## **County Business Patterns**



# County Business Patterns Data User Guide

This guide provides steps to access County Business Patterns (CBP) data in hypertext tables or the American FactFinder.

Please note that the CBP website is being revised and the screen shots shown in these instructions may not exactly match the current pages. An updated version of this user guide will be provided when the revisions are complete.

You may also contact the US Census Bureau's CBP staff at 301-763-2580 or <a href="mailto:epcd.county.business.patterns@census.gov">epcd.county.business.patterns@census.gov</a> for assistance.



# **County Business Patterns**

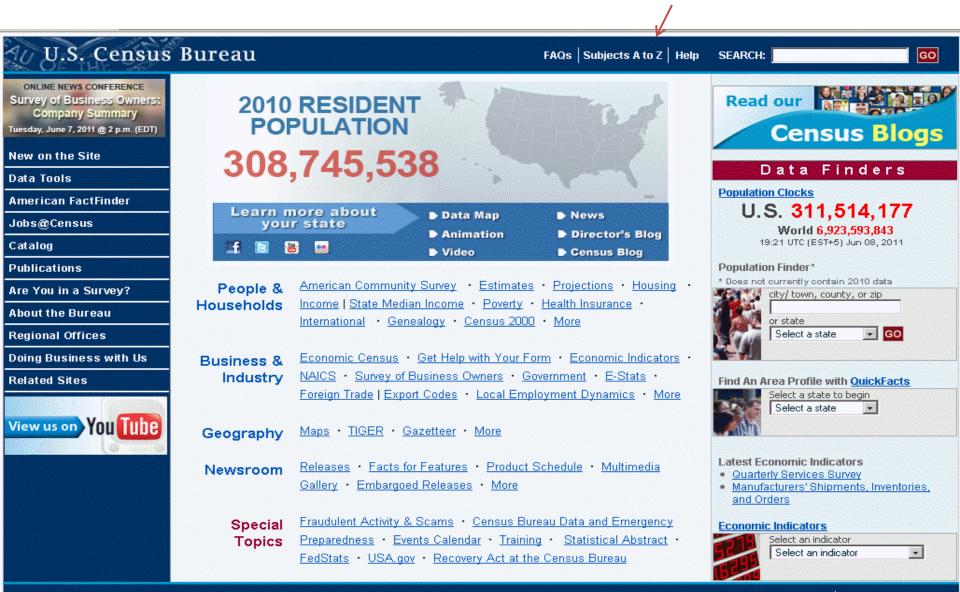


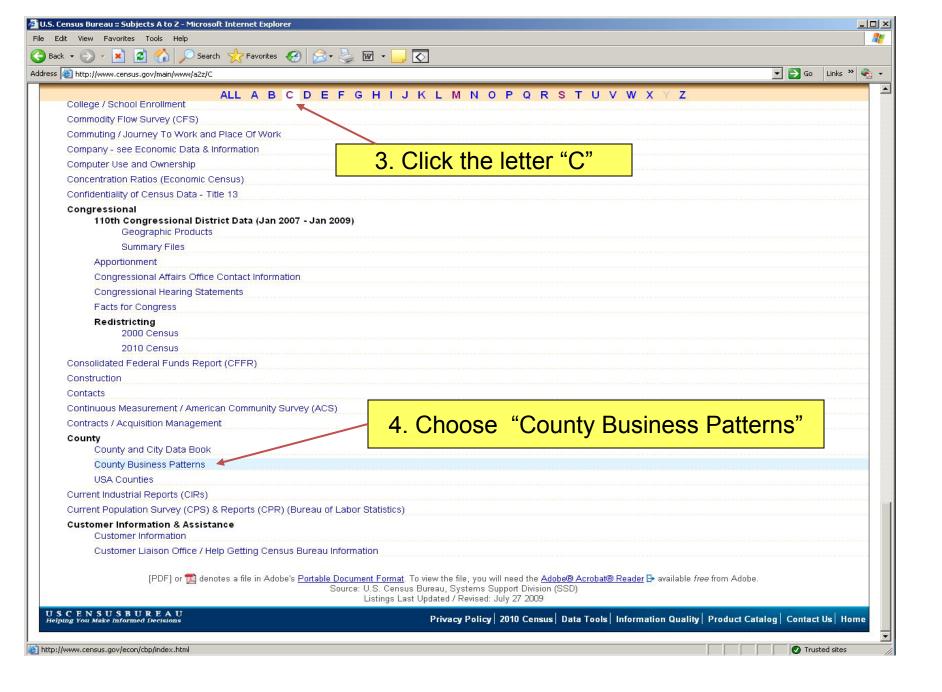
# Locating and Using the County Business Patterns in Hypertext Tables from the CBP Website

