

Global Data Workstation

An introduction to Oxford Economics Global Data Services

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Introduction

The Global Data Workstation (GDW) is a web-based service for accessing our suite of macro, industry, city, and travel databanks.

We have introduced substantial improvements over the previous Oxford Economics databank. The new online software provides rapid access to economic data. You can now view multiple databanks at the same time, or sync data from your selected databanks into a single set of data.

The tool provides a variety of data selection, heat map and chart visualisations, data downloads, data sharing, and personalisation features, and all assets can be exported as image or Excel files for use in other programs. Users can access the data workstation via My Oxford, or use a Web API.



Prerequisites

- The latest version of either Google Chrome, Firefox, Safari, and Edge
- We recommend a minimum screen resolution of 1440×900
- An active internet connection

Accessing the service

The release version of the service is located at https://data.oxfordeconomics.com/ The service works best when the browser is at least 1440 by 900 pixels. Using a lower resolution is less convenient for selecting and viewing data.

Key Features

- Smart currency conversion and rebasing
- Categorized databank selection tree
- Collective "All" tab that allows data selection across databanks
- Tabbed design allowing multiple data results views (table, chart, map)
- Ability to download table data exactly as it appears in the table view
- Clearer map view, and additional map settings (custom gradients, colours and visual options)
- Table re-shaper allowing pivoting with intuitive design
- Collapsible settings panel, allowing focused data view
- Coverage of selection shown in tree

Contacting Support

If you encounter any problems with the Global Data Workstation, please contact Oxford Economics for support via email at support@oxfordeconomics.com.

If you are experiencing a technical issue, please attach a screenshot of the issue and provide as much information as possible to help Oxford Economics' software development team reach a quick resolution for you.

Please follow the instructions on our Help Page.

Getting Started

To access the Global Data Workstation you must firstly log into your Oxford Economics account. Your login credentials will be the same as the ones you use to access our website.

If the credentials are not recognised you will see a message saying "Sign In was unsuccessful. Please correct the errors and try again. Username or password is incorrect". Try again to ensure the problem is not just a typing error.

Should you encounter any issues logging into your account, please do not hesitate to either contact your internal support team, or contact us directly on support@oxfordeconomics.com.

Note: If your organization authenticates using IP addresses, you will be automatically logged into the service. A login prompt will only be presented if there is a problem with the authentication.





You may see some databanks disabled (i.e. greyed-out), depending on the subscription level of your organisation. If you would like to trial any other databanks that you may not have access to, you can make your selections by clicking on the links below the list of your current databanks.

Information on our Databanks Please contact sales for further information. Databanks you subscribe to are ticked. Countries Industries Global Economics Global Industry Global Trade Asian Construction Global Scenarios Australian Building Forecast Service Australia in detail Australia Construction Brexit Scenarios Service US Industry Cities Travel & Tourism Global Travel Service Global Cities African and Middle Eastern Cities Global City Travel Asian Cities Air Passenger Forecasts [IATA] China Cities International State Travel European Cities Latin American Cities North American Metros UK Regional UK Local Authority Districts

Each databank contains:

- Locations Countries, Regions or Cities for which economic data is available.
- Indicators specific topics such as Gross Domestic Product or Agricultural Exports.
- Data series annual or quarterly values published since 1980 and forecast as far as 2040.
- Data Coverage Coverage of selection shown in tree.

Note: some locations with a databank do not publish data for every indicator, and some data series may not be published for every year since 1980. Not all databanks contain data up to 2040.

When using the databank you are able to do the following:

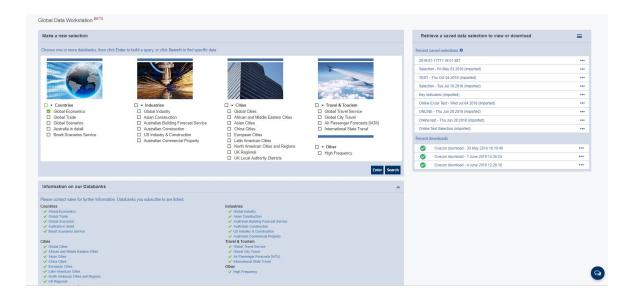
Manage selections

- Select what economic data series you want to see.
- Save and retrieve regularly-used selection criteria.
- Manage related settings, such as the date range and whether to see annual or quarterly data.

View results

- See data in tables, charts and maps.
- Download data in Excel format or in comma-separated files.

To start, select a database by clicking on the box labelled 'Make a new selection' on the home page and then click on the button labelled 'Enter'.



