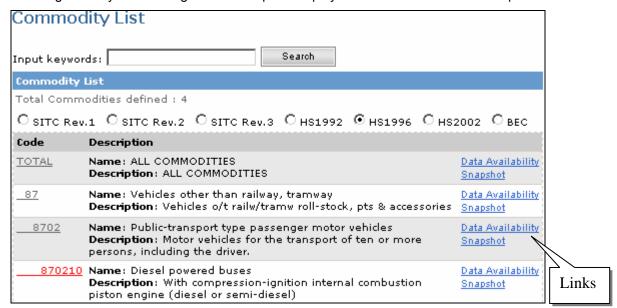


Figure 57: detailed information about an entry

Notice that the parents and children (no child here) of the Product are also displayed; the code of the selected product appears in red.

The 'Input keywords' textbox can be used to run another independent query –it doesn't filter the current query results.

1.1.4.2. Snapshot

Clicking the Snapshot link for an entry provides a summary report with graphic information on the selected item. Comtrade Explorer is the query processor used:

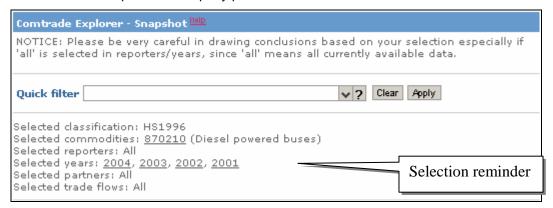


Figure 58: results of snapshot function: upper part of Comtrade Explorer interface – see lower part below

Keywords TOTAL and All in figs 58 and 59 have already been explained in the Basic Selection section. But their meanings are different here because of the snapshot report type:

- If All is selected as partner, it will be considered as single entity World
- If All is selected as commodity, it will be considered as single entity TOTAL
- For years and reporters, All means 'all available data' -refer to Data Availability.

The lower part of the Snapshot report is reproduced below:

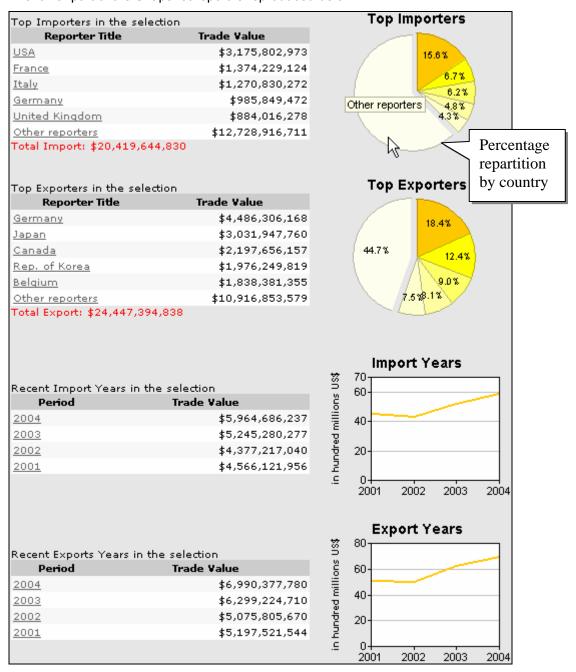


Figure 59: Comtrade Explorer (lower part) – summary graphic report

(Continued on the next page)

The <u>Quick Filter</u> combo has been introduced in the Quick Search function. It makes it possible to filter the current selection, like in the example below:

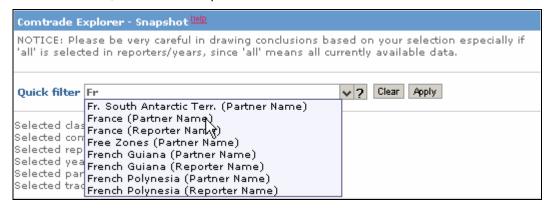


Figure 60: filtering list – entries beginning with 'Fr'

If we select 'France (Partner Name)' and click Apply, we get the following report:

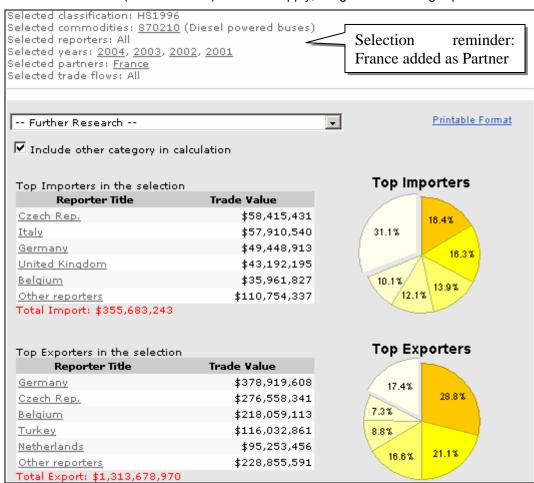


Figure 61: Comtrade Explorer (upper part) – selection filtered by Partner

Note: if Quick Filter is used for a criterion that is already set (value ≠ 'All' in query summary), the Quick Filter value replaces the already set value; in this case, Quick Filter redefines the query rather than filters it.

For instance, if we enter 'Gold' in the Quick Filter box:

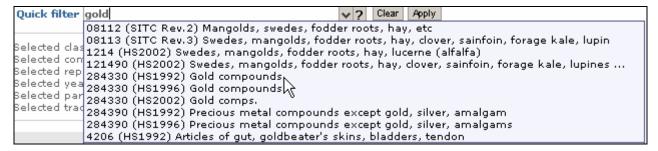


Figure 62: Quick Filter selection

Then if we select 'Gold compounds' and click Apply, we get the following selection summary:



Figure 63: new selection through Quick Filter

1.1.4.3. Data Availability

Back to fig. 58, if we click the Data Availability link for commodity 870210, we get the following report:

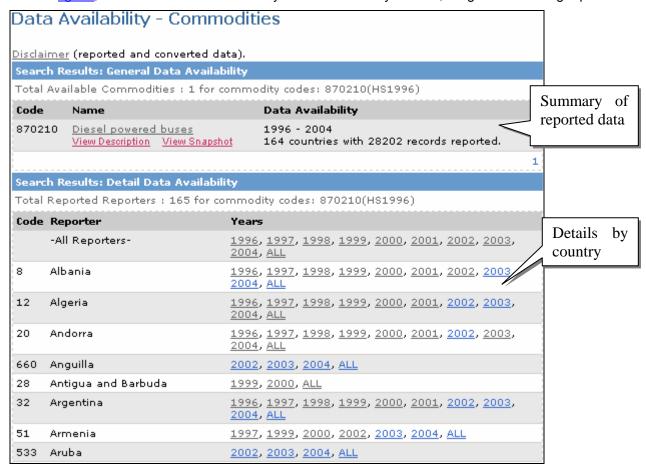


Figure 64: data availability report for selected commodity (partial view)

This interface is addressed in the Data Availability / Commodities section later in this document.

1.1.5. Express Selection

The last entry in the <u>query processor list</u> is Express Selection. The User interface of this processor is in a way a simplified summary of query processor interfaces we already met, especially the Basic Selection (or Basic Query) processor, with meta-language capabilities to describe the selection criteria.

There are two tabs in this interface:

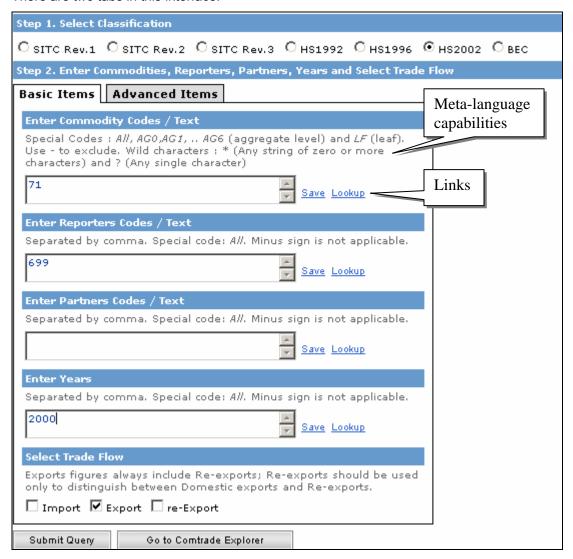


Figure 65: Express Selection – Basic Items tab

Notice the Save and Lookup links that make it possible to save the codes entered and retrieve them from a list ('Favorites'). The interface used by <u>Lookup</u> has been introduced in section Quick Search.

Reminder: saving a selection or a report is reserved to *registered* Users (unavailable to free Users, also called "Guests"). Refer to <u>section 3</u>. for information on registered Users and Favorites.

The Advanced Items frame allows Users to filter the available data according to Trade Values, to define a sort sequence and to set an aggregation option on Quantity units:

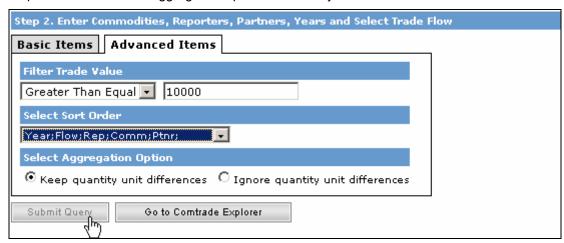


Figure 66: Express Selection – Advanced Items tab

This interface has already been discussed in the Basic Query section, form Others.

(Continued on the next page)

Finally, clicking Submit Query displays the resulting Basic Query report:

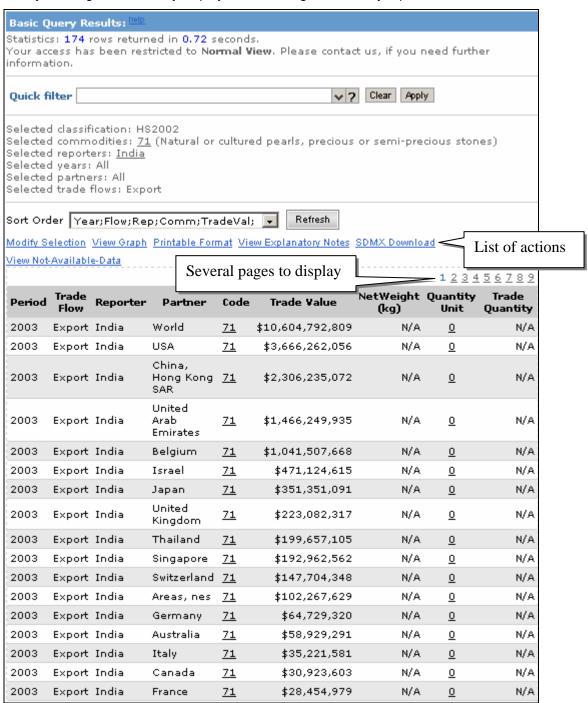


Figure 67: Express Selection report (partial view)

Refer to the <u>Basic Query</u> and <u>Shortcut Query</u> sections for details, especially on the list of actions that is tagged above. Note that the commodity codes and quantity units used are described by a 'tooltip' text.

Clicking View Graph displays summary information about the most important export Partners:

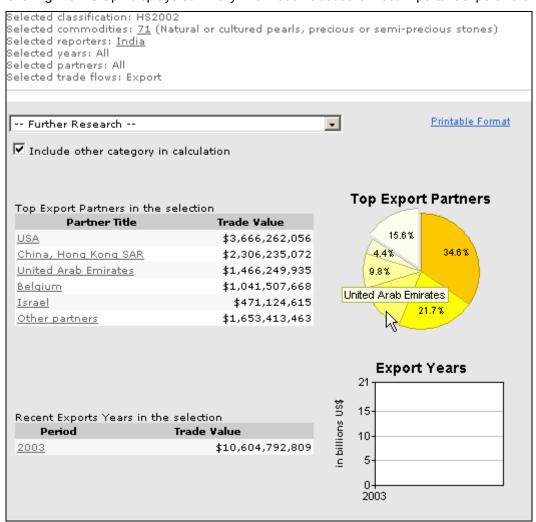


Figure 68: Express Selection – top export Partners

1.1. Data Availability

While the data Query section explains how to retrieve information on commodities (e.g., quantities in terms of trade value, mass or number of items exported), the Data Availability section deals with the *amount of data records collected* for a given selection, whatever type they are.

Several interfaces provide the User with data availability results, for instance the already discussed Comtrade Explorer.

The Data Availability functions are activated through the links below:



Figure 1: Data availability function in the main interface

1.1.1. Interactive

The Interactive interface is reproduced below, with a selection already carried out:

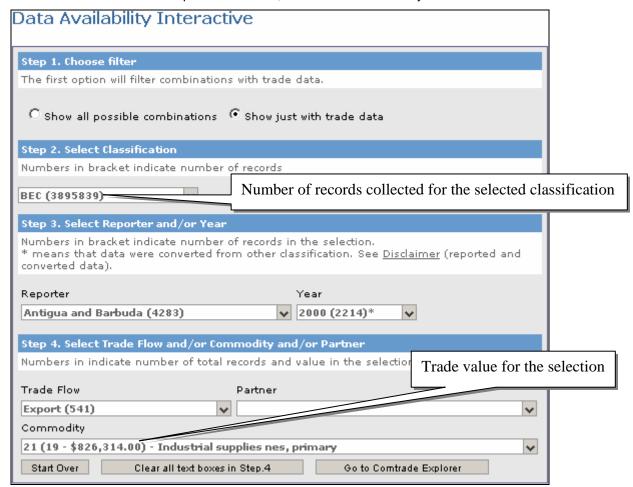


Figure 2: Data Availability Interactive interface – selection in effect

The comments in the form itself explain the role of each field. The values between parentheses are the number of records collected for the selected classification.

Clicking 'Go to Comtrade Explorer' brings up the usual reporting interface (see above) with a graph display:



Figure 3: Comtrade Explorer for Interactive interface

1.1.2. In Graph

The 'In Graph' interface is reproduced below, with a selection already carried out:



Figure 4: 'In Graph' results

The filter part of the interface makes it possible to select the reporting country, commodity codes and years. Two bars at the top and bottom of the filter area allow the User to select a year range and a geographic entity (e.g., European Union), instead of a country and one or more years. The Lookup links brings an already met interface that makes it possible to select commodities by their names instead of their codes, or to select standard Favorites.

In this interface, the results are contained in the same form as the filter values, and displayed as a bar chart. All the classification types are used and appear with different colors. Moving the mouse cursor over a bar displays the real number of data records, like exemplified above.

Double-clicking a bar (here, the first one) details the data records selected in the familiar Basic Query report form:

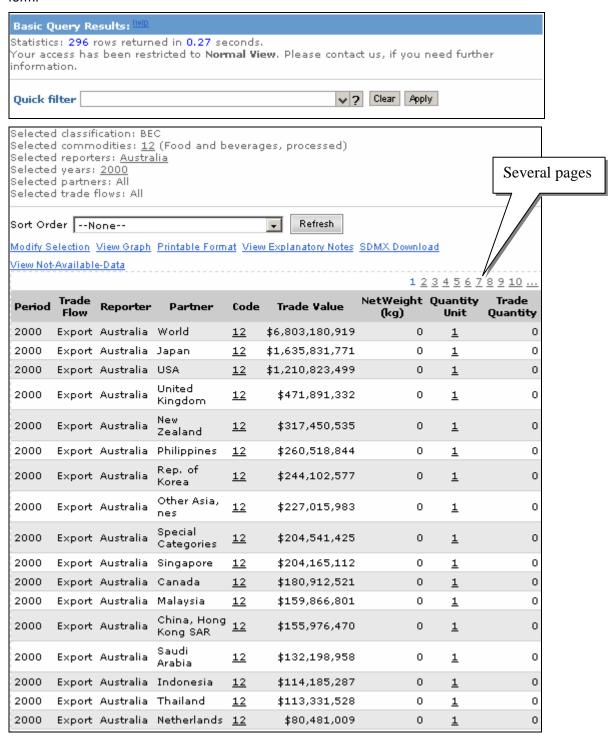


Figure 5: the data records selected from the In Graph interface (partial)

Refer to fig. 44 in the Basic Selection section for comments on this report.

1.1.3. Reporters

This function allows Users to filter the data records by Reporters (i.e. statistics provider countries) and year. The commodity classification is also used.

The Reporters interface – with country names beginning by Z – is reproduced below:

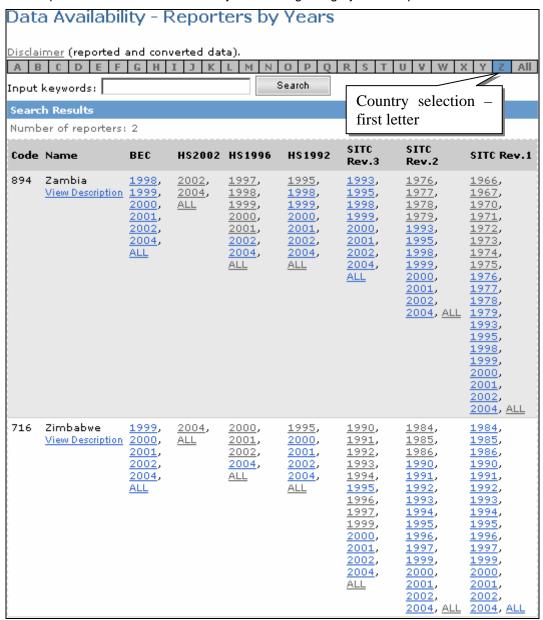


Figure 6: Reporter countries by year and classification codes

As usual, clicking an underlined year displays detailed information on the data records provided this year. The Basic Query processor is used.

Clicking View Description under a country name brings up information data on the selected country with links to other reporting interfaces, some of which we already met:

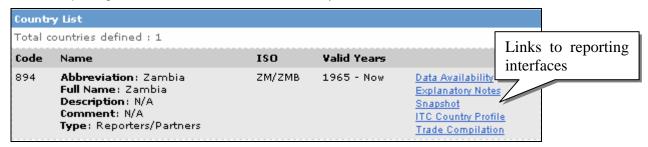


Figure 7: Reporter interface – information on country

1.1.4. Commodities

This processor makes it possible to filter the provided data records by Commodities. Commodities are selected from a tree-structured list we already described in the Basic Selection section:

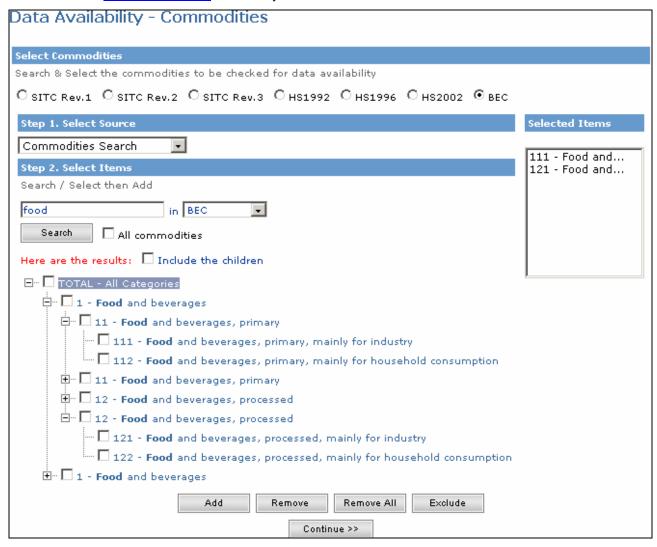


Figure 8: commodity selection – food is the main selection – two items selected

Once the nodes or leaves are selected, clicking Add stores them in the Selected Items frame.

Clicking Continue displays the query results:

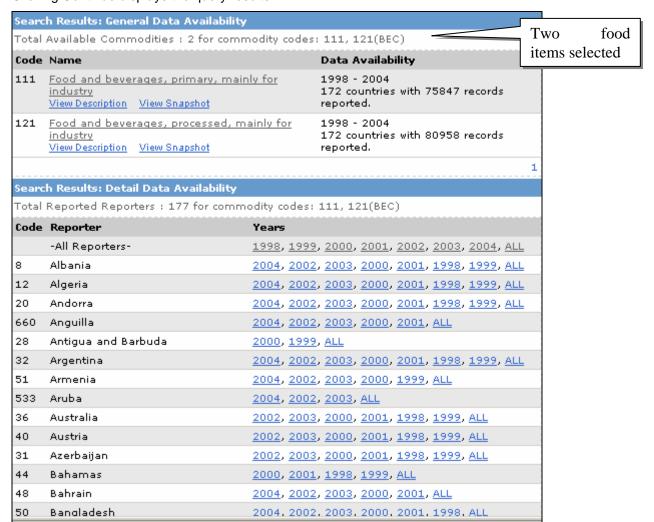


Figure 9: commodities - report for two selected items - Data Availability

Clicking View description brings up the Commodity List interface; clicking Snapshot leads to the Comtrade Explorer <u>Snapshot</u> form.

(Continued on the next page)

Again, clicking a highlighted year leads to the Basic Query reporting form:

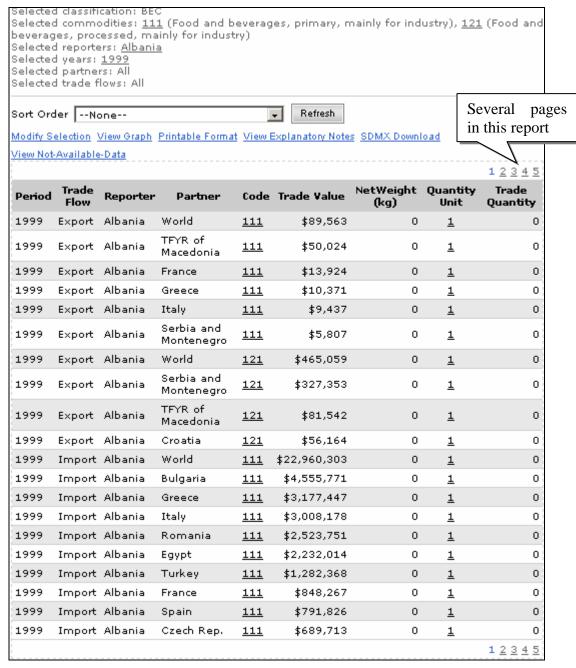


Figure 10: report on specific year for selected commodities - Data Availability

1.1.5. Year

The Year processor makes it possible to get data availability information by year and country, as illustrated below.

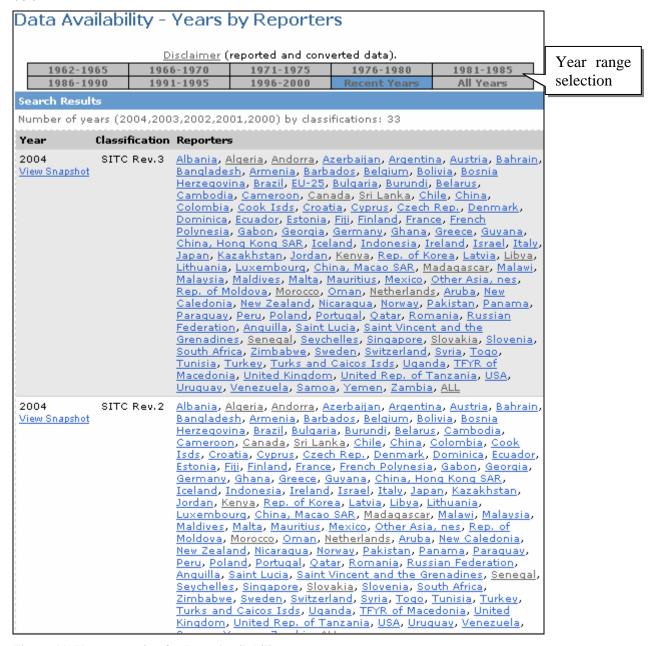


Figure 11: Year reporting for Data Availability

The following points should be noted:

- Clicking View Snapshot displays the already met Comtrade Explorer snapshot.
- Clicking an underlined country brings up a <u>Basic Query</u> report.
- Moving the mouse cursor over a country displays the number of records collected for the current selection.

1.1.6. By Date of Loading

The 'By Date of Loading' entry makes it possible to get data availability information by record upload date, as illustrated below:

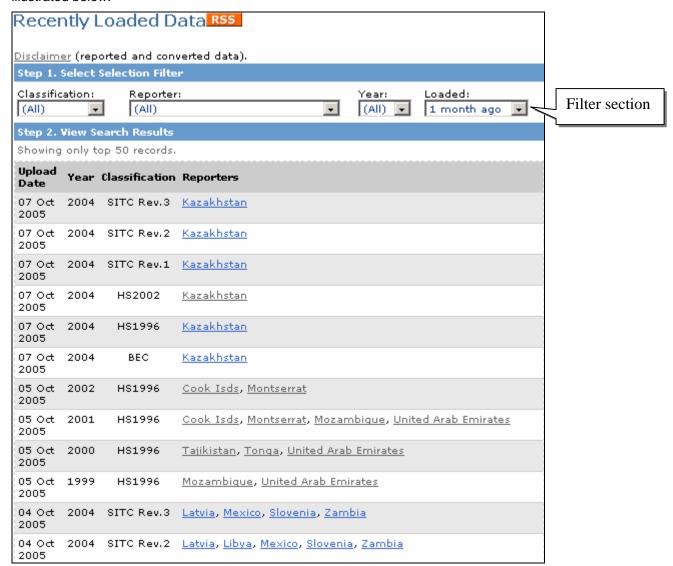


Figure 12: selection by record upload date - Data Availability - 'one month ago'

In this example, the only filter parameter is the upload date, and it is set to '1 month ago'. The picture below shows the possible values:

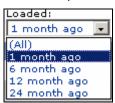


Figure 13: possible values for date selection

As usual, clicking an underlined country allows Users to get trade details on it.

1.1. Support

The Support menu includes the following entries:



Figure 1: Support menu

These entries provide online Help and remote communication with UNSD. Since they are by nature strongly User-oriented, we won't describe them but briefly. For some entries, we just reproduce the form they display.

