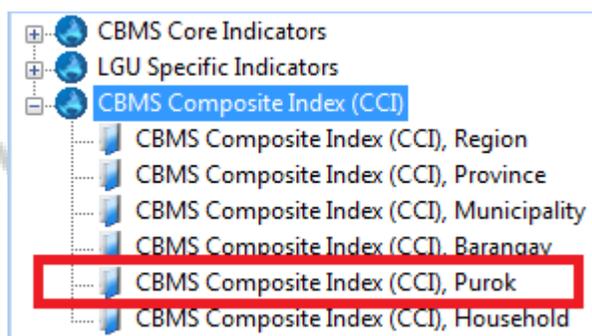


Instructions for Mapping Purok & Household Unmet Needs

Here are the basic steps for mapping Purok and Household Unmet Needs:

1. Display the **CBMS Composite Index** at the *Purok Level*. Expand the (+) button adjacent the CBMS Composite Index (CCI). Then, double click on CBMS Composite Index (CCI), Purok.

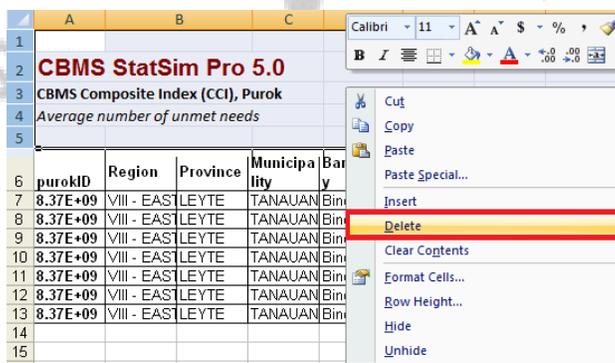


2. An output similar to the one shown below will now be displayed.

CBMS StatSim Pro 5.0
CBMS Composite Index (CCI), Purok
Average number of unmet needs

purokID	Region	Province	Municipality	Barangay	PurokName	purok_SCI
08374800901	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	1.5000
08374800904	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 4	2.1818
08374800905	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 5	2.3333
08374800906	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 6	2.8571
08374800907	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 7	2.8889
08374800902	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 2	3.0000
08374800903	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 3	3.1538

3. Right click, Select All, Copy and then Paste this to Sheet 1 of an Excel file.
4. Delete the rows in between the alphabet headers of excel and the variable names as shown below.



5. Go back to your StatSim and this time, display the **CBMS Composite Index** at the *Household Level*.

6. An output similar to the one shown below will now be displayed.

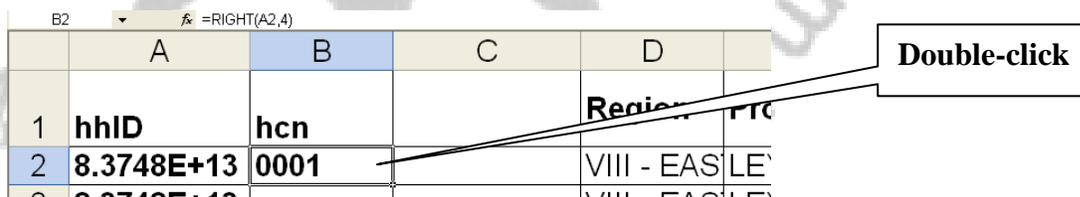
CBMS StatSim Pro 5.0

CBMS Composite Index (CCI), Household

Average number of unmet needs

hhID	Region	Province	Municipality	Barangay	PurokName	hhHead	hh_SCI
083748009010001	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	CAROLA, RICARDO	1
083748009010004	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	CULIBAR, GEORGE	1
083748009010006	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	CASILAN, MILAGROS	1
083748009010007	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	CASILAN, RAUL	1
083748009010008	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	NATIIVDAD, OSCAR	1
083748009010009	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	BOCO, BENJAMIN	1
083748009010010	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 1, Binolo	GARA, DIOLITA	1
083748009020011	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 2	YANUARIO, REDEN	1
083748009020013	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 2	VALLE, BIENVENIDO JR.	1
083748009030023	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 3	RABINA, BENJAMIN	1
083748009030026	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 3	BADION, FROILAN	1
083748009030027	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 3	RABINA, Sulpicio SR.	1
083748009030031	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 3	CABELLIOS, WILFREDO	1
083748009040034	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 4	ESPINA, ROMY	1
083748009040036	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 4	PEREZ, JIMETERIO	1
083748009040041	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 4	PEREZ, GLINLY	1
083748009050047	VIII - EASTERN VISAYAS	LEYTE	TANAUAN	Binolo	Zone 5	MACEDA, DOMINGO	1