Detailed Description of Button Functionality

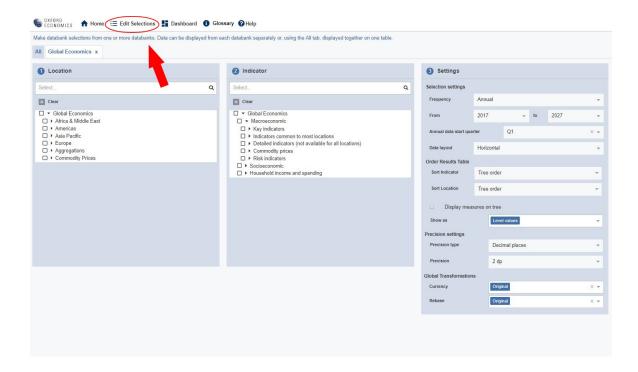
The purpose of each button is briefly described below. A more detailed explanation of the functionality appears later in this Guide - just follow the links in the right-hand column.

Button	Description
Previous Page	Back to the previous page
Next Page	Move onto the next page of your data.
↑ Home	Return to the home page.
€ Edit Selections	Displays the Selections Page where you can define what data to see by choosing the locations and indicators and then adjusting the settings.
Save Selection	Saves the current selection for later retrieval.
≡ Table	Shows the results of a selection in a table.
Il. Chart	Shows selection results as a chart.
3 Мар	Shows selection results on a map.
Dashboard	Allows the user to instantly create a set of charts for key indicators for each of the countries or regions in the model.

Button	Description
♣ Download	Downloads and Saves selection results to a file directory of your choice.
	Located at the bottom on the right hand side of your screen. Clicking on this button allows you can leave the development team any feedback, or suggestions you may wish to make.
1 Glossary	You will be provided with a document explaining our data definitions, risk details and aggregation definitions.
? Help	Clicking on the help button will display the databank userguide, contact details for support queries, or you can view our subscription services portfolio

Define and Refine Detailed Selections

The 'Edit Selections' page allows you to select the data of your choice, or refine the results of your search. You can also define how you want your results to be displayed. This can be either in a dashboard, table, chart, or map. The Edit Selections Page is reached by clicking on 'Edit Selections' located at the top of the databank menu bar.



The Locations and Indicators Column

The Locations and Indicators columns both operate in exactly the same way. This section describes the specifics for the Locations column, but applies equally to the Indicators column.

Searching The Tree

Example



The tree layout displayed below allows you to have more control on what you see. For example: Click on the small arrows located next to a country to expand or collapse branches. Use the tick box to select the entire branch. You can either select a whole region or The tick box is shaded green when some but not all of the child branches have been selected. Click 'Clear' to remove your selections from the sub branches:



Example

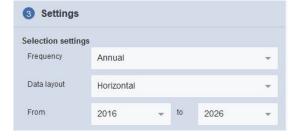


At the top of each tree control there is a search box to help find items in the tree: If required, click 'Clear' to clear any existing selections from the trees. Type in a search term. For example, ITA and USA and click Search, or press enter on your keyboard to find matches of your search criteria. Repeat as often as needed: new matches will be added to existing ones. You can type in many search terms at once, e.g. (AUT) FOR Austria (DEU) for Germany. For indicators you are able to search for Mnemonic indicator names. For example, GDP, LCU, US\$ within the indicator search column. Partial matches from the start of words will work, e.g. (Den) will match Denmark Take care with partial matches: for example, UK will match with Virgin Islands (UK), Ukraine and United Kingdom.

Settings Column

Example

Order Results Table



The **Settings** panel affects how the data is displayed in the results table. You can change the range of years for which data is requestedChange the frequency of data points (Annual, Quarterly, or Both) Note: many data series are not published quarterly. Therefore, your frequency should be set to "Annual". Edit the data layout to either be displayed Horizontally or Vertically.

The **Annual data start quarter** allows you to specify the fiscal quarter for each year within your annual data.

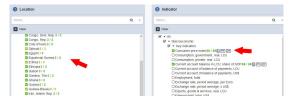
The **Data Layout Settings** affect how the data is shown in the results table. Choose to view your data results either horizontally or vertically.

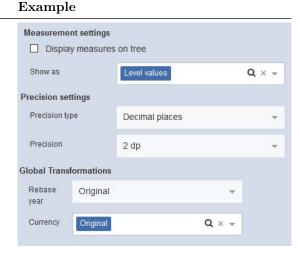
Order Results Table Settings Allows you to control what order your data will be displayed. For example, you can choose either "Tree Order" or "Alphabetically"

Display measures on tree Checking this box will allow you are more granular control over what measures certain indicators are displayed as.