1.1.1. Service Message

Clicking this entry displays the latest Joint System Application informative messages, for instance the latest data upload operations:

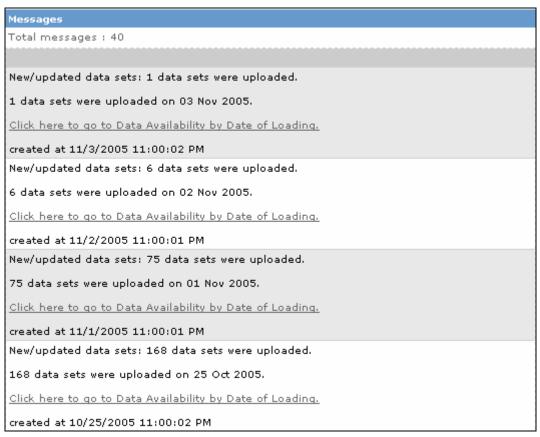


Figure 2: Service Message display (partial view)

Notice that, for each data upload entry, a link provides data availability by <u>date of loading</u>. The 'What's New' link in the <u>main interface</u> displays the same kind of information in an abbreviated format.

(Continued on the next page)

Messages can also relate to new Comtrade references, like in the two entries below:

```
Addition of BEC classification to UN Comtrade for years 1998 to present

UN Comtrade has added one more classification to its existing set of 6. In addition to the 3 editions of the Harmonized System and the 3 revisions of the SITC, the BEC classification gives a broader economic outlook on trade in commodities. These Broad Economic Categories split trade into Primary and Processed products and, for instance, into Consumption and Capital goods. BEC will be available for the years 1988 and later. For more details on BEC see the UN Classification Registry.

created at 6/20/2005 4:37:02 PM

The release of ECLAC "Sistema Interactivo Gráfico de Datos de Comercio Internacional"

We are pleased to announce the "Sistema Interactivo Gráfico de Datos de Comercio Internacional" (SIGCI) from ECLAC.

The country and commodity groups were defined by ECLAC and SIGCI pulls the aggregated data via UN Comtrade Web Service.

created at 6/20/2005 9:15:42 AM
```

Figure 3: other Service Message entries

Clicking the RSS button at the right of the entry displays the same information as fig. 99, but in RSS format:

```
<rss version="2.0">
- <channel>
   <title>UN Comtrade Service Message</title>
   <link>http://unstats.un.org/unsd/comtrade/help/ServiceMessage.aspx</link>
   <description>RSS Feed of any kind of messages: announcements, service updates, FAQs, etc</description>
   <language>en-us</language:
  <item>
     <title>New/updated data sets: 112 data sets were uploaded.</title>
     <description>112 data sets were uploaded on 11 Jan 2006.<br><de>br><a</p>
      href='http://unstats.un.org/unsd/comtrade/mr/daYearsNewResults.aspx?date=11\ Jan\ 2006\ '>Click\ here\ to\ go\ to\ Data\ Availability
       by Date of Loading.</a></description>
     <link>http://unstats.un.org/unsd/comtrade/help/ServiceMessage.aspx?rowID=90</link>
     <pubDate>1/11/2006 11:00:01 PM</pubDate:
     <guid isPermaLink="true">http://unstats.un.org/unsd/comtrade?rowID=90</guid>
   </item>
     <title>New/updated data sets: 141 data sets were uploaded.</title>
     <description>141 data sets were uploaded on 10 Jan 2006.<br><<br><<a>br><<a</a>
       href='http://unstats.un.org/unsd/comtrade/mr/daYearsNewResults.aspx?date=10 Jan 2006 '>Click here to go to Data Availability
       by Date of Loading.</a></description>
     k>http://unstats.un.org/unsd/comtrade/help/ServiceMessage.aspx?rowID=89
     <pubDate>1/10/2006 11:00:01 PM</pubDate>
     <guid isPermaLink="true">http://unstats.un.org/unsd/comtrade?rowID=89</guid>
```

Figure 4: Service Message display – RSS format (partial view)

1.1.2. Comtrade SDMX

This is just a link to an explanatory text about the SDMX format and capabilities, with links to related sites and capabilities to download SDMX keys.

The *Data Transfer Mechanism* document gives a few details about SDMX and its usage by the Joint System Application.

1.1.3. Comtrade RSS

RSS stands for 'Rich Site Summary'. It is a new, XML-format way to publish information on line. This label has already been met beside some of the Joint System Application links; see for instance <u>fig. 1</u>., a global view of the main interface. <u>Registered</u> Users can get Upload news via RSS.

Clicking this entry loads introductory pages to RSS with definitions, links to related sites and links to published papers.

1.1.4. Comtrade Features

This function provides a valuable global introduction to the Joint System Application.

Clicking this link displays the following multi-tab form:

Comtrade Features

Data | Access | Favorites | User Preferences | Data Selection | Data Availability

Data availability

Availability of data depends on in what classification and when comtrade data are reported by countries. Comtrade have all reported data in their original classification and converted data (from original one) to all possible classifications. For example: Country X reported 1997 data in HS88, thus comtrade will stored X's 1997 data in HS88, SITC.3, SITC.2 and SITC.1. Go to here to view loaded data.

- Data Download

Comtrade guest couldn't download. However, registered user could download data in text file (using CSV format). User could also be assigned the maximum number of records that can be downloaded. The site licenses users will have unlimited number of records for downloading.

User can download in two ways: direct mode or batch mode. The direct mode gives the data immediately but only suitable for a simple and small query (no groups and less than 150 thousands records). More complex query and huge data download needs to use batch mode (unattended download, the link to the compressed result file will be sent via email)

Maximum records shown in Account Info page:

• You have so far downloaded 6 records and given your maximum of 500,000 records, you could still download 400,000 records. could still download 499,994 records.

Data Pricing

Please go to Subscription Prices. We also keep track of download data in Data Download History page.

Data download history

- Number of downloads: 1 times.
- You have so far downloaded 6 records and given your maximum could still download 499,994 records.

Log Time	Downloaded Records
9/19/2002 2:34:00 PM	6

- Data Restriction

Comtrade is capable for enforcing data restriction for certain users. For examples: User X is assigned Trade With US Only. See screen snapshot below:

- Your latest recorded data query was on 10/22/2002 10:57:16 AM.
- Your access has been restricted to Trade with US Only.

Thus, user X could only view trade data that has US as reporter or US as partner. If X wants to see trade between France and Sweden, he will get nothing. This restriction could be defined in any possible combinations of commodities, reporters, partners, years, trade flows, filtering by trade value, etc

By default, all public users get the "Normal View" restriction. This view lets access to all comtrade data except the data reported by Taiwan, Province of China due to political reasons. However, at the trading partner side, Taiwan is included in partner "Asia Other, not elsewhere specified" (Code 490).

Figure 5: Comtrade Features – Data tab

Users should have a look at each tab.

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1.1.5. Help Index

The Help Index page is reproduced below:

Help Index

General Info

First Time User

Data Query & Extraction

- Basic Selection
- Express Selection

Technical Support

- Limitations (please read)
- Tips

Figure 6: Help Index menu in the main interface

(Continued on the next page)

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• First Time User is an introduction to Comtrade and provides beginners with useful query scenarios. The First Time User page is reproduced below:

How to use the UN Comtrade web site?

Depending on what you are looking for and your knowledge/experience of the UN Comtrade system, the web site offers a flexibility of finding the trade data that you need. Consider the scenarios below:

When you are totally new to the comtrade system, start with ...

Comtrade Explorer. The only thing, you need to enter is "search term". It could be the name of the countries, the countries abbreviations, a commodity key word or a year. Examples: "aircraft" or "aircraft engine"

Quick Search (available in all pages). Quick Search was designed to provide a connection to any information in UN Comtrade system, including glossary or help pages. Tries to type "help" or "glossary" or "Niger" or "shoe", the Quick Search will even give you the results after you type a first character.

When you want to know the data availability of the certain countries reporters or commodities or years, start with ...

- Basic Data Availability, choose either: reporters, commodities or years sub menu.
- 2. Interactive or Graphical Data Availability, choose either: Interactive or InGraph
- Data Availability with loading date information, choose by Date of Loading

When you want to know the description of certain commodities or countries, or list of all commodities or countries, start with ...

1. Metadata and Reference menu, choose either: <u>Country List</u> or <u>Commodity List</u> sub menu

When you know what you are looking for (ex: Indonesia's Import of "rice" in the year 2000), but you are not familiar with the codes (UN code of Indonesia is 360), start with ...

- 1. Basic Selection
- 2. <u>Shortcut Query</u>

When you know what you are looking for, and you are quite familiar with the codes, start with ...

1. Express Selection

When you want to know about UN Comtrade Glossary, start with ...

Glossary

Advanced Features: My Comtrade

UN Comtrade Web Site offers several features for personalization. User could save the query (we called it Saved Queries), save individual items as favorites, such as commodity favorites, reporter favorites, partner favorites and year favorites. Even user could define their own country groups (which combined several reporters) or commodity groups. We also defined the global country groups, so a user could just "attach" to favorites it and use it later in Basic Selection or Express Selection.

User could customize his/her FrontPage and Download Format, or even he/she could submit a query into a batch (and an e-mail notification will be sent, after the completion). With this, user could avoid having a "Time out" message and have a "powerful" research tools.

For a detail explanation of UN Comtrade Features, <u>click here</u> or see UN Comtrade Presentation (above).

Figure 7: query scenarios in Help menu (partial view)

The 'First Time User' link is also present on the top right part of the main interface (fig. 1):

First Time User

Please visit this page first!

Figure 8: Direct access to First Time User Help

- Basic Selection and Express Selection introduce the already discussed query processors.
- Limitations defines the already mentioned Comtrade limits and requirements.
- Tips provides the User with the usual –and useful– advice. The Tips page is reproduced below:

Tips

Here are the tips for using Comtrade application effectively:

- Define favorites: It's advisable to define your favorites first. It will save you some time later.
- Find your way: To arrive to same results, you could use different ways. Use one that
 you think the most efficient.
- Specify more in Text Search: To decrease number of results, use more than one keyword and use the "AND". Instead of saying only "hair", specify more with "human hair" or "human AND hair"
- Text Search: The text search could search more than just a text, you could enter ISO code for countries or just commodity codes.
- Follow the steps: In almost of the pages, we included the steps which you should followed.
- Set your download format: It could probably save download time and reduce file size.

Figure 9: Tips form in Help menu

1.1.6. Questions and Answers

This page contains the usual FAQ sequence and their answers. A part of it is included below:

Question and Anwser

Q What is IP Users Personalization and how to use it?

A With IP Users Personalization, an IP User, identified by the organization IP Addresses, will be able to use all the personalization features such as customize the download format, save the query or create the favorites. IP users will be allowed to submit a batch that will help them to download a huge data (up to 20 million records / batch request) and to analyse the large data with custom groupings (otherwise timeout message will be given). The user will be able to use all the features under "My Comtrade" menu.

Here are the necessary steps (IP user is identified by his/her email address):

- 1. Go to http://unstats.un.org/unsd/comtrade/
- In "Comtrade Access" title (middle right screen), there should be a text that says: "In order to use the personalization features, please type your email address at Account Info"
 Click the Account info link or go to

http://unstats.un.org/unsd/comtrade/u/uAccountInfo.aspx

4. Type your email address. This email address serves as a unique identifier within organization. The result of batch submission will be sent to this email address. 5. click Update.

Q How to gain a full access to Comtrade database?

A You could subscribe to become a registered user and to have a full access to comtrade features. Unregistered users could use **guest** account to login (with many restrictions).

Q What about Comtrade Coverage?

A Every year between 120 to 140 countries or areas report their merchandise trade statistics to the United Nations. The market share of these reporting countries together covers more than 90% and maybe even as much as 95% of World trade.

Each of these countries report the trade by commodity and trading partner. The trading partners may cover around 230 different countries or areas, excluding regional NES (not elsewhere specified) areas.

Figure 10: frequently asked questions and their answers (partial view) – some may be outdated

1.1.7. Contact Us

Comtrade Users can send their feedback (issues, suggestions...) to UNSD developers and administrators through the following form:

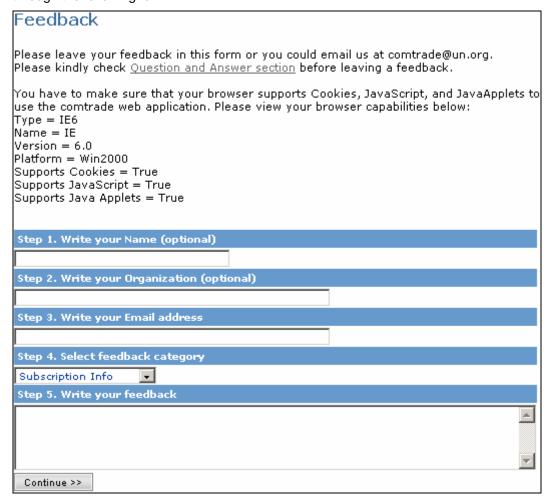


Figure 11: feedback form

Fields 3 to 5 are required.

The Feedback category can be selected from a combo:

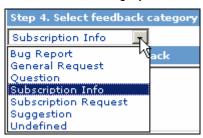


Figure 12: Feedback category selection

Clicking Continue sends the form to the people concerned.

1.2. Links

Connections to related sites are possible through the Links menu:



Figure 13: links to related sites

ECLAC and SDMX have already been mentioned in the Support section.

WITS is an economic data compilation Comtrade is part of, as illustrated below:

The **World Integrated Trade Solution** (WITS) is a software developed by the World Bank, in close collaboration with the United Nations Conference on Trade and Development (UNCTAD).

WITS gives you access to the major trade and tariffs data compilations :

- The COMTRADE database maintained by the UNSD;
- . The TRAINS maintained by the UNCTAD;
- The IDB and CTS databases maintained by the WTO.

Figure 14: WITS home page (partial view)

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UNSD - OECD Joint System

Web Browser Client - UN Comtrade Version User Manual

Ref: WBC_MUT001CEn.doc



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Name and Version	Sent	Ву	Signed	Approved	By	Signed		
number								
MUT001C	1 Feb 06	OECD/STD						
DISTRIBUTION								
Ronald Jansen	UN							
Markie Muryawan	UN							
Andreas Lindner	OECD							
Trevor Fletcher	OECD							
Gregory Legoff	OECD							
Sandrine Phelipot	OECD							
Valérie Thielemans	OECD							
Henri Kayali	Info³							
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В	24 Nov	Section 3. added						
	2005							
С	1 Feb	Cover page and Intre	oduction ed	dited				
	2006							

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1. Introduction

1.1. What is meant by "Joint System"?

Since 2000, UNSD ¹ and OECD ² have joined forces to reduce the response burden for national data providers in the field of merchandise trade statistics and to agree on one unique and transparent set of data instead of having parallel (and often not harmonized) data collections. This considerable amount of very detailed investigation has led to the signing of an UNSD/OECD Memorandum of Understanding in January 2001 and further extensions, where UNSD and OECD jointly developed

- (i) an agreement on data collection and data sharing
- (ii) common trade data processing standards, and
- (iii) computer applications for use in processing of trade data.

This set of agreements, standards and applications is referenced by both organizations as:

UN—OECD Joint Trade Data Collection and Processing System (Joint System)

Both organizations agreed to use the above name in any documents describing their cooperative activities. It is also to be used when referring to the respective databases.

The Joint System is the foundation of the trade databases maintained by both organizations. Both organizations continue to keep separate (institutionally and legally) trade databases to ensure rights and ability of each organization to pursue their own policies with regard to

- (i) storing various data in addition to those agreed in Joint System [e.g., historical data, memorandum items, derived data etc],
- (ii) developing additional analytical and presentational functionalities and controlling user access to them,
- (iii)dissemination practices including pricing of user access to the database services, entering into contracts with users, etc.

Each organization maintains its own brand name for use in data dissemination activities. The names of those databases are:

- For UNSD: UN Comtrade³
- For OECD: OECD ITCS4 Database

To ensure user awareness of the joint efforts of both organizations in the area of international merchandise trade statistics, both organizations agreed to make data responsibility very clear.

Consequently, the UN Comtrade disclaimer contains the following statement:

"Beginning 2005, trade data of OECD member countries are compiled by OECD in accordance with UN-OECD Common Trade Data Processing Standards and are available in UN Comtrade in accordance with UN/OECD Data Sharing Agreement. Any deviation from this practice is reflected in the country/period metadata."

Similarly, the OECD trade database disclaimer contains the following statement:

"The trade data for the selected non-OECD member countries are compiled by UNSD in accordance with UN/OECD Common Trade Data Processing Standards and are available in OECD ITCS Database in accordance with UN-OECD Data Sharing Agreement. Any deviation from this practice is reflected in the country/period metadata."

Ref: WBC_MUT001CEn.doc

¹ United Nations Statistics Division

² Organization for Economic Co-operation and Development

³ Commodity Trade Statistics Database

⁴ International Trade by Commodity Statistics

1.2. About this Document

Two versions of this Manual are available: The UNSD version and the OECD version.

This Manual is the **UNSD version** and deals with the data retrieving/displaying interfaces of the Application. These interfaces can be used by connecting to a specific UN Web site, hence the name of the corresponding application module: *Web Browser Client*. The **OECD version** is largely identical, with the exception of organization-specific particularities, such as captions, URLs, etc.

The following points should be noted:

- 1. In the rest of this document, the UNSD **Comtrade** application interfaces are used for screen captures and examples. We will indiscriminately use the denominations 'Comtrade' or 'Joint System' to reference the Web Browser Client application. In other documents, such as the *Database Administrator Client* Manual, Comtrade Reporting Application is the denomination used.
- 2. When running the Application, the User has a general Help index at their disposal. In addition:
 - most of the interfaces include a Help link which provides a contextual on-line Help;
 - most of the objects (charts, buttons, values displayed...) in each interface display a 'tool tip' text when pointed to by the mouse cursor.
- 3. Although it includes a detailed table of contents and a figure index, this document is more an indepth introductory manual than a practical guide. It can also be used as a training support during training sessions.
- 4. Pictures in this Manual include detailed comments in callouts or in their captions. These comments contribute to trimming down the text and making it clearer. This layout is generally appreciated by non-expert readers.

1.3. Prerequisites

Joint System Web Browser Client workstations should be equipped with:

- MS Windows operating system version 2000 or higher;
- MS Internet Explorer version 6 or higher
 - (other browsers can be used; they must support cookies, JavaScript and Java applets);
- An Internet connection to the server that hosts the Joint System Application

(the current UNSD Comtrade URL is http://unstats.un.org/unsd/comtrade/).

1.4. Associated Documents

The UNSD – OECD Joint System package also includes the following documents:

- Data Capture / Data Processing Manual
- Data Transfer Mechanism Specification Manual
- Database Administrator Client Manual
- Database Dissemination Model Guide

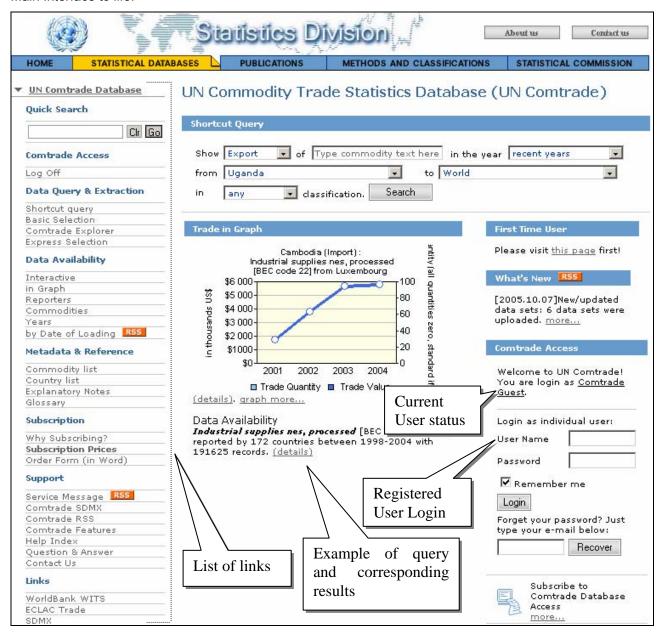
2. The Main Interface (Guest User)

A Comtrade Guest User isn't registered in the Joint System administration, nor is the IP address they use to connect to the Application server⁵. Anyone with the proper equipment (see <u>above</u>) can get connected to the UNSD Comtrade application and become a Guest User.

Guests can use most of Comtrade capabilities, while Registered Users have unrestricted access to all of them. <u>Section 3.</u> of this document deals with Registered Users, either individual or belonging to a registered site.

2.1. Home Page

Connecting to the UNSD Joint System site, without any User ID or password, brings the *Guest* Welcome / Main Interface to life:



⁵ In fact, guest Users are registered in Comtrade as Users with IP address 0.0.0.0. and restricted rights.

Ref: WBC_MUT001CEn.doc

Figure 1: Joint System main interface – connection as Guest – Shortcut Query and In Graph functions exemplified

The left part of the Main interface is a list of *function links* that allow Users to select the query processor, define reference data, subscribe to extended services, get technical support and link to related Websites. This document will describe and exemplify all of these function links.

Query links share in fact the interfaces of only <u>four selection/display processors</u>; this is why parts of the text in this document often refer –via Word links– to other sections where interfaces have already been discussed or introduced.

Notes:

- 1. Free access as a Guest User to the database and search engines is restricted: for instance, up to 1,000 records SDMX-downloaded per day and no direct data downloading capability. This type of access is used in this section. Extended service, with full capabilities, is available for an annual fee. See the Subscription and Registered User sections for more details.
- 2. As already mentioned, most of the interface objects and some labels display a 'tool tip' text when pointed to by the mouse cursor –see for instance fig. 5.
- 3. The "Example of query and corresponding results" area in <u>fig. 1</u> depends on the User's settings namely the 'Customize Front Page' parameters. It may be empty. Only a <u>Registered User</u> can access the setting options.

2.2. Data Query & Extraction

Several functions provide the User with commodity-related results once selection parameters (commodity, country, year...) are set. The data query functions are activated through the links below:

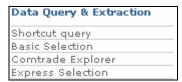


Figure 2: Data Query & Extraction links

2.2.1. Quick Search

Although not in the Data Query & Extraction group, the Quick Search processor makes it possible to retrieve data according to pre-defined reporter countries that can be selected from a list:



Figure 3: Quick Search entries for first letter F

A subset of the Quick Search list is displayed as soon as a letter is typed. Extra letters refine the selection, like in the example below:



INFO3/OECD

Figure 4: two-letter selection from the Quick Search list

Once an entry is selected, clicking Go shows the associated information, like in the example below:

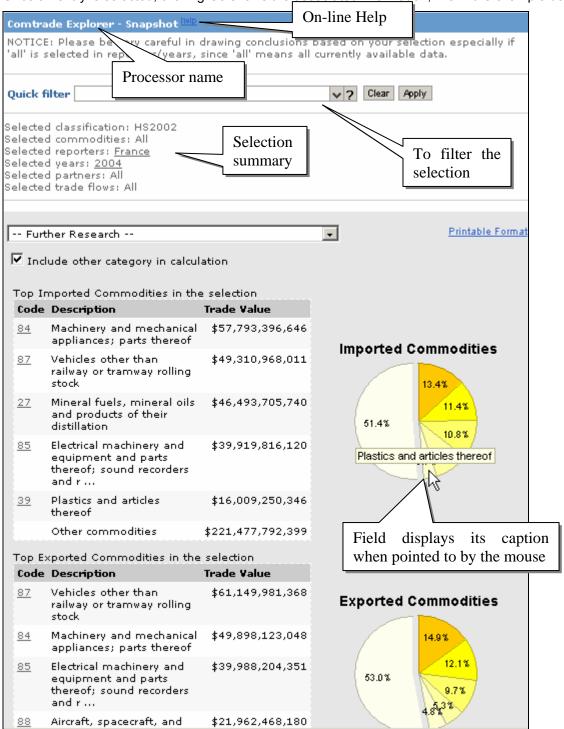


Figure 5: results of a Quick Search for France (upper part)

We won't reproduce the whole report here. Other pie charts show the six top import / top export partners, with the corresponding commodity descriptions and trade values. The query processor used, Comtrade Explorer, is fully described in its own section.

Notes:

- 1. The Query Processor name, Comtrade Explorer, appears at the top left of the form. The functions described in section 2.2 are in fact links to a small number of *common query processors*:
 - Shortcut Query
 - Comtrade Explorer
 - Basic Query
 - Express Selection

These four processors can be directly accessed from the Data Query & Selection links and each of them has its own section in this document. Refer to the <u>Table of Contents</u>.

