



MANUAL FOR USING THE STATISTICS PORTAL OF THE CENTRAL BANK OF BH

The Central Bank of Bosnia and Herzegovina
Sarajevo, 2020

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1 Access to statistics portal

The dynamic part of the statistics portal of the Central Bank of Bosnia and Herzegovina is accessed through the so-called Bridge page which is located on the web site of the Central Bank of Bosnia and Herzegovina (www.cbbh.ba) under the link „Data access – Statistics web-portal (Panorama Necto)“ which can be located under the link „Statistics“:

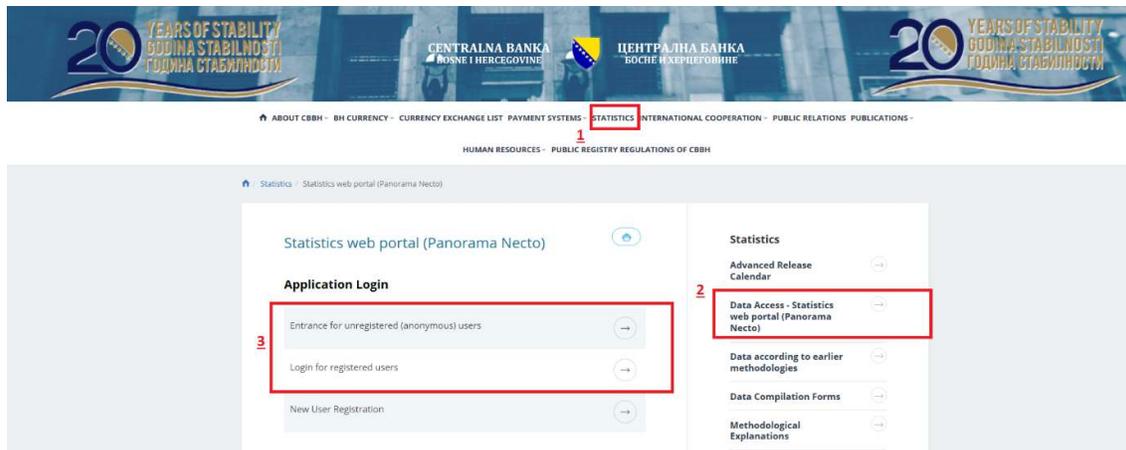


Image 1

The statistics portal will be displayed in the language which you have selected for searching the web portal of the Central Bank of BH. The portal can be opened in Bosnian, Serb (in Cyrillic alphabet), Croatian and English.

Before the use, we would ask you to check the basic preconditions which are necessary for the use of this web application, those being having a computer with the minimum processing power above 2.2 GHz, 2 GB RAM with installed Windows 7, Windows 8 or Windows 10 (with all the latest updates). Panorama Necto can be opened in the following web browsers: Microsoft® Internet Explorer (latest version), Google Chrome (latest version), FireFox (latest version) and Apple Safari (latest version).

1. Registration in the application can be done in two ways:

- As an anonymous (unregistered) user
- As a registered user

Anonymous user enters the application directly. The registered user will be asked to enter its user name and password.

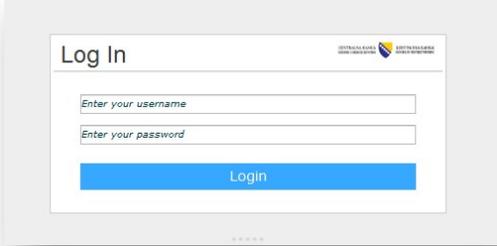


Image 2

If you wish to be a registered user, select the option New User Registration on the Bridge page. The page for the new user registration will open, where you need to fill in the basic required details (the following image):