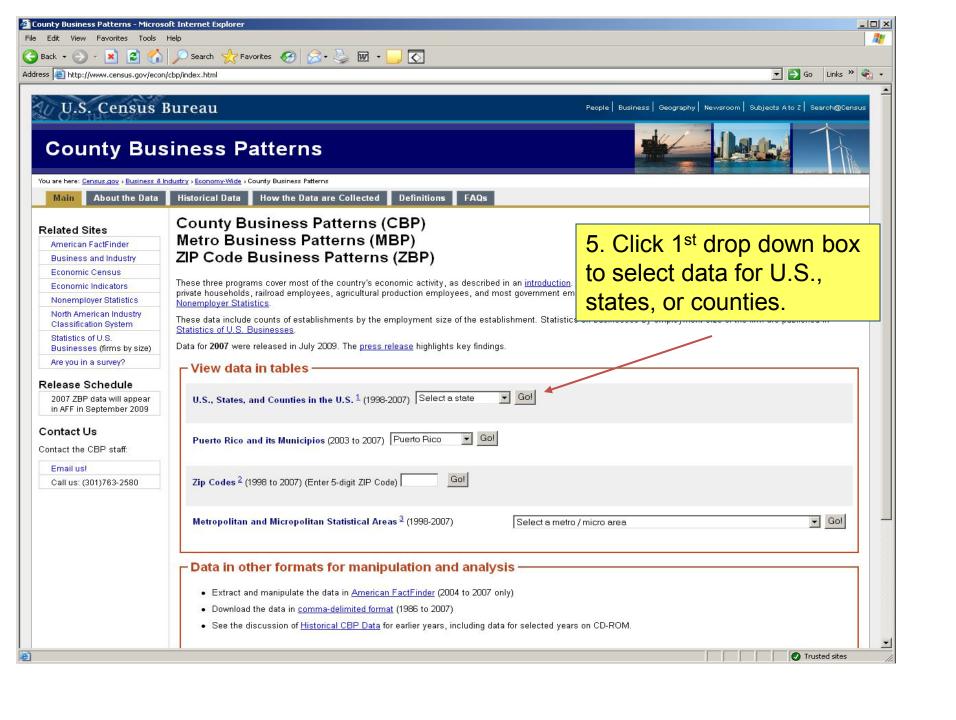


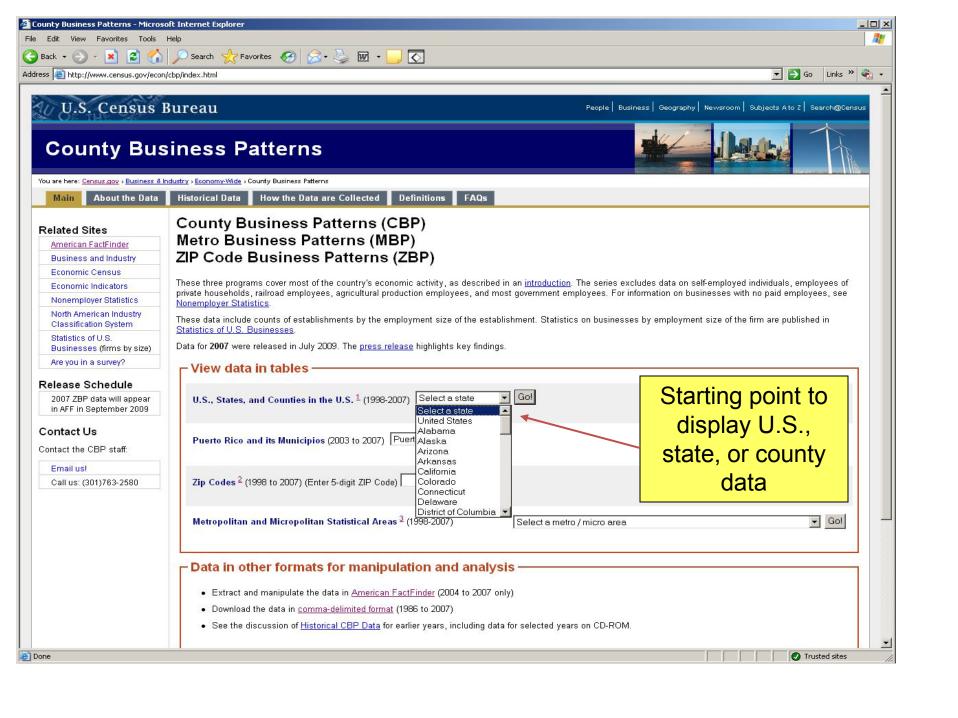
## 1. Go to www.census.gov

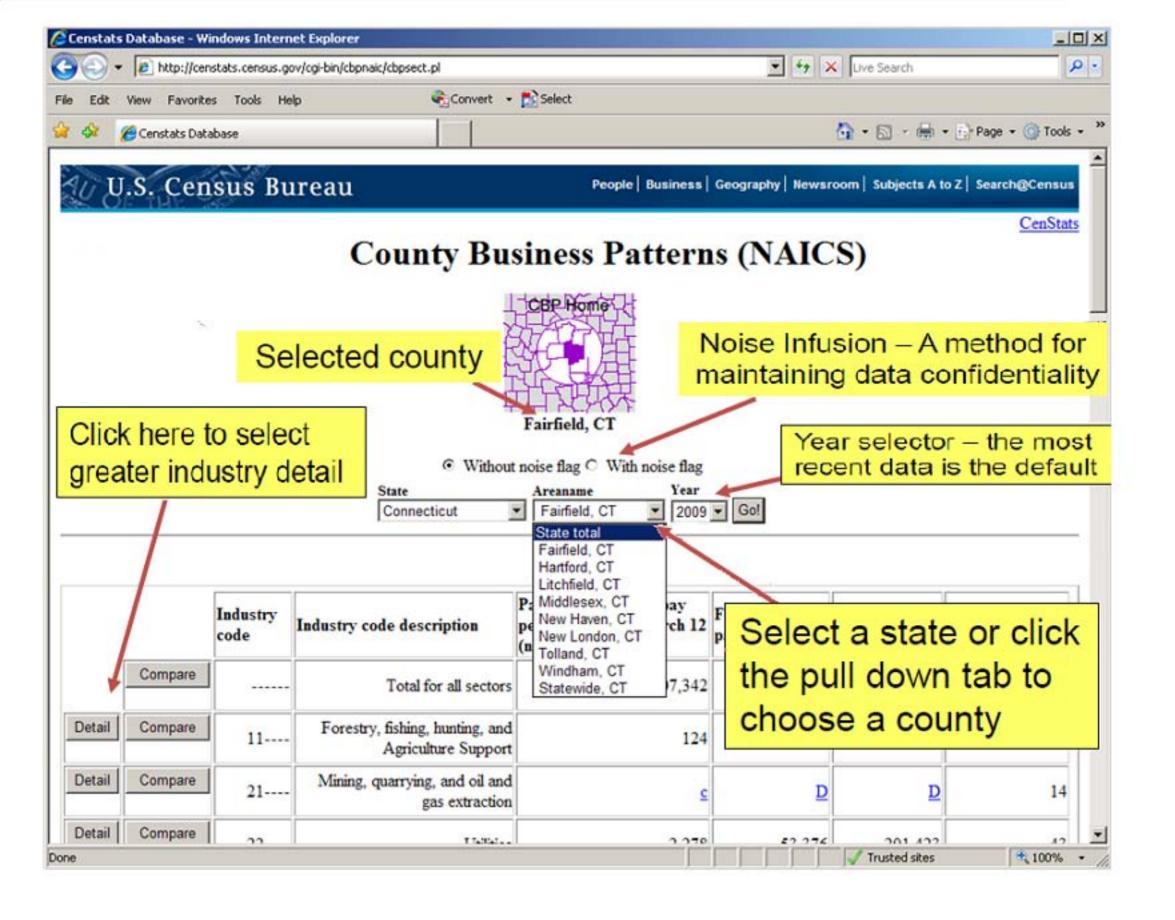
## 2. Click "Subjects A to Z"