- 2. An empty filter field means that *no filtering* takes place: the whole data set is selected. This is true all over this document.
- 3. The Classification field defines the international codes that represent commodity descriptions. This point is discussed later.
- 4. The Quick Filter combo makes it possible to filter the selection by selecting an extra criterion that relates to partner country, year or commodity:

```
pet

270500 (HS2002) Coal gas, water gas, producer gas & sim. gases (excl. petroleum gases & oth ...
2709 (HS1992) Petroleum oils, oils from bituminous minerals, crude
2709 (HS1996) Petroleum oils, oils from bituminous minerals, crude
2709 (HS2002) Petroleum oils, crude
270900 (HS1992) Petroleum oils, oils from bituminous minerals, crude
270900 (HS1996) Petroleum oils, oils from bituminous minerals, crude
270900 (HS2002) Petroleum oils & oils obt. from bituminous mins., crude
2710 (HS1992) Oils petroleum, bituminous, distillates, except crude
2710 (HS1996) Oils petroleum, bituminous, distillates, except crude
2710 (HS2002) Petroleum oils, other than crude
```

Figure 6: Extra selection by commodity (first three letters are 'pet')

(Continued on the next page)

Selecting the first entry in the list above and clicking Apply produces the following report:

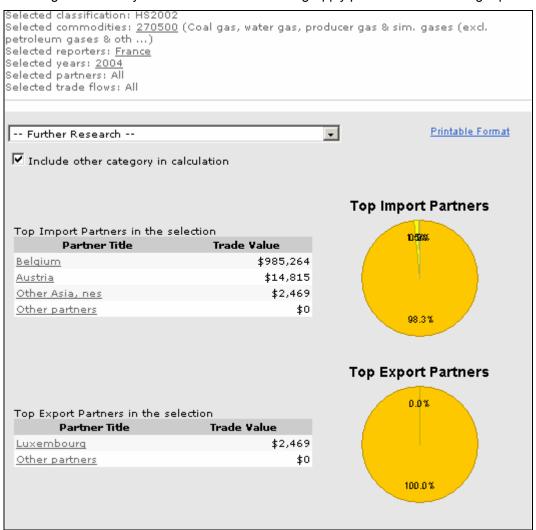


Figure 7: results of selection by country (France) and commodity (gases except from petroleum)

Finally, the Further Research combo allows Users to change the selection criteria without returning to the original interface. For instance, we can select other reporting countries:

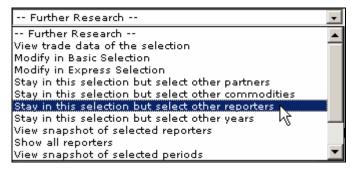


Figure 8: changing selection criteria in the Comtrade Explorer report

Asking for other reporting countries brings up the following interface (used, with some variations, by the Lookup link):

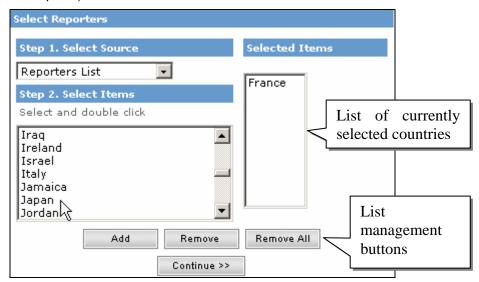


Figure 9: country selection interface

We can add Japan to the country selection by selecting the Japan entry and clicking Add; we finally get:

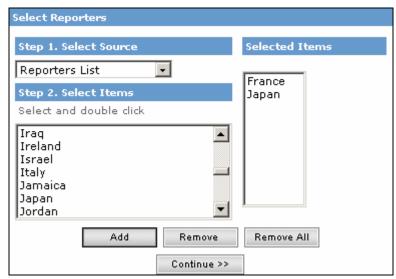


Figure 10: adding a country to the current selection

(Continued on the next page)

Clicking Continue brings up the new report:

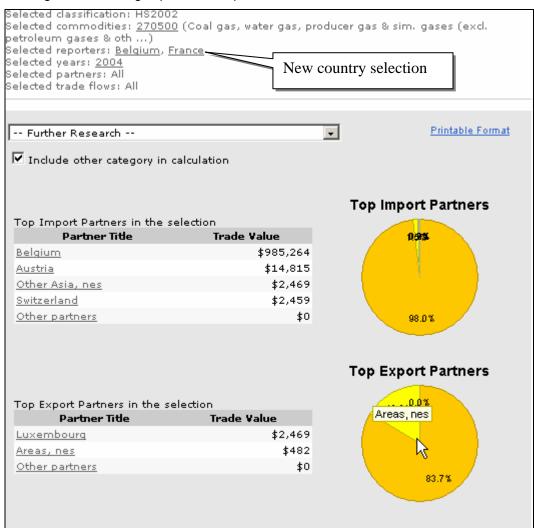


Figure 11: new selection (two countries) report

2.2.2. Shortcut Query

2.2.2.1. Outline and Examples

Selecting Shortcut Query displays the following filter interface –already populated in the example below:



Figure 12: Shortcut Query selection interface – here: cars exported from Japan in 2004

Clicking Search displays the following summarized results: 20 results of cars are found in HS2002. Selected Search Results New pneumatic tyres, of rubber, of a kind used on motor cars (incl. station ... 2004 (HS2002 - 401110) Retreaded pneumatic tyres of rubber, of a kind used on motor cars (incl. 2004 st ... (HS2002 - 401211) Inner tubes, of rubber, of a kind used on motor cars (incl. station wagons ... 2004 Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets ... 2004 (HS2002 - 610110) Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets ... 2004 (HS2002 - 610120) Men's/boys' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jackets ... 2004 (HS2002 - 610130) Women's or girls' overcoats, car-coats, capes, cloaks, anoraks (HS2002 -2004 <u>6102</u>) Women's/girls' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jack ... 2004 (HS2002 - 610210) Women's/girls' overcoats, car-coats, capes, cloaks, anoraks (incl. ski-jack ... 2004 (HS2002 - 610290) Motor cars and other motor vehicles principally designed for the transport ... 2004 (HS2002 - 8703) Vehicles (excl. of 87.02) princ. designed for the tpt. of persons, speciall ... 2004 (HS2002 - 870310) Motorcycles (including mopeds) and cycles fitted with an auxiliary motor 2004 (HS2002 - 8711) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 (HS2002 - 871120) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 (HS2002 - <u>871130</u>) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 (HS2002 - 871140) Motorcycles (incl. mopeds) & cycles fitted with an auxiliary motor, with/wi ... 2004 Commodity code in the classification Side cars for motorcycles (HS2002 - 871190). ■ Wheeled toys designed to be ridden by children (HS2002 - 9501) 2004 Wheeled toys designed to be ridden by children (e.g., tricycles, scooters, ... 2004 (HS2002 - 950100) View Trade Data

Figure 13: search results for the selected data

Note: the date contained in some commodity classification codes isn't related to the selected statistics year(s). It is the date the classification was defined or revised. UNSD and OECD mostly receive data according to the last HS version. Data is then converted into older HS and SITC versions as well as into BEC.

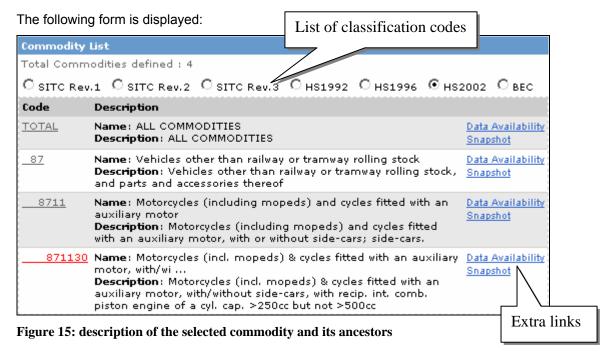
In the example above, HS2002 is used. HS stands for 'Harmonized System', 2002 means that this classification has been in use since 2002. Another classification is SITC rev. 3 (Standard International Trade Classification revision 3). All the classifications are based on commodity features (kind, production stage, primary material of not, durable or not, etc). The default classification in Comtrade is HS2002. See the Comtrade Glossary entry later in this document.

If a commodity isn't found in a classification, Shortcut Query searches other classifications for it.

In fig. 13, we notice that commodity codes are in fact links; what we get when clicking them is illustrated below:



Figure 14: direct selection of an item by clicking its code (here, 871130)



This tree-structured report describes all the commodity classes from the root (ALL COMMODITIES) to the selected item. Again, the item codes can be selected to get more specific information.

The Snapshot link leads to the already met Comtrade Explorer –Snapshot. Refer to <u>fig. 5</u> for an example of such a snapshot, and to the <u>Comtrade Explorer</u> section for a thorough description of the processor.

(Continued on the next page)

Clicking a Data Availability link displays the commodity statistics availability by country and by year:

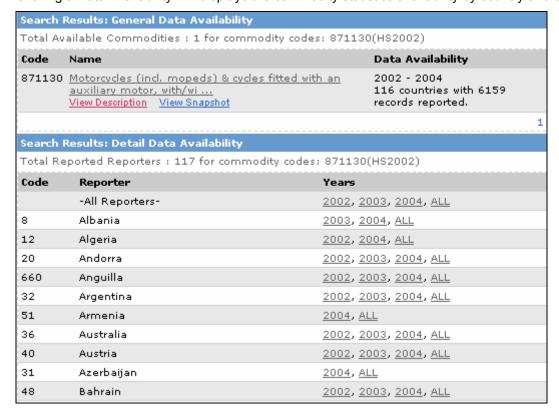


Figure 16: data availability by year for the selected commodity

Clicking one year in the list leads back to another query processor and shows the trade values:

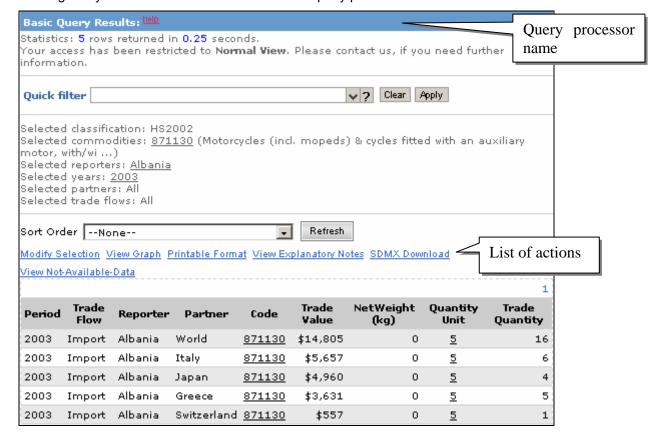


Figure 17: data availability - trade details for year 2003

The actions represented by the links above are discussed in this section. Notice the Query processor name: Basic Query. This specific processor is fully described in its own section in this document.

Back to fig. 13, we see that the imprecise commodity definition results in a wide range of retrieved items. We can select some of these items by ticking their checkboxes:

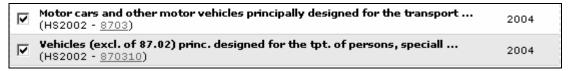


Figure 18: two items selected from the commodity list

Then clicking 'View trade Data' displays detailed information about the selected items through the Basic Query processor:

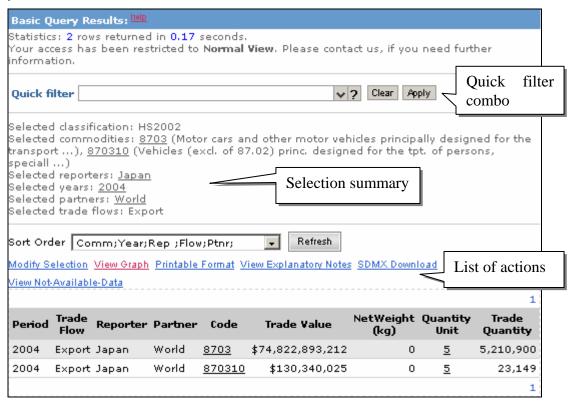


Figure 19: detailed information on two commodities

The order retrieved entries are displayed can be changed through the Sort Order combo. This combo contains all the criterion combinations that can be used as ordered sort list:



Figure 20: sort order selection

Click Refresh to make the new selection the current selection.

A list of links is present under the Sort Order combo (fig. 19); each of them represents an action. These actions are described in the following level 4 paragraphs.

There are no actions to directly download query results or record queries: this is because the connected User is a Guest. Downloading extracted data as a text file (what we call 'direct download') and saving the definition of a query are reserved to registered Users. What registered Users only can do is described in <u>section 3</u>.

2.2.2.2. Modify Selection

Clicking this link loads the Express Selection interface with the current selection in its fields:

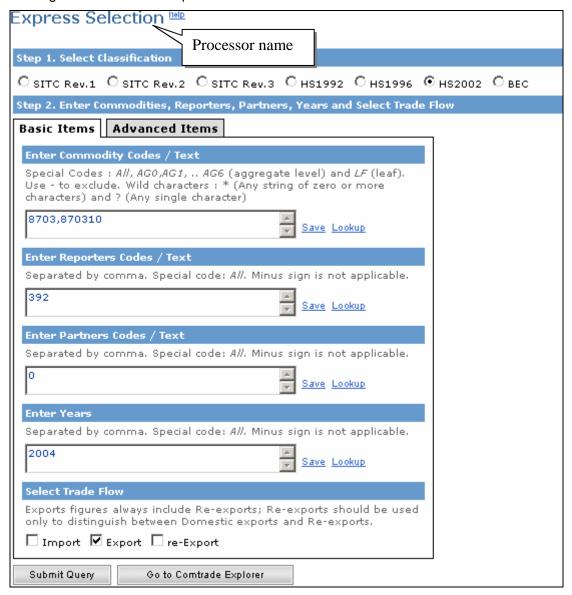


Figure 21: getting the Express Selection interface from the Shortcut Query

The User can add selection criteria, modify the existing ones or change the display sort order. The <u>Express</u> Selection form is fully described in this document.

2.2.2.3. View Graph

Clicking View Graph in the list of actions brings up a pie chart that reflects the current selection:

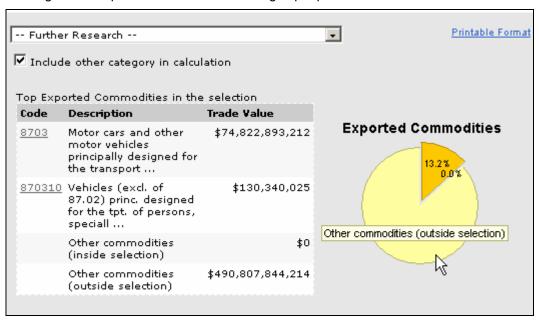


Figure 22: detailed information on two commodities – graphical form

This is the Comtrade Explorer Processor interface we already met in <u>fig. 5</u>; also see Note 1 below this figure. The pie chart shows the two selected items trade values compared to all the other commodities.

Again, a "tooltip" text pops up when moving the mouse cursor over the pie chart.

Back to fig. 5, we notice the already described Quick Filter and Further Research combos.

2.2.2.4. Printable Format

This action simply displays the trade information in <u>fig. 19</u> using the whole screen width, so as to get a full-page report. Also notice the included commodity labels:

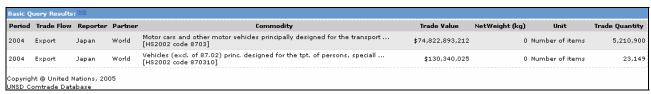


Figure 23: Printable Format display – may need enlargement

2.2.2.5. View Explanatory Notes

This link displays trade information on a country for a given year (e.g., local currency / USD conversion factor):



Figure 24: notes on Japan for 2004

'All' can be selected from Reporter (country) and Year combos; in this case, the resulting report looks like this:

Albania (2000)	HS1996	LEK	Export	0.006960	General	FOB	Last Known Destination			
Albania (2001)	HS1996	LEK	Export	0.006966	General	FOB	Last Known Destination			
Albania (2002)	HS1996	LEK	Export	0.007149	General	FOB	Last Known Destination			
Albania (2003)	HS2002	LEK	Export	0.008219	General	FOB	Last Known Destination	_		
Albania (2004)	HS2002	LEK	Export	0.009631	General	FOB	Last Known Destination		Links other pa	to lages
						12345	678910	_	- T P	8

Figure 25: trade notes for all countries and all years (first page bottom part)

2.2.2.6. SDMX Download

The results of a query can be downloaded to the User's station in SDMX format, provided the User doesn't download more than 1,000 records the same day.

The SDMX format is introduced in the *Data Transfer Mechanism* Manual; it is based on the XML⁶ format and adapted to statistical data description and transfer.

To illustrate this download operation, we can start from the following query results:



Figure 26: Basic Query results

Clicking 'SDMX Download' brings up the following warning message box:



Figure 27: file download warning message

Notice the constant filename. Clicking Save displays the usual 'Save As' interface that allows the User to select the destination file (path and name)

Ref: WBC_MUT001CEn.doc

⁶ Extensible Markup Language: a standard for designing and creating HTML documents

Finally, the downloaded file is visible through Windows Explorer:

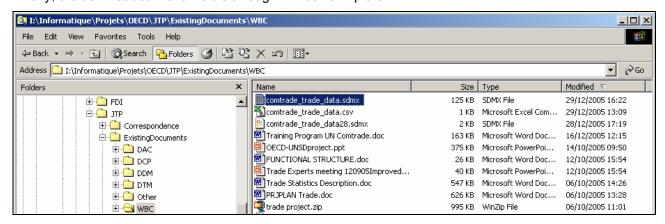


Figure 28: the downloaded SDMX file (highlighted) – the name was left unchanged

As stated before, this file has a XML-like structure; it can be read by Internet Explorer:

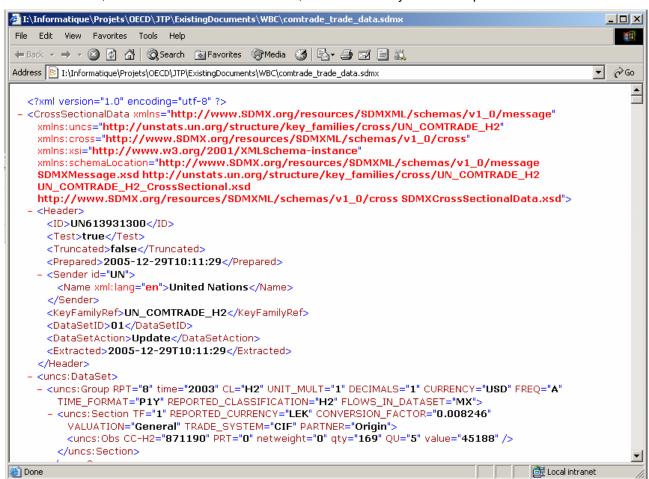


Figure 29: SDMX file contents (partial view)

2.2.2.7. View Not Available Data

This function points out the data items that are not available (i.e., that haven't been provided by the selected country, or that have been rejected by UNSD...), for the selected year, classification and commodity. Most of the time, the data will be available, and the following form will pop up:

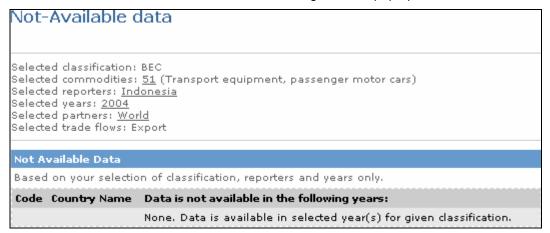


Figure 30: not available data: none for this example

Another selection can show unavailable data for a specific year:

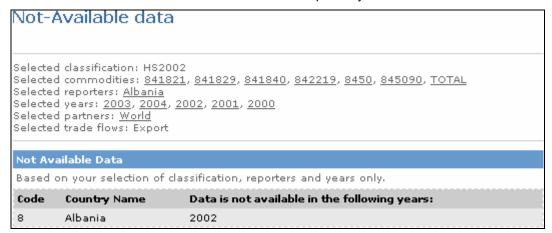


Figure 31: data from Albania unavailable in 2002 for the selected commodities

2.2.3. Basic Selection

2.2.3.1. Outline

We already met this processor when navigating along the Shortcut Query links. Back to the <u>Data Query & Extraction</u> links, we can directly select the Basic Selection entry:

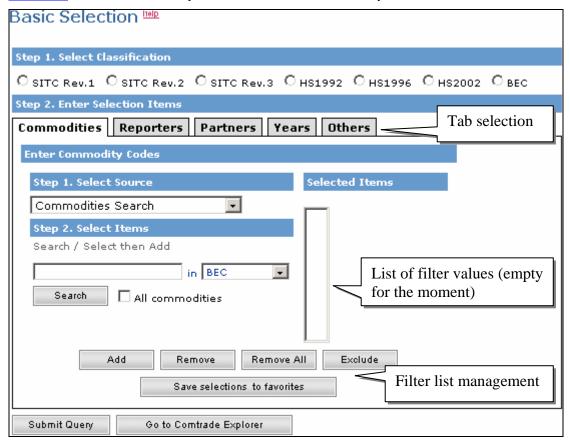


Figure 32: Basic Selection interface (Commodities tab)

The Basic Selection feature allows the User to select the commodities, classification, reporting Nations, partner countries and year values. It also makes it possible to filter and sort the data as well as select the type of trade flow required (tab Others).

Each tab relates to a selection parameter and has its list of selecting (or filter) values. A group of buttons (tagged as 'Filter list management') makes it possible to add, remove and exclude filter values.

The <u>classification</u> has already been discussed. The examples below show the selection of other parameters tab by tab. Once all the parameters are selected, clicking Submit Query displays the records retrieved –if there are less than 1,000 of them; otherwise, only the number of records appears.

2.2.3.2. Commodities

The Commodities tab interface is reproduced below:

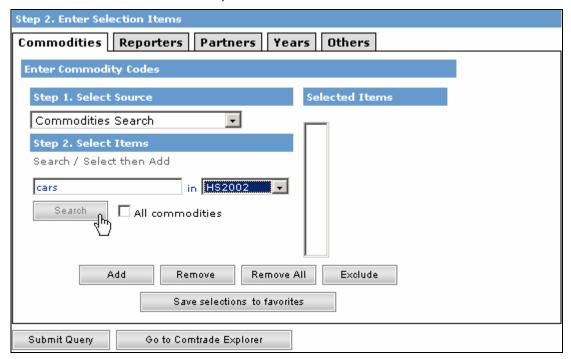


Figure 33: selection of commodity "cars"

The Source combo makes it possible to select the data source from which records will be selected:



Figure 34: selecting the data selection source

These data selection sources are discussed in this paragraph, tagged with a '□' sign.

(Continued on the next page)

Commodities Search

This is the default value. It means that any available commodity can be selected. "cars" is entered in the example above.

Clicking Search displays a tree view that allows the User to precisely select the commodities to retrieve (the whole contents of the tree are in fact any car-related items):

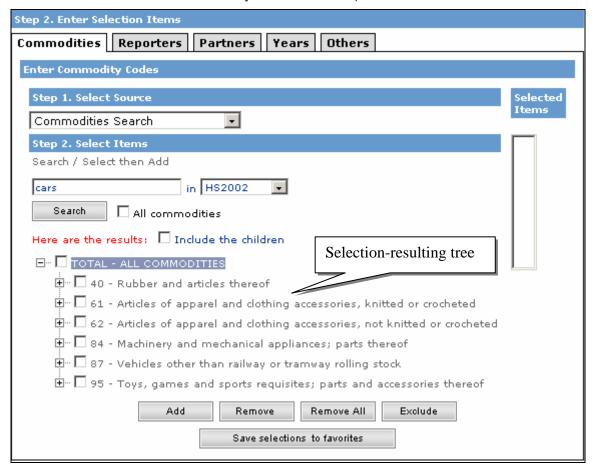


Figure 35: commodity tree view (only root is expanded)

Nodes that can be expanded are flagged with a

■ symbol.

(Continued on the next page)

Notice that parent nodes can be selected as well as leaves, like in the example below:

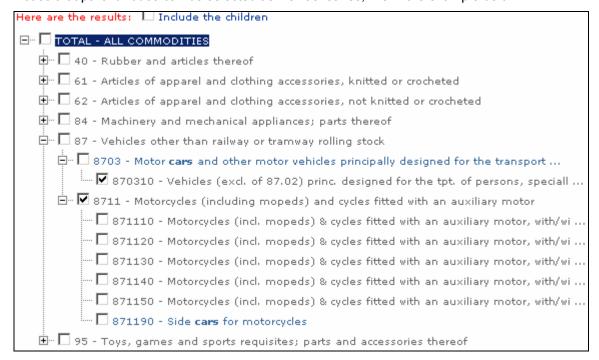


Figure 36: commodity selection – a node (Motorcycles) and a leaf (type of vehicle) are selected

Finally, clicking Add displays the selection in the Selected Items (a filter list) frame:

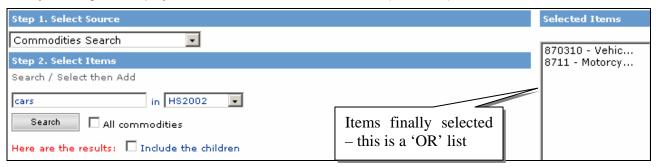


Figure 37: commodity list populated after clicking Add

As mentioned above, the selection list management buttons (see $\underline{\text{fig. 32}}$) allow the User to edit the selection list. Items that must be individually removed must be highlighted with the mouse; multiple selection is possible through the Shift and Crtl keys, like in a Windows list.

Ticking the 'All commodities' checkbox selects the whole commodity set; the selected items are ignored in this case.

Ticking 'Include the children' not only selects the checked nodes, but also their descendants in the tree; the checked nodes are flagged with a '*', like in the figure below:

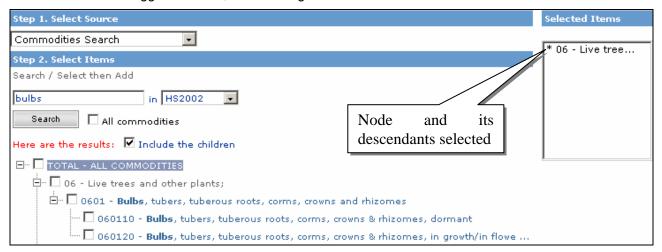


Figure 38: a node is selected with its descendants

One or more items can be excluded from the selection by clicking the Exclude button after ticking their nodes; the excluded items are flagged with a minus sign:

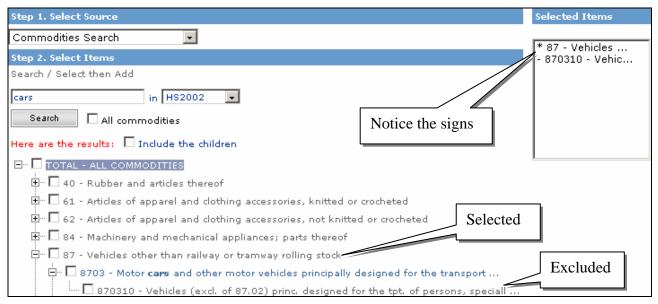


Figure 39: a category of vehicles is excluded from the vehicle selection

Of course, exclusion only makes sense when applied to the descendants of an already selected node for which the 'Include the children' option is set.