7. Right click, **Select All**, **Copy** and then **Paste** this to Sheet 2 of your Excel file.
8. Delete the rows in between the alphabet headers of excel and the variable names as shown in Step 4 above.
9. These steps will just establish the household IDs for NRDB
 - a. Insert two columns to the right of the hhID variable.
 - b. Name the first column as **hcn**.
 - c. Type the following formula on B2 (column B, row 2): = RIGHT([column of hhID],4), e.g. =RIGHT(A2,4).
 - d. Copy this formula to the next cells by pointing the cursor to the bottom right-most corner of B2 and then double click.



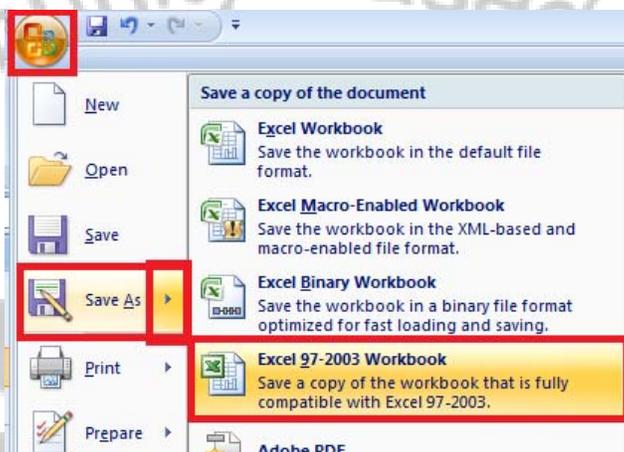
	A	B	C	D
1	hhID	hcn		Region
2	8.3748E+13	0001		VIII - EASTERN VISAYAS

- e. Name the second column as **hcn_NRDB**
- f. Type the following formula: =TEXT(VALUE([column of hhID]),"0"), e.g., =TEXT(VALUE(B2),"0")
- g. Copy this formula to the next cells by pointing the cursor to the bottom right-most corner of C2 and then double click.

	A	B	C	D
1	hhID	hcn	hcn_NRDB	Region
2	8.3748E+13	0001	1	VIII - EAS
3	8.3748E+13	0004		VIII - EAS

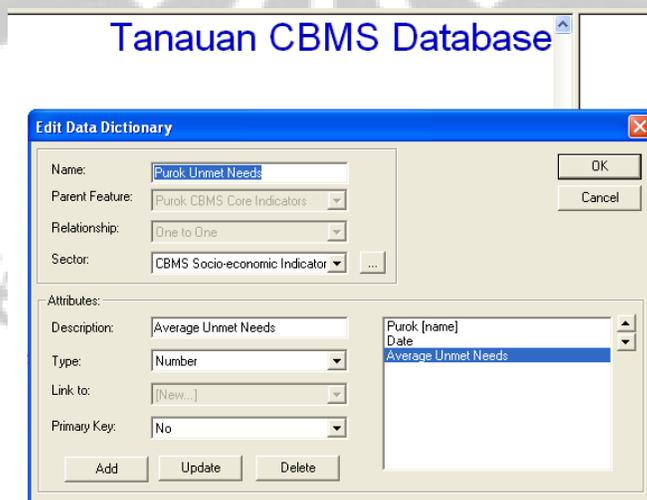
Double-click

10. **Save the file** (e.g., BinoloUnmetNeeds.xls). If you are using Microsoft Excel 2007, Save the file as Excel 97-2003 Workbook.

