

CHAPTER 1. WELCOME TO LEXISNEXIS STATISTICAL DATASETS

About LexisNexis Statistical DataSets

Created and developed by Conquest Systems, Inc., LexisNexis Statistical DataSets is the world’s largest collection of organized statistical data.

Unlike other data aggregation tools, LexisNexis Statistical DataSets offers:

- Highly interactive data visualization, including interactive maps, trends and rankings.
- The ability to compare data from different datasets and publishers.
- Ultra-fast data relationships discovery.
- Instant access to more than 500 datasets.
- Options to export into MS Excel, XML, PDF, Shape Files and Reference Management Tools.

With LexisNexis Statistical DataSets, you can easily view same-period-last-year comparisons, instantly view detailed maps, and track the indicators important to you across organizational units and for user-defined time periods.

The LexisNexis Statistical DataSets Interface

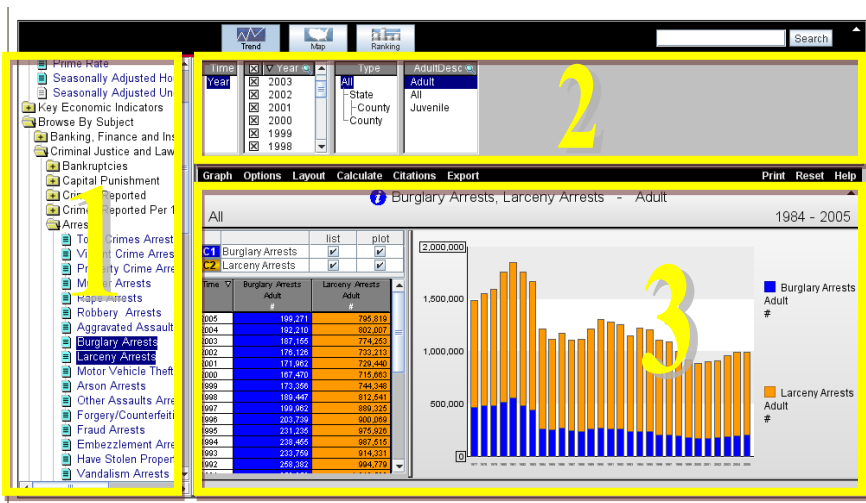


Figure 1: The Three Main Elements of the LexisNexis Statistical DataSets Interface

The LexisNexis Statistical DataSets interface consists of three basic elements:

1. **The Indicator Panel.** This is where you select the indicator you want to trend, rank or Map. The indicators are arranged in folders and subfolders. An indicator is a measure, expressed as a raw number, percentage, index, or other number, that can be displayed graphically in a way that conveys information about change over time, comparison among different organizations, locations, or people. For example, one indicator is "Unemployment Rate."
2. **The Criteria Panel.** This is where you select the variables and level of detail for your data. You cannot make a bad choice because only valid choices are presented. The options that are available match how each specific indicator is shown.
3. **The Results Panel.** This is where you view the results of your selections in a table on the left of the screen and a chart or map on the right.

Viewing Data

You can view data in three different layouts:

- The Trend layout, which enables you to select the indicators you want to display.
- The Map layout, with which you can progressively drill down into lower layers of data. .
- The Ranking layout, which compares the performance of several organizational units over multiple time periods, and to dynamically drill down to lower levels. .

Exporting Data

Define the data you want, and then export it to a wide variety of formats, including Microsoft Access, Microsoft Excel and many others.

System Requirements

LexisNexis Statistical DataSets can be accessed anytime, anywhere, from virtually any computer with a Web browser. LexisNexis Statistical DataSets is platform-independent and OS-independent, meaning the system works equally well on a PC or MAC and runs on any operating system.

While LexisNexis Statistical DataSets works with virtually any Web browser, our minimum browser requirements are:

- Microsoft Internet Explorer 6.0 or later.
- Mozilla Firefox 2.0 or later.
- Apple Safari 1.0 or later.
- Google Chrome 1.0 or later.

To access LexisNexis Statistical DataSets, your computer must have a copy of Sun Microsystems' Java Virtual Machine (JVM) 1.4.2 or later. This free middleware is what translates LexisNexis Statistical DataSets so that it can be understood by your Web browser. The JVM won't have any effect on your other programs or Java applications.

The first time you access to LexisNexis Statistical DataSets, the system will check to see if the JVM is installed. If it's not, LexisNexis Statistical DataSets can download and install it for you, with your consent. LexisNexis Statistical DataSets won't work properly if you don't have the JVM.

If the JVM doesn't install properly, you can manually download it from the Sun Microsystems' Web site:

<http://jdk.sun.com/webapps/getjava/BrowserRedirect?locale=en&host=java.com:80>.

To use the animated tutorials provided with LexisNexis Statistical DataSets, you need a copy of Adobe's Flash Player. If you don't have it, you can download the most recent version from the Adobe Web site at <http://get.adobe.com/flashplayer/>. This application is free.

To use online help, you need a copy of Adobe Acrobat Reader, which is also free to download. You can also get the most recent version of this application from the Adobe Web site at <http://get.adobe.com/reader/>.

Purchasing Subscriptions

To learn about pricing options for individual and group accounts, call us at 1-800-227-4908.

Technical Support

To get in touch with our technical support staff, please call 1-800-543-6862.

CHAPTER 2. HOW LEXISNEXIS STATISTICAL DATASETS IS ORGANIZED

The Three Parts of the LexisNexis Statistical DataSets Screen

The LexisNexis Statistical DataSets screen consists of three main panels:

- The Indicator Panel.
- The Criteria Panel.
- The Results Panel.

Indicator: A measure, expressed as a raw number, percentage, index, or other number, that can be displayed graphically to convey information about change over time, comparison among different organizations, locations, or people. Unemployment Rate is an example.

About the Indicator Panel

The Indicator Panel is where you select the indicator you want to trend, rank or map. The indicators are arranged in folders and subfolders. (Learn more on page 6)

About the Criteria Panel

The Criteria Panel is where you select the variables and level of detail for your data. Only valid choices are presented so you cannot make a bad choice; the options reflect how each specific indicator is shown.

As with the indicators, you can select several criteria at once by Control-clicking (holding down the CTRL key while making your selections). (Learn more on page 7)

About the Results Panel

The Results Panel is where you view the results of your selections in a table on the left of the screen and a chart or map on the right. (Learn more beginning on page 7)

Customizing Your Screen Layout

LexisNexis Statistical DataSets gives you several ways to customize the display of the screen. Using these features, you can maximize any aspect of the screen, including the Chart and the List Box inside the Results Panel, and the Indicator Panel or the Criteria Panel.

One way to do this is to use the sliding bars that separate the panels: a vertical bar to the right of the Indicator Panel. Another is between the list box and chart in the Results Panel, and the third is immediately below the Criteria Panel.