'Remove All' clears the Selected Items list.

'Save Selection to Favorites' is reserved to Registered (not Guests) Users. Refer to <u>section 3</u>. for details on this function.

Special Items

This entry selects commodities according to their code structure, namely their number of digits:

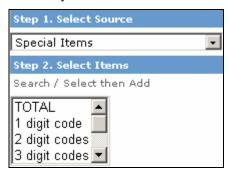


Figure 40: selecting commodities by number of digits in code

The digit-number selection can be added to commodity type conditions. Remember that the query processor makes the union (not the intersection) of selected commodities, like they appear, for instance, in fig. 37.

The TOTAL entry means the total of trade flows. This entry should not be confused with (All): (All) means all the registered commodities (or countries, or years, depending on the current tab of the selection interface – see <u>fig. 32</u>). 'TOTAL' returns one summarized record while (All) returns all the available items, with one record per item.

When it comes to country selection, (All) should neither be confused with 'World'. 'World' is a pre-aggregated group of the countries that make up the world. (All) means all the partner countries. 'World' is similar to 'TOTAL'.

Note: when used by the Comtrade Explorer processor, TOTAL and (All) have other meanings. Refer to Comtrade Explorer section.

■ My Favorite Commodities / Commodity Groups

Guest Users cannot define their own favorite items. They can use the standard, built-in groups of commodities and countries. There should be more of these groups in the near future. The picture below shows the standard country groups every guest User can select when the Reporter or the Partners tab is up:

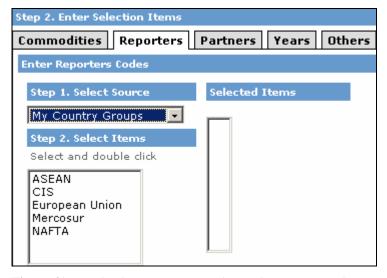


Figure 41: standard country groups (or trade agreements between countries)

Whatever the selection is, clicking 'Submit Query' (fig. 32) displays the retrieved items, if any, also taking into account the selections carried out in the other tabs. For instance, here are the results of selecting item 950100 from "cars" with classification HS2002:



Figure 42: results of a Basic Query operation

The interface above, and especially its action links, has already been discussed with the Shortcut Query function, which in fact makes use of the Basic Query processor. Again, we notice that no Direct Download or Save Query options are available. We can still refine the selection, for instance by selecting 2002 as year; we just have to click the 2002 link. The results are now:

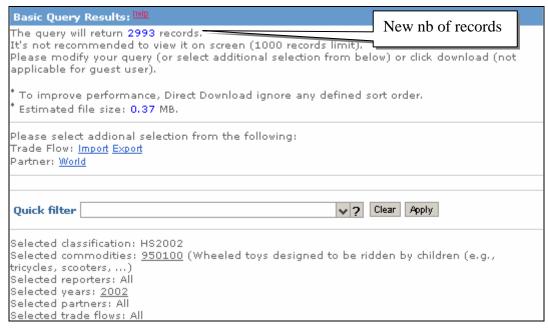


Figure 43: results of a Basic Query operation; extra selection by Year

Another extra selection can be carried out, for instance from the partners. If we click on Partner World in <u>fig.</u> <u>42</u>, we get a country-broken down report:

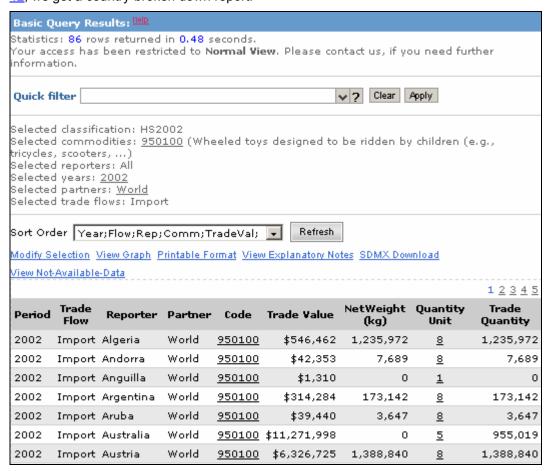


Figure 44: country-broken down report (first page partial view)

We notice that the records themselves are now displayed: this is because there are less than 1,000 of them. In fact, this is more an aggregation than a filtering operation: retrieved records are aggregated by reporting countries. A true filtering by partner can be achieved through the Partners tab interface

The Quick Filter combo can also be used to filter the selection. Refer to the <u>Shortcut Query</u> section for details and examples.

The Sort Order combo gives the list of all parameter permutations and makes it possible to select the order records will be displayed.

Back to <u>fig. 32</u>, we notice a 'Go to Comtrade Explorer' button. Clicking this button leads to the Comtrade Explorer - snapshot display we already met in the <u>Shortcut Query</u> section, since Shortcut Query uses in fact the <u>Comtrade Explorer</u> processor. This processor is discussed in its own section.

2.2.3.3. Reporters

The same –but far simpler, because there is only one level of data– filter operation can be carried out to select one or more reporting countries from the Reporters tab:

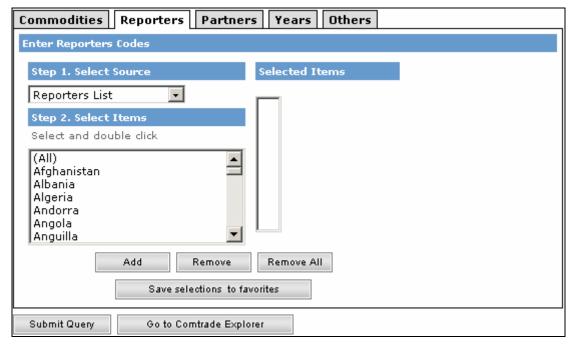


Figure 45: Reporters tab interface

The Reporters selection has already been discussed in the <u>Quick Search</u> section. Keeping the Commodities selection of <u>fig. 36</u>, we can filter the query by two reporting countries:

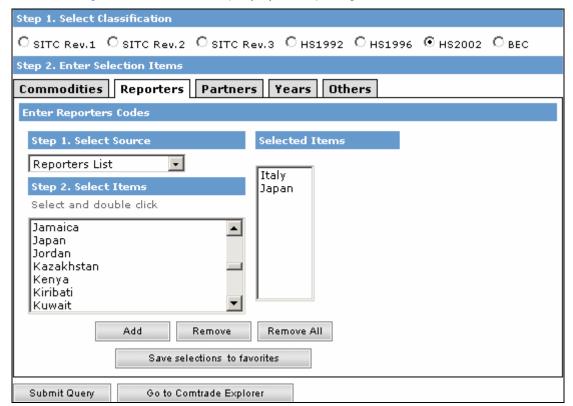


Figure 46: two countries (Italy and Japan) selected in Reporters interface

Again, clicking Submit Query displays the query summary and results:



Figure 47: query results for Commodities and Reporters selection

The links in the Basic Query results interface have been described with the Shortcut Query form.

2.2.3.4. Partners

An additional selection can be performed through the Partners interface:

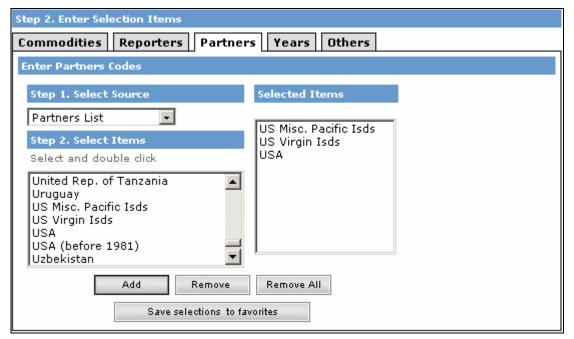


Figure 48: three partners selected

Reminder: a *Partner* is a country that carries out trade operations with a reporting country. The trade operations are defined by the Trade Flow parameter: import, export, re-export. Of course, all the reporting countries are also partners.

The new query gives the following results:

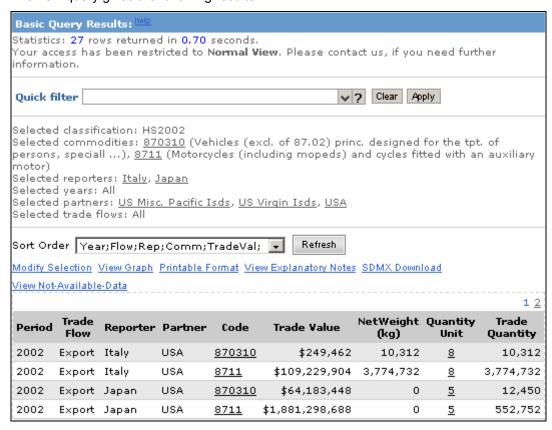


Figure 49: query results for Commodities, Reporters and Partners selection (partial view)

We notice that this time, the retrieved records are also displayed. This is because there aren't too many of them.

2.2.3.5. Years

One or more years can be selected through the Years tab:

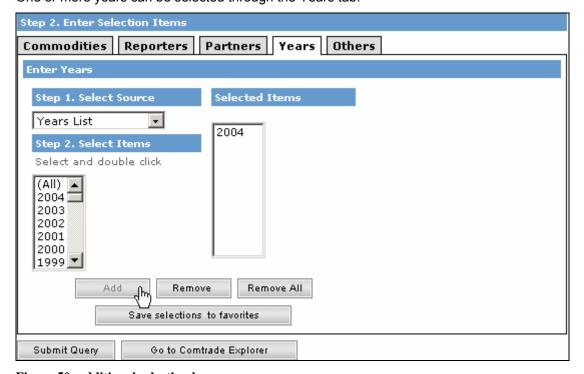


Figure 50: additional selection by year

The query results are now:

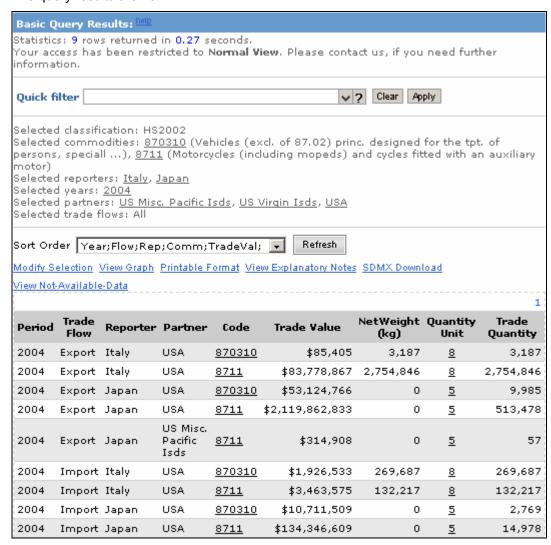


Figure 51: selection by Commodities, Reporters, Partners and Years (full view)

2.2.3.6. Others

Finally, the Others interface makes it possible to select the Trade Flow type, to filter according to the Trade Value and to define the retrieved items sort order, like exemplified below:

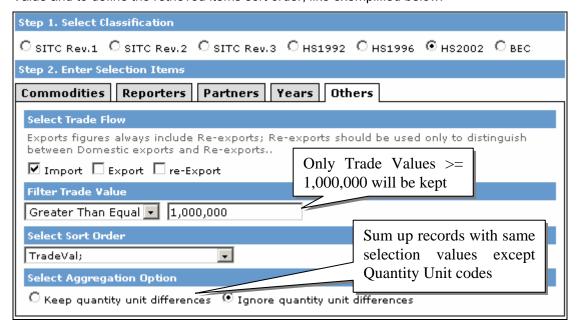


Figure 52: the Others selection interface – notice the aggregation option

The final query results are:

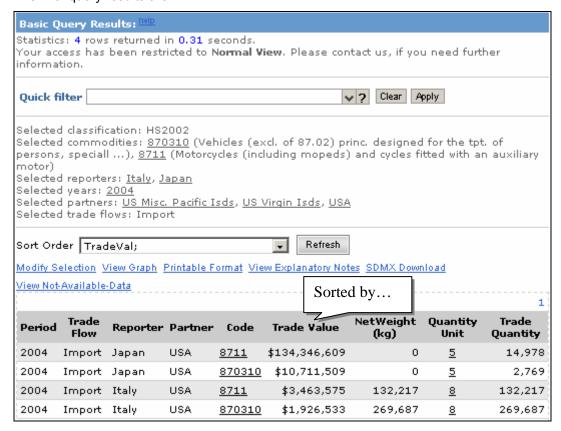


Figure 53: selection by Commodities, Reporters, Partners, Years, Trade Flow and Trade Value (full view)

The User can choose to <u>aggregate</u> the retrieved records according to the Quantity Unit code. In the examples above, codes 5 (number of items) and 8 (weight in kilograms) are present. If several retrieved records have the same selection record values except the Quantity Unit code, their Trade parameters (value and quantity) will be added and only one record will appear.

2.2.3.7. A Useful Capability: the Intra Trade Query

To end the Basic Query section, the *intra trade query* is a good example of what a powerful query engine can do with grouped entities. It consists in extracting and summarizing all the trade flows within the same group of countries (for instance, the fifteen-nation Europe). This is achieved by selecting this country group as Partner *and* Reporter.

The selection settings and the query results are reproduced below:

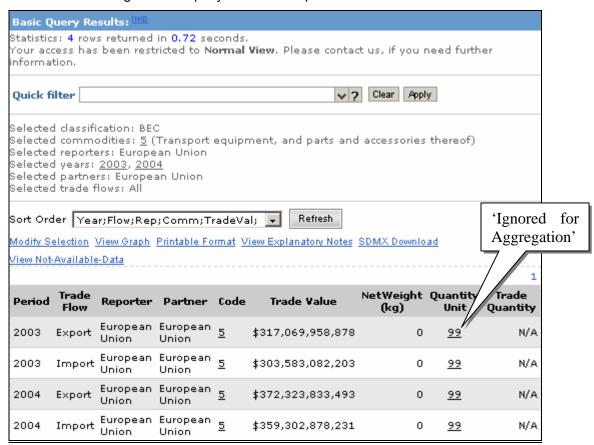


Figure 54: an intra trade query - Transport Equipment within Europe for 2003 - 2004

2.2.4. Comtrade Explorer

2.2.4.1. Outline and Examples

The next entry in the <u>Data Query & Extraction</u> links is Comtrade Explorer. People familiar with Internet search engines (such as Google) will easily use this processor. In addition, some of its interfaces have already been described when discussing the Shortcut Query function.

When clicking the Comtrade Explorer entry, the following interface pops up:

Explore Comtrade 1000
Explore Comtrade
Explore comtrade database. Enter a name of country or commodity or year. Search
in Comtrade Explorer 🔻
sample: "malaysia" or "aircraft" or "2000"

Figure 55: Comtrade Explorer initial interface

The User can enter any word that defines a commodity, a county or a year. For instance:

Explore Comtrade
Explore comtrade database. Enter a name of country or commodity or year.
Diesel Search In
in Comtrade Explorer
sample: "malaysia" or "aircraft" or "2000"
Note: Initial page may take longer to upload.

Figure 56: example of search string

Clicking Search displays the following global results:

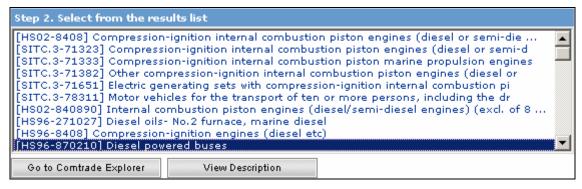


Figure 57: Comtrade Explorer – global results for the query

(Continued on the next page)

Selecting an entry and clicking View Description displays detailed information on the product:

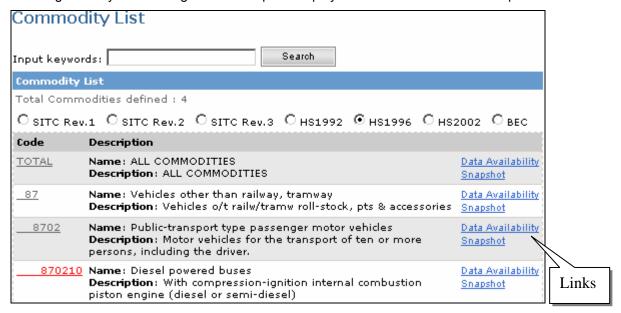


Figure 58: detailed information about an entry

Notice that the parents and children (no child here) of the Product are also displayed; the code of the selected product appears in red.

The 'Input keywords' textbox can be used to run another independent query –it doesn't filter the current query results.

2.2.4.2. Snapshot

Clicking the Snapshot link for an entry provides a summary report with graphic information on the selected item. Comtrade Explorer is the query processor used:

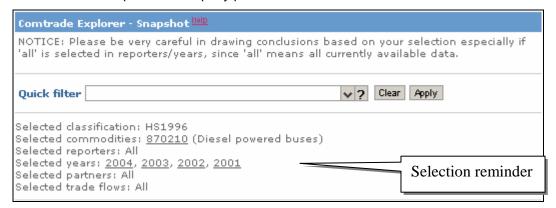


Figure 59: results of snapshot function: upper part of Comtrade Explorer interface – see lower part below

Keywords TOTAL and All in figs 58 and 59 have already been explained in the Basic Selection section. But their meanings are different here because of the snapshot report type:

- If All is selected as partner, it will be considered as single entity World
- If All is selected as commodity, it will be considered as single entity TOTAL
- For years and reporters, All means 'all available data' -refer to Data Availability.

The lower part of the Snapshot report is reproduced below:

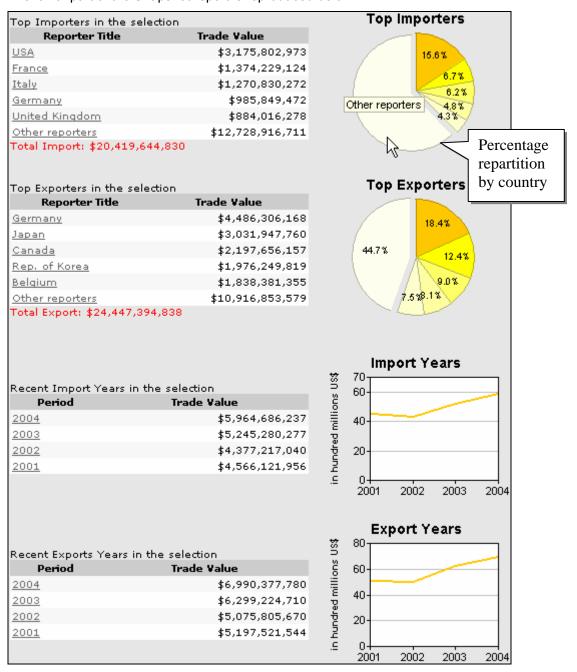


Figure 60: Comtrade Explorer (lower part) – summary graphic report

(Continued on the next page)

The Quick Filter combo has been introduced in the Quick Search function. It makes it possible to filter the current selection, like in the example below:

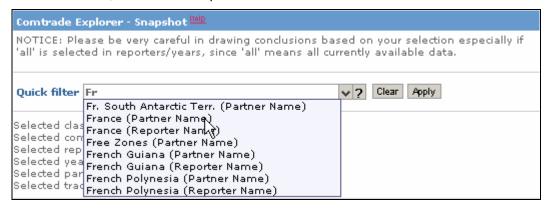


Figure 61: filtering list – entries beginning with 'Fr'

If we select 'France (Partner Name)' and click Apply, we get the following report:

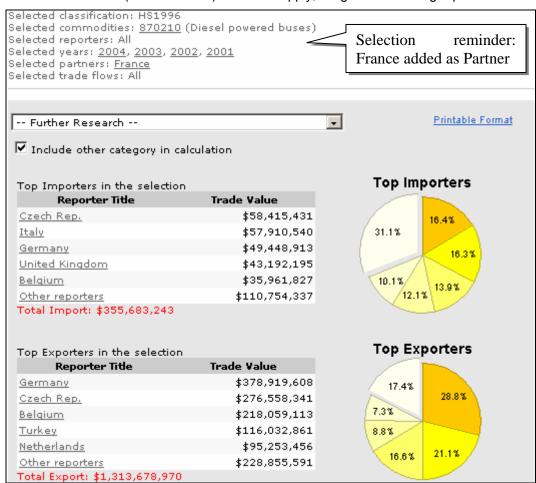


Figure 62: Comtrade Explorer (upper part) – selection filtered by Partner

Note: if Quick Filter is used for a criterion that is already set (value ≠ 'All' in query summary), the Quick Filter value replaces the already set value; in this case, Quick Filter redefines the query rather than filters it.

For instance, if we enter 'Gold' in the Quick Filter box:

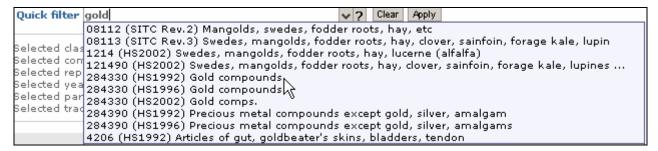


Figure 63: Quick Filter selection

Then if we select 'Gold compounds' and click Apply, we get the following selection summary:

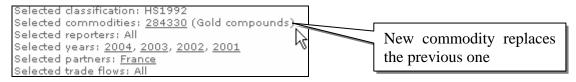


Figure 64: new selection through Quick Filter

2.2.4.3. Data Availability

Back to fig. 58, if we click the Data Availability link for commodity 870210, we get the following report:

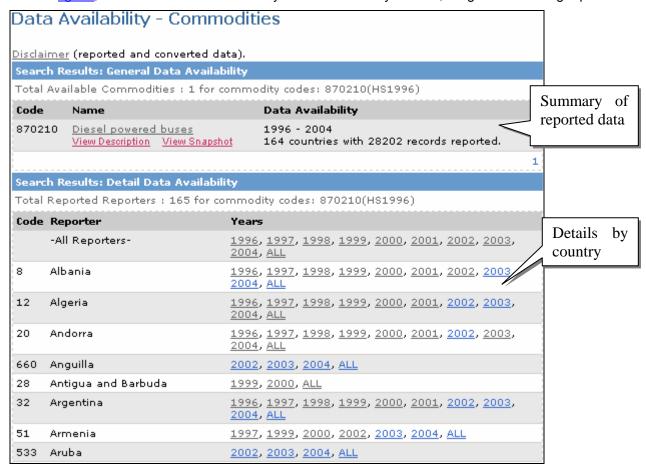


Figure 65: data availability report for selected commodity (partial view)

This interface is addressed in the Data Availability / Commodities section later in this document.

2.2.5. Express Selection

The last entry in the <u>query processor list</u> is Express Selection. The User interface of this processor is in a way a simplified summary of query processor interfaces we already met, especially the Basic Selection (or Basic Query) processor, with meta-language capabilities to describe the selection criteria.

There are two tabs in this interface:

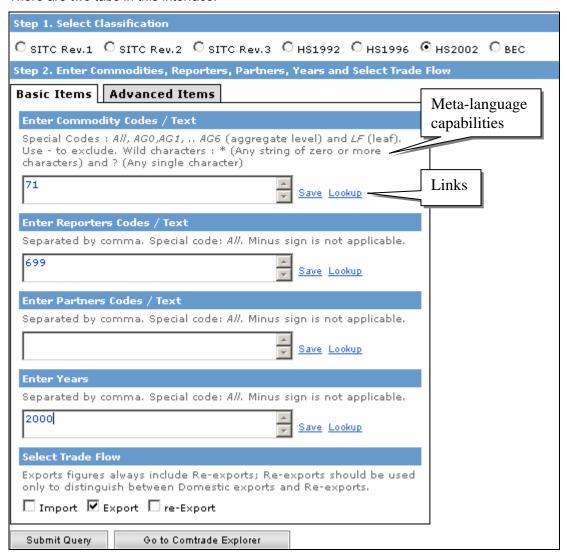


Figure 66: Express Selection – Basic Items tab

Notice the Save and Lookup links that make it possible to save the codes entered and retrieve them from a list ('Favorites'). The interface used by <u>Lookup</u> has been introduced in section Quick Search.

Reminder: saving a selection or a report is reserved to *registered* Users (unavailable to free Users, also called "Guests"). Refer to <u>section 3</u>. for information on registered Users and Favorites.

The Advanced Items frame allows Users to filter the available data according to Trade Values, to define a sort sequence and to set an aggregation option on Quantity units:

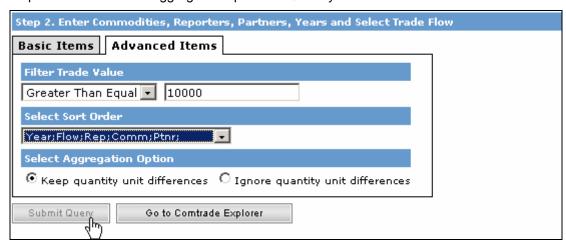


Figure 67: Express Selection – Advanced Items tab

This interface has already been discussed in the Basic Query section, form Others.