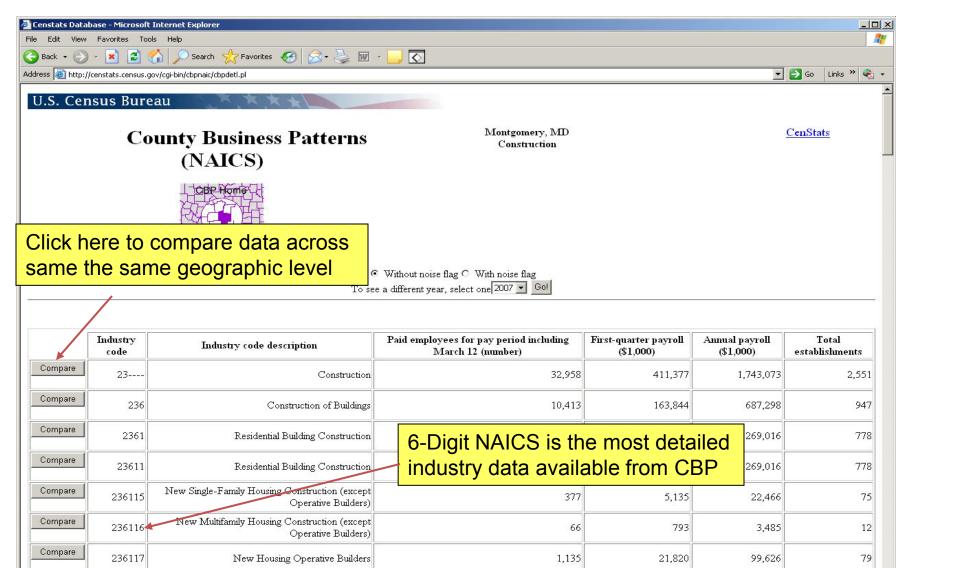












2,973

5,862

33,109

102,987

143,439

418,282

612

169

Trusted sites

Compare

Compare

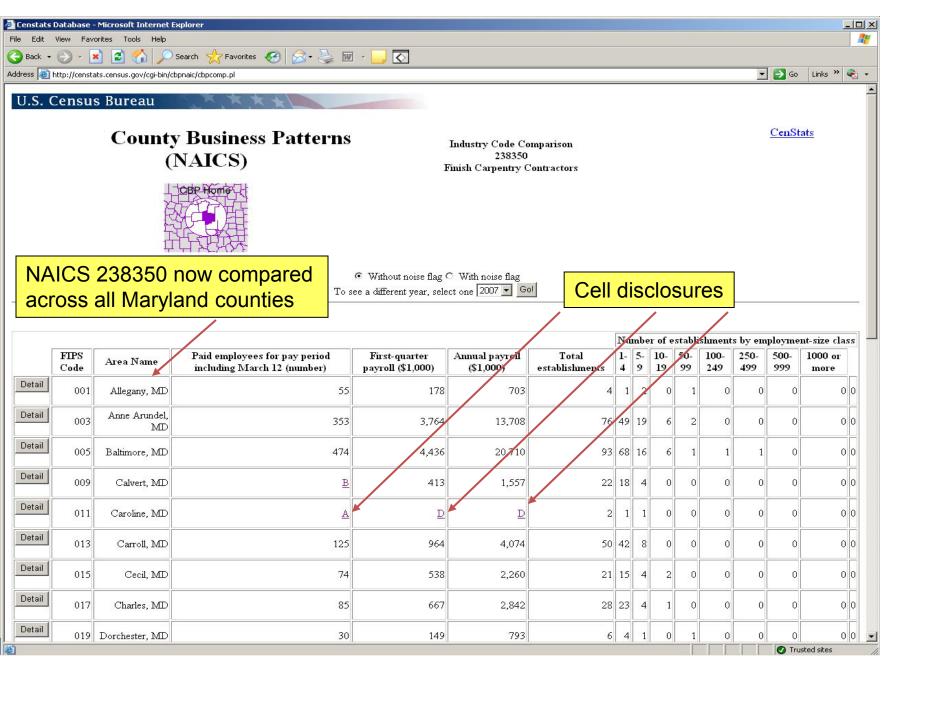
Done

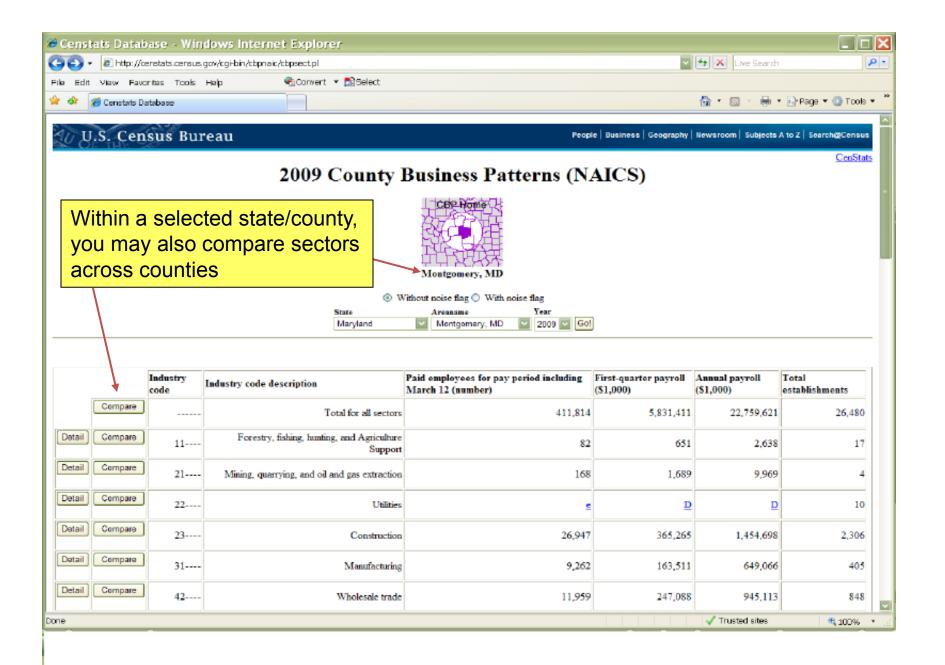
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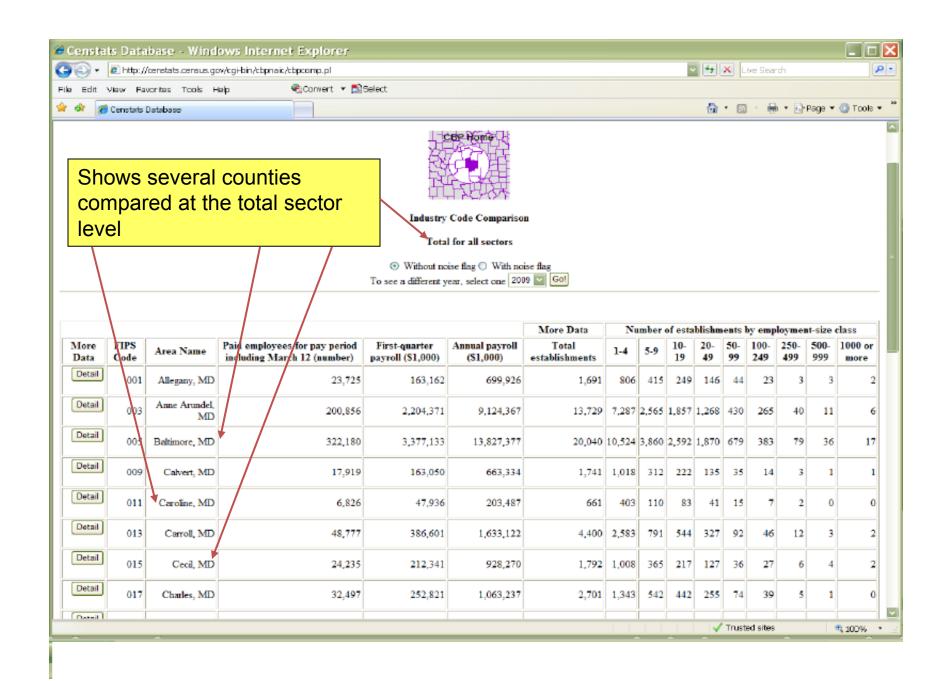
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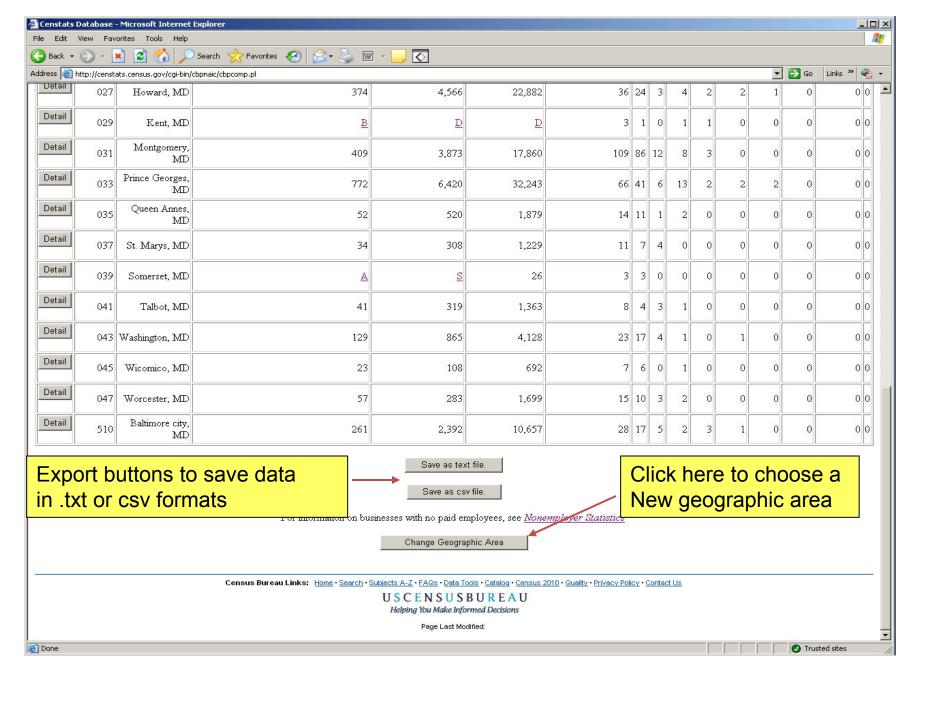
Residential Remodelers