Changing the Size of Your Panels

To increase or decrease the size of any Panel using the sliding bars, you click and drag the bar to where you want it and then the Indicator panel. When you click on the bar, your cursor turns

into a double-sided arrow. Release the mouse button when you've gotten the panel the way you want it.

Viewing LexisNexis Statistical DataSets Full-Screen or In-Browser

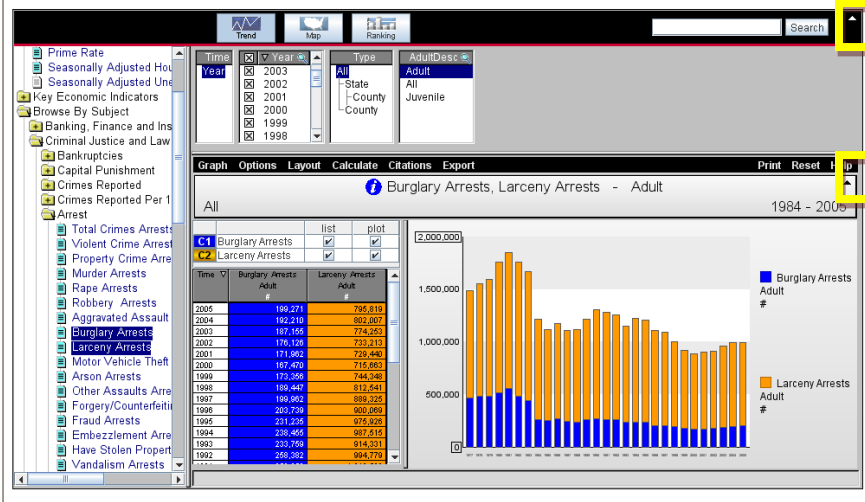


Figure 2: Arrows for collapsing or expanding sections of the interface

Another way to change the layout of the screen is to use the expand-compress arrows.

- At the top of the screen, the Expand arrow resizes LexisNexis Statistical DataSets to full screen on your desktop. This is useful for maximizing the size of the charts and results.
- In the title box, the Expand arrow resizes the Results Panel to take over the entire window, thereby hiding the criteria panel as shown below.

Selecting a View

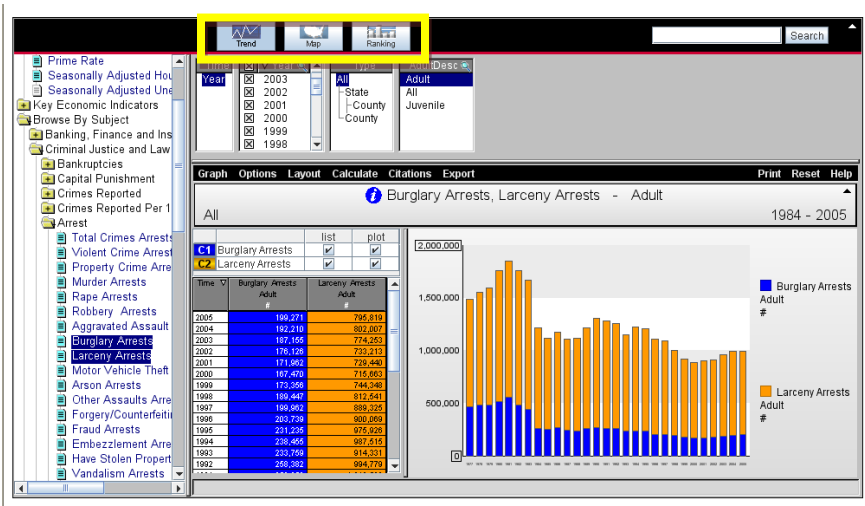


Figure 3: Icons for selecting a view

The selection for view types is located on the top of the screen.

To select a view, click on the Map, Trend or Rank icon. If a view is not available, that selection will be grayed out.

LexisNexis Statistical DataSets offers three main types of data views:

- A Trend across time
- A Ranking across geography or hierarchy
- A Mapping by geography

Learn more about data views on pages 8 and 9.

Selecting Data

Select indicators on the left side of the screen, in the Indicator Panel. This Indicator Panel is organized by subject taxonomy and by source in nested folders up to four levels deep.

Indicators are grouped in four master folders:

- In the News.
- Key Economic Indicators.
- Browse by Subject.
- Browse by Source.

The page symbol to the left of every indicator indicates whether that indicator is relevant to the indicator already shown in the Results Panel. If it's blue, the indicator is relevant; if not, it's white. A relevant indicator is one that can be shown at the same level as the selected indicator shown in the Results Panel.

You can also select multiple indicators, even across data publishers. This is called multi-selecting, and it is one of the most powerful features of Lexis-Nexis Statistical DataSets. It enables you to trend and rank data together regardless of the source and to easily compare and analyze seemingly disparate data.

To select a single indicator: Open a folder by clicking on the + sign to its left and click on the indicator you want to use.

To select non-contiguous indicators: Hold down the CTRL key while you're making your selections.

To select contiguous indicators within a folder, such as all the indicators in that folder: Hold down the

SHIFT key while making your selections.

Selecting Criteria

When an indicator is selected, the associated criteria are immediately displayed in the Criteria Panel above the charts. The currently selected values are highlighted in blue.

Choosing Time Periods

The first box shows the time periods available. The second box shows the dates available for the selected timeframe.

To turn a data point on or off, select or unselect the checkbox next to it.

To turn all data points on or off, select the top checkbox.

Choosing Types

The Type criteria box show how the data is organized. In Figure 4, for example, data is available at the National, State, and County level. This box changes based on the availability of the data.

Choosing Additional Criteria

Depending on the indicators you're working with, other criteria may be available for selection.

Here are some examples:

- The Criminal Justice and Law>Capital Punishment>Total on Death Row indicator contains additional criteria for age, race, ethnicity and gender.
- The Education>Dropout Rate indicator contains grade, gender and race/ethnicity.
- The Food and Agriculture > Farm Income and Expenses indicator also contains Line Item.

CHAPTER 3. USING CHARTS

Trend Charts

A control chart is a statistical tool for monitoring and improving quality.

Basically, the control chart is a plot of some function of process measurements against time. The points that are plotted on the graph are compared to a pair of control limits. A point that exceeds the control limits signals an alarm.

3-Sigma charts are efficient for detecting medium to large shifts, but don't small shifts. 2-sigma and 1-sigma charts are more sensitive to smaller shifts.

To create a trend, select the Trend icon at the top of the screen.

On a Trend chart, you can control what data is charted; display 1-, 2-, or 3-Sigma control charts; and customize the chart scale.

As you re-scale or subset data, the chart is automatically recalculated.

To select a subset of the data, drag your mouse over the subset, and the chart will recalculate itself as you move the mouse over a specific subset of data.

To quickly compare the performance of multiple organizational units, CTRL-click the desired units in the Criteria Panel. Your chart will compare the

selected units with each other and with the entire organization.