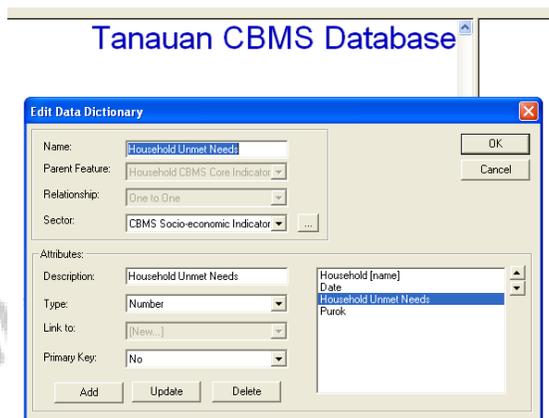


11. Next, go to **NRDB**, click on **Data Dictionary** and add the following features:

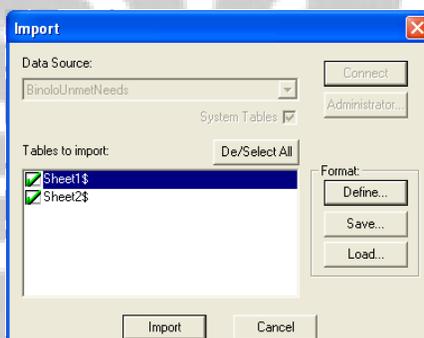
a. **Purok Unmet Needs**



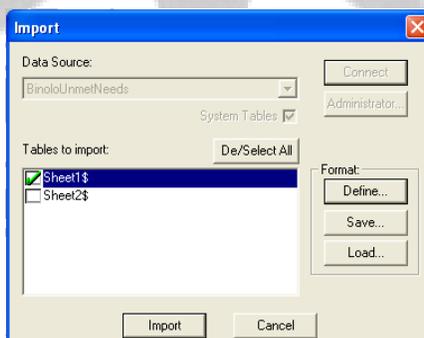
b. Household Unmet Needs



12. Once this is done, you are now ready to import the excel file which you have created earlier.
13. Click **File, Import, File** and then look for the Excel file which you have saved earlier. The following will now be displayed.



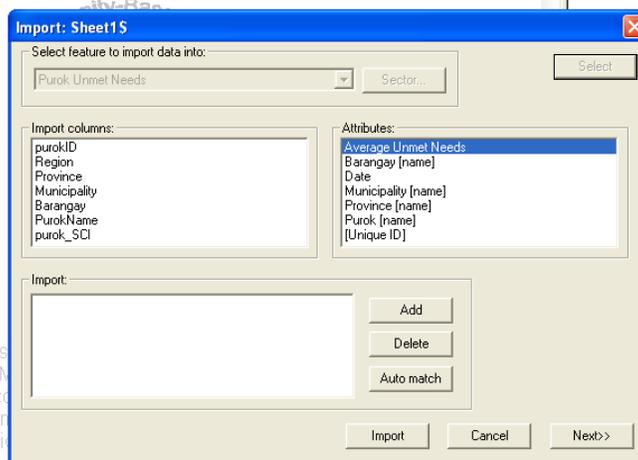
14. We will first import Sheet 1 of the Excel file containing the **Purok Unmeet Needs**. To do this, uncheck the box adjacent to Sheet 2 and highlight Sheet 1 as shown below.



15. Select **Define**. The following window will now be displayed.



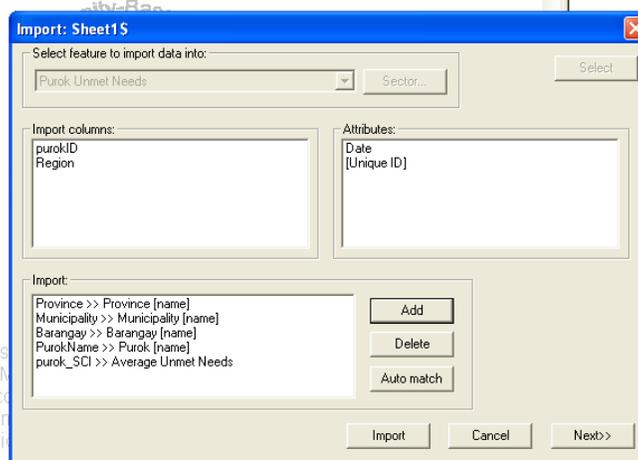
16. Click on the drop-down menu and select **Purok Unmet Needs**. Click **Select**. The following will now be displayed.