(Continued on the next page)

Finally, clicking Submit Query displays the resulting Basic Query report:

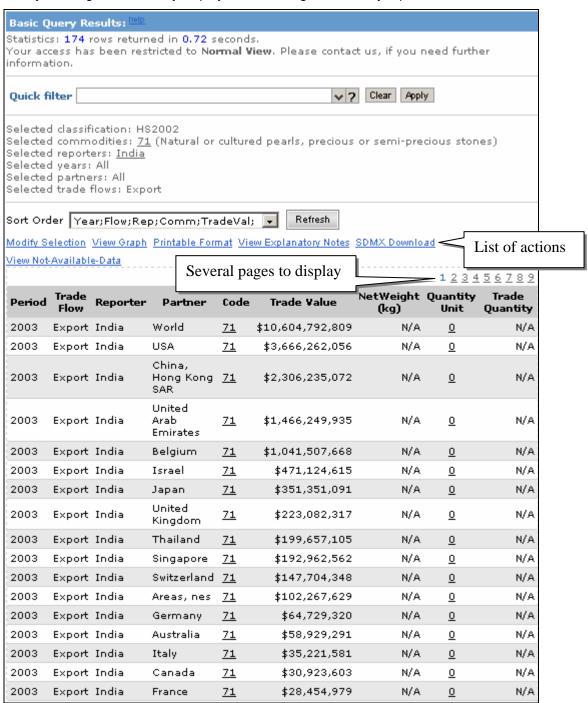


Figure 68: Express Selection report (partial view)

Refer to the <u>Basic Query</u> and <u>Shortcut Query</u> sections for details, especially on the list of actions that is tagged above. Note that the commodity codes and quantity units used are described by a 'tooltip' text.

Clicking View Graph displays summary information about the most important export Partners:

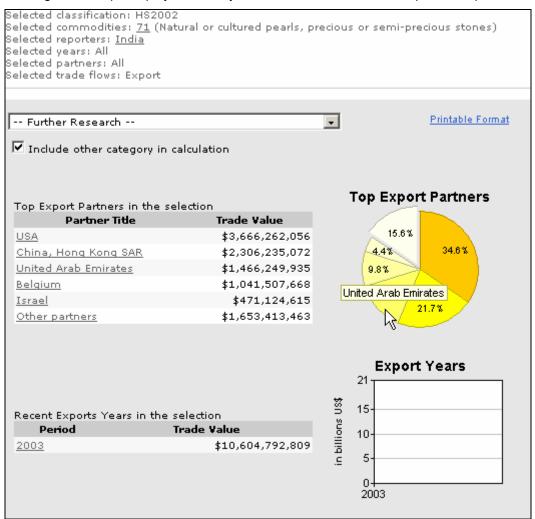


Figure 69: Express Selection – top export Partners

2.3. Data Availability

While the data Query section explains how to retrieve information on commodities (e.g., quantities in terms of trade value, mass or number of items exported), the Data Availability section deals with the *amount of data records collected* for a given selection, whatever type they are.

Several interfaces provide the User with data availability results, for instance the already discussed Comtrade Explorer.

The Data Availability functions are activated through the links below:



Figure 70: Data availability function in the main interface

2.3.1. Interactive

The Interactive interface is reproduced below, with a selection already carried out:

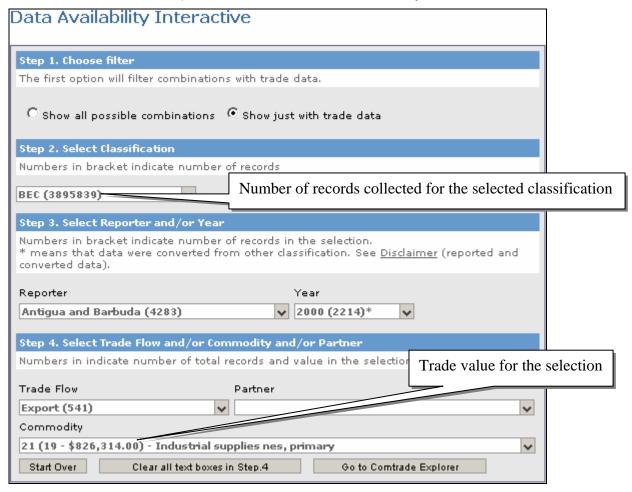


Figure 71: Data Availability Interactive interface – selection in effect

The comments in the form itself explain the role of each field. The values between parentheses are the number of records collected for the selected classification.

Clicking 'Go to Comtrade Explorer' brings up the usual reporting interface (see above) with a graph display:



Figure 72: Comtrade Explorer for Interactive interface

2.3.2. In Graph

The 'In Graph' interface is reproduced below, with a selection already carried out:



Figure 73: 'In Graph' results

The filter part of the interface makes it possible to select the reporting country, commodity codes and years. Two bars at the top and bottom of the filter area allow the User to select a year range and a geographic entity (e.g., European Union), instead of a country and one or more years. The Lookup links brings an already met interface that makes it possible to select commodities by their names instead of their codes, or to select standard Favorites.

In this interface, the results are contained in the same form as the filter values, and displayed as a bar chart. All the classification types are used and appear with different colors. Moving the mouse cursor over a bar displays the real number of data records, like exemplified above.

Double-clicking a bar (here, the first one) details the data records selected in the familiar Basic Query report form:

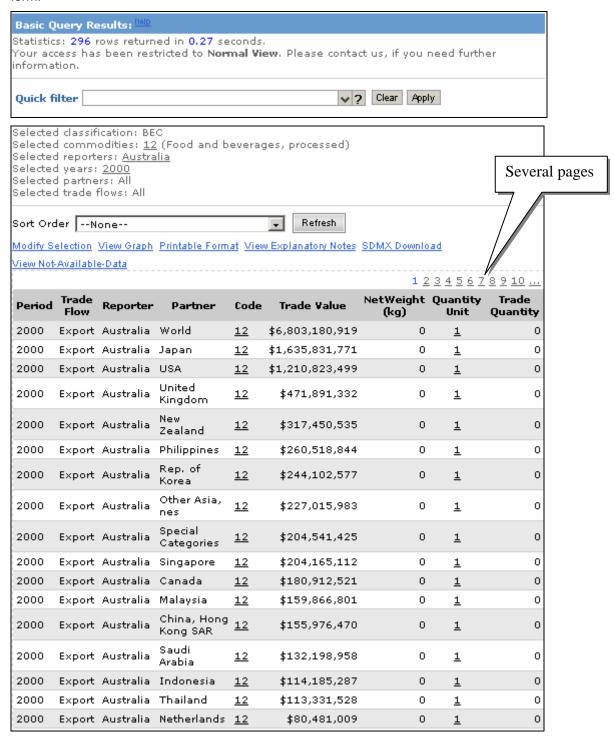


Figure 74: the data records selected from the In Graph interface (partial)

Refer to fig. 44 in the Basic Selection section for comments on this report.

2.3.3. Reporters

This function allows Users to filter the data records by Reporters (i.e. statistics provider countries) and year. The commodity classification is also used.

The Reporters interface – with country names beginning by Z – is reproduced below:

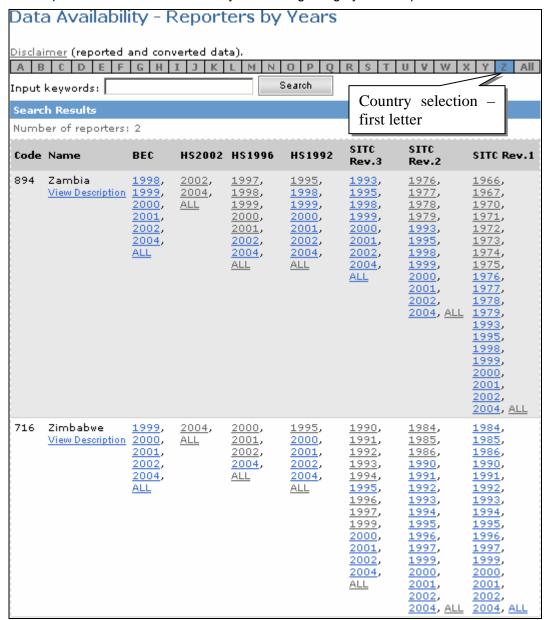


Figure 75: Reporter countries by year and classification codes

As usual, clicking an underlined year displays detailed information on the data records provided this year. The Basic Query processor is used.

Clicking View Description under a country name brings up information data on the selected country with links to other reporting interfaces, some of which we already met:

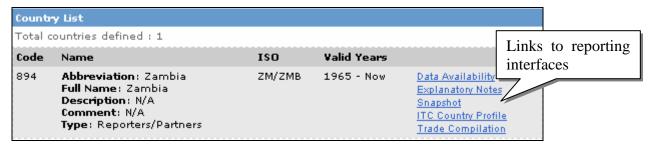


Figure 76: Reporter interface – information on country

2.3.4. Commodities

This processor makes it possible to filter the provided data records by Commodities. Commodities are selected from a tree-structured list we already described in the Basic Selection section:

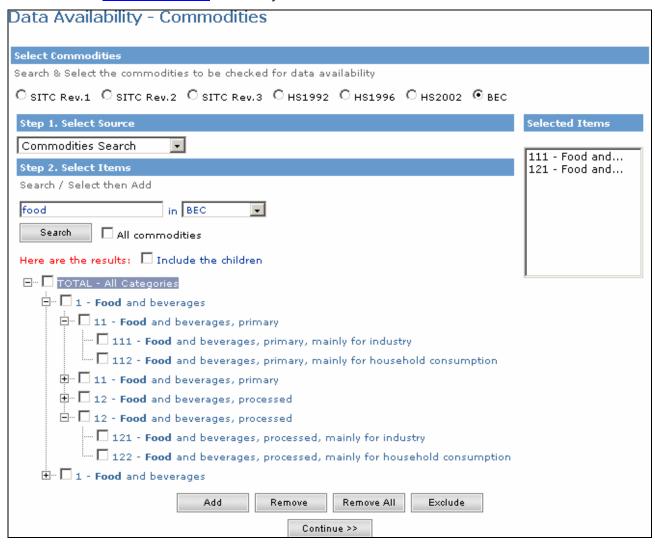


Figure 77: commodity selection – food is the main selection – two items selected

Once the nodes or leaves are selected, clicking Add stores them in the Selected Items frame.

Clicking Continue displays the query results:

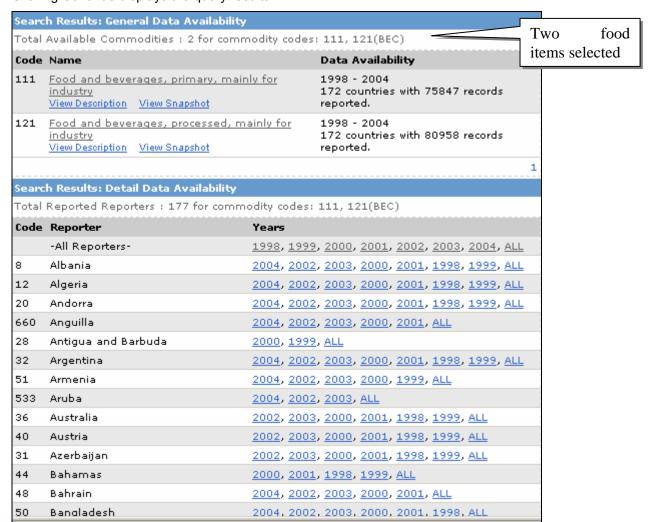


Figure 78: commodities - report for two selected items - Data Availability

Clicking View description brings up the Commodity List interface; clicking Snapshot leads to the Comtrade Explorer <u>Snapshot</u> form.

(Continued on the next page)

Again, clicking a highlighted year leads to the Basic Query reporting form:

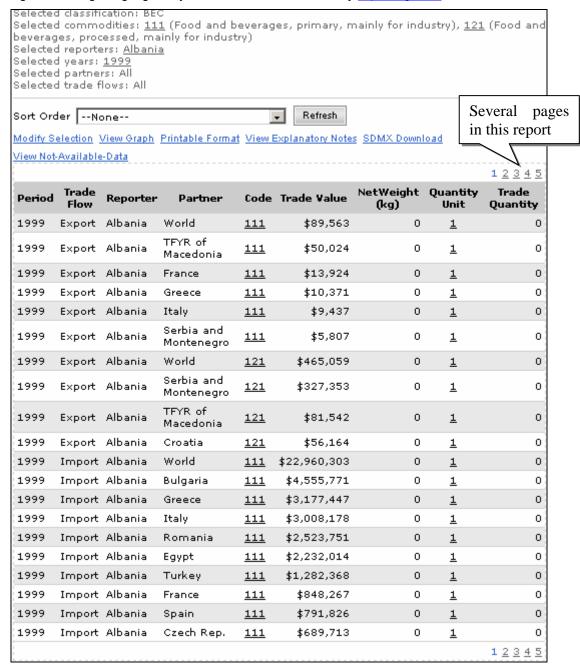


Figure 79: report on specific year for selected commodities – Data Availability

2.3.5. Year

The Year processor makes it possible to get data availability information by year and country, as illustrated below:

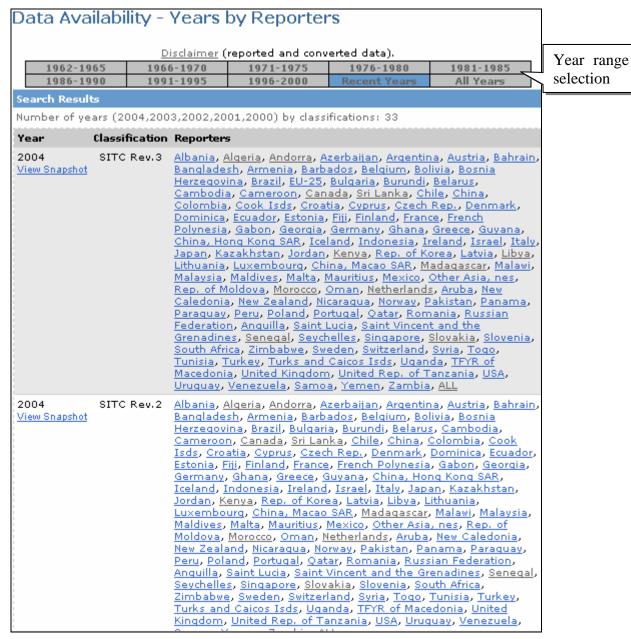


Figure 80: Year reporting for Data Availability

The following points should be noted:

- Clicking View Snapshot displays the already met Comtrade Explorer <u>snapshot</u>.
- Clicking an underlined country brings up a <u>Basic Query</u> report.
- Moving the mouse cursor over a country displays the number of records collected for the current selection.

2.3.6. By Date of Loading

The 'By Date of Loading' entry makes it possible to get data availability information by record upload date, as illustrated below:

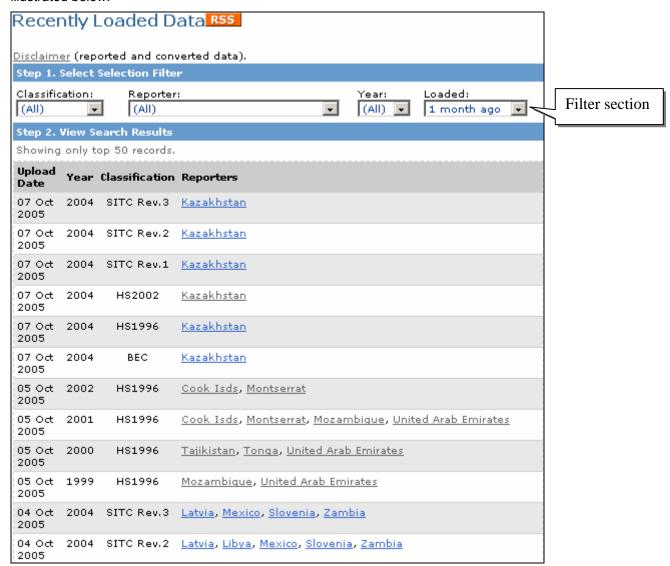


Figure 81: selection by record upload date - Data Availability - 'one month ago'

In this example, the only filter parameter is the upload date, and it is set to '1 month ago'. The picture below shows the possible values:

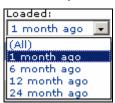


Figure 82: possible values for date selection

As usual, clicking an underlined country allows Users to get trade details on it.

2.4. Metadata & Reference

This section deals with the contents of the statistical database *reference* tables. Theses tables contain the names and descriptions of commodities and countries and their associated codes. The *Database Dissemination Model* document gives concrete details on these topics.

The Metadata⁷ & Reference links are as follows:



Figure 83: the Metadata & Reference links

2.4.1. Commodity List

Clicking the 'Commodity list' entry displays the list of all the registered commodities, nodes or leaves, sorted according to their classification code. The classification can be changed. The picture below is the top part of this list:

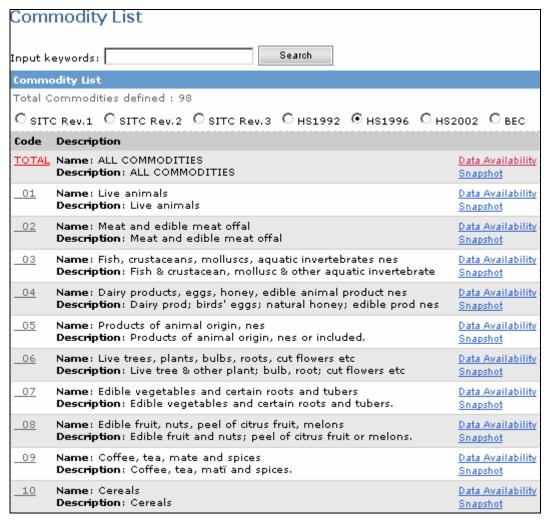


Figure 84: commodity list for classification HS1996 (partial view)

⁷ A metadata item describes a data item

Clicking a node commodity code expands it to its lower level, and so on, until a leaf code is reached, as illustrated below:

Code	Description	
TOTAL	Name: ALL COMMODITIES Description: ALL COMMODITIES	<u>Data Availability</u> <u>Snapshot</u>
_02	Name: Meat and edible meat offal Description: Meat and edible meat offal	<u>Data Availability</u> <u>Snapshot</u>
0201	Name: Meat of bovine animals, fresh or chilled Description: Meat of bovine animals, fresh or chilled.	<u>Data Availability</u> <u>Snapshot</u>
020110	Name: Bovine carcasses and half carcasses, fresh or chilled Description: Carcasses and half-carcasses	<u>Data Availability</u> <u>Snapshot</u>
020120	Name: Bovine cuts bone in, fresh or chilled Description: Other cuts with bone in	<u>Data Availability</u> <u>Snapshot</u>
020130	Name: Bovine cuts boneless, fresh or chilled Description: Boneless	<u>Data Availability</u> <u>Snapshot</u>

Figure 85: expanding the 02 node and its descendant(s)

Data Availability and Snapshot links have already been described.

2.4.2. Country List

'Country list' is the second entry in the Metadata & Reference menu:

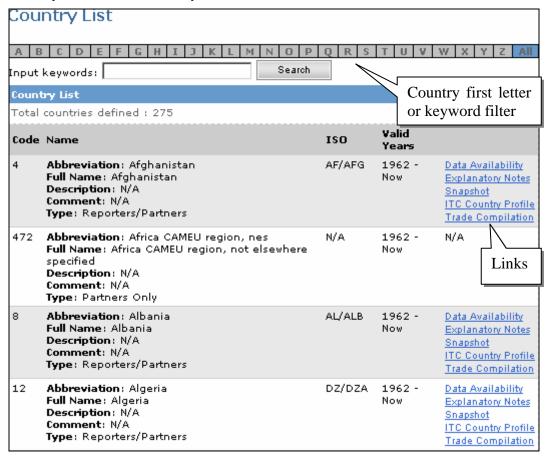


Figure 86: Country list – all countries selected (partial view)

We see the ISO country codes and data collection year range for each country. A country selection can be achieved through a first-letter list.

The first three links have already been described with the Query processor they use. The *ITC*⁸ *Country Profile* entry is particularly interesting:

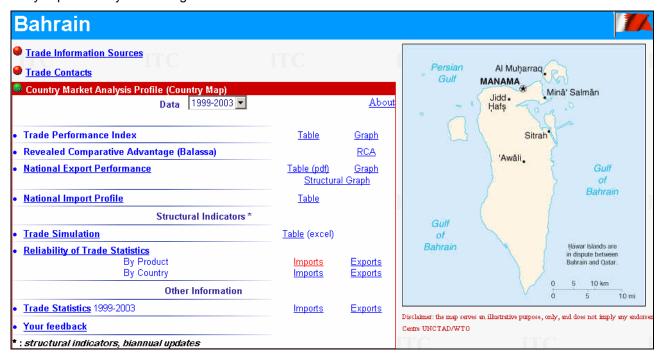


Figure 87: ITC country information (Bahrain selected here)

The links in this interface display economic data in PDF (Adobe) or Excel format; for instance:

Imports of Bahrain										
R			Net	Import	Group	Share	Leading			
Α	HS Code and	Imports	imports	growth	import	in	exporting			
N	product label	2003	2003	99-2003	growth	world	countries			
K		(US\$ m.)	(%)		(%)	(%)	1st 2nd		d	
-	ALL GOODS	5,384			9					
	ALL GOODS (WTO)	5,116	-1,248	-	-					
32	0104 Live sheep and goats	20	20	21	18	2.5	AUS	71	SAU	11
$\overline{}$	0207 Meat & edible offal of poultry meat	23	23	1	5	0.2	BRA	64	CHN	11
37	0402 Milk and cream, concentrated or sweetened	18	17		5	0.2	NLD	27	SAU	19
34	0406 Cheese and curd	19	19	5	1	0.1	AUS	26	DNK	19
26	1006 Rice	22	22	-7	-7	0.4	PAK	73	IND	22
	1905 Bread, biscuits, wafers, cakes and pastries		12		8	0.2	SAU	28	ARE	10
	2009 Fruit & vegetable juices, unfermented	23	18		14	0.3	SAU	67	KWT	11
31	1 2208 Spirits, liqueurs, other spirit beverages, alcoholic preparations		20		8	0.2	GBR	77	FRA	7
14	2402 Cigars, cheroots, cigarillos & cigarettes	28	28		-5	0.2	USA	51	GBR	35
10	2523 Cements, portland, aluminous, slag, supersulfate & similar hydraulic cer	39	39		14	0.9	SAU	72	ARE	25
_	2601 Iron ores & concentrates; including roasted iron pyrites	65	-177	5	5	0.6	BRA	77	IRN	23
35	2708 Pitch & pitch coke, obtained from coal tar or from other mineral tars	18	18	-	13	5.5	DEU	61	BEL	39
1	2710 Petroleum oils, not crude	2,080	-2,601		21	1.4	nes	99	ARE	0
	2713 Petroleum coke, petroleum bitumen & other residues of petroleum oils	26	26		6	0.7	KWT	58	BRA	27
3	2818 Aluminium oxide (incl artificial corundum); aluminium hydroxide	209	209		27	3.6	AUS	100	NLD	0

Figure 88: ITC country information for Bahrain - National Import Profile selected (partial view)

We won't discuss this ITC interface to any longer extent, for it is not directly related to the Joint System application.

⁸ International Trade Centre

The last link in the Country list is *Trade Compilation*. Clicking it in a country record (see <u>fig. 86</u>) brings up the following interface:

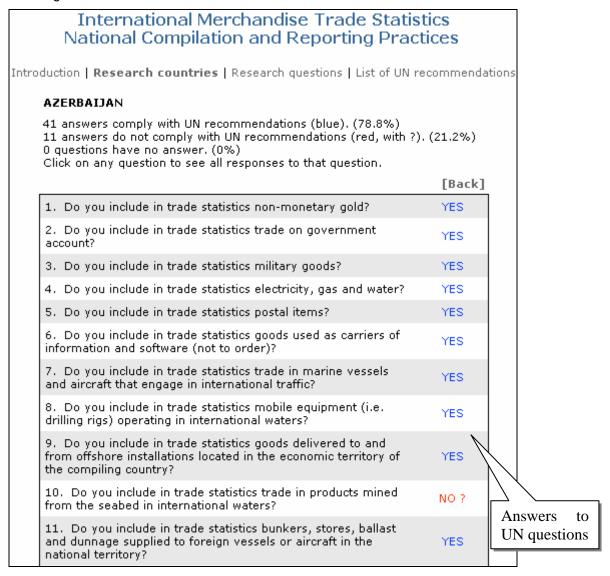


Figure 89: Trade Compilation for Azerbaijan (partial view)

This form is essentially a country report on national compilation and reporting practices in international merchandise trade statistics. It lists the answers to a series of 156 questions sent to countries, asking them:

- what they include in trade statistics (e.g., postal items, products mined from the seabed...),
- which trade system they use (general, special),
- which classification system they use (e.g., SITC, HS),
- what sources they use (e.g., customs declarations).
- how quickly they report their data, ...

For 52 of the 156 questions there is a UN recommendation on what countries should do.

When an answer doesn't comply with the corresponding UN recommendation (if any), it appears in red and is flagged with a question mark (?), like entry 10. above. A non-complying answer can be YES or NO. Complying answers appear in blue. Answers to questions that haven't a UN recommendation appear in grey.

The Trade compilation form also includes links to publications, explanatory texts and specific statistical reports. These topics are considered beyond the scope of this Manual.