On the Trend chart, you can also customize how data is presented in the Data Display Area.

Working with Trend Charts

To show trends in an indicator over time, select the Trend view at the top of the screen. The X-Axis across the bottom of the chart is always based on time. The time increments are based on the selection of Time in the Criteria Panel.

As you move your cursor across the chart, a vertical line shows the data point you are hovering over and a text box gives you the time for that data point.

Rank Charts

Rank charts show relative performance. You can define the number of items you want to rank as well as the chart's base value.

Working with Rank Charts

To create a rank chart, click the Rank icon at the top of the screen.

Select the indicators you want to rank and refine your criteria in the Criteria Panel. You can remove criteria by de-selecting them.

Trending from within a Rank Chart

As with Map charts, it's possible to trend your data from within a Rank chart. To do this, right-click on the data point, and from the context menu, click the **Trend** button.

Selecting same-period-last-year in a Ranking chart gives you a variety of values to inspect and compare.

Map Charts

Map Overview

LexisNexis Statistical DataSets maps show the performance of various units over a defined geographical area. Maps are perhaps the fastest way to get a comprehensive picture of things.

Working with Maps

To map an indicator, select the Map view at the top of the screen.

Which of the criteria you can choose from depends on the type of data being mapped.

For example, the Map for Airline On-time Arrival Rate shows Time in years, quarters or months; type as airports, states and airports within states. If you select Airports in the type column, you can then select (or-deselect individual airports.)

The geographic areas available are indicated in the Type column in the criteria panel. The data is shown in the units indicated in above the map. In this example, the units are in percentages. The Map view is available for a defined period of time. By default, the most recent time period is selected, but you can also create maps for prior time periods.

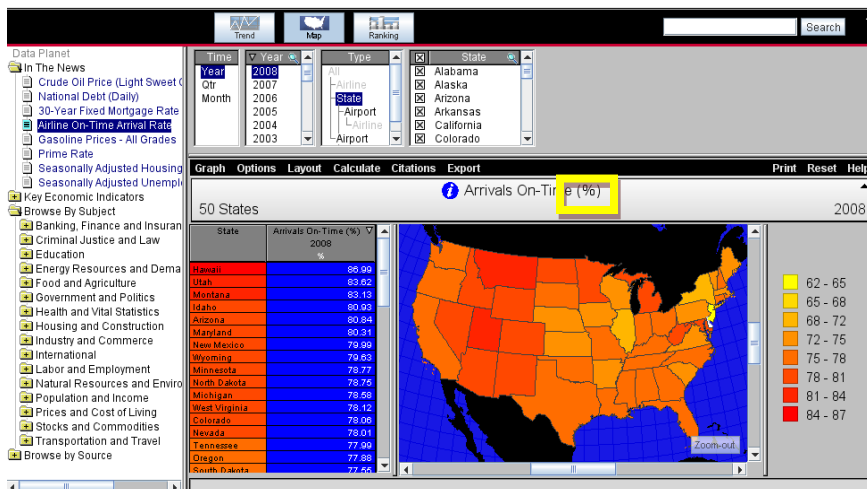


Figure 4: Airline-On-Time Arrival Rates, expressed as a percentage

Changing Map Colors

To change colors:

- (1) From the Options menu, select **Set Map Colors**.
- (2) On the dialog box, you specify colors as a range from lowest to highest, with Color 1 representing the lowest value depicted on your map and Color 2 representing the highest. LexisNexis Statistical DataSets uses a gradient to set colors for the intermediate values. Depending on your data and your specifications, one to eight colors may be shown.
- (3) Click on Color One to set the value for the lowest range mapped, and then use the color picker. Do the same for Color Two, which represents the highest range mapped.

Zooming In on a Geographic Area

Zooming enables you to focus on a specific area of a map, down to the lowest geographic unit mapped. As you zoom, the map will be re-drawn immediately, but the table will retain its original scale.

To zoom in: Click and drag the cursor over the map area that you'd like to see in more detail.

To zoom back out: Click the Zoom-Out button at the bottom of the chart.

To adjust your zoom area without starting over: use the small scrollbars placed to the right and bottom of the map.

You can see a more detailed view of your mapped data simply by using the mouse to circumscribe (or outline) the area of interest. You can also perform radial searches by holding the SHIFT key while dragging on the map.

Regardless of whether you do a rectangular search or a radial search, the map is recalculated to display only the area selected. You can continue to drill down using the same method until you've reached the lowest level of data that can be displayed.

By holding the SHIFT key and clicking and dragging on the data list, you can select the top records. This is valuable when you want to look at the top 10 counties in unemployment and then look at crime in those same counties. The selection does not change when you change indicators.

Drilling Down

As with the ranking view you can drill down on a map for more detail. This function is not the same as zooming.

In a map, you can drill down on a table row or on a geographic unit.

Right-clicking on the map accesses the drill-down menu, which enables you to select available details or inspect important trends.

Return to the previous level by right-clicking again and selecting the next highest level.

Trending from within a Map

The third option on the drill-down menu box is a shortcut to trending.

Choosing this option immediately trends the geographic unit you've selected, based on the indicators you've used. It opens a Trend map with your data, which you can now fine-tune by altering the criteria.

Previewing and Printing

Previewing Your Work for Printing

When you preview your chart in LexisNexis Statistical DataSets, you preserve interactivity with your work, up until you actually send your document to your printer.

To preview your work:

1. From the Print menu, select **Preview**.
2. On the dialog box, either accept the defaults for your chart headers -- such as Title, Time and Location -- or change them to suit your needs.
3. Click the **Print Preview** button.
4. On this interface, you have several important options. You can:
 1. Select the columns to list or plot. (In the top left of your preview.)
 2. Scroll up or down the table to show certain rows. (In the bottom left of your preview.)
 3. Return to the Print Preview dialog box (Click the **Back** button.)
 4. Change your paper orientation from the default of Landscape to Portrait, set paper size and source, set margins and choose a printer. (Press the **Format button**.)
 5. Send your work to the printer. (Click the **Print** button.)
 6. Close the preview without doing anything else (Click the **Cancel** button.)