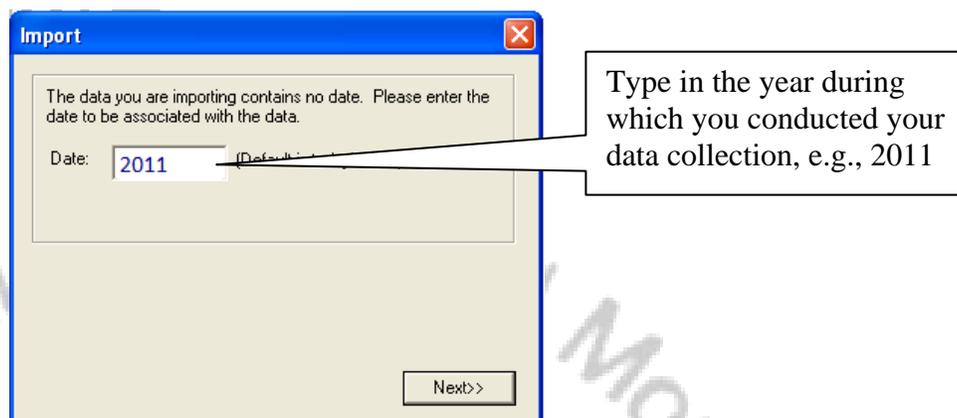
17. Match the following names under **Import Columns** with the names under **Attributes**.

Click on Add each time the following are matched:

- Province with Province (name). Click **Add**.
- Municipality with Municipality (name). Click **Add**.
- Barangay with Barangay (name). Click **Add**.
- PurokName with Purok (name). Click **Add**.
- purok_CCI with Average Unmet Needs. Click **Add**.



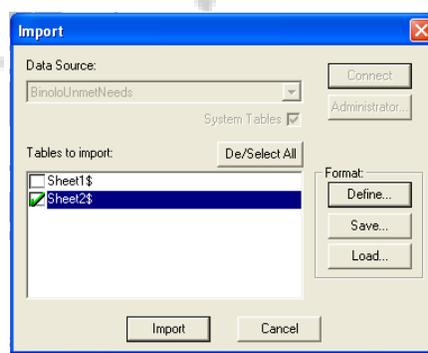
18. Click **Import**. The following box will be displayed. Just type in the year during which you conducted your data collection.



19. Click **Next**. The following dialog box will tell you that you have successfully imported your Purok Unmet Needs. Note that the number of records imported should be equal to the number of puroks in the barangay. Click **Save**.



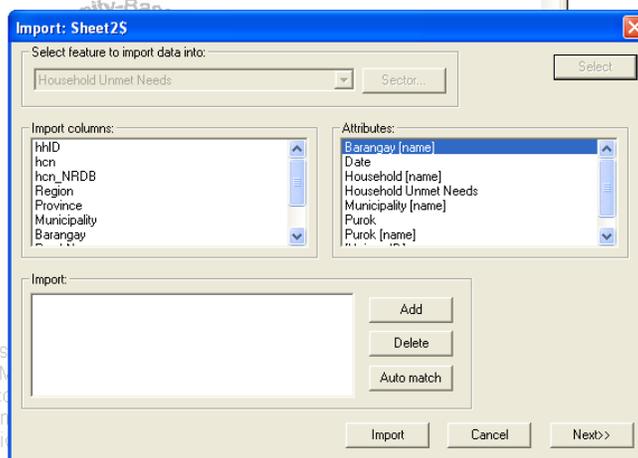
20. We will now import Sheet 2 of the Excel file containing the **Household Unmet Needs**. To do this, uncheck the box adjacent to Sheet 1 and highlight Sheet 2 as shown below.



21. Select **Define**. The following window will now be displayed.



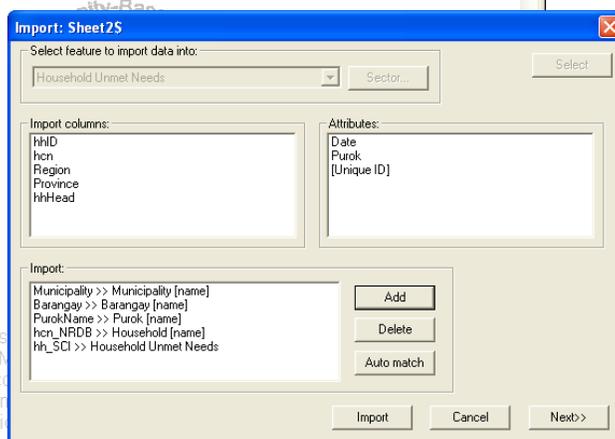
22. Click on the drop-down menu and select **Household Unmet Needs**. Click **Select**. The following will now be displayed.