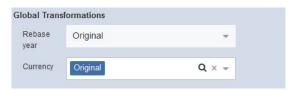




Data Format such as Level or % Change Year-on Year. The options presented will match the setting for Frequency in the upper slide-out menu. Choose a number of decimal places from the Precision drop-down menu. For quarterly data, opt to display quarters vertically within each year column, or horizontally as a time series. Choose whether to group results by location or indicator. Choose whether to show group headings. Choose whether to show results in forward or reverse order.

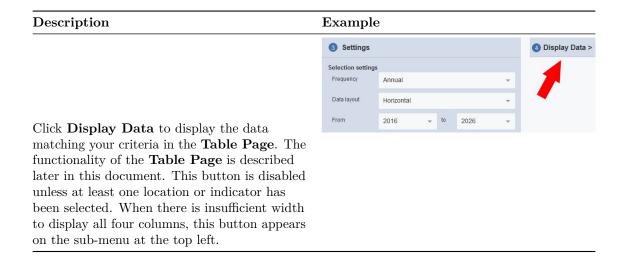
The Global Transformation Settings define how you would like the selection branches in the Locations and Indicators columns to behave. You can also specify global Currency or Rebase transformations which will be applied only to relevant series. We have added these now to Macro , Global Industry, Global Scenarios and adding to the Cities databanks. Check the tick-boxes to automatically expand sub branches when they are selected. Uncheck the tick-boxes to manually expand each branch.

Precision Settings allows you to select either Decimal places, Significant figures and Standard notation.



Precision settings		
Precision type	Decimal places	-
Precision	2 dp	_

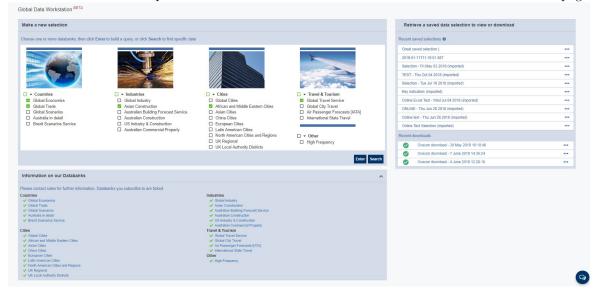
Display Data



Please note: If any entries in Locations or Indicators trees appear grey or disabled, it suggests that your organisation does not have the appropriate subscription level for that data. Please contact support@oxfordeconomics.com or contact your OE account manager directly for further assistance.

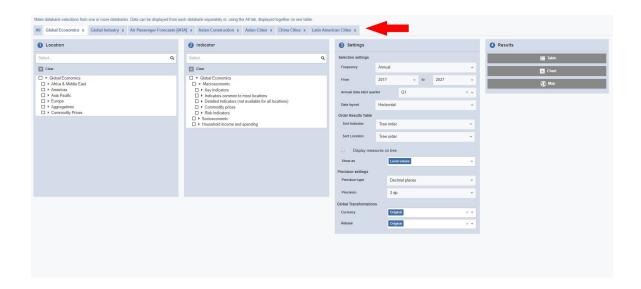
Selecting Multiple Databanks





Once you have chosen your selected databanks, click 'Enter' to begin building your query.

You will now be presented with all of your databanks at the top of your edit selections page. The databanks will be displayed as tabs making it easier for your to work across each databank.



Define Quick Search

The Search drop-down can be used to quickly obtain matching results for a particular topic, such as "US GDP".

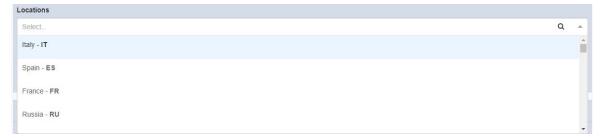
Hide Search

Enter

You can close the search slide-out menu at any time by clicking 'Hide Search'

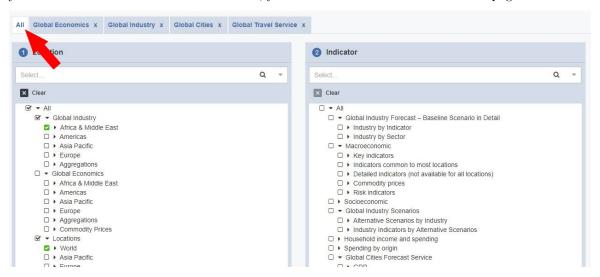
Search Settings

Search items are selected from a drop-down list of suggestions that appears as you type in the search input box. Locations can now be entered as the country abbreviation. For example, Italy (IT), Spain (ES) and France (FR). Indicators can also be searched for in the same way.



Input text is case-insensitive – it does not matter if you type in lower case, upper case or both.

Matches will be looked for in the currently selected databank first. However, if you wish to merge your selected databanks into one datasheet, you can click on 'All' in the selections page.