2.4.3. Explanatory Notes

Clicking this entry brings up the following form:

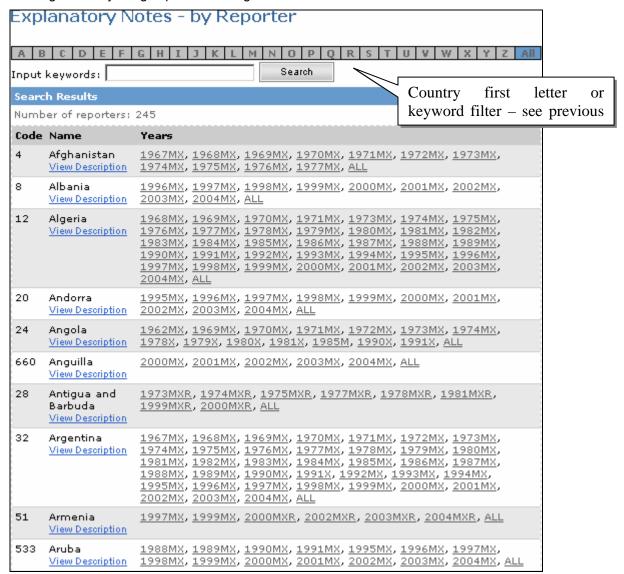


Figure 90: Explanatory Notes – all countries selected (partial view)

The View Description link gives the same results as the <u>Country list</u> entry –for the associated country only. Clicking a year in a country entry brings up the already met <u>detailed report</u>:

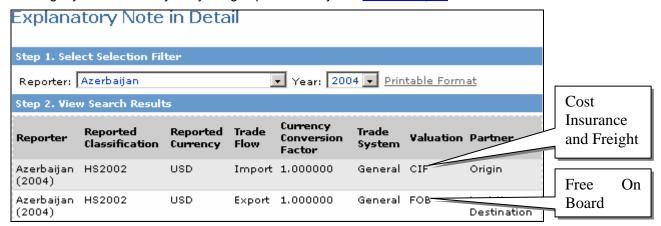


Figure 91: detailed Explanatory Note for Azerbaijan

2.4.4. Glossary

This menu entry displays a general glossary of terms used in the Joint System application. The picture below reproduces the first entries in this glossary:

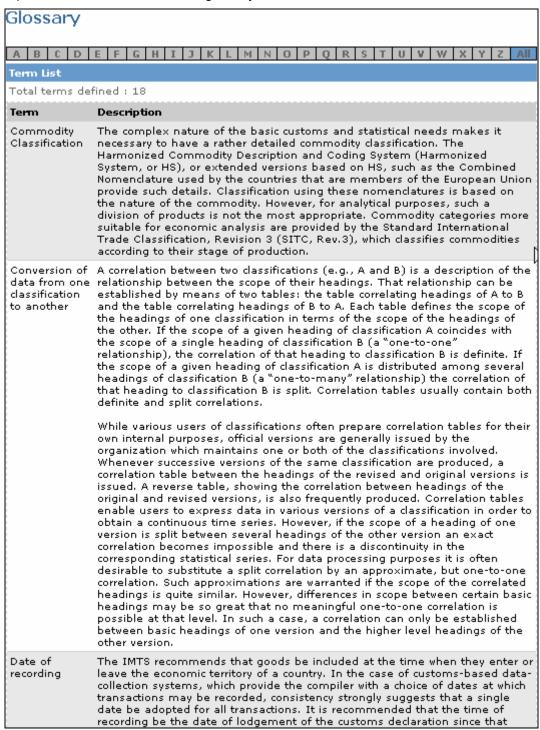


Figure 92: general application glossary (partial view)

(Continued on the next page)

An interesting entry in this glossary is the list of quantity codes:

```
Quantity Unit 0:Not reported
Reference 1:No Quantity (all quantities zero, standard if 0-3 digits)
2:Area in square metres
3:Electrical energy in thousands of kilowatt-hours
4:Length in metres
5:Number of items
6:Number of pairs
7:Volume in litres
8:Weight in kilograms
```

Figure 93: list of quantity codes in the glossary

We met these codes in a variety of reports.

As usual, a first-letter selection can be carried out.

2.5. Subscription

Guest Users can become Registered Users and gain full access to Comtrade by paying an annual fee. The Subscription menu in the main interface is reproduced below:



Figure 94: Subscription menu

These three entries are discussed below.

2.5.1. "Why Subscribing?"

As already mentioned, connecting as Guest (i.e., with no ID, password or recorded address) doesn't provide the User with full Joint System application services.

The following paragraph is reproduced from the "Why subscribing?" entry display:

```
As a guest user, you can get free data. However, there are some limitations. A guest

cannot download data

cannot create favorites or customized groups

cannot save a query

cannot execute elaborate data requests

cannot set an alert notification for batch processing
```

Figure 95: "Why Subscribing?"

This is why subscribing to an individual or site license and becoming a registered User may be interesting to most trade Statisticians.

2.5.2. Subscription Prices

The Subscription Prices link sets out the subscription options and fees in a form that is reproduced below. This form is copied from the online Help (*for information only*):

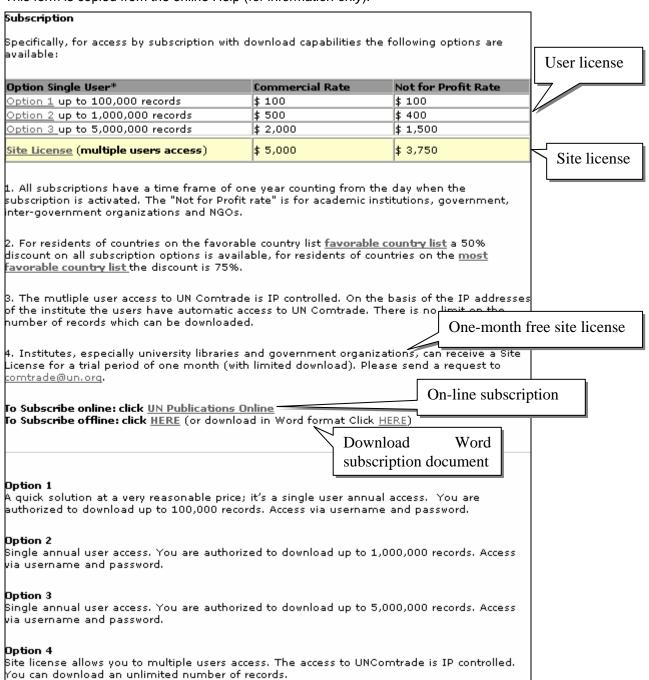


Figure 96: Subscription options and fees (partial view)

2.5.3. Order Form

Finally, a registration form is provided by clicking the Order Form entry. This form is reproduced below:

United Nations Comtrade Order Form Please send your order by mail or fax: +1-212-963-3489 would like to subscribe to: Option Single User* Commercial Rate Not for Profit Rate \$ 100 Option 1 up to 100,000 records \$ 100 Option 2 up to 1,000,000 records \$ 500 \$ 400 Option 3 up to 5,000,000 records \$ 2,000 \$ 1,500 Site License* (multiple users access) (for specific details on how to set up this option, \$ 5,000 \$ 3,750 contact UN Publications) Price in US\$ Option Total cost \$ Prepayment is required for subscription orders. Payment Information: Check or Money Order Enclosed (Payable to "UN Publications" in US\$) Orders paid by check will be held for 10 days or until the check clears. Use of a Credit Card will expedite your order. Charge my Credit Card: Visa MasterCard American Express JCB Ac.#__/__/_/ Exp.__/_/ Signature: _____ Please give subscriber details: Name: _____ Institution: _____

Figure 97: Order Form (partial view)

Notice that the Subscription Price form has Online and Word download subscription links.

2.6. Support

The Support menu includes the following entries:



Figure 98: Support menu

These entries provide online Help and remote communication with UNSD. Since they are by nature strongly User-oriented, we won't describe them but briefly. For some entries, we just reproduce the form they display.

2.6.1. Service Message

Clicking this entry displays the latest Joint System Application informative messages, for instance the latest data upload operations:

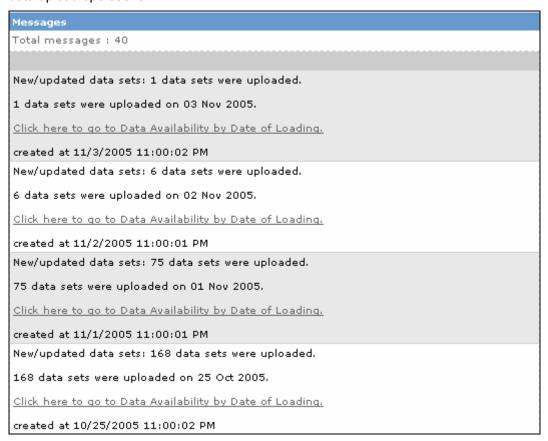


Figure 99: Service Message display (partial view)

Notice that, for each data upload entry, a link provides data availability by <u>date of loading</u>. The 'What's New' link in the <u>main interface</u> displays the same kind of information in an abbreviated format.

(Continued on the next page)

Messages can also relate to new Comtrade references, like in the two entries below:

```
Addition of BEC classification to UN Comtrade for years 1998 to present

UN Comtrade has added one more classification to its existing set of 6. In addition to the 3 editions of the Harmonized System and the 3 revisions of the SITC, the BEC classification gives a broader economic outlook on trade in commodities. These Broad Economic Categories split trade into Primary and Processed products and, for instance, into Consumption and Capital goods. BEC will be available for the years 1988 and later. For more details on BEC see the UN Classification Registry.

Created at 6/20/2005 4:37:02 PM

The release of ECLAC "Sistema Interactivo Gráfico de Datos de Comercio Internacional"

We are pleased to announce the "Sistema Interactivo Gráfico de Datos de Comercio Internacional" (SIGCI) from ECLAC.

The country and commodity groups were defined by ECLAC and SIGCI pulls the aggregated data via UN Comtrade Web Service.

Created at 6/20/2005 9:15:42 AM
```

Figure 100: other Service Message entries

Clicking the RSS button at the right of the entry displays the same information as fig. 99, but in RSS format:

```
<rss version="2.0">
 - <channel>
        <title>UN Comtrade Service Message</title>
        <link>http://unstats.un.org/unsd/comtrade/help/ServiceMessage.aspx</link>
        <description>RSS Feed of any kind of messages: announcements, service updates, FAQs, etc</description>
        <language>en-us</language:
     <item>
             <title>New/updated data sets: 112 data sets were uploaded.</title>
             <description>112 data sets were uploaded on 11 Jan 2006.<br><de>br><a</p>
                 href='http://unstats.un.org/unsd/comtrade/mr/daYearsNewResults.aspx?date=11 Jan 2006 '>Click here to go to Data Availability
                 by Date of Loading.</a></description>
              <link>http://unstats.un.org/unsd/comtrade/help/ServiceMessage.aspx?rowID=90</link>
             <pubDate>1/11/2006 11:00:01 PM</pubDate:
              <guid isPermaLink="true">http://unstats.un.org/unsd/comtrade?rowID=90</guid>
         </item>
              <title>New/updated data sets: 141 data sets were uploaded.</title>
             <description>141 data sets were uploaded on 10 Jan 2006.<br><<br/>description>141 data sets were uploaded on 10 Jan 2006.<br/><br/>description>141 data sets were uploaded on 10 Jan 2006.<br/>description>141 data sets were uploaded on 10 J
                 href='http://unstats.un.org/unsd/comtrade/mr/daYearsNewResults.aspx?date=10 Jan 2006 '>Click here to go to Data Availability
                 by Date of Loading.</a></description>
              link>http://unstats.un.org/unsd/comtrade/help/ServiceMessage.aspx?rowID=89</link>
             <pubDate>1/10/2006 11:00:01 PM</pubDate>
             <guid isPermaLink="true">http://unstats.un.org/unsd/comtrade?rowID=89</guid>
```

Figure 101: Service Message display – RSS format (partial view)

2.6.2. Comtrade SDMX

This is just a link to an explanatory text about the SDMX format and capabilities, with links to related sites and capabilities to download SDMX keys.

The *Data Transfer Mechanism* document gives a few details about SDMX and its usage by the Joint System Application.

2.6.3. Comtrade RSS

RSS stands for 'Rich Site Summary'. It is a new, XML-format way to publish information on line. This label has already been met beside some of the Joint System Application links; see for instance <u>fig. 1</u>., a global view of the main interface. Registered Users can get Upload news via RSS.

Clicking this entry loads introductory pages to RSS with definitions, links to related sites and links to published papers.

2.6.4. Comtrade Features

This function provides a valuable global introduction to the Joint System Application.

Clicking this link displays the following multi-tab form:

Comtrade Features

Data | Access | Favorites | User Preferences | Data Selection | Data Availability

Data availability

Availability of data depends on in what classification and when comtrade data are reported by countries. Comtrade have all reported data in their original classification and converted data (from original one) to all possible classifications. For example: Country X reported 1997 data in HS88, thus comtrade will stored X's 1997 data in HS88, SITC.3, SITC.2 and SITC.1. Go to here to view loaded data.

- Data Download

Comtrade guest couldn't download. However, registered user could download data in text file (using CSV format). User could also be assigned the maximum number of records that can be downloaded. The site licenses users will have unlimited number of records for downloading.

User can download in two ways: direct mode or batch mode. The direct mode gives the data immediately but only suitable for a simple and small query (no groups and less than 150 thousands records). More complex query and huge data download needs to use batch mode (unattended download, the link to the compressed result file will be sent via email)

Maximum records shown in Account Info page:

• You have so far downloaded 6 records and given your maximum of 500,000 records, you could still download 400,000 records. could still download 499,994 records.

Data Pricing

Please go to Subscription Prices. We also keep track of download data in Data Download History page.

Data download history

- Number of downloads: 1 times.
- You have so far downloaded 6 records and given your maximum could still download 499,994 records.

Log Time	Downloaded Records				
9/19/2002 2:34:00 PM	6				

- Data Restriction

Comtrade is capable for enforcing data restriction for certain users. For examples: User X is assigned Trade With US Only. See screen snapshot below:

- Your latest recorded data query was on 10/22/2002 10:57:16 AM.
- Your access has been restricted to Trade with US Only.

Thus, user X could only view trade data that has US as reporter or US as partner. If X wants to see trade between France and Sweden, he will get nothing. This restriction could be defined in any possible combinations of commodities, reporters, partners, years, trade flows, filtering by trade value, etc

By default, all public users get the "Normal View" restriction. This view lets access to all comtrade data except the data reported by Taiwan, Province of China due to political reasons. However, at the trading partner side, Taiwan is included in partner "Asia Other, not elsewhere specified" (Code 490).

Figure 102: Comtrade Features – Data tab

Users should have a look at each tab.

2.6.5. Help Index

The Help Index page is reproduced below:

Help Index

General Info

First Time User

Data Query & Extraction

- Basic Selection
- Express Selection

Technical Support

- Limitations (please read)
- Tips

Figure 103: Help Index menu in the main interface

(Continued on the next page)

• First Time User is an introduction to Comtrade and provides beginners with useful query scenarios. The First Time User page is reproduced below:

How to use the UN Comtrade web site?

Depending on what you are looking for and your knowledge/experience of the UN Comtrade system, the web site offers a flexibility of finding the trade data that you need. Consider the scenarios below:

When you are totally new to the comtrade system, start with ...

Comtrade Explorer. The only thing, you need to enter is "search term". It could be the name of the countries, the countries abbreviations, a commodity key word or a year. Examples: "aircraft" or "aircraft engine"

Quick Search (available in all pages). Quick Search was designed to provide a connection to any information in UN Comtrade system, including glossary or help pages. Tries to type "help" or "glossary" or "Niger" or "shoe", the Quick Search will even give you the results after you type a first character.

When you want to know the data availability of the certain countries reporters or commodities or years, start with ...

- Basic Data Availability, choose either: reporters, commodities or years sub menu.
- 2. Interactive or Graphical Data Availability, choose either: Interactive or InGraph
- Data Availability with loading date information, choose by Date of Loading

When you want to know the description of certain commodities or countries, or list of all commodities or countries, start with ...

1. Metadata and Reference menu, choose either: <u>Country List</u> or <u>Commodity List</u> sub menu

When you know what you are looking for (ex: Indonesia's Import of "rice" in the year 2000), but you are not familiar with the codes (UN code of Indonesia is 360), start with ...

- Basic Selection
- Shortcut Query

When you know what you are looking for, and you are quite familiar with the codes, start with ...

1. Express Selection

When you want to know about UN Comtrade Glossary, start with ...

Glossary

Advanced Features: My Comtrade

UN Comtrade Web Site offers several features for personalization. User could save the query (we called it Saved Queries), save individual items as favorites, such as commodity favorites, reporter favorites, partner favorites and year favorites. Even user could define their own country groups (which combined several reporters) or commodity groups. We also defined the global country groups, so a user could just "attach" to favorites it and use it later in Basic Selection or Express Selection.

User could customize his/her FrontPage and Download Format, or even he/she could submit a query into a batch (and an e-mail notification will be sent, after the completion). With this, user could avoid having a "Time out" message and have a "powerful" research tools.

For a detail explanation of UN Comtrade Features, <u>click here</u> or see UN Comtrade Presentation (above).

Figure 104: query scenarios in Help menu (partial view)

The 'First Time User' link is also present on the top right part of the main interface (fig. 1):



Figure 105: Direct access to First Time User Help

- Basic Selection and Express Selection introduce the already discussed query processors.
- Limitations defines the already mentioned Comtrade limits and requirements.
- *Tips* provides the User with the usual –and useful– advice. The Tips page is reproduced below:

Tips

Here are the tips for using Comtrade application effectively:

- Define favorites: It's advisable to define your favorites first. It will save you some time later.
- Find your way: To arrive to same results, you could use different ways. Use one that
 you think the most efficient.
- Specify more in Text Search: To decrease number of results, use more than one keyword and use the "AND". Instead of saying only "hair", specify more with "human hair" or "human AND hair"
- Text Search: The text search could search more than just a text, you could enter ISO code for countries or just commodity codes.
- Follow the steps: In almost of the pages, we included the steps which you should followed.
- Set your download format: It could probably save download time and reduce file size.

Figure 106: Tips form in Help menu

2.6.6. Questions and Answers

This page contains the usual FAQ sequence and their answers. A part of it is included below:

Question and Anwser

Q What is IP Users Personalization and how to use it?

A With IP Users Personalization, an IP User, identified by the organization IP Addresses, will be able to use all the personalization features such as customize the download format, save the query or create the favorites. IP users will be allowed to submit a batch that will help them to download a huge data (up to 20 million records / batch request) and to analyse the large data with custom groupings (otherwise timeout message will be given). The user will be able to use all the features under "My Comtrade" menu.

Here are the necessary steps (IP user is identified by his/her email address):

- 1. Go to http://unstats.un.org/unsd/comtrade/
- In "Comtrade Access" title (middle right screen), there should be a text that says: "In order to use the personalization features, please type your email address at Account Info"
 Click the Account info link or go to

http://unstats.un.org/unsd/comtrade/u/uAccountInfo.aspx

4. Type your email address. This email address serves as a unique identifier within organization. The result of batch submission will be sent to this email address.

5. click Update.

Q How to gain a full access to Comtrade database?

A You could subscribe to become a registered user and to have a full access to comtrade features. Unregistered users could use **guest** account to login (with many restrictions).

Q What about Comtrade Coverage?

A Every year between 120 to 140 countries or areas report their merchandise trade statistics to the United Nations. The market share of these reporting countries together covers more than 90% and maybe even as much as 95% of World trade.

Each of these countries report the trade by commodity and trading partner. The trading partners may cover around 230 different countries or areas, excluding regional NES (not elsewhere specified) areas.

Figure 107: frequently asked questions and their answers (partial view) – some may be outdated

2.6.7. Contact Us

Comtrade Users can send their feedback (issues, suggestions...) to UNSD developers and administrators through the following form:

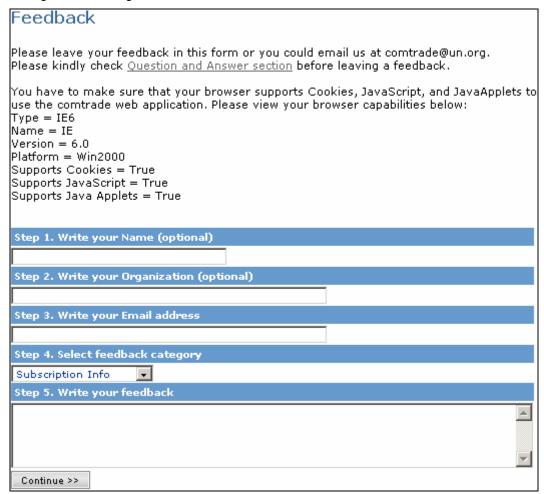


Figure 108: feedback form

Fields 3 to 5 are required.

The Feedback category can be selected from a combo:

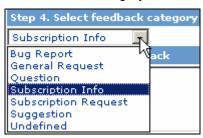


Figure 109: Feedback category selection

Clicking Continue sends the form to the people concerned.

2.7. **Links**

Connections to related sites are possible through the Links menu:



Figure 110: links to related sites

ECLAC and SDMX have already been mentioned in the Support section.

WITS is an economic data compilation Comtrade is part of, as illustrated below:

The **World Integrated Trade Solution** (WITS) is a software developed by the World Bank, in close collaboration with the United Nations Conference on Trade and Development (UNCTAD).

WITS gives you access to the major trade and tariffs data compilations :

- The COMTRADE database maintained by the UNSD;
- . The TRAINS maintained by the UNCTAD;
- The IDB and CTS databases maintained by the WTO.

Figure 111: WITS home page (partial view)

3. The Main Interface (Registered User)

3.1. Overview

In <u>section 2</u>., we described the Web Browser Client functions a Guest (i.e., non registered) User can run, and their inherent limitations. These limitations are summarized here (some of them have already been mentioned):

As a guest user, you can get free data. However, there are some limitations. A guest

- cannot download data
- cannot create favorites or customized groups
- cannot save a query
- cannot execute elaborate data requests
- cannot set an alert notification for batch processing

Figure 112: Guest User limitations – copied from the on-line Help

Notes on fig. 112:

- 1. "cannot download data" means in fact "no direct data download". Remember that <u>SDMX</u> downloading is possible for a Guest User up to 1,000 records a day.
- 2. "cannot set an alert notification for batch processing": in fact, Guest Users cannot submit a batch query.

All these limitations are cancelled when connecting as a Registered (or Subscriber) User. There are two ways to do so:

- by providing a known User ID and its associated password (Individual license);
- by connecting from a registered IP address (Site license).

<u>Section 2.5</u> explains how to get registered for an annual fee. How a <u>User ID / password</u> or a <u>registered IP address</u> and other User features can be defined is explained in the *Database Administrator Client* Manual –a document intended for Comtrade Administrators.

In section 3 of this document, only the functions and capabilities a Guest User isn't allowed to use will be discussed. This section will focus on the following Registered User capabilities:

- Download statistical data;
- Create and manage Sub Users (reserved to Master Users);
- Save the definitions of gueries to use them later;
- Submit batch queries;
- Define and restore a User's working environment through the 'My Comtrade' menu.

In addition, Registered Users automatically get upload news (new available datasets, data availability by date) through the <u>RSS</u> capability; provided they have downloaded an RSS 'feed reader' from the Web (e.g., from Google. Visit, for instance, <u>www.feedreader.com</u>).

For each IP address access (or site license) that is granted, there is an associated Master User. This Master User, in addition to connecting through the IP address, has to provide a registered User ID / password pair. The Master User has special privileges among the site Users, such as creating global favorites that can be shared. They can also create and manage sub Users.

Master Users and the associated topics are discussed in the IP Authentication section.

3.2. The Two Authentication Modes

As mentioned above, there are two ways to log in so as to access the totality of Comtrade capabilities:

- as a registered User, by providing a Comtrade-registered User ID and the associated password;
- from a registered Site. In this case, the site IP address 9 must be registered within Comtrade.

These two authentication modes are not totally equivalent: they imply some differences in the way the Application behaves. Due to the fact that a site license (registered IP address) is granted to several Users (typically, the employees of a company), individual features such as environment personalization cannot be granted, unless Comtrade knows the *email address* of each User. This point is developed later in this section.

We will first discuss the registered User environment then describe the <u>IP address mode</u> specificities.

3.3. User ID – Password Authentication (Individual License)

3.3.1. Connection – Home Page

Back to the initial Web Browser Client <u>Interface</u> (fig. 1), we can use the Comtrade Access fields (possibly after clicking the Log Off link) to connect as an individually registered User, via an ID and a password, and get a full access to the Application.

In the example below, a registered User ID and its associated password have been entered:

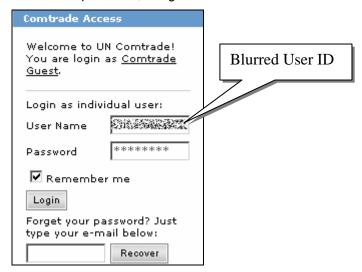


Figure 113: Comtrade Access interface – logging in as Registered User

Note: the User ID (labeled 'Name') in the picture above is blurred for confidentiality reasons; it appears clearly in the real interface.

If the 'Remember me' box is ticked, the entered User ID will be memorized and displayed in a list each time its first letter is typed in the textbox. The User can then select the proper User ID instead of typing it in its whole.

Finally, entering the User ID and the User email address, then clicking Recover will send an email with the User ID and the password to the provided address. This is a way to recover a forgotten password.

Ref: WBC_MUT001CEn.doc

⁹ This will be the IP address of the Web access provider (often called 'router'), not the local network address of the connecting station.