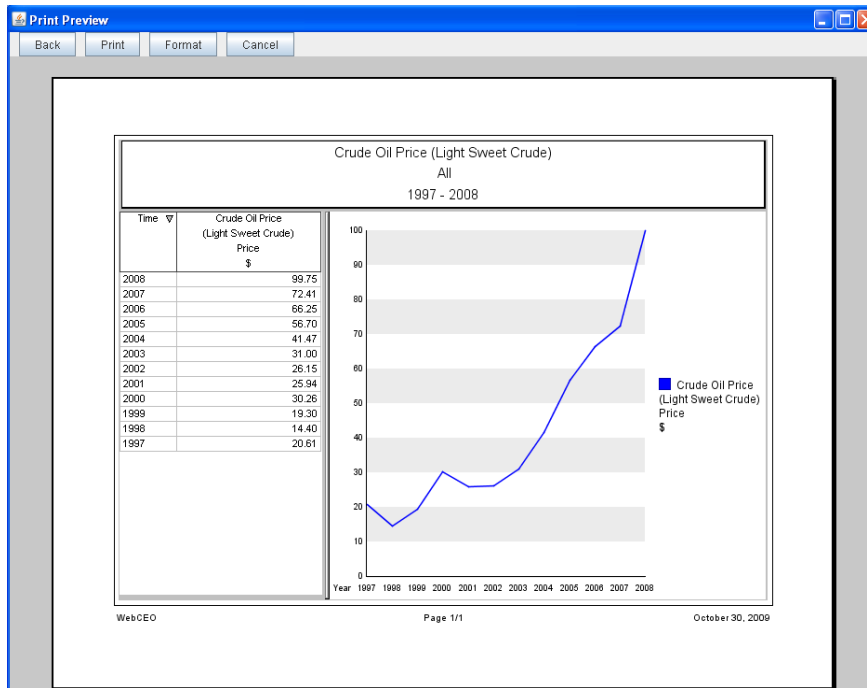


Figure 5: Print preview

Printing Your Work

The most expedient way to print your work is to select this option from the Print menu. This opens the standard Print dialog box available for the device configured as the default for your machine. This may be an actual printer or another application, such as a PDF generator or image writer.

CHAPTER 4. ADVANCED FEATURES: SEARCHING LEXISNEXIS STATISTICAL DATASETS

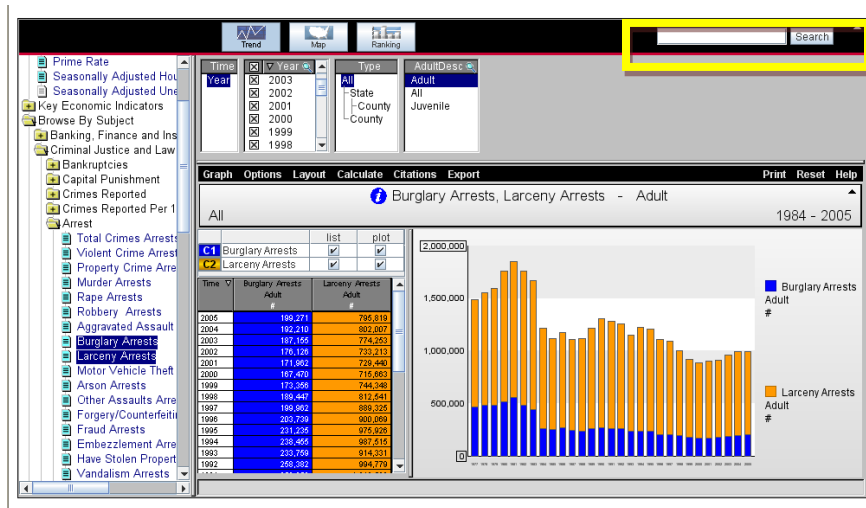


Figure 6: The Search box

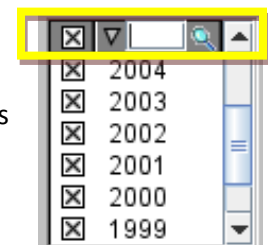
Writing a Basic Search Query

To search for an indicator, enter one or more keywords in the search box in the upper right corner of the screen and then click on the **Search** button. You'll get a list of results related to your keywords. When you enter more than one term, AND is implied, and records with all the terms are returned.

Search terms are not case-sensitive, and you do not have to put an AND between terms.

Searching within Criteria

It's also possible to search within individual criteria if the list of those criteria is especially long. In any criteria list box, look for the magnifying glass icon. Click it, and type the term you are looking for in the search box to the left of the magnifying glass.



For example, if you want to plot only the year 2003, click the magnifying glass in the listbox for Year criteria and type 2003. Only the year 2003 will be graphed.

Writing Complex Queries

Boolean Operators

You can also use Boolean operators to write more complex searches.

For example, you could find indicators that used

cow OR horse OR buffalo OR dog

If you changed that syntax to

cow OR horse OR buffalo cat OR dog bird

your search would return all indicators that include cow or horse or buffalo AND cats OR dog AND bird. This is because AND is always implied (which is the reason you don't have to enter AND between keywords in a simple search).

Exact-Phrase Searches

Construct an exact-phrase search by putting double quotes around your search terms. "Trade balance" is an example of how this type of query might look.

Normally a search term may be subject to expansion (such as singular, plural, stemming and synonyms) and may be prevented by using a phrase search (double quotes) on the word itself.

Wildcards

Two wildcards are available for use in a LexisNexis Statistical DataSets search: Asterisk and question mark.

- * matches 0 or more characters (book* for example matches anything starting with book, such as book, books, bookstore,)
- ? matches only one character: bo??? matches any five-letter word starting with bo

You can do searches that are quite complex. For example, if you search on traffic fatalities Maryland civic, LexisNexis Statistical DataSets is smart enough to find the correct record.

How Search Results are Displayed

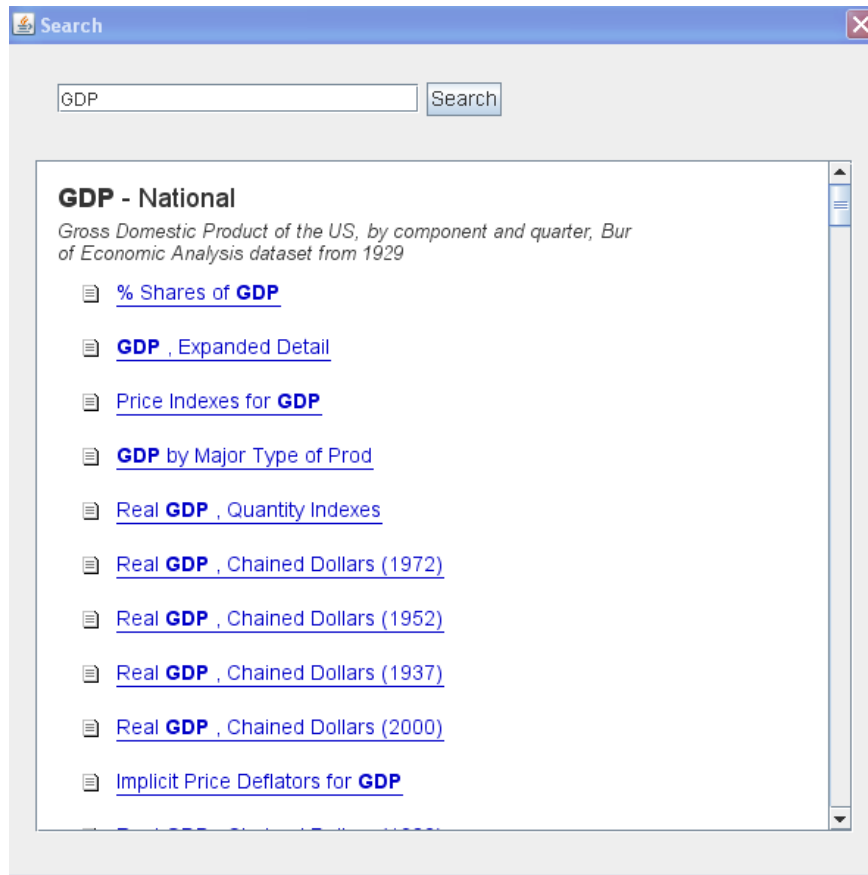


Figure 7: Search results displayed

Your search results are displayed hierarchically: folder names first, followed by indicator names, then occurrences in citation records, then list box items.