Search Term Example

- 1. Type in a search term (e.g. CPI in the Global Economics databank) to see suggestions in a drop-down list.
- 2. Select the first item in the list (i.e. General search: cpi) to search with synonyms.
- 3. The selected item will appear as a search item without quotes

Because there are no quotes around the search term, synonyms will be matched instead. In the case of CPI, the results will include indicators with "consumer price index" in their titles, as "consumer price index" is a synonym of "CPI".

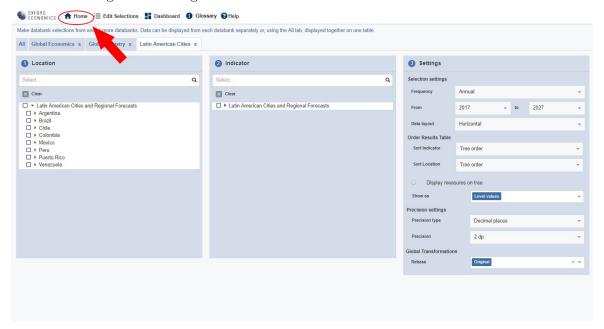


There are different ways you can search:

- 1. Use the scroll bar to view all suggestions if a long list is displayed.
- 2. Use the up/down arrow keys to highlight the desired suggestion.
- 3. Click the Enter key or click to add the highlighted suggestion to the list of search terms.

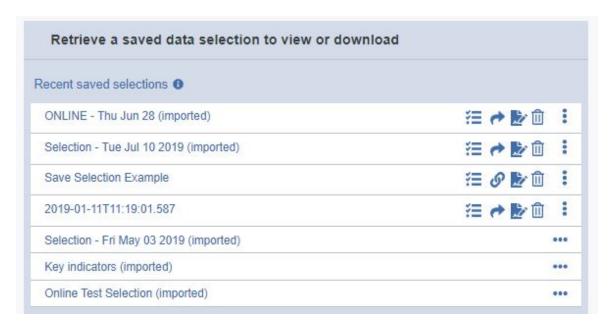
Accessing The Homepage

The Main Page will be displayed when you first access the application, and provides ready access to three frequently-used facilities. You will notice that the databanks are organised using different categories. For example, Countries, Industries, Cities and Travel & Tourism. Under each category there is data associated to the category. Making it easier for you to navigate through. You can either select the whole databank by clicking on the small tick box next to the title, or select your preferred databanks throughout the categories.



Retrieve a Saved Selection

You can now easily retrieve a saved selection from the homepage. This option is only available when you have previously saved at least one selection.



Once you have selected your preferred saved selection, you can either open the data in a table, edit, delete, or share it. When a saved selection is retrieved, matching data is automatically opened.

Description Example 2019-01-11T11:19:01.587 Selection - Fri May 03 2019 (imported) Selection - Tue Jul 10 2018 (imported) Key indicators (imported) To retrieve a saved selection and open it in a Table, click the table icon within the retrieve a saved selections list located on the homepage Your selection will now load in the display data area within a table 2019-01-11T11:19:01.587 Selection - Fri May 03 2019 (imported) Selection - Tue Jul 10 2018 (imported) Rename Save Selection You can rename your save selection by simply clicking on the rename icon within your retrieve a saved selection section. 2019-01-11T11:19:01.587 Selection - Fri May 03 2019 (imported) Easily **Delete** save selections you do not wish to keep by clicking on the trash can icon

Description	Example	
	Retrieve a saved data selection to view or download	
	Recent saved selections 0	This selection has not been shared. Click to share it.
	ONLINE - Thu Jun 28 (imported)	經 → № ⑪ :
	Selection - Tue Jul 10 2019 (imported)	≅ → № ⑪ :
	Save Selection Example	≅ Ø № ± :
	2019-01-11T11:19:01.587	→ № û :
	Selection - Fri May 03 2019 (imported)	
	Key indicators (imported)	
You are now able to Share your save selection either via a link or direct email. Once you have	Online Test Selection (imported)	
shared your selection the icon in the image will appear to inform you of this		

Recent Downloads

You recent downloads are located just under your saved selections on the datapage homepage. Here you can check your data source, update or simply remove downloads you no longer want to keep.

Description	Example	
	Recent downloads	
	Oxecon download - 18 June 2019 10:25:06	# 1
	Oxecon download - 30 May 2019 16:10:46	# 1 i
	Oxecon download - 7 June 2019 14:35:24	***
View source selection clicking on this icon	Oxecon download - 4 June 2019 12:28:18	•••
will take you to your original data table. You		
can also edit your download by clicking on the		
edit selections tab at the top of you screen.		

Save Selections and Settings

You can save selection criteria and settings for future use. This allows you to define a query once and then run it to view matching results whenever you wish in the future, and to see how the forecast data may have changed. This option is available whenever you have defined a valid selection, which must comprise at least one location or indicator.

