




Republic of the Philippines  
Province of Aklan  
Ati-atihan Town of Kalibo

**Office of the Municipal Planning and Development Coordinator**

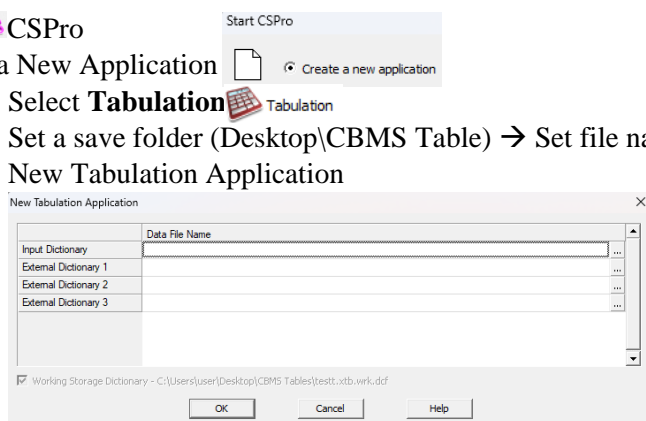
# CSPro MANUAL INSTRUCTION

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## Option 1

1. Open  CSPro
2. Create a New Application 
  - a. Select **Tabulation** 
  - b. Set a save folder (Desktop\CBMS Table) → Set file name (example: Age Group)
  - c. New Tabulation Application




- i. <Input Dictionary> → Desktop\CBMS (HPQF2\_A.dcf) → OK

### 3. Start extracting (example: Age)

- a. Section A to E
- b. Drag data to Table
  - i. **Modifying value (Optional)**  
Double click data (example: Age)
  - ii. Add/Delete Value
  - iii. Input age group
  - iv. Return to Table

#### c. Table attribute




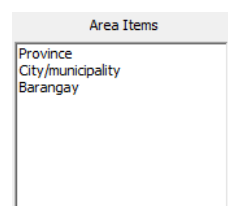
- i. Run  → Yes
- ii. <input data> → Desktop\CBMS (060407 Kalibo (Capital), Aklan\_A.csdbe) → OK

#### d. Password (ONLY the first time)

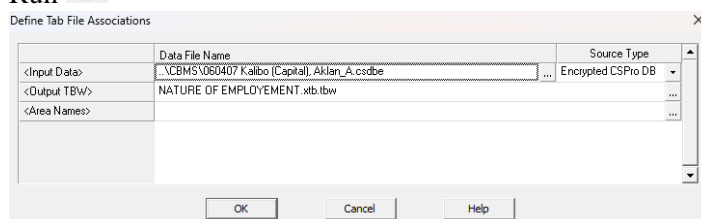
- i. Search and Open “Sticky Notes ” → Copy (CTRL+C)/Paste (CTRL+V) → OK

#### e. Add Barangay

- i. Area 
  1. Add
    - a. Province
    - b. City/municipality
    - c. Barangay






- ii. Run 



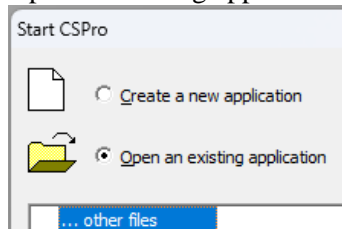
1. <Area name> → Desktop\CBMS (ProvMunBrgy.anm) → OK

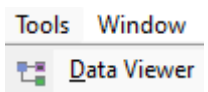
## Option 2 (New data file with only data we need: for QGIS)

1. Set new file (example: Population)
2. Copy in Desktop\CBMS
  - a. 060407 Kalibo (Capital), Aklan\_A.csdbe
  - b. HPQF2\_A.dcf
  - c. ProvMunBrgy.anm
3. Paste in the new file
4. Open  CSPro
  - a. Open an existing application → ... other files
  - b. Go to the new folder → Open
  - c. In  Dicts
    - i. Delete all data we don't need
  - d. Save file
  - e. Tools → Reformat Data  **Reformat Data**
    - i. Input section (Original file in Desktop\CBMS)
    - ii. Output section (Set files in the new folder)
    - iii. Reformat Data
      1. Enter the [original password](#)
      2. Set a password
5. [Start extracting](#) (Option 1 Part 3)
  - a. Don't need to set [Tally Attribute](#) (if not necessary or to filter by other variables)

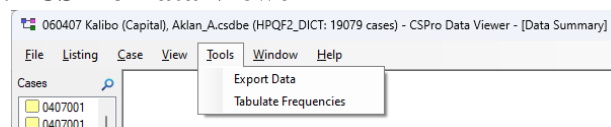
## 6. Export (For QGIS)

- a. Open  CSPro
- b. Open an existing application → ... other files



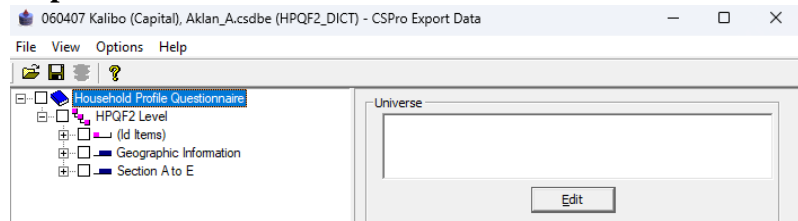
- c. Open you're new **HPQF2\_A.dcf**
  - i. Tools → Data Viewer  

  - ii. File → Open (060407 Kalibo (Capital), Aklan\_A.csdbe) → Enter the Password




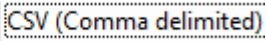

### iii. CSPro Data Viewer



1. Tools → Export Data

#### iv. CPro Export Data



1. Check all data needed
  - a. Area
  - b. **Coordinate XY!!!**
  - c. Data (example: Sex)
  - d. Universe (Optional)
  - e. Run 
    - i. Set name (.txt)
2. Open the file you create (With )
3. Copy (CTRL+C)/Paste (CTRL+V) to 
  - a. Save as type Save as type:  CSV (Comma delimited)
4. Use the CSV file in 

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