If you click on an indicator name in your search results, LexisNexis Statistical DataSets finds the indicator in the Indicator Panel, the data for that indicator is shown in the Results Panel.

If the search term was found in the citations or bibliographic data, the corresponding indicator will be listed in the Citations folder. Clicking on that entry will display that indicator in the Results Panel.

CHAPTER 5. ADVANCED FEATURES: EXPORTING RESULTS

This feature enables you to use your data in a variety of other applications and formats.

To export data: Select the Export menu and then the file type. These are listed below.

Files Types You Can Output To

The following file types are available for output:

- **Print:** Prints an image of the results panel to the selected printer. The results panel can be changed to show just the Results Table, just the Chart or both (default) by using the Layout pull down menu.
- **Excel:** Data used to create the current chart can be exported directly to Microsoft Excel. The Excel format can also be used in Access, Word, and PowerPoint.
- **Excel (Linked to Data):** Similar to downloading to Excel (above), but the data in the Excel file is linked to LexisNexis Statistical DataSets so that every time the Excel file is opened or the Data Update option within Excel is selected, data is automatically refreshed from LexisNexis Statistical DataSets.
- **PDF:** Prints an image of the results panel to a PDF file. The Results Panel can be changed to show just the Results Table, just the Chart or both (default) by using the Layout pull down menu. To view the file, you'll need a PDF reader. If you don't have one, you can download a free copy from <http://get.adobe.com/reader/>.
- **Delimited Text:** Data used to create the current chart can be exported directly to a comma-delimited file also known as a CSV (Comma-separated values) file. This format often used for moving tabular data between two applications, such as a database and a spreadsheet.
- **SAS:** Data used to create the current chart can be exported directly to SAS. SAS is a business analytics software product. You must have SAS loaded on your PC with a mime-type that associates the .SAS extension to SAS.
- **XML:** The Extensible Markup Language format, which, among other things, is useful for interchanging data over the Internet.
- **Shapefile:** Shapefiles are available for Maps only. Selecting this option copies files into this geospatial vector format and packages them in a zip file.

For Excel, PDF documents and CSV files, you must disable your pop-up blocker, or hold the CTRL key down for several seconds while downloading.

- **Refworks Direct Export:** Refworks is a type of reference database software.
- **Copy Image to Clipboard (All):** copies the entire window, including the indicator tree and the criteria panel into the clipboard for pasting the data into MS Word, PowerPoint, or another application.
- **Copy Image to Clipboard (Results Panel):** Copies the Results Panel into the clipboard. The results panel can be changed to show just the Results Table, just the Chart or both (default) by using the Layout pull down menu.
- **Copy Link to Clipboard:** This option copies a Link into your clipboard that, when selected, will recreate your current data view.

CHAPTER 6. ADVANCED FEATURES: CALCULATION

The Calculator Tool enables you to use simple mathematical equations to calculate rates, ratios, percent distributions, and other statistical measures and display these values within the results panel. The Calculate feature is available in all three views.

Creating Formulas and Calculations

Formulas and calculations are both available from the Calculate Menu. The Calculator Tool enables you to calculate rates, ratios, percent distributions, and other statistical measures and display these values within the

Results Panel.

Formulas

The table below shows the arithmetic functions available in the Calculator Tool.

| Function | Description | Example |
|----------|-------------------------|----------------|
| + | Simple Addition | C1+C2 |
| - | Simple Subtraction | C1-5 |
| * | Simple Multiplication | 100*(C1-C2)/C1 |
| / | Simple Division | 100*(C1-C2)/C1 |
| () | Parenthesis | 100*(C1-C2)/C1 |
| >< | Less Than, Greater Than | IIF(C1>C2,1,0) |

To create a formula:

1. On the Calculate menu, select **Use Calculator Tool**. This opens the Column Editor.
2. On the Column Editor, name the column that will be calculated, and if you want, select a new color for it.
3. Select the column or columns to add to your calculation.

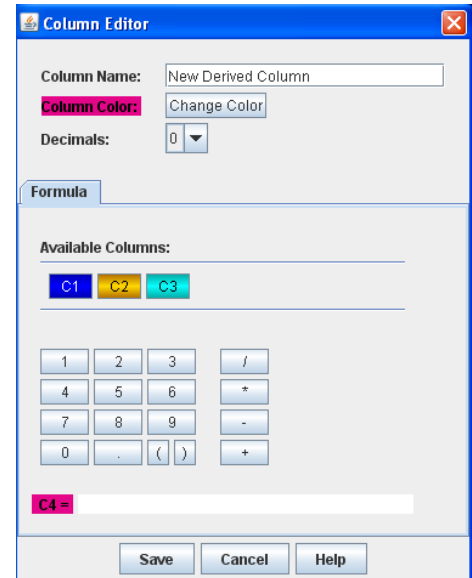


Figure 8: The Column Editor

- Under Available Columns, click on the column or columns you want to use in your formula.
4. Use the calculator to write your equation.
 5. Click **Save**.

Examples

Problem: Trend the percent of the US population living in California.

Solution: Chart two trends: one for the entire United States and one for the state of California.

Steps

1. Select the Trend View.
2. In the Indicator Panel, select Population and Income>Population Size>Population
3. Multi-select State and All (For Type, hold down the CTRL key and click on All and State.)
4. From State, select California.
5. From the Calculate menu, select Use Calculator Tool.
6. In the expression builder, enter the following expression:

$$100*(C2/C1)$$

where

C1 is the national trend

C2 is the California trend

7. Give the new column a meaningful name and click Save.

Result: The left Y-axis shows the populations for California and the nation. The right Y-axis shows percent. As you can see by looking at the right Y-axis, California's population has been hovering around 12.5 percent of United States population.