Description Example Settings 4 Display Data > Selection settings Frequency Annual Data layout 2017 To save your current settings and selections click **Save** on the menu bar. Choose a databank of your choiceSet your selection criteria in the 'Edit Selections' page. Click on 'Display Data' Save Selection Download be the name of your selection here Consumption, government, real, LCU Consumption, private, real, LCU Algeria Algeria Current account of balance of payments in LCU share of GDI I evel values Click on the 'Save Selection' button Name your selectionClick on 'Save Selection'Note: The

View Results In a Table

Selection results are displayed on the Table Page. You will be automatically taken to the Table Page when you perform a search, open a saved selection, or define a selection on the Selection page. At any time, you can display the Table Page by clicking Table button on the menu bar within the Display Data area.



databases selected will not be saved in the file.

- 1. When the table is initially viewed, it will be sorted by the first column.
- 2. To swap the Location and Indicators columns, change the Group by... setting in the Settings slide-out menu (see below).
- 3. Click on any column heading to sort by that column.
- 4. Click on any column heading for a second time to reverse the sort order on that column.
- 5. The table is now separated into pages. Click 'Next page' or 'Previous page' to browse results.
- 6. Table settings can be adjusted using the Settings slide-out menu (see below).

Download Results

Click **Download** on the menu bar to open the **Download Data** slide-out menu:



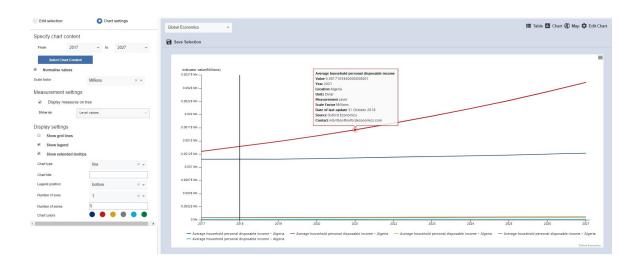
Description Example Save CSV Save Excel By default the slide-out menu allows you to download the currently selected data. You may edit the download's file name, and opt to save the data in one of the following formats:CSV (plain, comma-separated, text)XLSX (Microsoft Excel 2007/2010)Click Download to download the file to your computer's designated download folder.

View Results In Charts

Selection results can also be displayed in a Chart Page. To open this page, click Chart on the Display Data page:

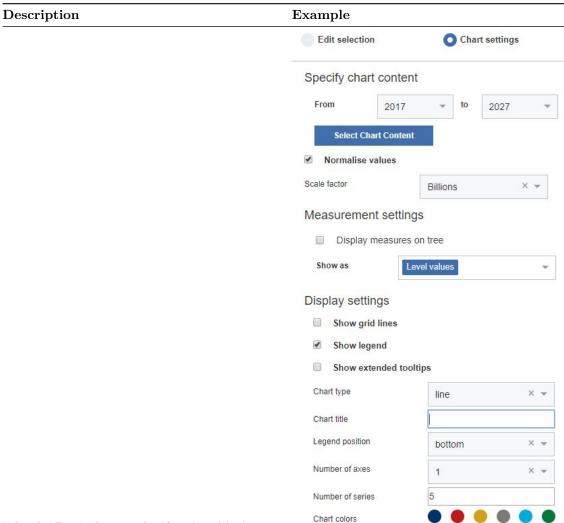


The results of your current search will now be rendered as a chart. Hover the cursor over a data point to see its detail:



Changing The Chart Setting

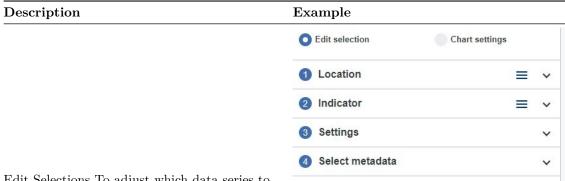
The chart settings panel will automatically open to the left hand side of your screen. There are many different functionalities that allow you to change elements of your chart:



Edit the **Period** using the 'from' and 'to' drop-down menus by selecting your preferred data period. To change the Frequency and Precision click on 'Edit Selection' and then click on 'Settings' Select Chart Content gives you the option to select series to show within the Chart Normalize Values allows you to select what type of scale factor you would like to apply. For example, Units, Millions, Billions and Trillions. Use the **Chart** type drop-down to choose a line, bar, area chart. Use the Legend position drop-down to move the legend either to the bottom, or to the top. Use the \mathbf{Legend} $\mathbf{Position}$ to move the table from top to bottom. Edit the Number of series as required. Number of axes you can select up to 2 axes to place on your chart Chart colours you have a selection of colours to choose from to tailor your chartDisplay settings allows you to choose if you want to display either grid lines and legendChanges will be made automatically as you continue to update details of your chart To close the slide-out menu:Click the Close button at the bottom of the chart settings panel