Clicking Login brings up the Registered User main interface:

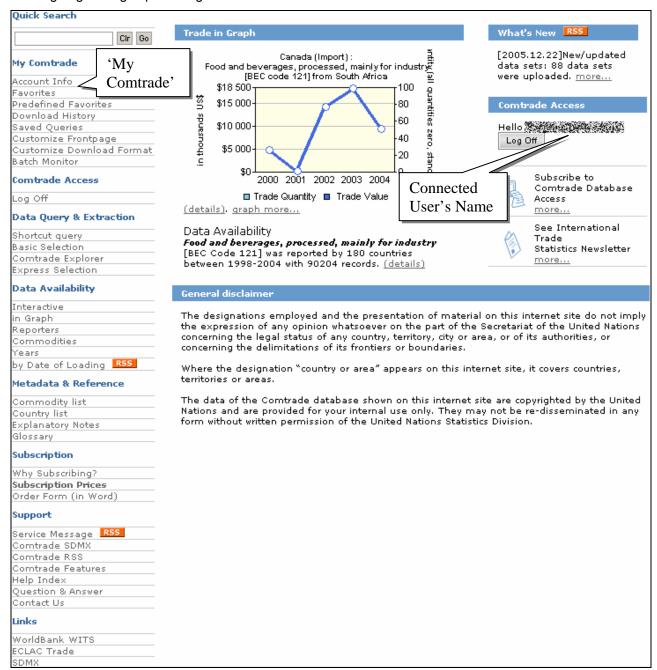


Figure 114: Registered User main interface - Shortcut Query and Trade in graph are examples

As already stated, only the functions and capabilities a guest User isn't allowed to use will be discussed here. An example of such functions is the 'My Comtrade' menu and its entries.

3.3.2. 'My Comtrade' Menu

We see that one of the differences with the Guest interface is the presence of an extra menu in the list of links at the left of the main interface:

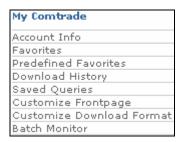


Figure 115: 'My Comtrade' menu

The entries in this menu are discussed in the rest of this section. For consistency purposes, topics related to query saving/loading, data downloading and batch processing are fully described in the 'Additional Capabilities' section.

3.3.2.1. Account Info

Clicking the Account Info link displays the following form:

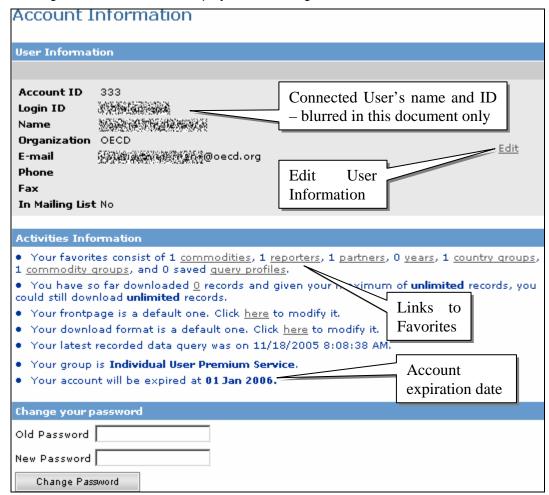


Figure 116: Account Information form

This page displays the connected User's personal data: ID, name, email... It also gives information on their 'Favorites', front page, group and so on. Front pages and groups are discussed later. Also notice the account expiration date: each registered User account is defined for a certain time period by the Comtrade Administrator.

The links in the three panes of the form give details as to Favorites or make it possible to change the User and Activities settings. These actions are described below, tagged with a '\(^{\mu}\)' symbol.

□ User Information – Edit (see fig. 116)

Clicking this link displays the following interface, in which the User's features can be edited and saved (by clicking Update):



Figure 117: User Information update interface

□ 'Activities Information' - Favorites

Clicking one of the 'Favorites' links (e.g., Commodities) displays the multi-tab Favorites interface. This interface is fully described in the <u>Favorites section</u>.

Change your password

The 'Change your password' function works like the usual Windows interface. A Comtrade password must be at least 8 characters long.

3.3.2.2. Favorites – Commodities

Favorites are pre-selected lists of items (e.g., commodities) that each User can define. Clicking the Favorites link in 'My Comtrade' displays the following page:

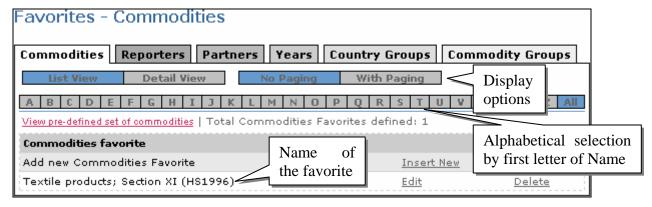


Figure 118: favorites display/update interface - Commodities selected - one favorite recorded

This form shows the current User's favorites by categories (Commodities, Reporters, Partners,...) and makes it possible to add new favorites or remove existing ones for each category. Changing the contents of an existing Favorite is also possible. In the example above, Commodities is selected and only one commodity set is registered as Favorite.

Common Global Favorites exist for any registered User. These <u>global favorites</u> are defined within Comtrade. The links in this form –and a few others– are discussed below. They are tagged with a ' \square ' symbol.

We can display a detailed list of Favorites, with its name and the codes it contains, by selecting the 'Detail View' display option:

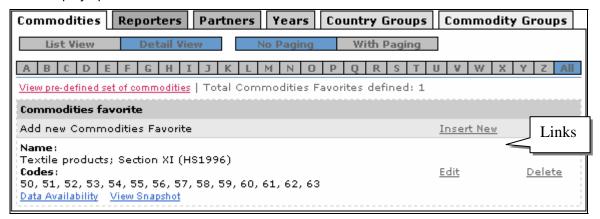


Figure 119: favorite commodities - detailed view

Description of the links:

- Data Availability has already been discussed in section 2.
- □ View Snapshot apparently wasn't implemented at the time this document was drawn up.
- □ Edit brings up more details about the selected Favorite entry:

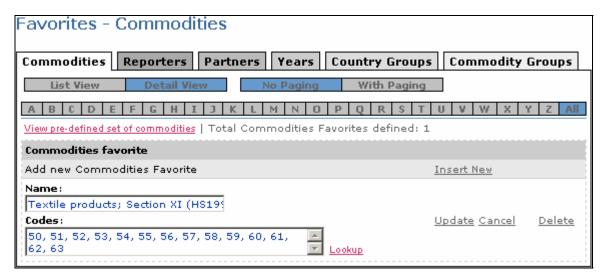


Figure 120: details about 'Textile products' Favorite

(Continued on the next page)

The Codes list displays the codes of the commodities the Favorite is made of. These codes can represent elementary or generic (i.e., with sub-codes) items. The Name and Codes fields can be updated. For instance:

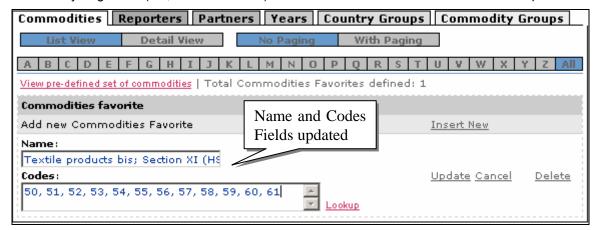


Figure 121: Name and Codes fields of a commodity set - updates have been carried out

Clicking Update records the new definitions and leads back to the interface in fig. 118. Cancel has the same effect but doesn't record the updates.

- Delete removes the associated Favorite entry.
- ☐ Insert New allows the User to include a new Favorite in their list:

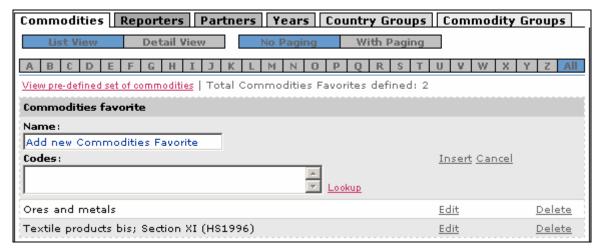


Figure 122: the Insert New Favorite interface – nothing added yet

The User enters the Name of the new Favorite and the item codes it will contain. These codes can be keyed in, like in the example below:



Figure 123: keying in the Name and Codes for a new Favorite

The User can also click the Lookup link (in red in fig. 122) to access the global Code storage in Comtrade and get a complete and friendly interface:

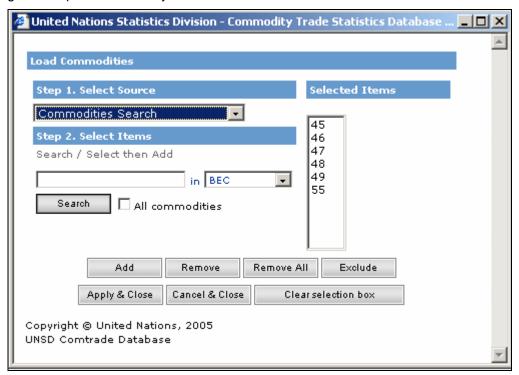


Figure 124: Lookup interface (item search / selection)

The following points stand out:

- 1. This interface has already been discussed at the beginning of this document.
- 2. The selected Items list is populated with the codes we previously typed in.
- 3. The <u>Select Source</u> combo, described in the guest User section, makes it possible to select from the whole item storage or a subset (including the current User's Favorites):



Figure 125: source selection for the item codes

Finally, back to the Insert interface in fig. 122, clicking Insert shows the newly added entry:

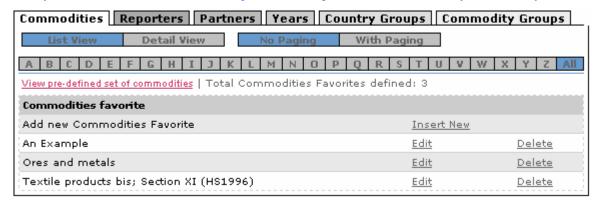


Figure 126: User-created Favorite entry

'View pre-defined set of...' brings up a list of already defined category (here, Commodities) sets that can be selected as favorites by any registered Users (this is why they are called 'global' in this document):

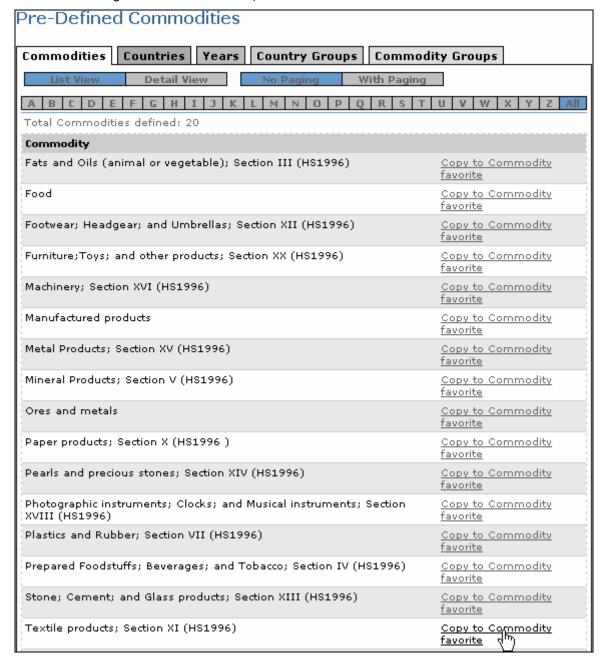


Figure 127: global pre-defined favorites – Commodities selected (partial view)

Again we get a multi-tab interface that makes it possible to select Favorite sets in each category; here we keep using Commodities. An example of <u>pre-defined Country Groups</u> is given later in this document.

Notice that the original Favorite entry, "Textile products; Section XI (HS1996)" has probably been obtained from the global Favorite list. This entry has been changed to "Textile products bis; Section XI (HS1996)". Had it been saved with its original name, it would have remained local to the current User: global pre-defined items cannot be changed by Users.

To add a pre-defined entry to our current collection of favorites, we click the 'Copy to...' link for item 'Ores and metals'. We get the following confirmation message above the list of pre-defined commodities:



Figure 128: new favorite included

There are also an alphabetical selection (Favorite name's first letter) and a detailed format for this pre-defined favorite list. Selecting 'Detail View' changes the display to:

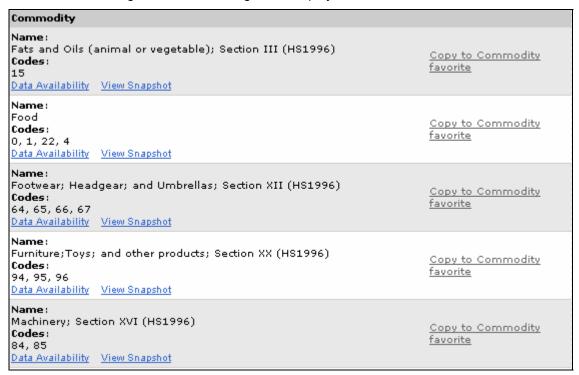


Figure 129: detailed list of pre-defined favorites (partial view)

Clicking 'here' in fig. 128 leads back to the initial Favorites interface, with the new entry added –to compare with fig. 118:

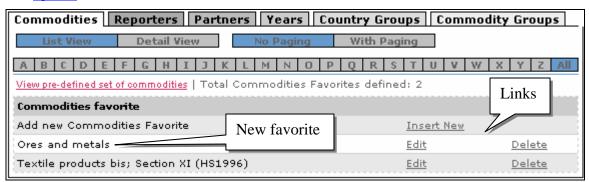


Figure 130: new commodity favorite added

The links in this form are the same as those already met:

- Clicking Delete deletes the associated entry.
- □ Clicking Edit provides details on the entry, in a form similar to fig. 120.

3.3.2.3. Favorites – Reporters/Partners/Year

The previous section is about Commodities: how to include them in Favorite lists. Other tabs in the <u>main</u> <u>Favorite interface</u> make it possible to carry out the same operations for other item categories: Reporters, Partners, Year, Country Groups and Commodity Groups, depending on the selected tab.

Comtrade behaves exactly the same for Commodity, Reporters, Partners and Years, with the exception that Years have no codes (they are selected directly by their four-digit value) and no global pre-selected values (although the 'View pre-defined...' link is still present).

As an example, the Reporters and Years interfaces are reproduced below:

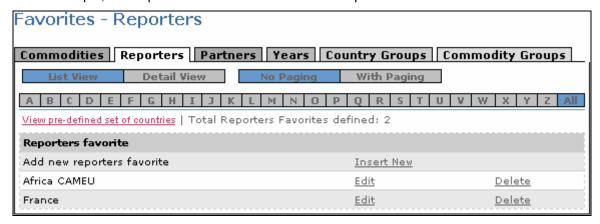


Figure 131: the Favorites interface – Reporters selected – two favorites recorded

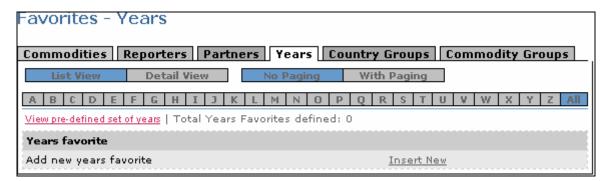


Figure 132: the Favorites interface - Reporters selected - no favorites recorded

3.3.2.4. Favorites - Country Groups / Commodity Groups

These two categories of Favorites deserve more explanation. The initial interfaces are identical to the ones already discussed, with the exception of a warning message that is commented later in this section:

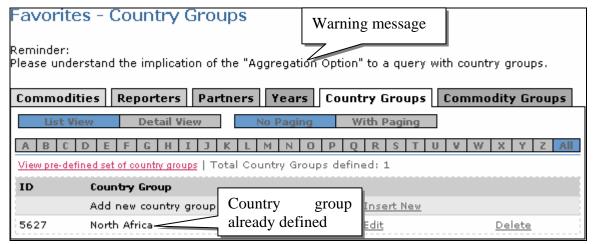


Figure 133: the Favorites interface - Country Groups selected - one 'favorite' recorded

Countries can be grouped within Comtrade. A country group is considered as an entity with its name (North Africa in the example above). There is a pre-defined set of country groups that appears when clicking 'View pre-defined...':



Figure 134: pre-defined country groups (partial view)

This interface has already been described (Commodity tab). The 'Copy to favorite' link allows the User to add each group to their Favorite list.

Back to fig. 133, if we select the Detail View or click Edit, the six countries that make up the North Africa group are listed:

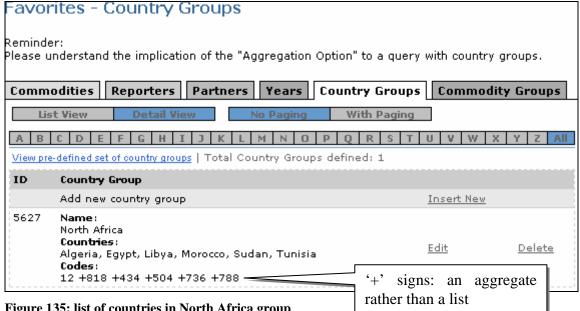


Figure 135: list of countries in North Africa group

Notice the '+' signs that separate the country codes instead of the usual commas. This means that the six countries are considered as an aggregate: they make up a single entity.

We can now submit this country group as reporter in a query. For instance:



Figure 136: a query that uses country group North Africa

We notice that there is only one row returned, not six, while the group is made of six countries. The collected values for the six countries have been aggregated.

The same operations can be carried out for Commodity Groups: once several commodities make up a group. using the group name in a query aggregates the commodity associated values.

3.3.2.5. Predefined Favorites

This entry is a link to the already discussed 'Pre-Defined Favorites' interface, as reproduced in <u>fig. 127</u>. Again, clicking "Copy to..." adds the corresponding pre-defined set to the User's Favorite collection.

3.3.2.6. Download History

Clicking this entry summarizes the data download operations the current User carried out:

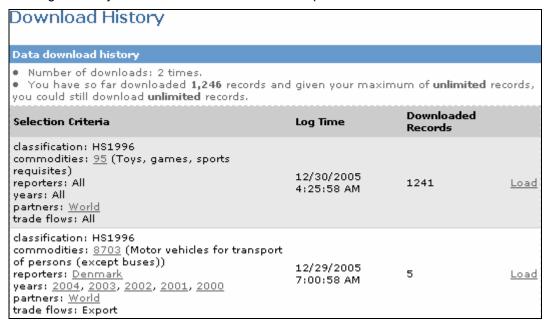


Figure 137: Download History – two downloads carried out

For each operation, the usual selection criteria are present. Clicking one of them displays its definition and expands it if it's a node in a tree structure (e.g., a class of commodities). For instance, if '95' in the first History entry is clicked, the familiar Commodity List with its links is displayed:

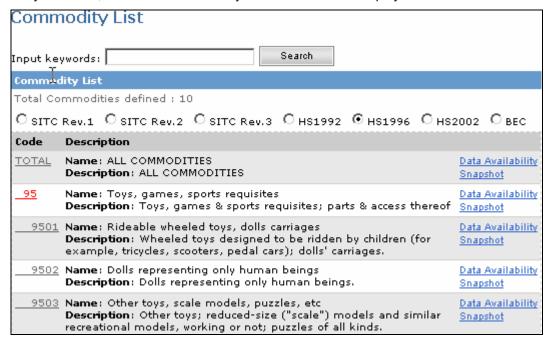


Figure 138: Commodity List from Download History

Clicking a Load link displays the corresponding query in an Express Selection form, from which the query can be run again. This <u>feature</u> is fully described in the 'Additional Capabilities' section.

3.3.2.7. Saved Queries

Clicking this entry displays a summary of query definitions the current User saved. Reminder: registered Users can save the queries they run in order, for instance, to run them again later. Saved queries can also be run automatically as the data they deal with changes. Again, this is discussed in the 'Additional Capabilities' section.

The picture below shows the currently saved queries:

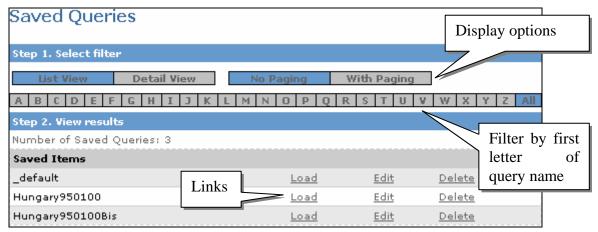


Figure 139: currently saved queries (list view)

Notice the three links associated with each query entry. Delete deletes the associated query. <u>Load</u> and <u>Edit</u> are discussed later in this section. Delete simply deletes the saved query.

As usual, a Detail View option with a query parameter summary is available:

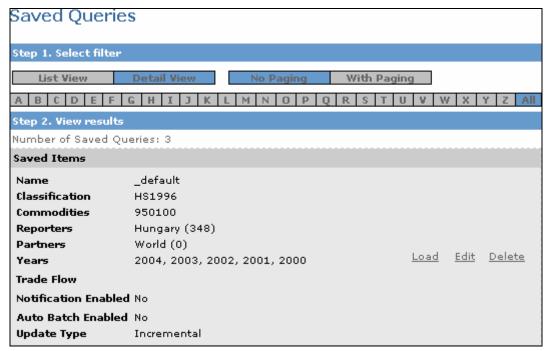


Figure 140: first saved query (detailed view)

How a query can be saved and what can be done with saved queries is discussed in the 'Additional Capabilities' section.

Also refer to this section for the meaning of 'Notification Enabled', 'Auto Batch Enabled' and 'Update Type', and the description of Load, Edit and Delete links.

3.3.2.8. Customize FrontPage

Clicking this entry makes it possible to set the front (or welcome, or home) page layout options. These options are the exemplified processors, columns and headings that show in the initial page.

Customize Frontpage
Please select from options below
*You must select at least one item, otherwise Trade In Graph will be the default
€ Welcome to Comtrade
□ Explore Comtrade*
▼ Trade In Graph*
☐ Trade Facts
▼ Shortcut Query
☐ Data Availability Facts
✓ First Time User
C Basic Selection
C Comtrade Explorer
C Express Selection
C First Time User
Update Back to default

Figure 141: Customize FrontPage interface

Clicking the Update button saves the current setting.

(Continued on the next page)

For instance, the settings in fig. 141 generate the following welcome page when linking to Comtrade:

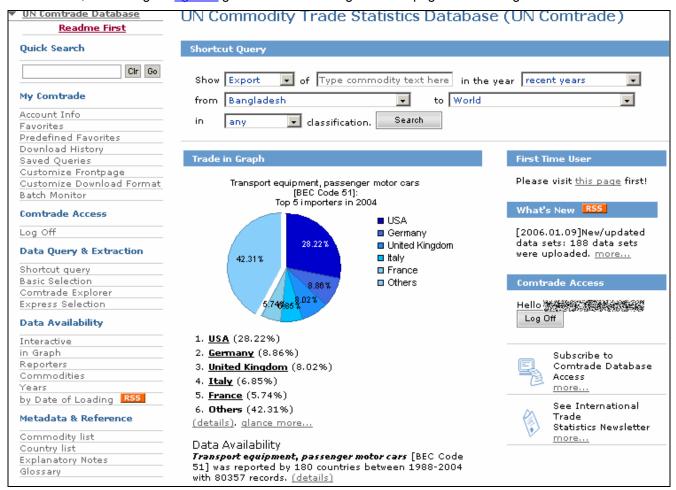


Figure 142: an example of parametered welcome page (partial view)

The selected processors: Shortcut Query, First Time User and Trade In Graphs are present and exemplified with data. The User is advised to try other settings (e.g., the Default setting) and compare their results.

3.3.2.9. Customize Download Format

This entry makes it possible to define the format of data to be directly downloaded. This point is <u>discussed</u> in the Data Download section of Additional Capabilities.

3.3.2.10.Batch Monitor

Clicking this entry displays the status of the current batch tasks (aka jobs) the User initiated, as exemplified below:

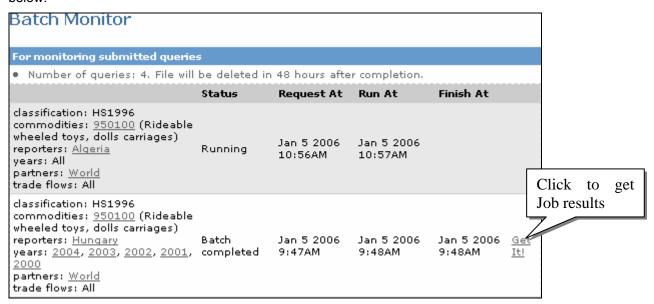


Figure 143: User's current batch tasks (partial view)

Two jobs are displayed here (there are four of them in all) One is still running, the other is completed. Notice the submission, start and completion dates. Entries of completed jobs remain 48 hours before being deleted.

How to submit batch gueries is discussed in the next section.

As usual, clicking a link displays the related data (definition, availability, etc. For instance:

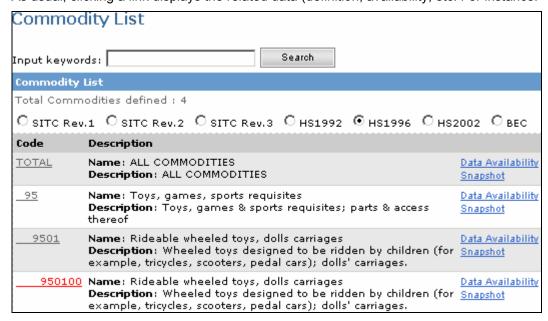


Figure 144: list of commodities used by a job

The 'Get It' link of a completed job (fig. 143) is the most interesting: it allows the User to download the file that contains the results of the submitted query. The common download interface is used:

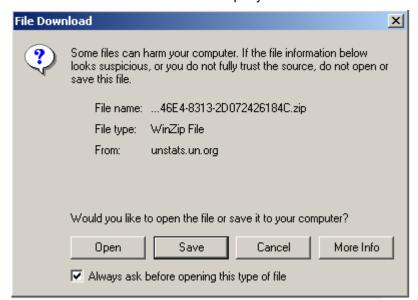


Figure 145: file download interface

Notice the file format (.zip). This file can be saved as usual or directly opened with WinZip, like illustrated below:

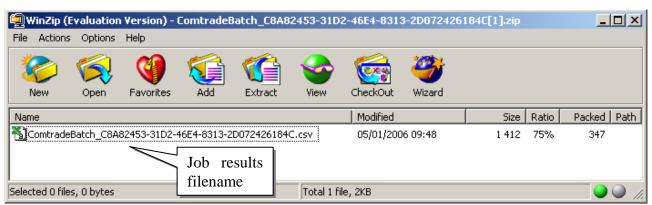


Figure 146: opening a batch results file with WinZip

The file has now the CSV¹⁰ format; it can be opened, for instance, by Notepad or Excel:

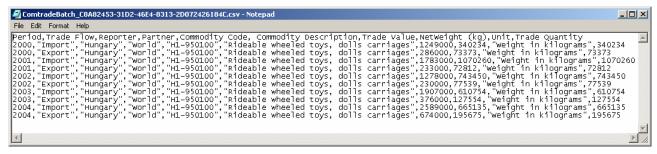


Figure 147: contents of the job results file – the first line is made of column names

We can check that these results match the query definition in <u>fig 141</u>. Again, the file can be saved – presumably with a more convenient name.