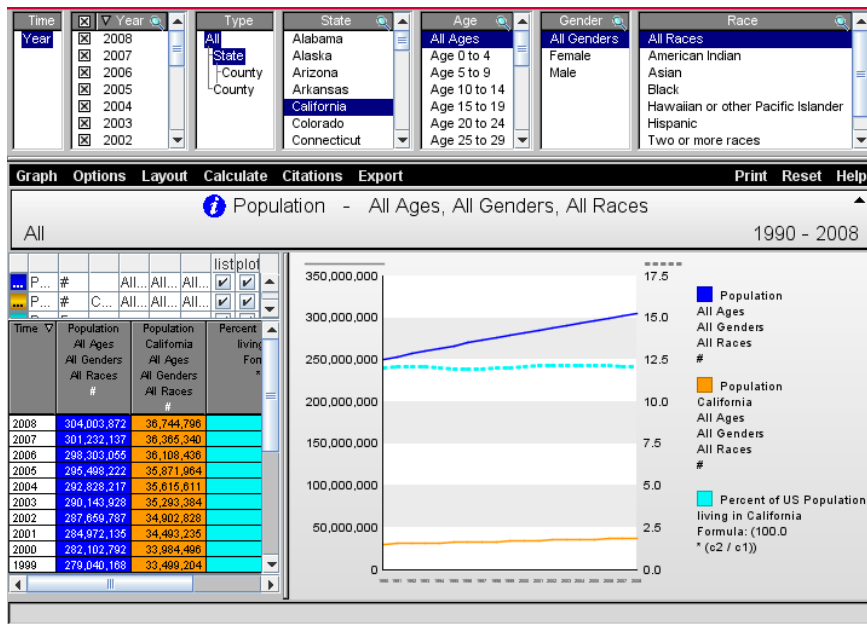


Figure 9: Percent of the US population living in California

Problem: Show the trend of federal outlays as a percentage of Total GDP.

Solution: This will trend two variables: one for Federal Outlays and one for National GDP

Steps:

1. Select the Trend View
2. Multi-select the Federal Outlays indicator and the National GDP indicator.
3. From the Indicator Panel, multi-select Federal Budget Receipts and Outlays > Receipts and Federal Budget Receipts and Outlays > Outlays
4. At the same time, multi-select GDP (Industry and Commerce > GDP – National (NIPA tables) > Domestic Product and Income > Gross Domestic Product.
5. From the **Calculate** menu, select **Use Calculator Tool**.
6. Type the following formula:

$$(C2*1000)/(C1*1000000000)$$

Where

C2 is the Federal Outlays (We are multiplying by 1,000 because the units for Budget Outlays State GDP are Thousands of Dollars)

C1 is the National GDP (We are multiplying by 1,000,000,000 because the units for National GDP are billions of dollars.)

7. Give C3 a meaningful name and click Save.

Result: The illustration below shows how our calculations are charted. The calculated field is displayed in magenta.

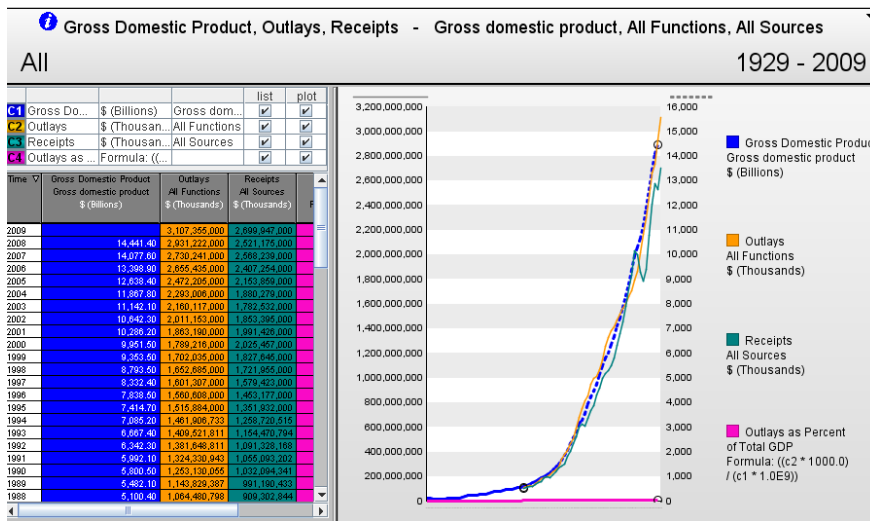


Figure 10: Federal outlays as a percentage of GDP

Problem: Rank the states by State GDP per capita

Solution: Rank two variables – One for population and one for State GDP.

1. Select the Rank View.
2. In the Indicator Panel, Select the Population and Income > Population Size > Population Indicator.
3. Multi-select the Industry and Commerce > GDP (State) > SIC Codes 1963-1997 – current Gross Domestic Product – State indicator. (This is the most recent data available for ranking)
4. In the Criteria Panel, for Type, select State.

5. From the Calculate menu, select Use Calculator Tool.

6. Type the following formula:

$$(C1 * 1000000) / C2 /$$

where

C1 is the State GDP (We are multiplying by 1,000,000 because the units for State GDP are millions of dollars)

C2 is the State Population

7. Give C3 a meaningful name and click Save.

8. Turn off the plot for C1 and C2 so that only C3 is displayed.

9. **Result:** The illustration below shows how our calculations are charted. The calculated field is displayed in cyan.

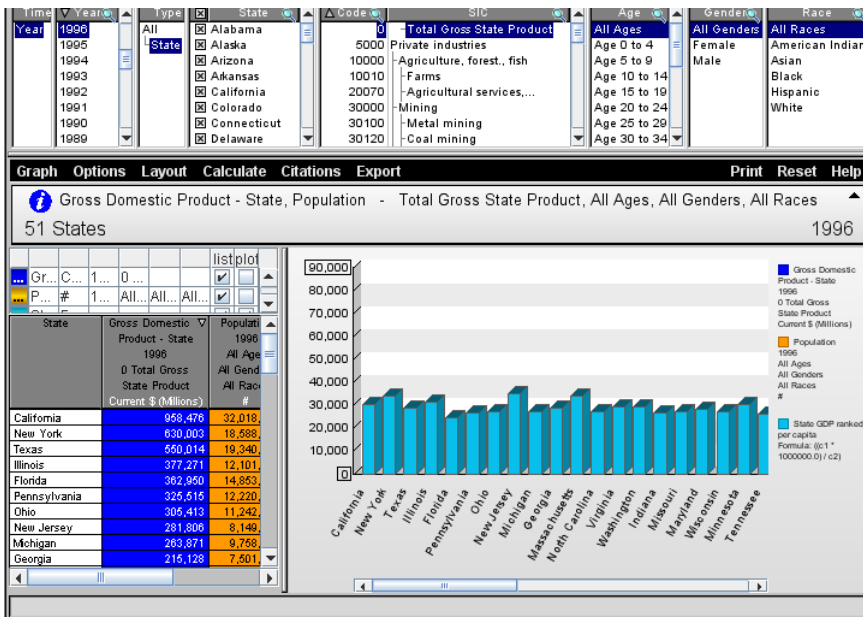


Figure 11: Rank of state GDP and population

Statistical Analysis

Statistical analysis is available for all three types of charts. The calculated values are always displayed as a separate column in the table, as a bar in a rank chart and a line in a trend chart. On a map, the calculated value is not the one plotted by default. You can change that by plotting the calculated column.