Description	Example

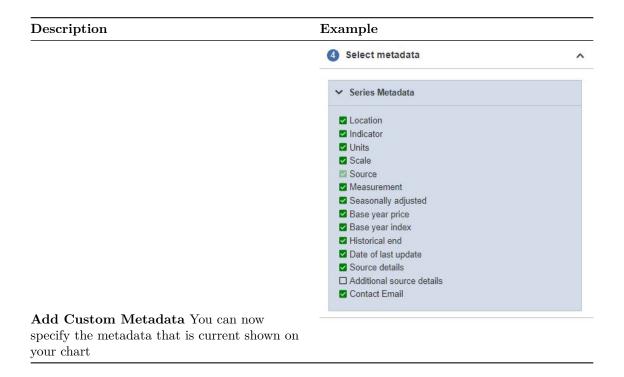
Changing The Chart Content



Edit Selections To adjust which data series to show in the Chart, click **Edit chart** at the top of the chart settings slide-out menu.

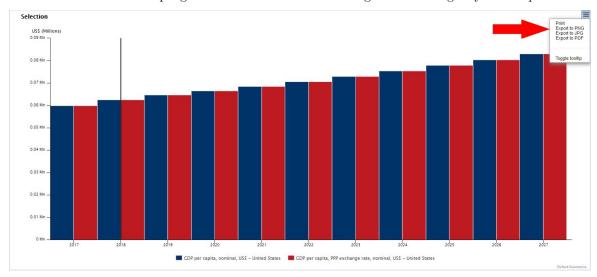
Description Example Edit selection Chart settings 1 Location 2 Indicator Settings Selection settings Frequency Annual From 2017 2027 Annual data start quarter Q1 Data layout Horizontal Order Results Table Sort Indicator Tree order Sort Location Tree order Display measures on tree Show as Precision settings Precision type Decimal places Precision 2 dp Global Transformations Currency ΧΨ Rebase X w Select metadata ✓ Series Metadata < CLOSE

The Edit Selection slide-out menu allows you to edit the locations, indicators, settings and metadata. Click on one of the options to open up the drop-down menu. Use the checkboxes to include or exclude data series from the chart. Click Clear to deselect all data series. Click All to select all data series. The changes you make will automatically update the chart To close the slide-out menu: Click the close located at the bottom right of the slide-out menu



Downloading and Printing a Chart

Click the button in the top right corner of the chart to manage downloading to your computer:



You will be offered the following choices:

- Print your chart
- Download a PNG (image)
- Download a JPEG (image)
- Download a PDF (document)

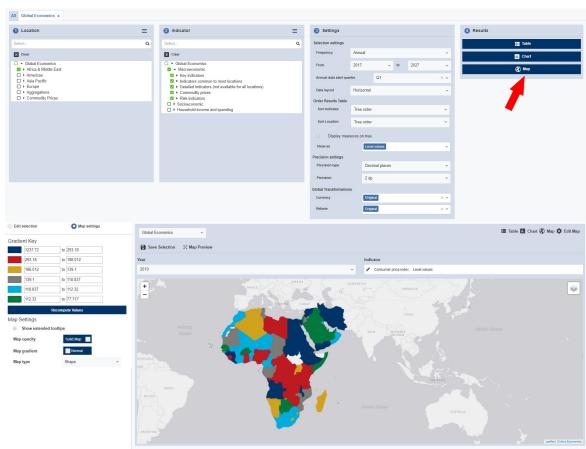
• Download a SVG file (image)

The download file will be given a default name and saved in your computer's designated download folder.

View Results In Maps

To view your chosen selection within a map, simply choose your locations and indicators in the edit selections page. Once you are ready click on "Map" You will now be taken to your map with a focus on the countries and indicators you have made.

data on a global map, click Map on the menu bar.



The map can be adjusted using your mouse to move around the map, or zoom in and out:

Using the mouse

Zoom in or out Rotate the slider wheel on your mouse

Move the map Position the mouse over the map so the pointer changes to a hand. Drag in any direction by holding down the left mouse button and moving the mouse.