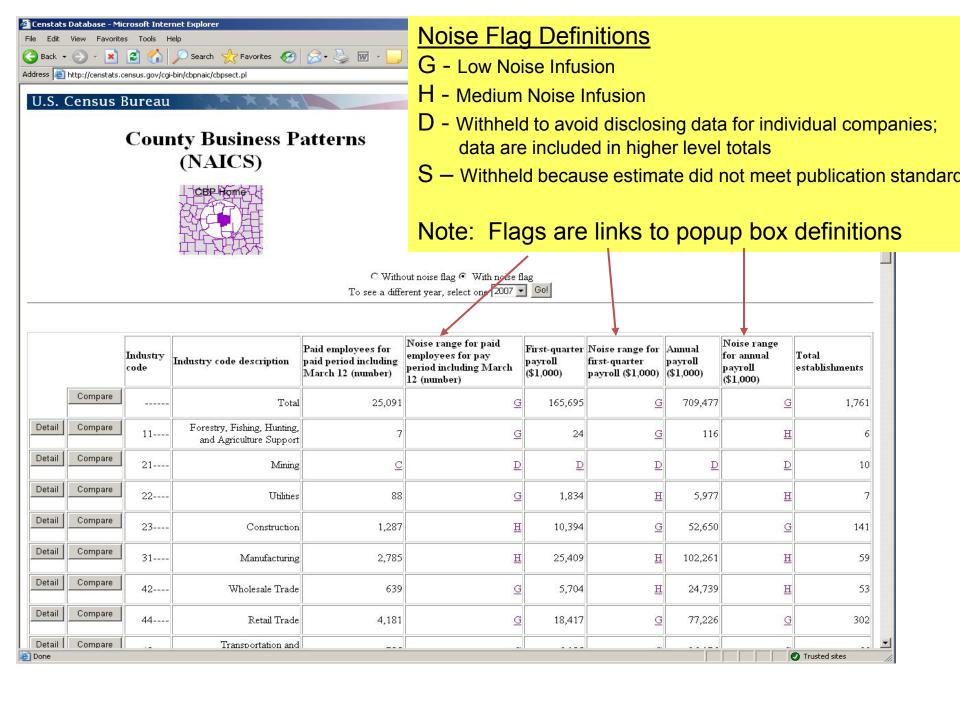
Nonresidential Building Construction

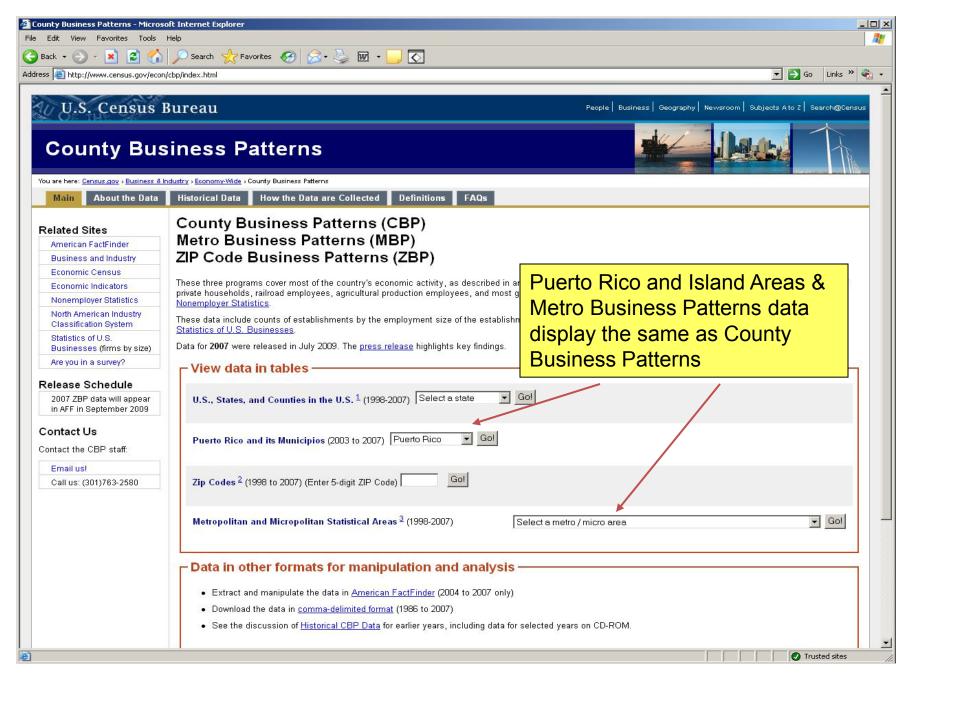


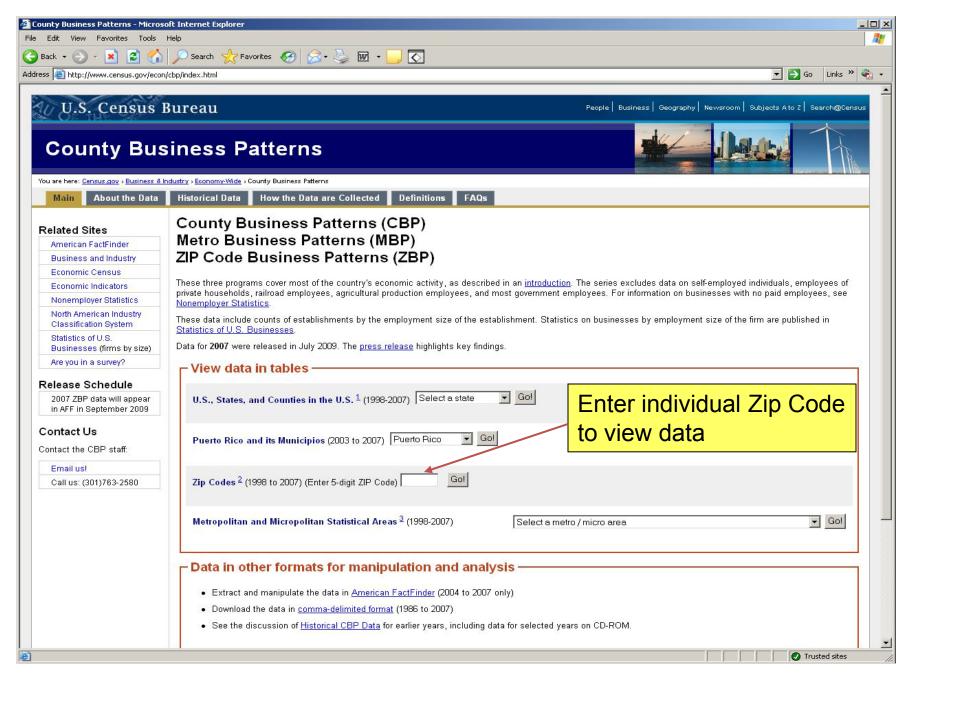


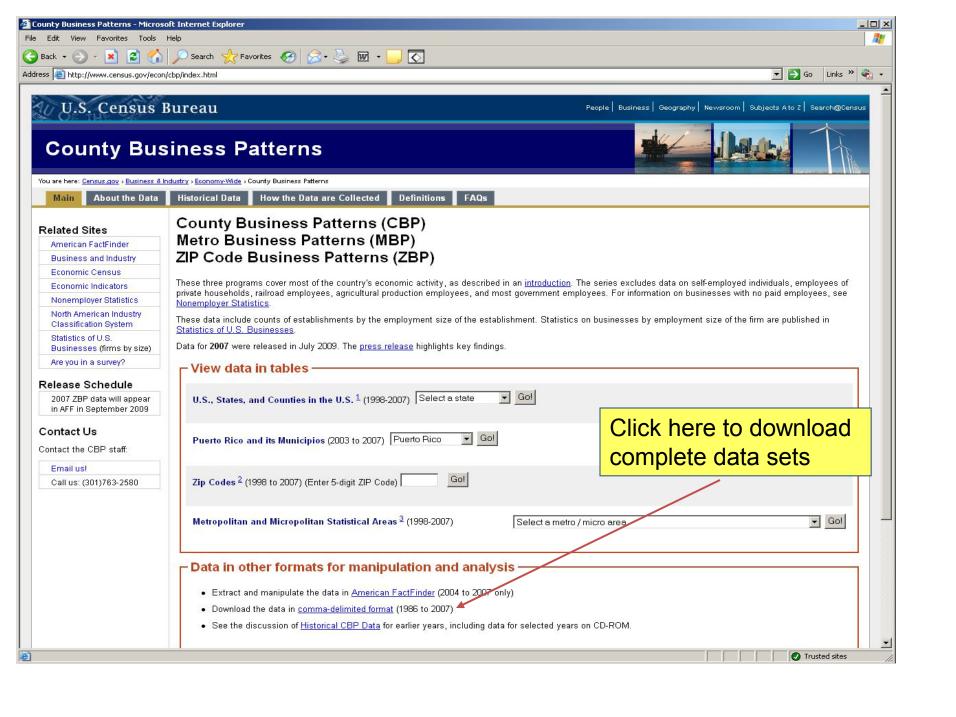


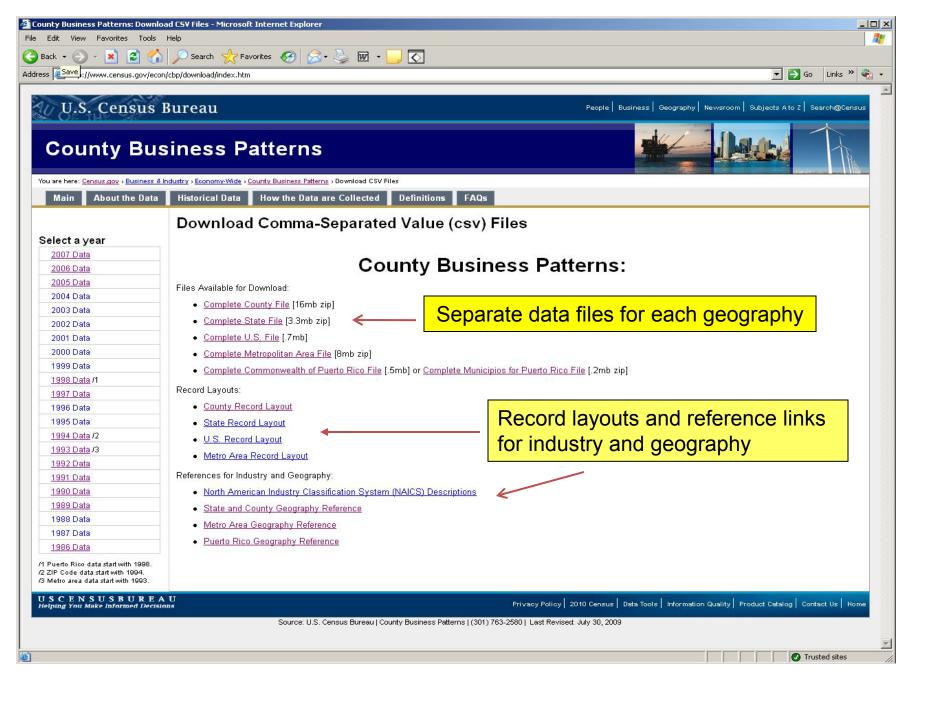


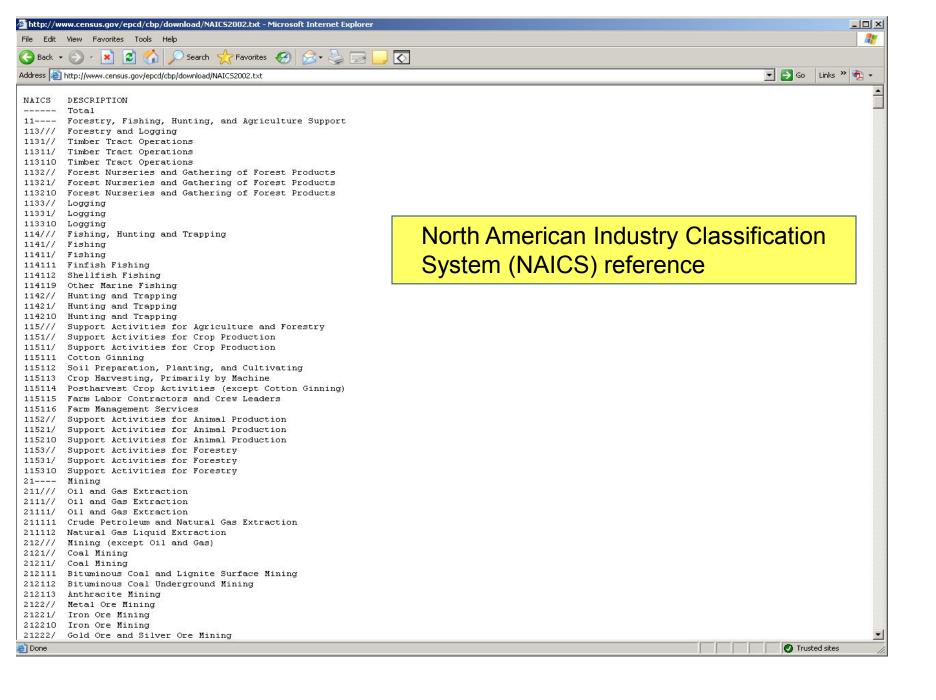


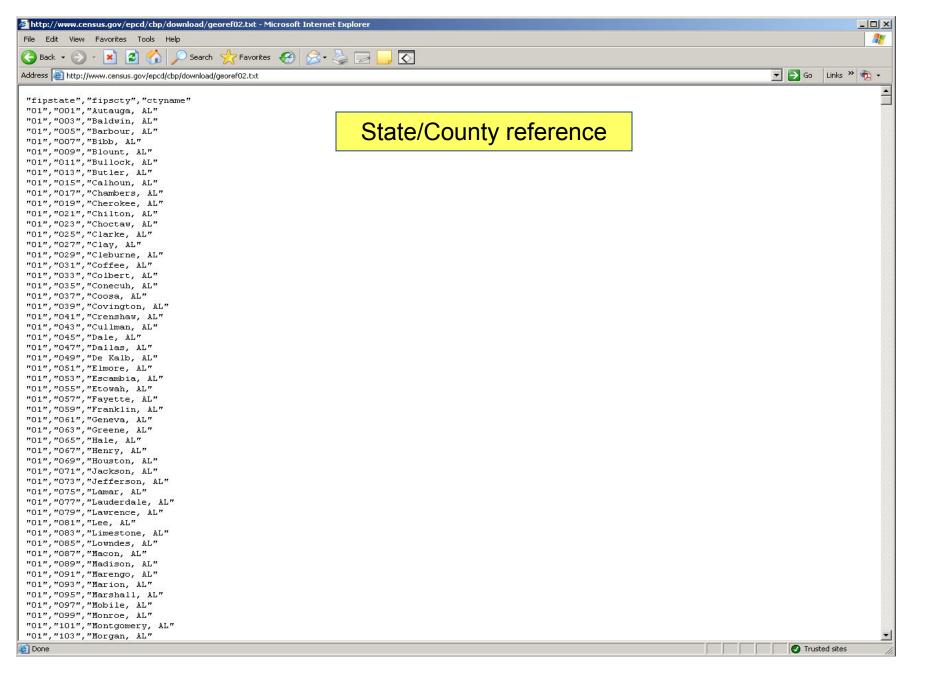