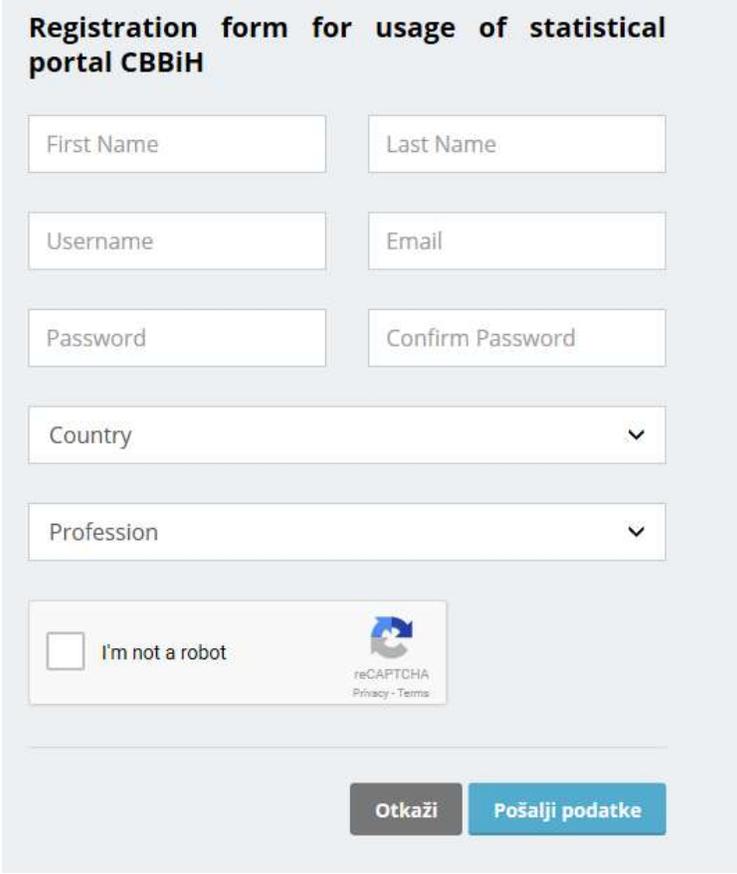
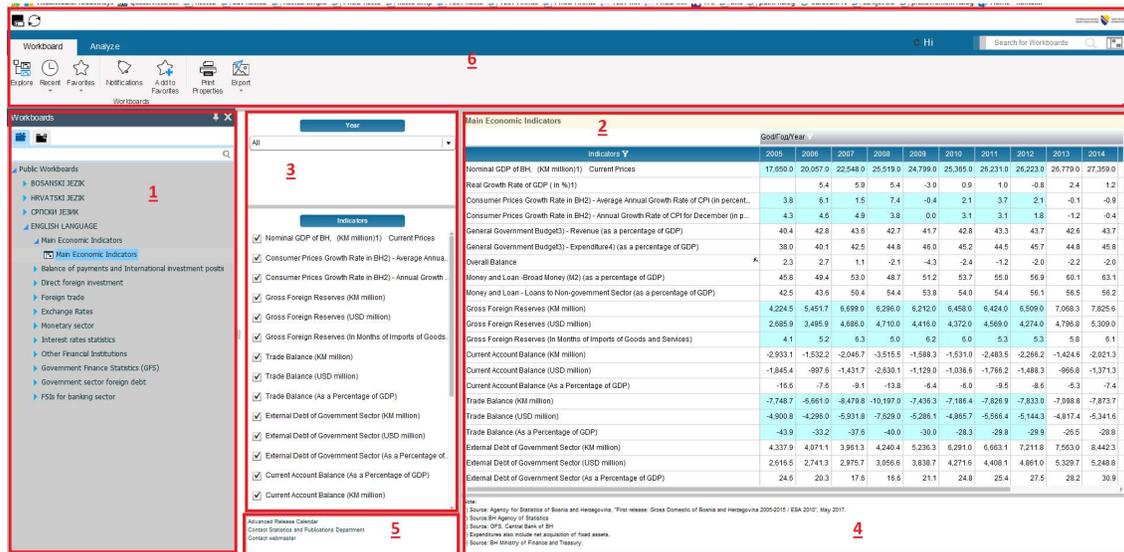


Image 3

The difference between the registered and unregistered (anonymous) user is that the registered user has a possibility to save in his/her private directory the modified workboards the appearance of which has been adjusted to his/her needs.

2 User interface of statistics portal

Once you have accessed the dynamic part of the statistics web portal of the Central Bank of BH, the initial workboard will open, in the language in which you have been reading the web site of the CBBH:



The screenshot shows the 'Main Economic Indicators' workboard. The table displays data from 2006 to 2014 for various indicators such as Nominal GDP, Consumer Prices, and Government Budget. The interface includes a search bar at the top right, a sidebar on the left for navigation, and a table with columns for 'Indicators' and 'Godina/year'.

Image 4

The workboard includes the following components:

2.1 List of workboards/reports

On the left side (marked with 1 in image 4), there is a list of all the workboards/reports divided into directories by:

- Languages
- Statistics areas

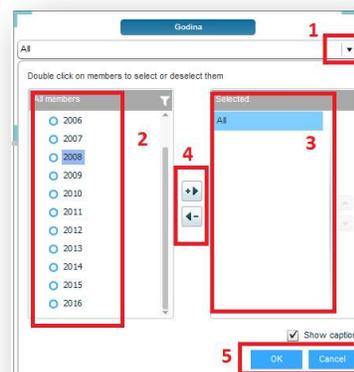
2.2 Area for data display

In this area (marked with 2 in image 4), the data related to the selected workboard are displayed.

