

# Final SESTAT Data Tool Webinar Script

## Introductory Slide

No text.

## Slide 1

Welcome to the Scientists and Engineers Statistical Data System, also known as “SESTAT.” This presentation focuses on the new SESTAT Data Tool interface, including:

- 1) Instructions for logging on,
- 2) The built in Help features,
- 3) Table generation, and
- 4) The public use data.

## Slide 2

We will begin by clicking on the “Launch SESTAT Data Tool” button.

## Slide 3

This is the initial screen you will see when using the SESTAT data tool. In this presentation we will show you how to generate a customized table using all the features of the data tool.

Let’s begin by logging into the SESTAT data tool. You are automatically logged in as a guest, but you also have the option to login as a registered data user.

## Slide 4

Why register? When you login to the SESTAT Data Tool using your email address, you have access to the following additional advance features:

You will be able to email a table you have generated to your registered email address,

You will be able to save a table query for use in later sessions,

You can choose a subset of SESTAT variables to create your own personal data set, and finally

You can create your own variable recodes.

## Slide 5

Now that we have logged in as a registered user, let’s review the built-in “Help” features of the Data Tool by clicking on the “Help” button.

## Slide 6

There are a series of interactive recordings available to users to assist them with the basic functions of the Data Tool.

## Slide 7

For example, clicking on the “Generating a Table” link will launch a brief overview beginning with this screen.

Users are invited to further explore these help features on their own.

## Slide 8

Returning to the Data Tool homepage, let’s begin our demonstration of how to create a table.

## Slide 9

The first step in generating a table is to select a survey.

For this example we’ve selected the 2003 National Survey of Recent College Graduates, which is highlighted in blue.

In the database description window, you will find summary information about this survey.

Click on the “Next” button to continue.

## Slide 10

The next step is to identify the variables for our table.

Variables can be selected by scrolling down the variable list window and highlighting the desired variable.

A short description of the highlighted variable appears below the variable list window.

## Slide 11

For example, let’s say we want to look at scientists and engineers by major occupation group.

Select the variable B\_JOB\_OCC\_GRP\_MAJOR\_NEW, and move it into the Column box by clicking on the right arrow button.

## Slide 12

The variable now appears under the “Column” heading.

Additional variables can be added to create more complex tabulations by repeating the previous steps.

Click on the “Next” button to continue.

### Slide 13

The third step is to specify the target population for our table.

The target population can be defined using one or more conditions.

For example, since we are only looking at scientists and engineers by their occupation, we will limit the target population to those who are employed.

### Slide 14

Open the “Selected Variables” pull-down list and highlight the “A\_JOB\_STATUS\_LABOR\_FORCE\_STAT” variable.

### Slide 15

After choosing a variable, use the operator drop-down menu to select the operator for the target population condition.

### Slide 16

...and select the value of the target population.

### Slide 17

Once all of the selections have been made click on the down arrow button to add the selections to the “Selected Conditions” list.

Additional target population conditions can be added by repeating the previous steps.

Click on the “Next” button to save your conditions and refresh the screen.

### Slide 18

The fourth step is to define the data type for the table.

The default data type is to show the number of people in the table. [PN: small arrow]  
Other options include showing the median annual salary in the table, showing the number of people and their median annual salaries, or other metrics from the surveys. [PN large arrow]

For our example we will be using the default setting.

Click on the “Next” button to go to the final table generation screen.

#### Slide 19

The last step in the table generation process is to review all the options that you have selected.

If you would like to make changes to any of your selections, go back to the appropriate step using the toolbar at the top of this page, and then return to this screen. [

#### Slide 20

The table generation screen can also be used to define the format of your table.

The “Choose Percent” option can be used to add row or column percentages to your table.

#### Slide 21

By default, the table will always show the weighted data.

If you would prefer to see the unweighted data, then turn off this check-box.

#### Slide 22

When you generate a table it will appear in your browser window as an HTML document.

If you would prefer, you can also click on the “Excel,” “Word,” or “Text” options as additional output formats for your table.

#### Slide 23

If you are a registered data user you can also have the table emailed to your registered email address.

Once you have completed your selections, click on the “Submit Table Request” button to generate your table.

#### Slide 24

This is the standard table output which will appear in a separate window in your browser.

There is also a link to print this table in printer-friendly 8.5 x 11 format.

At the bottom of the page, you will see a summary of the database query for future reference.

## Slide 25

Let's return to the Data Tool Homepage and conclude this demonstration by reviewing the public use data download procedures.

In some cases you may want to do more complex analyses than cross-tabulations with the data tool. For that purpose, NSF has created public use SESTAT microdata files.

To download the public use data, click on the "Download Data" button at the top right corner of this page.

## Slide 26

Select the public use file that you wish to use, enter your email address, click on the "Submit Request" button, and finally click the download button.

When you download the survey data, you will receive the microdata files and all the documentation you need to use those files. The files are provided in SAS, SAS Transport, and ASCII Formats.

## Slide 27

This concludes our tutorial on the SESTAT Data Tool's new interface.

For more information about this and other SESTAT tools please contact the Division of Science Resources Statistics at the National Science Foundation.

Thank you.

**End of Script**