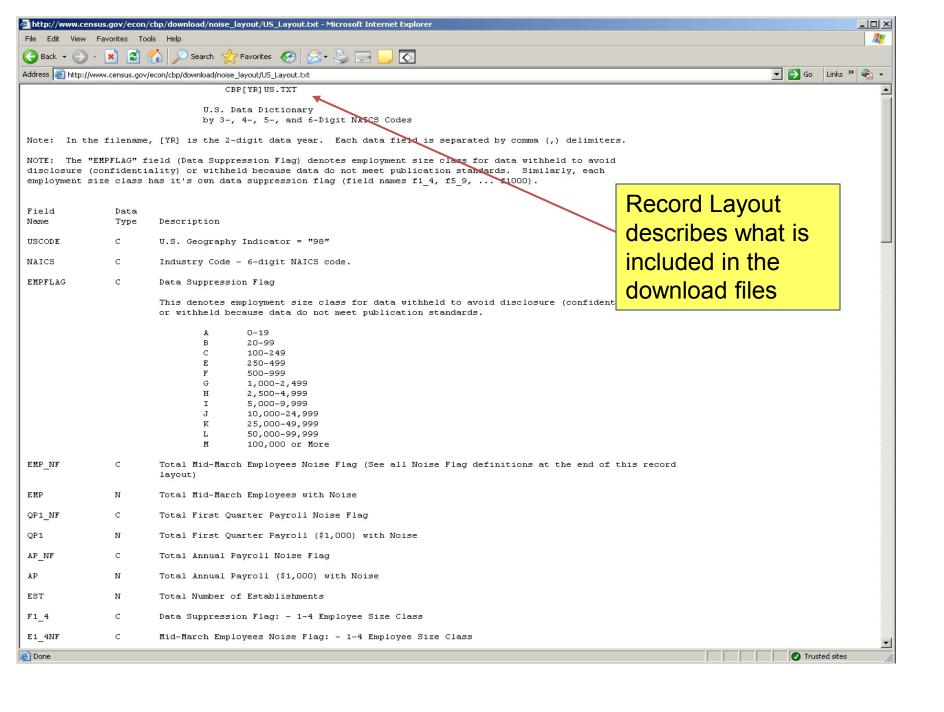


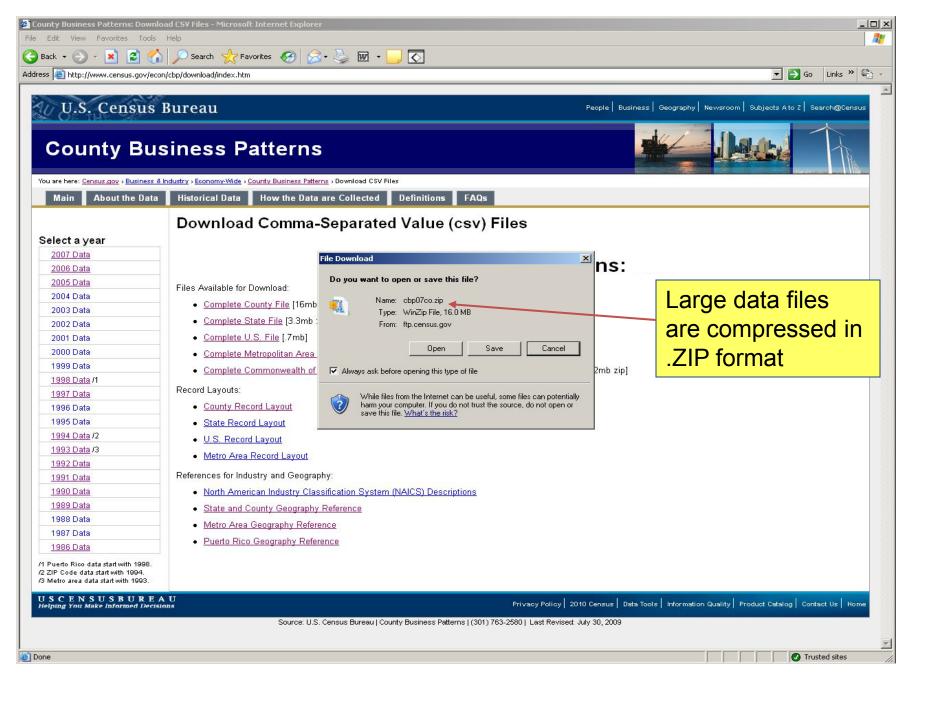


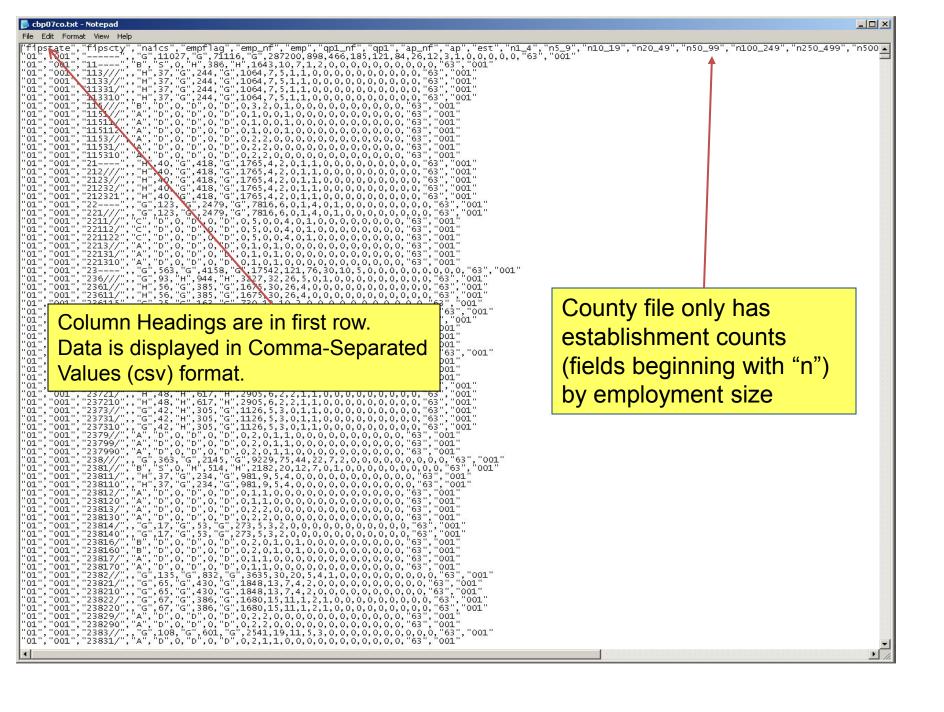


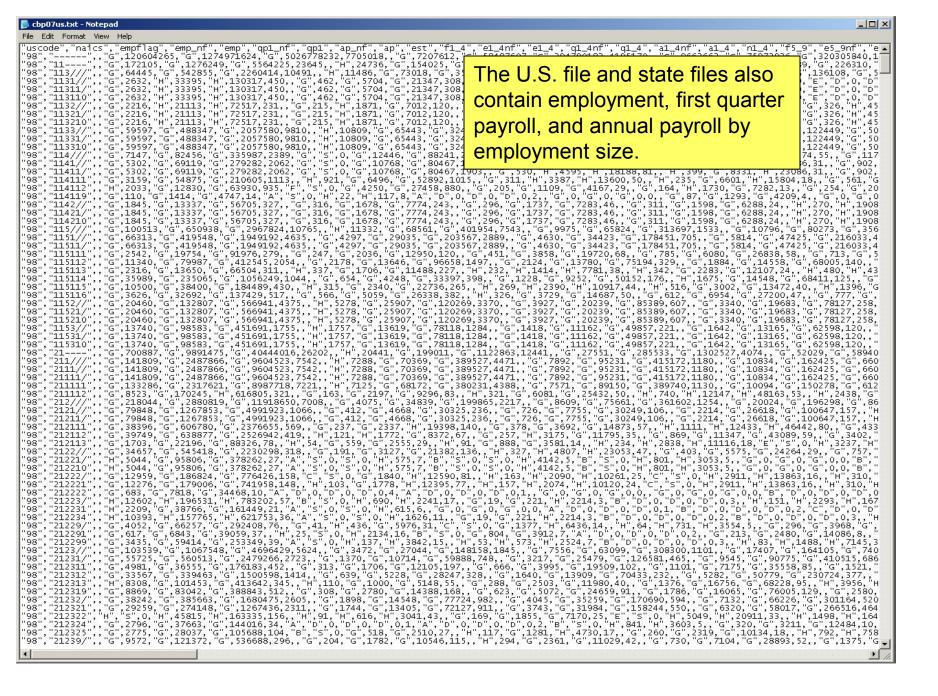












# **County Business Patterns**



# Locating and Using the County Business Patterns in the American FactFinder



### **Finding Tables**

County Business Patterns tables can be accessed directly at:

http://factfinder2.census.gov/bkmk/navigation/1.0/en/d program:BP

Alternatively, the tables can be accessed using the following path:

- 1. Go to <a href="http://factfinder2.census.gov/">http://factfinder2.census.gov/</a>
- 2. Select "Topics" from the menu on the left.