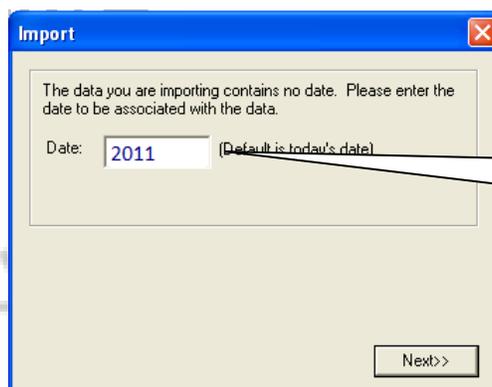
23. Match the following names under **Import Columns** with the names under **Attributes**.

Click on Add each time the following are matched:

- Municipality with Municipality (name). Click **Add**.
- Barangay with Barangay (name). Click **Add**.
- PurokName with Purok (name). Click **Add**.
- hcn_NRDB with Household (name). Click **Add**.
- hh_SCI with Household Unmet Needs. Click **Add**.



24. Click **Import**. The following box will be displayed. Just type in the year during which you conducted your data collection.



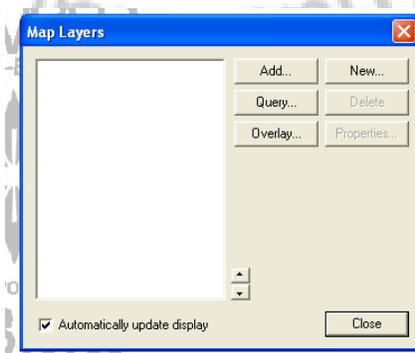
Type in the year during which you conducted your data collection, e.g., 2011

25. Click **Next**. The following dialog box will tell you that you have successfully imported your Household Unmet Needs. Note that the number of records imported should be equal to the number of Households in the barangay. Click **Save**.

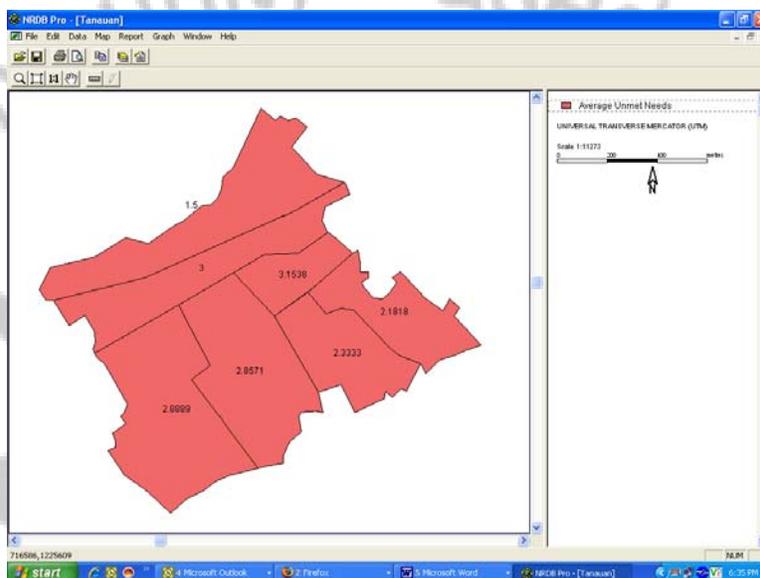


Congratulations! You are now ready to display the maps of the following: (1) Purok Unmet Needs and (2) Household Unmet Needs.