2.3 Area for displaying filters

In this area (marked with 3 in image 4), there are filters which can be used for filtering the workboard data displayed in the part under 2 in the previous image. There are several kinds of filters those being drop down lists and „check box“.

- The drop down list filter is used in the following way:
 - a. To open the list select 1)
 - b. In the part marked with 2, there is a list of all the available filter items. The part marked with 3 is a list of the selected



The filter dialog box is titled 'Godina' and contains a list of years from 2006 to 2016. A dropdown menu is open, showing the selected year 'All'. The dialog has 'OK' and 'Cancel' buttons at the bottom.

members which we want to show. We can move members from one list to the other in two ways:

- By double click on each desired item
- By selecting the desired item (by clicking once) and moving it by a cursor marked with number 4

c. When you finish, select OK or give up by selecting *Cancel* marked on the image with 5).

IMPORTANT: The initial setup is frequently All (All the members are shown). Regardless of the number of the selected members in part 3), if All is there as well, all the members will be shown in the table. Therefore, do not forget, when selecting the members you wish to show, to exclude the member All from menu 3). The procedure is identical to that described above.

- The „check box“ filter is used in the following way:

The desired filter items are shown or not by clicking the box in front of their names, depending on whether they have been selected or not.



2.4 Text box with notes

This area (marked with 4 in image 4) includes the notes related to the relevant table. Text box can be increased by a click on the marked icon, see the image below:

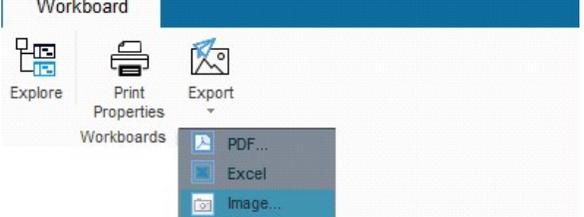
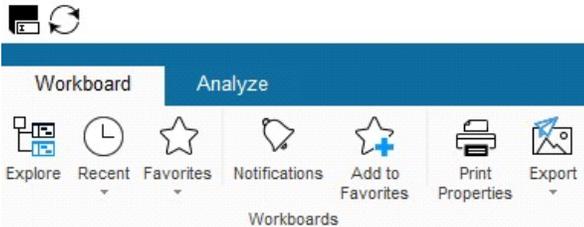
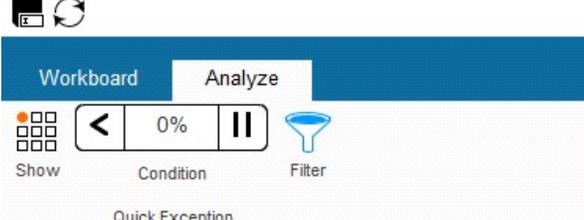


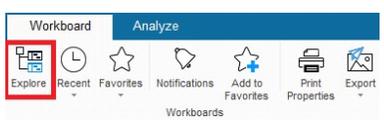
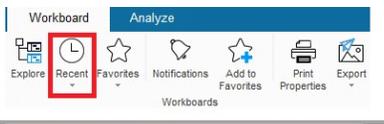
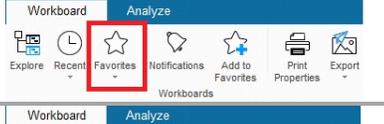
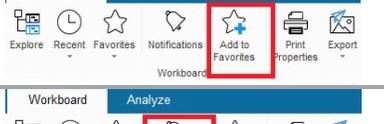
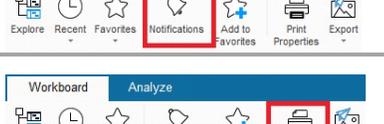
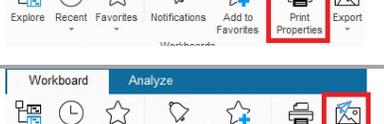
2.5 Text box with links

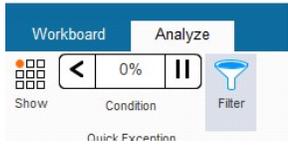
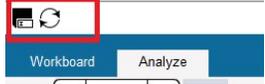
Box with useful elements (marked with 5 in image 4) includes a link to the useful relevant documents and links:

- Contact mail address of webmaster (application administrator) in case of technical difficulties
- Contact mail address of the statistics department, in case explanations are needed.
- Link to the calendar of publications on the previous site– it will open in a new window
- Link to the appropriate methodological notes.