Ref: WBC_MUT001CEn.doc

¹⁰ Comma Separated Values: a plain text file that can be opened by Notepad or Excel.

3.3.3. Additional Capabilities

3.3.3.1. Reminder

We already noticed (e.g., in <u>fig. 42</u>) that the list of actions that follow a query result doesn't include a data download option when we connect as guest User. If we run the query of fig. 42 again as a registered User, we get the following form:

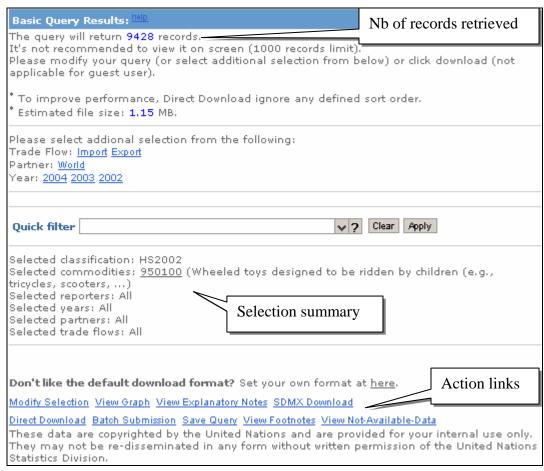


Figure 148: query used in fig. 39 run in registered User context

If we compare this form with fig. 42, the following points stand out (from top to bottom):

- 1. The number of records retrieved is greater: this is because the second query was run a few weeks after the first one;
- The action list includes three additional links:
 - Direct Downloading
 - Save Queries
 - Batch Submission.

To follow the 'My Comtrade' menu order in the main interface, we already got onto these three topics. They will now be discussed in detail in this separate section. This layout seems more consistent and will probably be clearer to non-technical Users: they will tackle the matters in two steps, a quick look followed by an indepth study.

3.3.3.2. Direct Downloading

This function allows a registered User to copy the data extracted by a query to a local, CSV format file.

Reminder: non-registered Users can download statistic data in SDMX format only. See the <u>corresponding</u> section.

Consider the following Basic Query results:

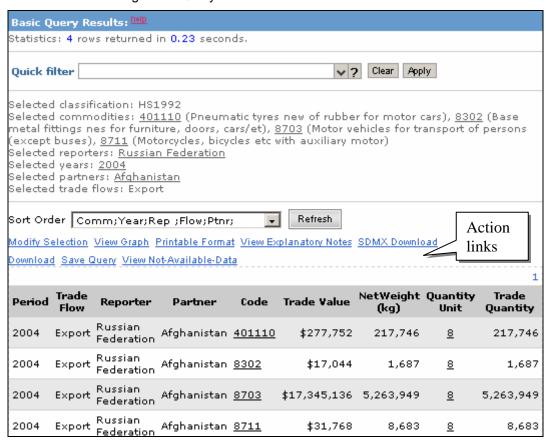


Figure 149: basic query results (cars and related commodities exported from Russia to Afghanistan

If we select the Download action, we get the usual file download form:



Figure 150: file download form

We can save the file to disk or directly open it; in this case, Excel is used by default 11:

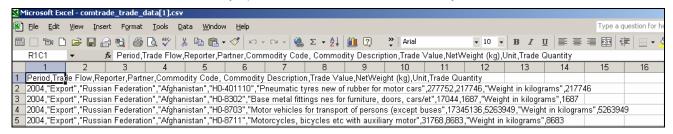


Figure 151: query data results downloaded and displayed by Excel (may need enlargement)

This CSV data display has already been commented. Remember that the first line is the column (or field) header.

Data Downloading Customization

This is an entry in 'My Comtrade' menu. But it obviously has to be discussed with the download function. The common field (or column) selection form is used:

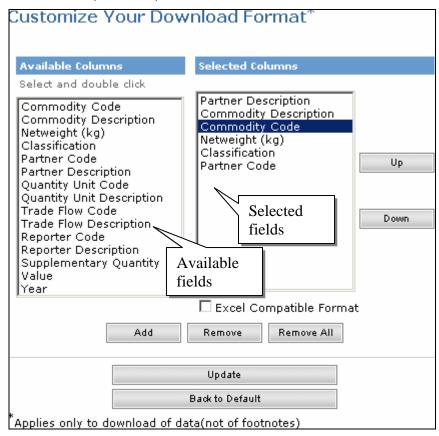


Figure 152: Download format definition – a few columns selected

The way to select fields has been explained earlier in this document; in fact, this is a common Windows item selection list: selection from Available frame to Selected frame is achieved via the Add and Remove buttons once available columns are highlighted. As usual, no selection means 'all possible fields selected'. Multiselection is possible through the Shift and Crtl keys. Notice that the selected fields stay in the Available field list.

The order of the selected columns that will be used in the downloaded reports can also be changed through the Up and Down buttons.

-

¹¹ If no specific processor is associated with the CSV extension.

<u>Fig. 151</u> was obtained without any customization. We can exemplify the use of this customization function. Consider the following field selection and order:

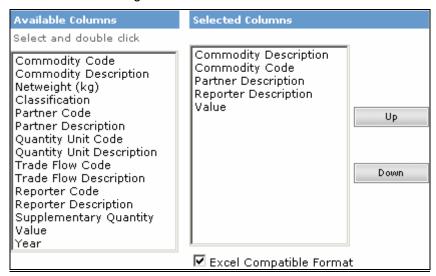


Figure 153: example of file download customization

The User must click Update for the options to be saved. Then, running the download operation again, the following data is displayed:

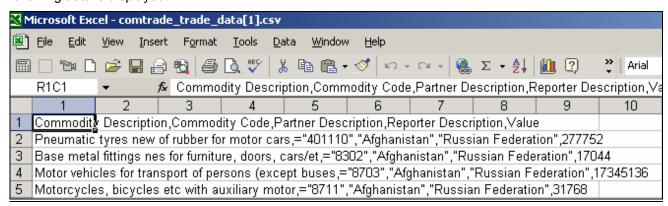


Figure 154: the resulting data display

If we compare figures 151 and 154, the following points stand out:

- 1. in fig. 154, only the fields we selected are present;
- 2. in fig. 154, the field order follows the selection order;
- 3. the Commodity Code format is different; this is because option Excel Compatible Format was selected for fig. 154. Setting this option ensures that the numeric values are considered as strings, not as numbers, and therefore are left unchanged. For instance, Commodity Code "010111" will be left unchanged, while it would be stored as number 10111 had the option not been set.

Clicking Back to Default restores the default download layout: all the fields available are displayed in the order they are found.

3.3.3.3. Query Saving

Let's consider the basic query below and its results:

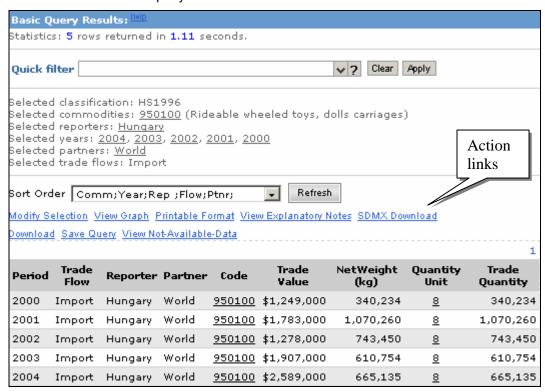


Figure 155: another example of query

If we click Save Query in the list of action links, we get the following interface:

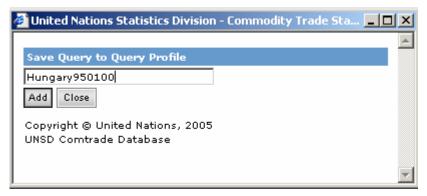


Figure 156: Save Query interface – query name has just been entered

The User enters the query name (as illustrated above) and clicks Add. A Save confirmation message box pops up.

Then, selecting Saved Queries in 'My Comtrade' brings up the following summary form:

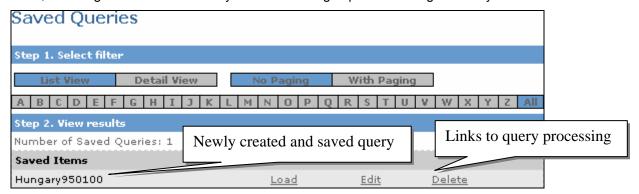


Figure 157: Saved Queries summary

The query we just saved appears now –there were none before. Fig. 139 is an example of three saved queries. Saved queries can be called back (the link used is labeled 'Load') in the Basic Selection and Express Selection interfaces to be run gain or modified, optionally under another name. Examples of such operations are given in the rest of this section.

The already met **Detail View** button displays a thorough definition of the query.

Clicking Delete deletes the registered query. The <u>Load</u> and <u>Edit</u> links are discussed below, tagged with a 'D' symbol.

(Continued on the next page)

□ Load Saved Query

Clicking the Load link of a saved query brings up the <u>Express Selection</u> form, with its links and meta-language capabilities:

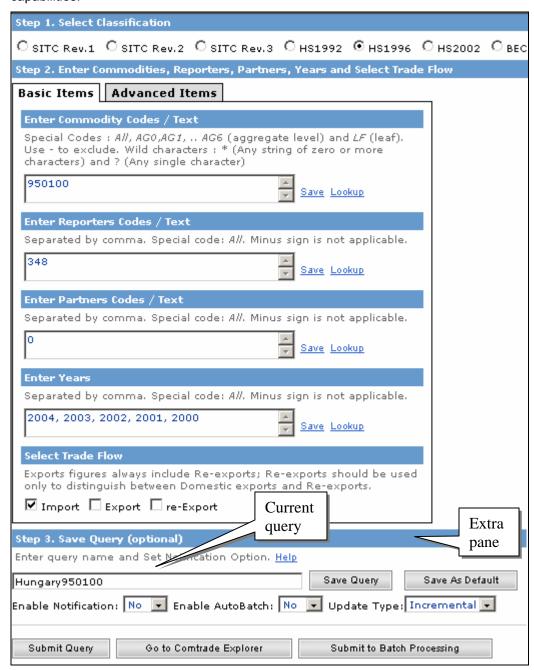


Figure 144: Express Selection - Registered User. Notice the additional 'step 3' pane

As a registered User, we notice an extra pane (labeled 'Step 3') at the bottom of the form. Its functions are described below, prefixed with a 'o' sign. These functions concern *query saving* operations and *database change* notifications. They apply to the current (or loaded) query —the one whose name appears in the Step 3 pane.

Database changes notifications are discussed in the next section.

Save Query: saves the loaded query, possibly with modified features, and/or under another name, like in this example:

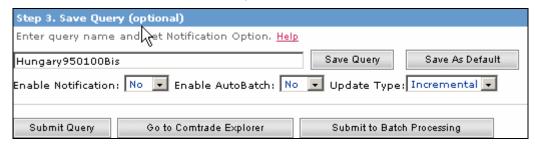


Figure 158: saving an already saved query with a different name

Back to the initial Saved Query form, we now have two entries:

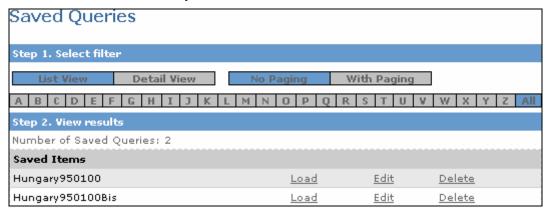


Figure 159: same query saved with two different names

 Save As Default: there is a Default query in Comtrade that can be created and submitted through the Basic or Express query processors. This query appears with name '_default', for instance in the Basic Selection interface:

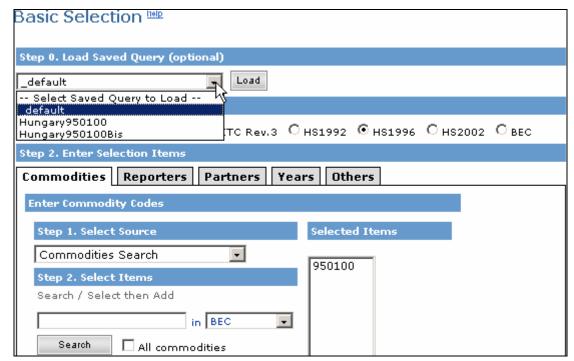


Figure 160: the Default query – Basic query processor (partial view)

In this example, the initial 'Hungary ...' query as been saved as Default query.

■ Editing a Saved Query

The Edit link brings up a form that makes it possible to change the definition of the query:

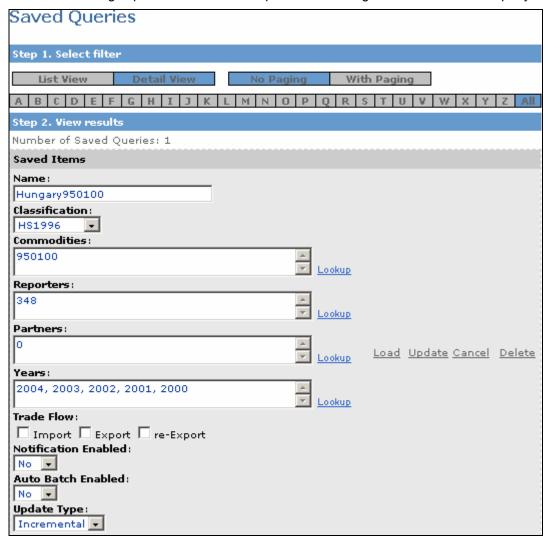


Figure 161: the Saved Query Edit interface – query definition can be changed

The <u>Lookup</u> link has already been described; remember that it allows the User to select query parameters through a friendly interface. Clicking Update saves the new definition and exits the Edit interface; Cancel exits the interface without saving its data.

The actions below are not directly related to query saving. They are described here for consistency with the interface layout (see $\frac{\text{fig. }144}{\text{o.}}$).

Submit Query

See, for instance, fig. 32 and the comments that follow.

o Go to Comtrade Explorer

Clicking this button simply links to the already discussed Comtrade Explorer – <u>Snapshot</u> interface, with the current query loaded.

3.3.3.4. Batch Submission

How to <u>monitor</u> submitted batch queries has already been discussed and illustrated. To follow the layout of the main interface, the way to submit batch jobs is now exposed here. See <u>fig. 144</u> for references to the options and buttons described below, prefixed with a '□' sign.

Submit to Batch Processing

Clicking this button submits the current (or loaded) query as a batch job for an asynchronous processing. This means that the User gets control back immediately after the query submission. The query doesn't need to be a saved one –although it will often be. The User is warned about the possible excessive size of the query results and has to confirm or cancel the batch submission. If it is confirmed, the following form appears:

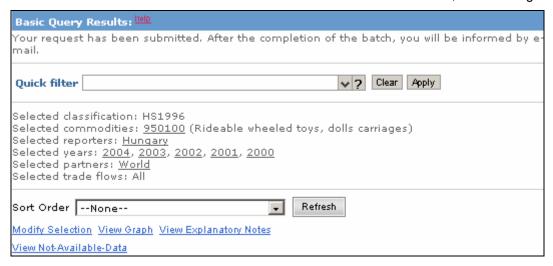


Figure 162: batch submission of a query – the summarizing information can be used to run another query

The links in this form have already been described in other parts of this document. As clearly stated, the User is informed of the job completion by an email. Of course, a proper mail address has to be present in the User's Account information.

To illustrate this process, we can submit the 'Hungary950100' saved query:



Figure 163: submitting a query as a batch job

The following informative pane pops up as the query is submitted (also see fig. 162 above):



Figure 164: a batch query has been submitted

Some time after, depending on what the submitted query had to do, the following email is received by the sender:



Figure 165: email notification at the completion of a batch query

Notice the 'From' and 'To' fields, the query definition summary and the link to the .zip file that contains the results. Clicking this link opens the file with WinZip, as illustrated in fig. 146.

The resulting CSV file can be locally saved and opened with Notepad or Excel. We can compare its contents with those already downloaded in the Batch Monitor section (fig. 147).

The already discussed <u>Batch Monitor</u> form displays the status (Running or Completed) of current jobs initiated by a User and makes it possible to download the data extracted by completed jobs without using a mail notification.

■ Enable Notification (fig. 163)

This very interesting feature allows the User to be notified by an email when the data availability the associated query refers to is modified in any way as to reporting Country, Classification or Year. In other words, an email notification will be sent if there are changes in the high-level data that matches the selections.

□ Enable AutoBatch (fig. 163)

Setting this option means that in addition to email notification, the Application will run the associated query automatically in batch mode, with the already exposed monitoring capabilities, and according to the Update Type option below. Of course, the query must be a saved one –it must still be known when data change occurs.

Enabling AutoBatch automatically turns Enable Notification on.

□ Update Type (fig. 163)

There are two possible values: Incremental and Full.

- Incremental means that the Application will submit a batch for a new data item only.
- Full means that the system will submit a batch for the whole dataset defined by the query.

Example: Indonesia and Malaysia are defined as reporters in a query and new Indonesia data arrives; with Incremental option set, the system will submit Indonesia data only, while Full option will submit Indonesia and Malaysia data. Note that only Full option can be used with Country groups.

Update Type is ignored if AutoBatch is disabled.

3.4. IP Address Authentication (Site License)

As usual, only the differences with the previous section (registered User connection) will be discussed here.

3.4.1. Connection – Home Page

Once an IP address, generally common to several Users 12, is known from Comtrade as a registered IP address associated with a <u>site license</u>, any User logging in from this address will be considered as an *Institutional* User with enlarged access to Comtrade capabilities, without having to provide a User ID and the associated password.

The welcome part of the main interface for an institutional-type connection is as follows:

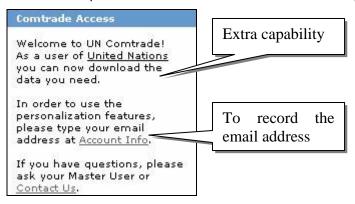


Figure 166: welcome box for a registered IP address connection - email address unknown

Compare this 'Comtrade Access' welcome box with the ones used for guest Users (fig. 1) and individually registered Users (fig. 114). The 'My Comtrade' menu is also displayed in the institutional User main interface.

From the Application point of view, a connection to Comtrade takes place this way:

- 1. The User links to Comtrade Web site:
- 2. Comtrade compares the User's IP address to list of registered IP addresses;
- 3. If it is found, the User become an IP (or Institutional) User:
- 4. If it isn't found, the User is considered as Guest User;
- 5. If the User enters a registered ID and its associated password, he/she becomes an individual Registered User. The IP address is ignored, except if the ID entered is the IP address Master User ID: in this case, the User is considered as *Master User*. <u>Master Users</u> are discussed in their own section.

-

¹² Typically, the IP address of a Web router in an enterprise.

3.4.2. Access Rights

3.4.2.1. Institutional Users

We've just talked about Institutional Users (i.e., not individually-registered Users who log in from registered IP addresses), stating that they had enlarged rights compared to guest Users. In fact, the only capability institutional Users have besides Guest Users' is the direct download function (up to 150,000) records.

However, as mentioned in <u>fig. 166</u> above, an institutional User whose email address is known from Comtrade will access all the personalization (or customization) capabilities (e.g., front page, download format, query saving, etc). The email address is necessary because a site IP address doesn't allow the Application to differentiate between Users and therefore to record their individual profiles. Email recording is achieved through the Account Info entry of 'My Comtrade'.

IP Users with email addresses have in fact the same rights as individual (registered) Users, except that they can't log in from outside their IP addresses.

3.4.2.2. <u>Individually Registered Users</u>

Users who log in from the IP address using their own ID / password pair (when they have one, of course) are considered as individually registered Users (<u>section 3.3</u> is dedicated to these Users) –except when the *Master User* ID / password pair is used; in that case, they are <u>Master Users</u>.

3.4.2.3. Sub Users (link)

The sub User profile is discussed in the Master Users section.

3.4.2.4. To Sum it up

A <u>table</u> at the end of this document summarizes the different types (or profiles) of Comtrade Users and their associated rights; this table is certainly clearer than text explanations.

3.4.3. Master Users

3.4.3.1. Definition

Each registered IP address (or site license, from a commercial point of view) has its own, unique privileged User: the Master User. This Master User is identified by a specific ID / password pair, associated with the IP address. Therefore, to log in as Master User, two conditions are required:

- Connect from a registered IP address;
- 2. Provide the associated ID / password pair.

Since Master Users have a recorded login ID and a password, they can connect to Comtrade like any registered User, from any workstation; but they will get their specific privileges only when they log in from their associated IP address.

The welcome frame for Master Users looks like this:

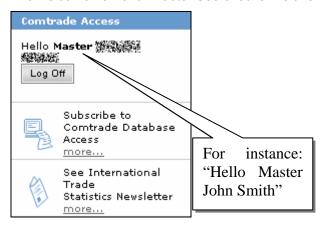


Figure 167: Master User welcome frame

As usual, the User's name is blurred in this document. It appears clearly in the real interface. The name / first name information is part of the recorded User definition.

Master Users have all the privileges of individually registered Users. In addition, they can:

- 1. Create and manage sub Users;
- 2. Define the following shared entities:
 - o saved gueries
 - customized front page
 - customized download format

These personalization features are visible from Users who connect through the Master User's IP address, except if they are sub Users –see <u>below</u>.

Since point 2. has already been discussed and has no specificities compared to registered Users features, we'll just address the sub User management here.

Note: like any individual accounts, Master User accounts have an expiration date defined by the Comtrade Administrator.

3.4.3.2. Creating Sub Users

A Master User can create sub Users through the 'Account Info' entry in 'My Comtrade' menu. The Sub User Management frame of Account Info is used:

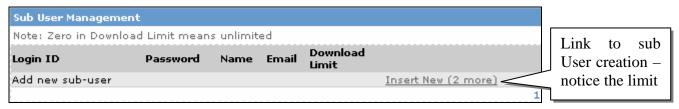


Figure 168: Sub User management frame - none for the moment

The limit to sub User creation is set at Comtrade Administrator level. Clicking Insert New brings up the following form:



Figure 169: the sub User creation interface

The Master User enters the sub User's features, like in the example below:

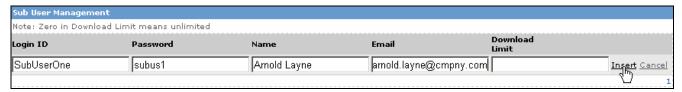


Figure 170: defining the sub User – notice the comment about download limit: 0 (or blank) means no limit

(Continued on the next page)

With this version of Comtrade, only the Login ID is required. Clicking Insert saves the sub User definition and links back to the initial Account Info form, with the created sub User present:

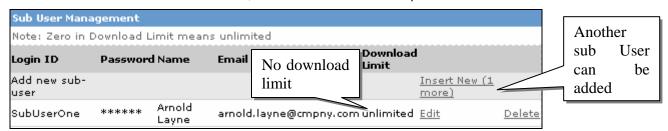


Figure 171: Sub User Management - one sub User present

The Edit and Delete links make it possible to change the sub User settings or delete it; in the latter case, a confirmation message box pops up.

3.4.3.3. Sub Users Properties

Sub Users are related to the Master User who created them, and therefore to an IP address. In a way they reproduce, within Comtrade, the hierarchical structure that exists in the entity (e.g., the company or organization) from which they log in. The Master User will then be the person in charge of Comtrade activities in this entity.

In fact, sub Users behave like individually registered Users (see <u>section 3.3</u>), except that their expiration date is the related Master User's expiration date. If this date is extended, the extension will be taken into account for all the associated sub Users.

Compared to IP Users, sub Users have another restriction: they cannot use the shared favorites created by their Master User, while IP Users can.

If we log in from the IP address we've been using so far, we will be considered as Master User or associated sub User, depending on the latest connection performed. If we're the Master User, clicking Log Off will bring up the following sub User Access form:

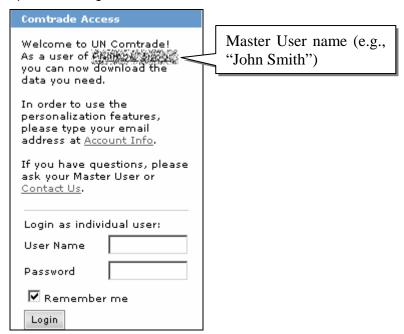


Figure 172: sub User connection form

Appendix: User Types and Associated Rights — Summary

The table below summarizes the different User types (or profiles) in Comtrade and their corresponding rights:

User Type Related Rights	Guest	Individually Registered	IP Address without email	IP Address with email	Sub User	Master
'My Comtrade' Menu Submit Batch	No No	Yes	No No	Yes Yes	Yes Yes	Yes Yes
Batch Notification	No	Yes	No	Yes	Yes	Yes
AutoBatch function	No	Yes	No	Yes	Yes	Yes
Direct Downloading	No	Yes	Yes	Yes	Yes	Yes
View/Print Data	Yes	Yes	Yes	Yes	Yes	Yes
Download Limit	No direct download capability	Set by UNSD	Up to 150,000 ¹³	Unlimited	Set by Master User	Set by UNSD
Sub User Creation	No	No	No	No	No	Yes

Figure 173: summary of User types / related rights

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¹³ Subject to checking

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