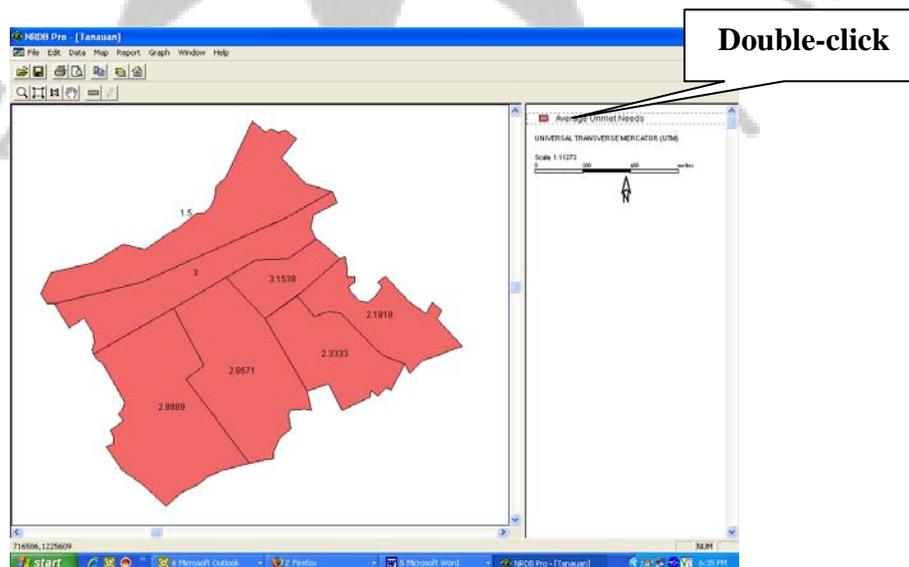
1. Click on **Map**, select **Map Layers**. The following box will be displayed.



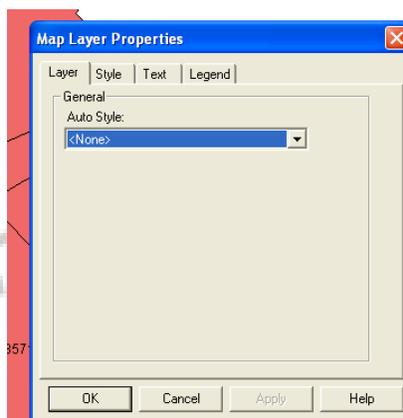
2. Click **Add**.
 - Click on the drop-down menu under *Feature* and select **Purok Unmet Needs**.
 - Under *Name*, select only the **Puroks** of the barangay that you are currently processing.
 - Under *Display*, select **Purok boundaries (polyline/polygons)**.
 - Under *Label*, select **Average Unmet Needs**.
3. Click **OK**. The following map will now be displayed.



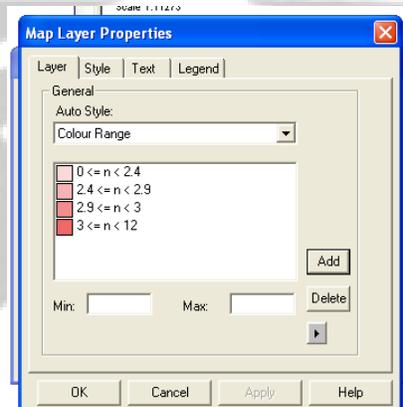
4. To show which Puroks are performing better or worse than the others, we always use the following color scheme: *shades of blue*. That is, the darker the shade of blue, the better the situation of the Purok vis-à-vis the indicator. To do this, double click on the **Average Unmet Needs** in the Map Layer View as shown below.



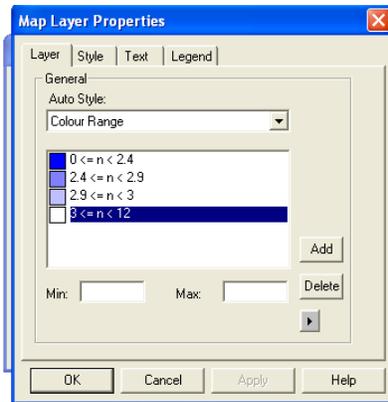
The properties of the map layer will now be displayed