2.6 Main menu

Unregistered users	
Registered users	
	

2.6.1		By this button, we show/remove the part where the list of workboards is shown (part 1) in image 4), in this way, the space for showing the workboard can be increased
2.6.2		Here, the list of 15 most recently opened workboards of the registered user appears
2.6.3		Here, the list of the workboards added to favourites for the registered user is shown
2.6.4		By this button, the registered user adds/removes the workboard currently used to/from the favourites
2.6.5		By this button, you add e-mail notices related to amendments or supplements of data
2.6.6		By this button, you perform adjustment and printing in PDF format with possible adding of wording in Footer and Header and setting the page size (Letter, Legal, A4, A5) and orientation (Portrait, Landscape)
2.6.7		Export of the workboard data into the desired format (PDF, Excel, Image and Email)

2.6.8		A part of the menu related to data analysis – this function makes possible a simple and quick insight into the entire data in the table, by comparing the increase or decrease of the values in the table compared to the set parameters
2.6.9		Buttons „Save As“ and „Reload“, used to save the workboard in the private folder, i.e. to update (refresh) data
2.6.10		The part used for the change of data and passwords of registered users

2.6.1 Displaying and removing the list of workboards/ reports

This button is used for displaying and removing the section with the list of all the workboards /reports

divided by languages and areas of statistics. All that needs to be done is to click the button  Explore in order to show/remove the section.

2.6.2 Recently opened workboards /reports

This function is used to show the 15 most recent workboards / reports accessed by the registered user. By

clicking the button  Recent the list with the names of the recently accessed workboards is opened. By clicking any report from the list, it is automatically opened.

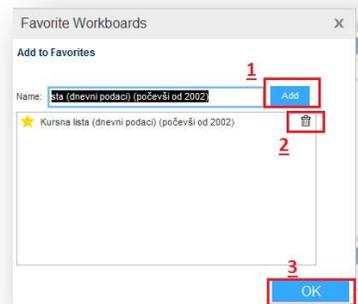
2.6.3 Favourites

This function in the menu is used to show the list of the workboards marked by the registered user as

favourites. By clicking the button  Favourites the list is opened where any report from the list is automatically opened after being clicked.

2.6.4 Adding the workboard to the list of favourites

This function is used to add and delete the workboards in the favourites list. This is done in the following way. By clicking the button  Add to Favourites a window is opened by which the workboard which is opened is added in the list of favourites. By clicking the button „Add“ marked with 1 in the following image the workboard is added into the list of favourites. By clicking the button of recycle bin marked with 2 in the following image, the workboard is deleted from the list of favourites. After the

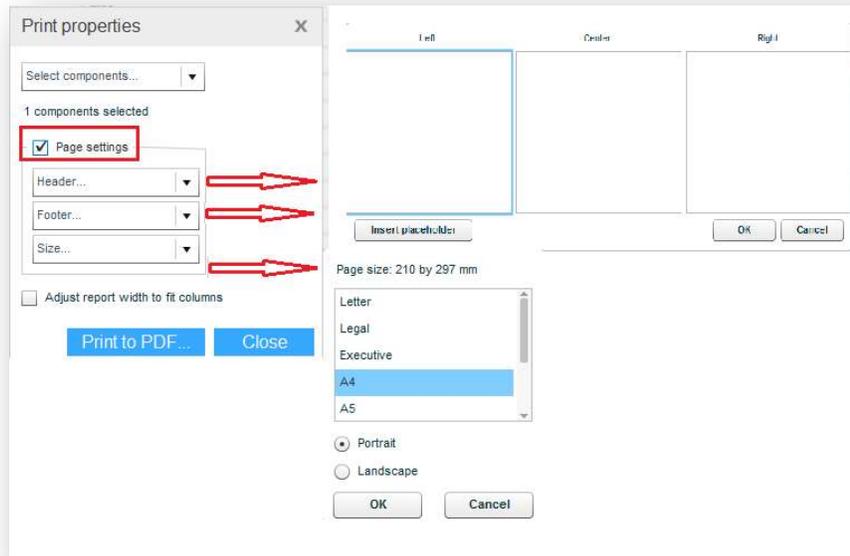


mentioned actions, by clicking the button OK marked with 3 in the following image, the changes are recorded.