3. Select "Program", then "Business Patterns".





4. The Search Results are now narrowed down to all Business Patterns tables.





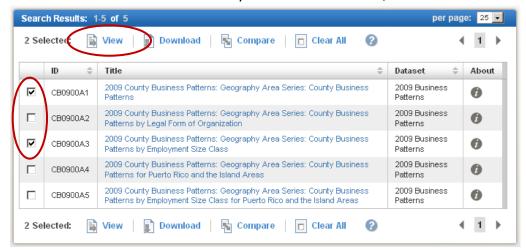
#### **Opening Tables**

To open a table, simply click on the hyperlinked table title.



#### To open multiple tables:

1. Check off the checkboxes next to the tables you would like to view, then click the "View" button.



2. The first table opens. To view the next table, click the right-arrow on the top right corner.





### **Adding Geographies to a Table**

When no geographies are added to your selections, most tables open up by default with the highest level of geography in that table, typically the United States.

To add other geographies, such as states, counties, and metropolitan and micropolitan areas:

1. Check off the checkbox next to the table(s) you would like to view.

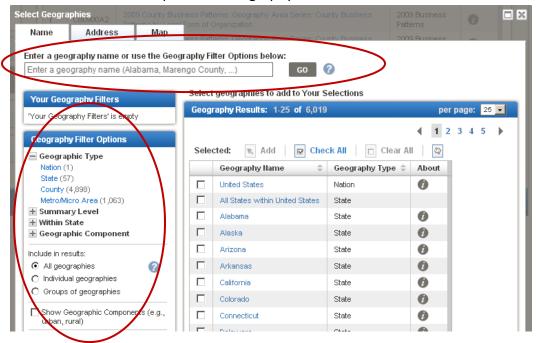


2. Select the "Geographies" button on the left-hand side.

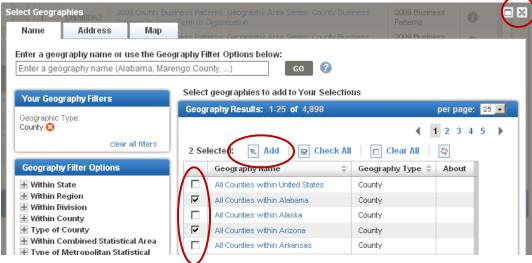




3. The "Select Geographies" menu displays. This menu contains all the geographies that are available for the table(s) you checked off. You can search for a geography by name using the search box, or use the "Geography Filter Options" to find geographies by their type or by state. The available geographies for your search or filter will show up in the "Geography Results" area.



4. To add geographies to your table(s), check off the check boxes next to the geography names in the "Geography Results" area, and click the "Add" button. When you are done adding geographies, click the "X" button on the top-right corner.





5. Check off the table(s) you want to view, and click "View".



6. The table(s) opens with your selected geographies.

Geographic area name	2007 North American Industry Classification System (NAICS) code code	Meaning of 2007 Horth American Industry Classification System (HAICS) code code	Number of establishments	Humber of paid employees for pay period including March 12	Noise range for paid employees for pay period including March 12 (%)	First- quarter payroll (\$1,000)	Noise range for first- quarter payroll (%)	Annual payroll (\$1,000)	Noise range for annual payroll (%)
Alabama		public administration)							
Autauga County, Alabama	00	Total for all sectors	877	10,628	G	66,731	G	270,567	G
Autauga County, Alabama	11	Agriculture, forestry, fishing and hunting	7	31	н	193	Н	960	н
Autauga County, Alabama	21	Mining, quarrying, and oil and gas extraction	5	33	G	316	G	1,357	G
Autauga County, Alabama	22	Utilities	9	190	Н	3,710	Н	14,518	н
Autauga County,	23	Construction	96	525	Н	4,252	G	16,681	G

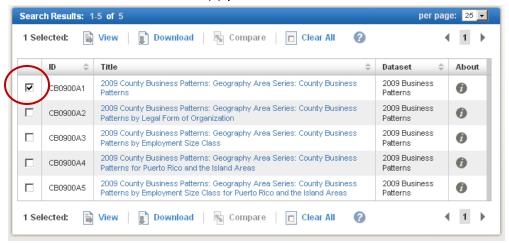


#### **Adding Industries to a Table**

When no industries are added to your selections, most tables open up by default with the highest level of industries in that table, typically the sector or 2-digit North American Industry Classification System (NAICS) code level.

To add more industry detail:

1. Check off the checkbox next to the table(s) you would like to view.

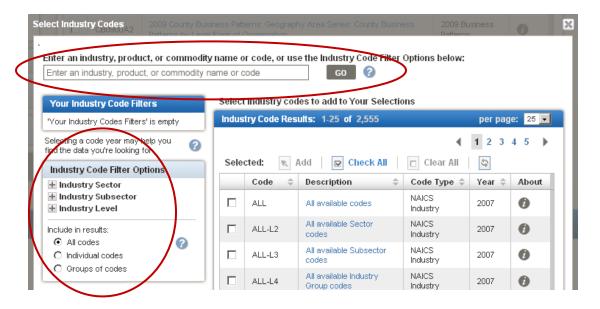


2. Select the "Industry Codes" button on the left-hand side.

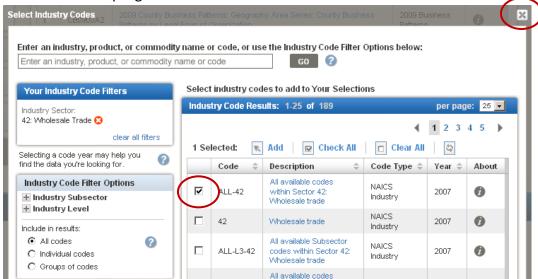




3. The "Select Industry Codes" menu displays. This menu contains all the NAICS industries that are available for the table(s) you checked off. You can search for an industry by name using the search box, or use the "Industry Code Filter Options" to find industries by their sector or by their level in the NAICS hierarchy. The available industries for your search or filter will show up in the "Industry Code Results" area.



4. To add industries to your table(s), check off the check boxes next to the industry names in the "Industry Code Results" area, and click the "Add" button. When you are done adding industries, click the "X" button on the top-right corner.





5. Check off the table(s) you want to view, and click "View".



6. The table(s) opens with your selected industries.

Geographic area name	2007 North American Industry Classification System (NAICS) code code	Meaning of 2007 Horth American Industry Classification System (NAICS) code code	Number of establishments	Number of paid employees for pay period including March 12	Hoise range for paid employees for pay period including March 12 (%)	First- quarter payroll (\$1,000)	Hoise range for first- quarter payroll (%)	Annual payroll (\$1,000)	Hoise range for annual payroll (%)
United States	42	Wholesale trade	419,758	5,827,769	G	84,810,603	G	334,158,368	G
United States	423	Merchant wholesalers, durable goods	241,347	3,334,703	G	51,172,473	G	200,576,493	G
United States	4231	Motor vehicle and parts merchant wholesalers	24,882	362,348	G	4,141,455	G	16,599,797	G
United States	42311	Automobile and other motor vehicle merchant wholesalers	6,607	118,622	G	1,540,653	G	6,196,137	G
United States	423110	Automobile and other motor vehicle merchant wholesalers	6,607	118,622	G	1,540,653	G	6,196,137	G



#### **Modifying a Table**

Once you have opened a table, you are able to modify it several different ways. To begin modifying a table, click the "Modify Table" button.