The following statistical functions are available on the Calculate>Statistical Analysis menu.

| Function | Description |
|---|---|
| Difference from previous: | Calculates and displays the difference between a row and the row immediately preceding it chronologically. |
| Percent difference from previous: | Calculates and displays the percent difference between a row and the row immediately preceding it chronologically. |
| Prior year: | For each row, this selection displays the value for the prior year. |
| Difference from prior year: | Calculates and displays the difference between a year and the year immediately preceding it chronologically. |
| Percent difference from prior year: | Calculates and displays the percent difference between the current row and the row immediately preceding it chronologically. |
| Fit a straight line using least squares: | Similar to linear regression analysis, this calculation attempts to find a linear equation that comes closest to fitting all the data points in a scatter plot. |
| Sum: | Adds all values in a column and displays the total separately, either as a line in the case of a Trend chart or a column in the case of a Rank chart. |
| Number of Rows with Data: | Calculates the number of rows in the table that have data and displays it as a line in a Trend chart or a bar in a Rank Chart. |
| Average: | Calculates the average of all data and expresses it as a line in a trend chart and a bar in a rank chart. |
| Standard Deviation: | By plotting the value of the norm, LexisNexis Statistical DataSets graphs how far each value falls from the norm. |
| Average +/-1 standard deviation: | Calculates all data points that fall within one standard deviation of the average. |
| Average +/-2 standard deviation: | Calculates all data points that fall within two standard deviations of the average. |

| Function | Description |
|---|---|
| Average +/-3 standard deviation: | Calculates all data points that fall within three standard deviations of the average. |

Plotting and Listing Rows

You can choose to plot or list – or not – any column in your chart

Even if a row is not listed or plotted, it can still be used in calculations.

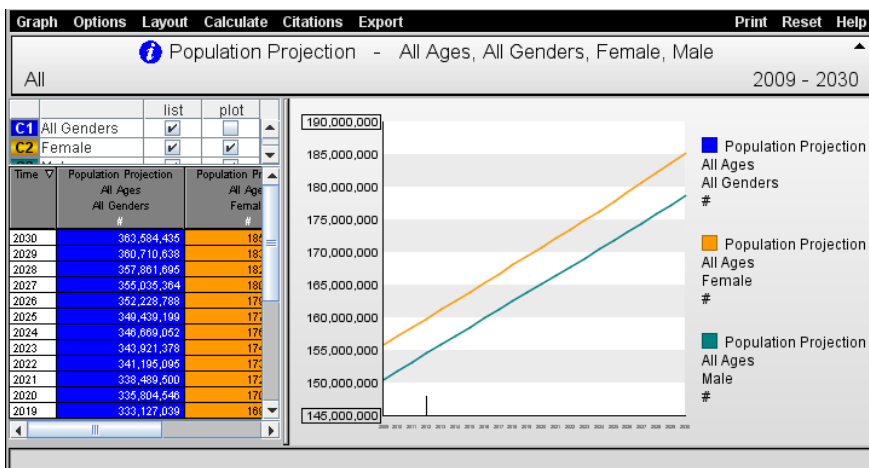
When you’ve plotted more than one indicator or more than one criterion, the Results Panel has a table in the top left corner with two columns, List and Plot.

Plotting and Listing Rows in Ranks and Trends

For each row in this table in Rank and Trend charts, you can select or unselect both List and Plot in various combinations.

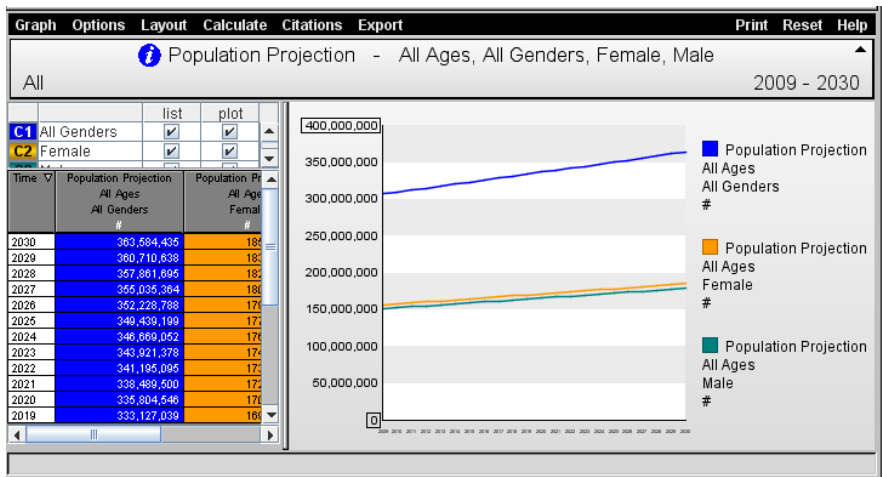
- If you select List but not Plot for any row, that row is depicted in the Results table, but not plotted on the chart.
- Conversely, if you select Plot but not List, the row is plotted on the chart, but not depicted in the Results table.
- If you select both List and Plot, the row is depicted in both the Chart and the Results Table.
- If you select neither List nor Plot, the row won’t be plotted or listed.

Consider these examples:



This chart trends population projections for females and males as separate groups, compared to the total for both genders. All Genders is listed in the table, but not plotted.

Figure 12: Population projections with all genders as a group listed but not plotted



This chart trends population projections for females and males as separate groups, compared to the total for both genders. All indicators – male, female and total – are listed and plotted.

Figure 13: Population projections with all indicators listed and plotted

Plotting and Listing Rows in Maps

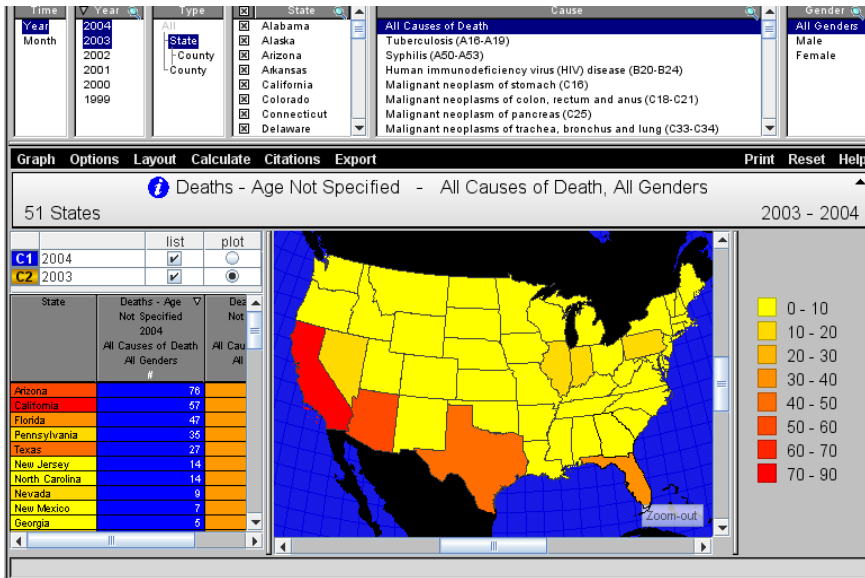
The rules are slightly different for Maps, because you can only display one row at a time in a map. Maps can only show one row at a time, so you can only select Plot for one row. However, you can select Lists for one or more rows.