Using Controls

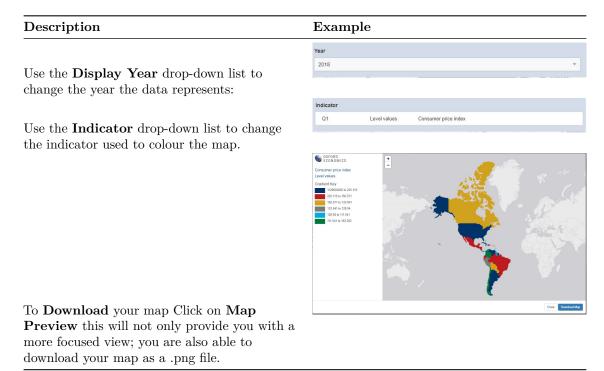
Use the slider bar towards the top left of the map.

Click on the arrows within the circular button at the top left of the map.

Using the mouse	Using Controls
Hover over a country Hover over a coloured	Click on a country of your choice in colour and
location and the details will appear on the map	the Gradient details will change accordingly

Adjust How The Data Is Displayed On The Map

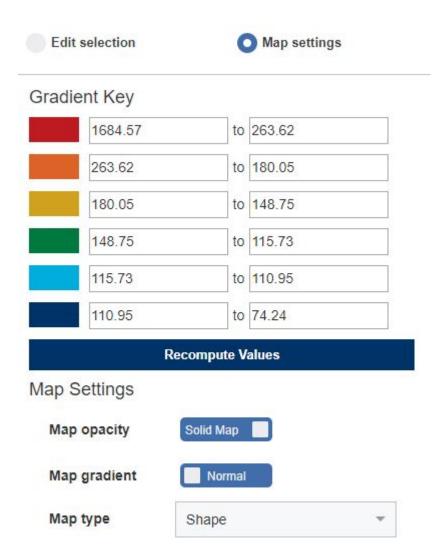
Use the drop-down menu items on the top border of the map to select a specific datapoint to compare.



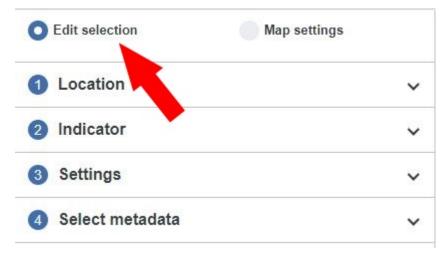
Changing The Map Settings

Gradient Slide-out Menu

To alter the colours and groups used to represent values on the map us the Gradient Key menu located on the left hand side of your screen.



If you wish to edit the data displayed in the map, click **Edit Selection** at the top of the menu bar.



Map Settings Explained

Description Example Gradient Key 72334.9 to 11546.6 11546.6 to 6198.37 6198.37 to 3122.99 3122.99 to 1613.89 1613.89 to 644.04 644.04 to 46.69 **Recompute Values** Click **Recompute Values** to return the settings shown in the slide-out menu to their default. Selection settings Frequency Annual Annual Data layout Quarterly From Annual & Quarterly First quarter of Fiscal Y Measurement s Display measures on tree Show as Level values To edit what data is displayed on the map, such as the indicators and locations. Click on 'Edit selection' at the top of the gradient key menu. You can adjust the date range and indicator on the main map display area. Note: many data series are not published quarterly and so will not appear in the results. For more complete selections, opt to display both quarterly and annual data. Map gradient Reverse Click Map gradient to update the gradient to either 'Normal' or 'Reverse' Map opacity Solid Map Update the Map opacity to change the

Change the Map Type to either display as shape or bubble You can Change size of bubbles by adjusting the Scale factor. You are also able to edit the secondary indicator and Secondary year

The changes you make within the Map settings menu will automatically be updated as you continue to edit.

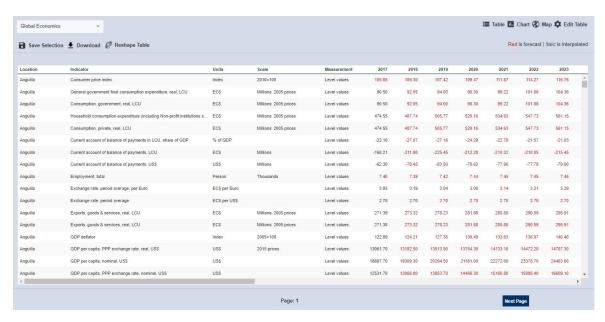
View Results In A Table

Selection results are displayed on the Table Page. You will be automatically taken to the Table Page when you perform a search, or open a saved selection, or define a selection on the Selection page and click Display Data.

Note: this button is only enabled when a valid selection exists (i.e. you have selected at least one Location or Indicator).



The results table



When the table is initially viewed, it will be sorted by the first column.-

How to reshape your table

Once you have selected the data you would like to view in your table. You now have the possibility to manipulate your results by reshaping your data directly on in the databank. When you click on **Table Reshaper** you will be shown dimensions. Dimensions are your categories of data you can move. For example, location, indicator and scenario. Each databank will have different dimensions depending which databank you are working on at the time.