To return the table to its original state, click the "Reset Table" button.



#### **Showing, Hiding, and Moving Columns**

Most tables contain columns that are hidden from the default view. These columns typically contain geography and other control fields. To view these columns, click the "Show Hidden Rows/Columns" button.



To hide a particular column, uncheck the box beneath the column's display label.



To move a column to the left or right, click the left or right arrows beneath the column's display label.





#### **Transpose Rows/Columns**

In the new American FactFinder, you have the ability to transpose, or interchange the order of, rows and columns. To transpose rows and column, click the "Transpose Rows/Columns" button.



#### **Sorting and Filtering Rows**

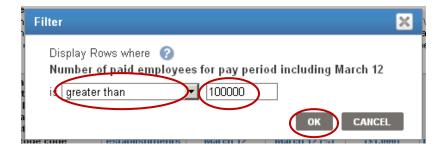
To sort rows in ascending or descending order, click the "up" (for ascending) or "down" (for descending) arrow beneath the column's display label.



To filter rows based a data value, click the filter button beneath the column's display label.



The "Filter" menu displays. Select an operator (e.g., "greater than", "less than"), enter a value, and click "OK".



The resulting table will now only have the rows that meet your filter's criteria.



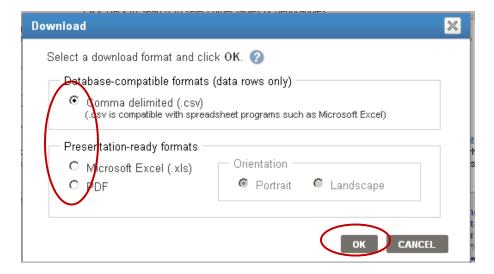
## **Downloading and Bookmarking Tables**

#### **Downloading**

To download a table, click the "Download" button.



The "Download" menu appears. Select database-compatible (.csv) format, or presentation-ready formats (.xls or .pdf) and click "OK".



The table can now be used off-line and opened in spreadsheet, database, or PDF-viewing software.

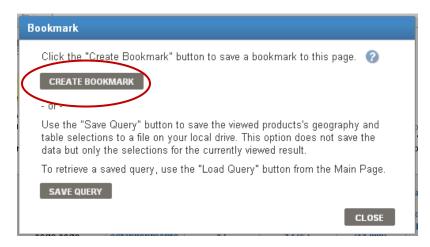


#### **Bookmarking**

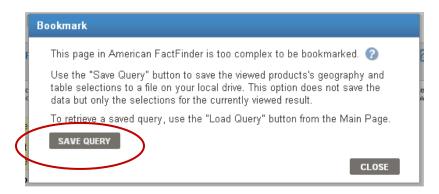
To bookmark a table, click the "Bookmark" button.



If the table has not been modified and contains a limited number of geographies and/or industries, you can create a bookmark by saving it into your browser's bookmarks.



If the table has been modified or contains too many geographies and/or industries, you will need to save a query file onto your computer.



The query file maintains all your selections and modifications for the table. To retrieve the table, you can upload the query file by clicking the "Load Query" button on the left-hand side of <a href="http://factfinder2.census.gov">http://factfinder2.census.gov</a>.





#### **Definitions and Related Text**

#### **Definitions**

To see the definition of a column, NAICS description, or symbol, click on the hyperlinked text.

Meaning of 2007 North American Industry Classification System (NAICS) code code	Number of establishments	Number of paid employees for pay period including March 12	Noise range for paid employees for pay period including March 12 (%)	First-quarter payroll (\$1,000)
Total for all sectors	7,433,465	114,509,626	<b>(</b> G	1,227,571,160
Agriculture, forestry, fishing and hunting	21,679	153,829	G	1,167,043
Mining, quarrying, and oil and gas extraction	26,897	604,653	G	11,345,323
Utilities	17,312	641,552	G	15,918,776
Construction	712,977	5,967,128	G	66,883,872
Manufacturing	308,934	11,632,956	G	138,779,079
Wholesale trade	419,758	5,827,769	G	84,810,603
Retail trade	1,076,645	14,802,767	G	85,877,446
Transportation and warehousing	210,088	4,159,604	G	40,637,020
Information	135,726	3,288,109	G	59,688,942

The definition appears. If there is more information about the item, a "more >>" link will also appear.

Meaning of 2007 North American Industry Classification System (NAICS) code code		Humber of paid employees for paid employees for pay period including March establishments 12 Hoise range for paid employees for pay period including March 12 (%)		First-quarter payroll (\$1,000)			
Total for all sectors		7,433,465	114,509,626	G	1,227,571,160		
Agriculture, forestrifishing and hunting		21,679	153,829	G	1,167,043		
Mining, quarrying, oil and gas extract Utilities Construction Manufacturing Wholesale trade  Mining, quarrying, oil and gas extract Utilities Total for all sectors This NAICS code reflects the sum of all the economic activity for all sectors published in the 2007 Economic Census of Island Areas, the 2007 Survey of Business Owners, and the 2007 Nonemployer Statistics report. (Note that this total is not published as part of the 2007 03							
Retail trade	Economic Census.) The defin 46						
Transportation and warehousing	more	**			20		
Information		100,120	0,200,100		42		

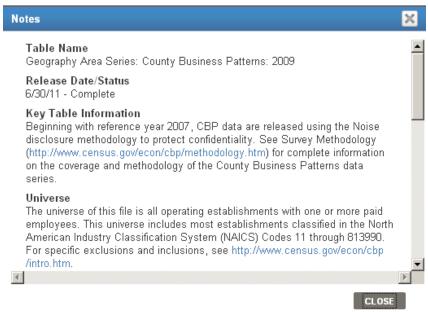


#### File Abstract

To find the file abstract of the table, which contains information about universe, geography/industry coverage, and other important information specific to table, click the "View Table Notes" button.



The file abstract appears.



#### **Methodology and Other Program Information**

For information on methodology, geography, industry classification, and the County Business Patterns program itself, click the "i" button next to the table title.

2009 County Business Patterns: Geography Area Series: County Business Patterns
2009 Business Patterns

The text browser pop-up window appears. Use the links to access the other text for the program.





#### **Further Help**

Help with County Business Patterns data

• Phone: (301)763-2580

• E-mail: <a href="mailto:epcd.county.business.patterns@census.gov">epcd.county.business.patterns@census.gov</a>

Help with American FactFinder (economic data only)

Phone: (301)763-9560

• E-mail: <a href="mailto:epcd.dissemination@census.gov">epcd.dissemination@census.gov</a>

Help with American FactFinder (demographic and other data)

Phone: (301)763-INFO(4636)E- mail: <a href="factfinder@census.gov">factfinder@census.gov</a>

#### Related Links:

American FactFinder: http://factfinder.census.gov/

• County Business Patterns: <a href="http://www.census.gov/econ/cbp/">http://www.census.gov/econ/cbp/</a>

Nonemployer Statistics: <a href="http://www.census.gov/econ/nonemployer/">http://www.census.gov/econ/nonemployer/</a>

• 2007 Economic Census: <a href="http://www.census.gov/econ/census07/">http://www.census.gov/econ/census07/</a>

Census Bureau Economic Statistics: <a href="http://www.census.gov/econ/">http://www.census.gov/econ/</a>