One row must be plotted.

The upshot of these rules is this:

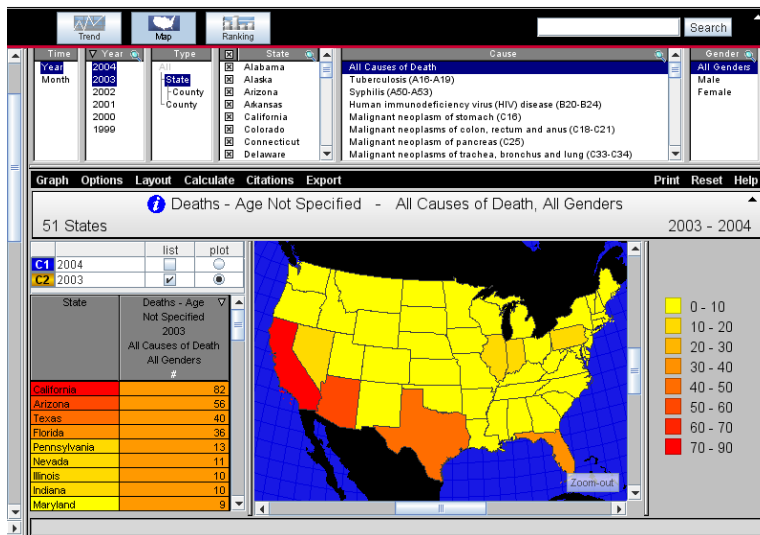
- If you select Plot and List for a row, it will be shown in both the map and table.
- If you select Plot for only one row, but List for several rows, all the rows will be shown in the table but only one row will be shown in the Map.

Here are some examples of how this feature is implemented in Maps.



This figure shows a map of deaths in 2004 and 2003. Listed in the table are both years (2004 is blue and 2003 is orange,) but only 2003 is plotted.

Figure 14: A Map with a row both listed and plotted, and one row only listed



This example shows 2003 listed and plotted, and 2004 not listed or plotted.

Figure 15: A Map with a one row listed and plotted, and the other row neither listed nor plotted

CHAPTER 7. ADVANCED FEATURES: CUSTOMIZING CHARTS

Use the Options menu to customize your chart. Different options are available for Trends, Ranks and Maps. The table below shows the customizations possible for each type of chart.

| | Trends | Ranks | Maps |
|---------------------------|--------|-------|------|
| Zoom | ✓ | ✓ | |
| 0-based | ✓ | ✓ | |
| Double Axis | ✓ | | |
| Customize chart | ✓ | ✓ | |
| Value | | ✓ | |
| Stack Series | | ✓ | |
| Vertical | | ✓ | |
| Transparent | | ✓ | |
| Continental United States | | | ✓ |
| Set Map Colors | | | ✓ |

The options shown in the table are explained below.

- Choose **Zoom** to see the labels on the Y-axis. To move left or right, you can click-and-hold anywhere on the chart and drag in either direction. You can also use the scroll bar at the bottom of the screen to navigate left or right.
- Choose **0-based** to change the origin to 0, or deselect it to let LexisNexis Statistical DataSets calculate an origin based on the range of your values.

- The **Double-Axis** option turns off the option of displaying two data points against two different scales. This option is on by default, and when you multi-select two variables that are magnitudes apart with this option on, two axes are displayed.
- With **Customize Chart**, you can change the color of the stripes in your trend or rank chart.
- In Rank charts, the **Values** option places the actual value on your data columns.
- **Stack Series** shows two series of data points stacked on top of each other, instead of side by side. This is useful when the sum is just as important as the individual parts.
- **Vertical** displays the X axis horizontally on the bottom and the Y axis on the side, with the columns rising vertically. Deselect this option if you want to display the columns horizontally, emphasizing the source of the data rather than the values.
- Finally, **Transparent** makes the columns appear transparent for a more exciting visual effect.

Customizing the Display in the Results Panel

The layout menu lets you customize how your data is displayed in the results panel.

- The **Default View** shows a tabular representation of the data and the chart
- The **List Only View** shows only the table
- The **Graph Only View** shows only the chart

For each of these options, you can also choose to display the legend or a column list.

Filtering Rows

Filtering is useful if you want to analyze only a portion of your data.

To set up filtering:

1. On the layout menu, select either the **Default View** or the **List Only View**.
2. From the same menu, select **Show Row Filter**.

This opens a bar at the bottom of your chart from which you can choose the number of rows to display. The default is 10.

Type the number of rows you want to display and click the **Go** button.

CHAPTER 8. **ADVANCED FEATURES: CITATIONS**

LexisNexis Statistical DataSets provides a full description of the indicators, datasets, and data providers for all its content. In some cases, data has been aggregated or processed in some way. In those instances, the source citation record describes what was done to the data.

Working with Citations

To work with citations

Select the Citations tab and then select **Citations>Detail**.

Two tabs are available on the Citations dialog box:

- The Details tab.
- The Citations tab.

These are discussed below.

The Details Tab

To learn more about the entire dataset, select the source folder of the selected indicator. The dataset description covers basic information about the coverage period, date of last update, URL for the source, and the title. It also covers any calculations, data anomalies, or special information that applies to the entire dataset. To learn about the data provider, go to the next level up in the hierarchy.

You can select and copy the citation and then paste it into a report. To do this, drag your cursor over the details, and press CTRL+C. Toggle to the application your report is written in and press CTRL+V.

The Citations Tab

To retrieve a formatted citation for the selected indicator, click on the Citations tab. You can choose between three styles: APA, Chicago and MLA. The default view is the source citation in APA format.

Here is an example of each kind of style:

- **APA:** Department of Agriculture (USDA) (2008). "Crops Harvested", Crop Production [data file]. LexisNexis Statistical DataSets, (09/15/2009).

APA: the style guide developed by the American Psychological Association.

Chicago: The style manual developed at the University of Chicago.

MLA: The Modern Language Association style.

- **Chicago:** "Crops Harvested", Department of Agriculture (USDA) [data file] (2008). LexisNexis Statistical DataSets, (09/15/2009).
- **MLA:** "Crops Harvested", Department of Agriculture (USDA) [data file] (2008). LexisNexis Statistical DataSets, (09/15/2009).

You can select and copy the citation and then paste it into a report.

To do this:

1. Drag your cursor over the citation, and press CTRL+C.
2. Toggle to the application your report is written in and press CTRL+V.