**UPDATING ASSESSED PROPERTY VALUES: AR001\_**

1. Latest table, from fiscal year (FY) 2003-present can be found at: <https://dlsgateway.dor.state.ma.us/DLSReports/DLSReportViewer.aspx?ReportName=AssessedValuebyClass&ReportTitle=Assessed%20Values%20by%20Class>
2. This is the csv file that will be adjusted to reflect current dollar, should be saved as AR001\_n, where n reflects the latest data (oldest is \_01)
3. Save this file in the github linked seigma file - ../seigma/Property values folder as AR001\_n, where n is
4. Read this file into the data cleaning file
5. Update inflation adjusted dollar
   1. Go to the Series Report interface at the BLS website: <http://data.bls.gov/cgi-bin/srgate>
   2. Enter the series name in the box (CUUR0000SA0)
   3. Keep the radio button on “Table Format” unless you want some other format- no need to make a change
   4. Keep the check box on Original Data value - no need to make a change.
   5. Specify year range starting when you want through the latest year. If the data are not yet available it will provide you with everything that is available. We usually pick up back to 2000 just in case there has ever been any revision in any of the underlying data BLS uses to calculate the CPI-U.
   6. Select the radio button for “one time period” then choose “Annual data”
   7. Hit the retrieve data button. This will generate output within the browser window. Check to make sure the dates at the top cover what you wanted, and that above the output data it reads:
      1. “Consumer Price Index - All Urban Consumers

Series Id:    CUUR0000SA

Not Seasonally Adjusted

Area:         U.S. city average

Item:         All items

Base Period:  1982-84=100”

1. Use DataCleaning.R file to generate the final dataset to be used in app; this cleans and adds in inflation adjusted $.
2. **Update** J:\Projects\Gambling\SEIGMA\Data Management Center\SHINY\APPS\Measures for Shiny (Details)\_122016 .docx (CHANGE DATE IN TITLE) –**This is the file that includes the ‘queue’ of apps to be finished and specifics on what needs to be completed**
3. **Add record** of downloaded data to J:\Projects\Gambling\SEIGMA\Data Management Center\SECONDARY DATA\INCOMING social\INCOMING SOCIAL Secondary Data.xlsx – **This is a file with more specifics about updated data - where the most recently updated data can be found (\final file name, ie ba\_00), n, )**
4. **Add record** of downloading data to J:\Projects\Gambling\SEIGMA\Data Management Center\SECONDARY DATA\INCOMING social\INCOMING SOCIAL Secondary Data.xlsx (PG & related indices BA tab)