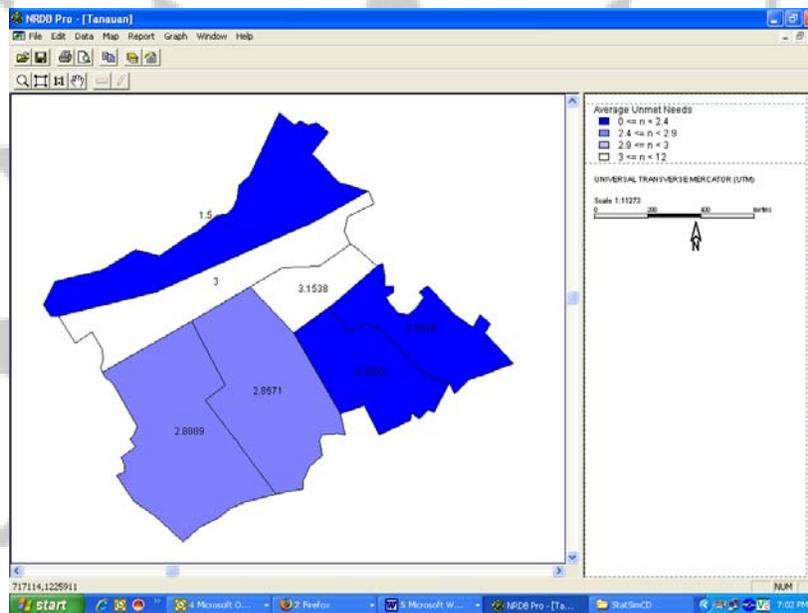
5. Select the **Layer** tab, click on the drop-down menu and select **Colour Range**. You can now set your colour ranges. (*Note: the following ranges may only apply in the case of Brgy. Abulalas, Hagonoy, Bulacan.*)
 - **1st Range** - Minimum: 0 / Maximum: 2.4
 - **2nd Range** - Minimum: 2.4 / Maximum: 2.9
 - **3rd Range** - Minimum: 2.9 / Maximum: 3
 - **4th Range** - Minimum: 3 / Maximum: 14



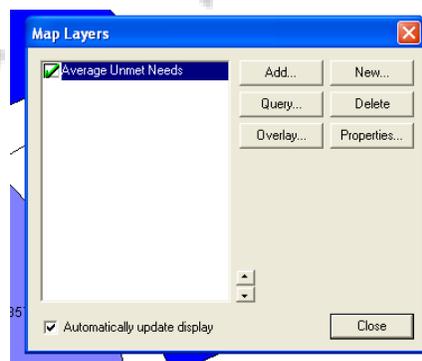
6. Next, double-click on each of the boxes adjacent to the ranges to apply our color scheme.
 - **1st Range** - Hue: 160 / Saturation: 240 / Lumens: 120
 - **2nd Range** - Hue: 160 / Saturation: 240 / Lumens: 180
 - **3rd Range** - Hue: 160 / Saturation: 240 / Lumens: 210
 - **4th Range** - Hue: 160 / Saturation: 240 / Lumens: 240



Click **OK**. The following map with our desired color scheme will now be displayed.

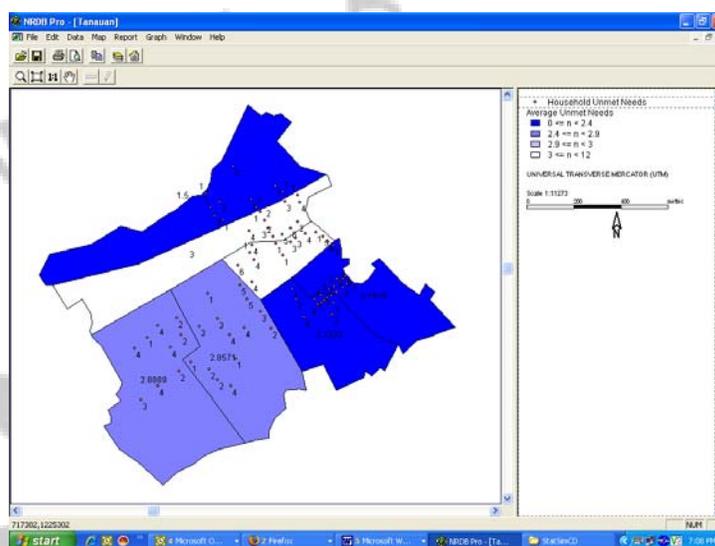


7. We are now ready to display another layer showing **Household Unmet Needs**. Click on **Map**, select **Map Layers**. The following box will be displayed.