You can easily move your dimensions by dragging and dropping the measurement and indicator into your column. This will reshape your data how you have specified in the table.



You will now be able to easily edit how the data is displayed in your table by dragging and dropping the columns and row titles.



Table Settings Menu

To edit your data selection, you can use the 'Edit Table' tab located on the left hand side of your screen.



to specify the fiscal year for a specific quarter

within your annual data.

The Settings slide-out menu can be closed at any time by clicking the 'Edit Table' button again. The contents of the Settings slide-out menu are identical to those shown on the Edit Selections Page and operate in exactly the same way.

Description Example Annual data start quarter Q1 The **Selection Settings** affect how the data is displayed in the results table. Change the range of years for which data is required. Change the frequency of data points (Annual, Quarterly, or Both) Note: many data series are not published quarterly so annual will need to be selected for these countries. Edit the data layout to either be displayed Horizontally or Vertically. The Annual data start quarter allows you to specify the fiscal year for a specific quarter within your annual data. Annual data start quarter Q1 The Annual data start quarter allows you

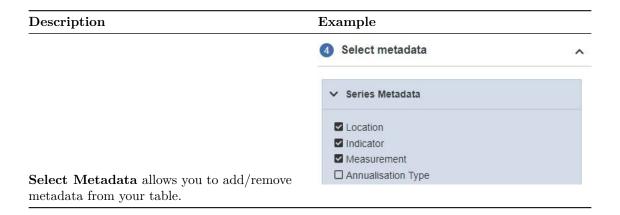
The Measurement, Sort and Display Settings affect how the data is shown in the results table. Choose a Data Format such as Level or % Change Year-on Year. The options presented will match the setting for Frequency in the upper slide-out menu. Choose a number of decimal places from the Precision type drop-down menu. For quarterly data, opt to display quarters vertically within each year column, or horizontally as a time series. Choose whether to group results by location or indicator. Choose whether to show group headings. Choose whether to show results in forward or reverse order.

Order Results Table Settings Allows you to control what order your data will be displayed. For example, you can choose either "Tree Order" or "Alphabetically"

The Global Transformation Settings define how you would like the selection branches in the Locations and Indicators columns to behave: Check the tick-boxes to automatically expand sub branches when they are selected. Uncheck the tick-boxes to manually expand each branch



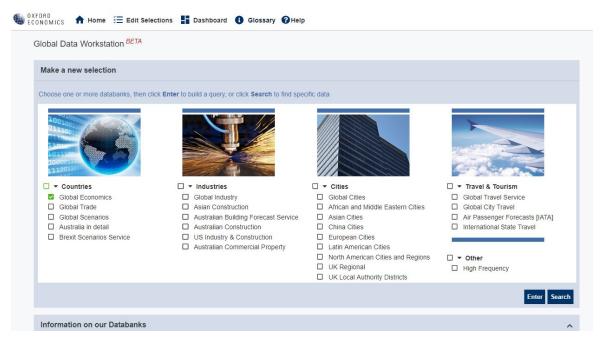




View Results In Dashboard



To view data on dashboard, click $\bf View$ dashboards on the homepage



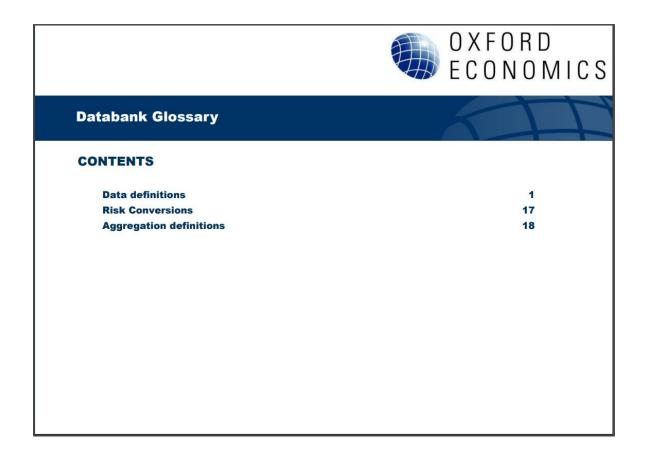
Dashboards - Dashboard allows the user to select the type of dashboard from the drop-down list. There are 5 different dashboards and each show different sets of indicators.



Definitions

You can check indicator definitions by clicking on **Glossary** from the top menu bar on your screen. Next, click on **World Macro Databank**. This will download a document containing the indicator codes names and definitions. You can also check which Countries are included in certain regions/headings.





Global Data Workstation Help

For more information and guidance, please click on **Help** located on your top menu bar. Here, you can find a further information about the databank and details on who to contact should you require assistance.