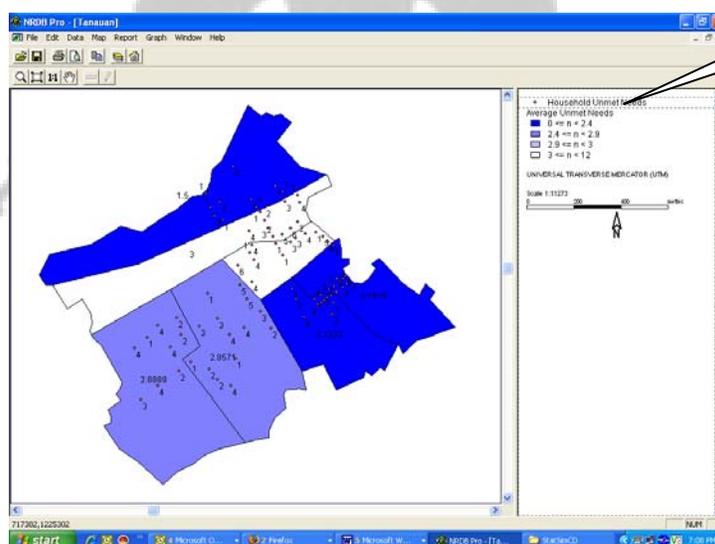


8. Click **Add**.

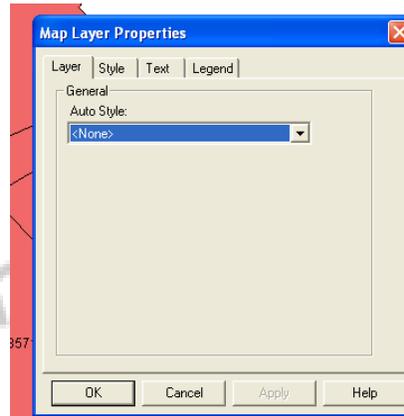
- Click on the drop-down menu under *Feature* and select **Household Unmet Needs**.
 - Under *Name*, select only the **Household IDs** in the barangay that you are currently processing.
 - Under *Display*, select **Household Location (coordinates)**.
 - Under *Label*, select **Household Unmet Needs**.
9. Click **OK**. The following map will now be displayed.



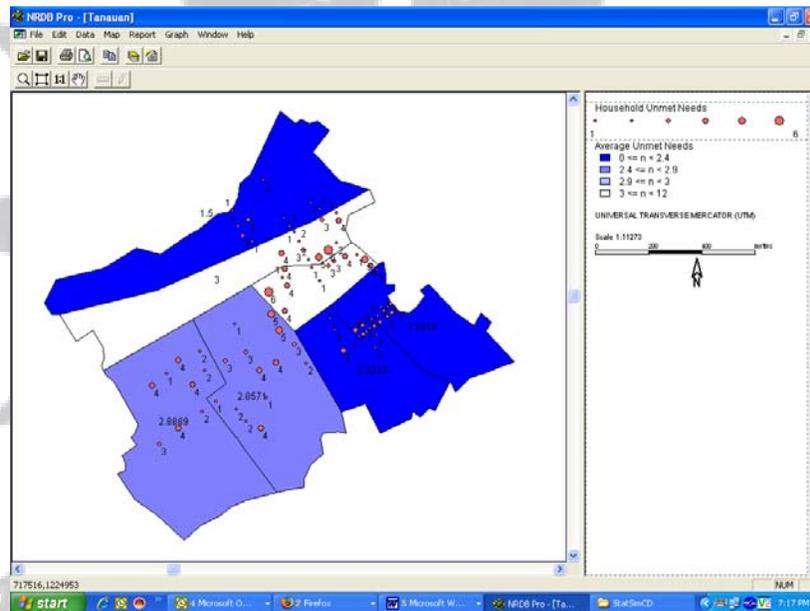
10. To show which households are performing better or worse than the others in terms of number of unmet needs, we can depict this by resizing the household dots. That is, the bigger the size of the household dot, the larger the number of its unmet needs. To do this, double click on the **Household Unmet Needs** in the Map Layer View as shown below.



The properties of the map layer will now be displayed



11. Select the **Layer** tab, click on the drop-down menu and select **Auto Size**. Click **OK**. The following map will now be displayed.



12. **Save your map layer.** You can also copy your map to a powerpoint slide for presentation purposes similar to the one displayed below.