2.6.5 Adjusted print in PDF

This function makes possible the adjusted print-out of the contents of workboard in PDF format, with the possibility of adding the desired wording in the Footer and Header and setting the size of the page (Letter,

Legal, A4, A5) and orientation (Portrait, Landscape). By clicking the button  the window is opened where the desired wording can be entered in the Footer and Header in three fields (left, central and right), and the size of the page and orientation can be selected. The window and possibilities are shown in the following image, where it is necessary to check the box „Page Settings“, and by clicking the lists of Header and Footer, a part for the entry of wording is opened in some of the offered positions and by clicking the list Size, the part for the selection of the size of the page and orientation is opened. After adjustment by clicking the button Print to PDF..., the adjusted PDF file is created.



2.6.6 The export of data into the desired format

This function makes possible the export of data from the workboard into PDF, Excel, Image and Email, by selecting the desired format from menu Export as shown in the following image.

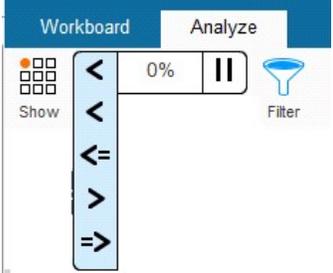
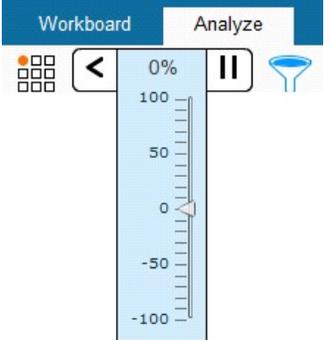
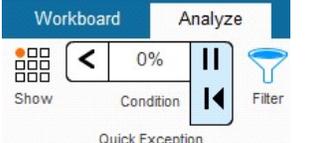


2.6.7 Data analysis - One-click Insight

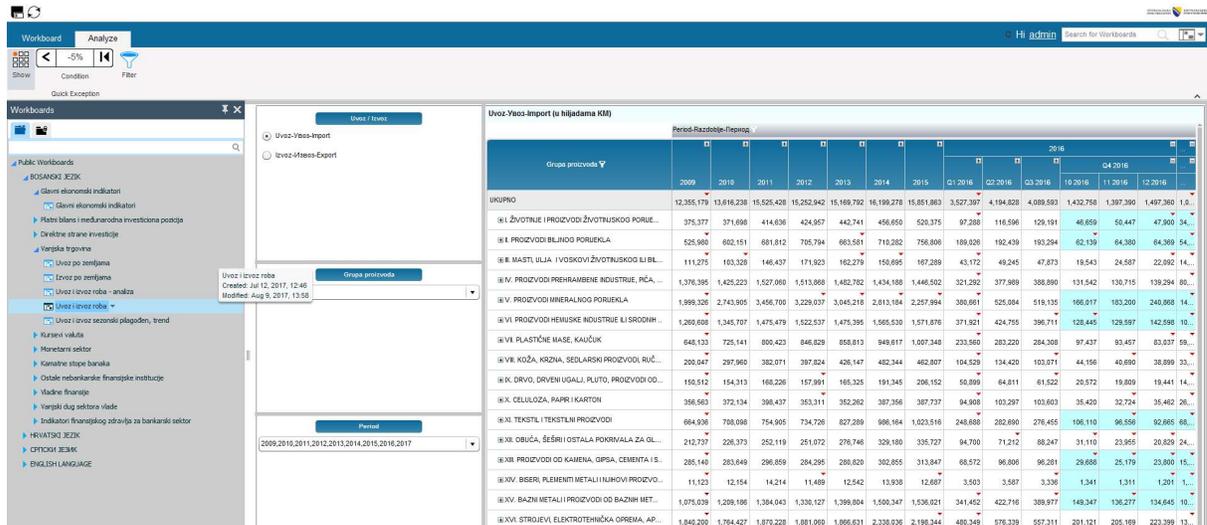
This function makes possible a simple comparison of the data in the table, by comparing the growth or decline of the value in the table compared to the previous data (for example, the previous quarter or month) or parallel (for example the same quarter or month in the previous year) period. By clicking this icon, this option is



activated **Show**. One-Click insight includes the following elements:

	<p>In this place we can choose whether we wish to compare the values so that they are less than (<), less than or equal (<=), greater than (>) or greater than or equal (>=) compared to the previous one or the parallel one.</p>
	<p>Here we select the amount in percents for which we wish the insight into positions. The amount in percents can be set in one of the following ways: on slider, by cursors upwards/downwards or the amount can be simply entered in the field planned for that purpose.</p>
	<p>Here we choose whether we wish to compare the value with the previous period (e.g. speaking about quarters).</p>

All the amounts within the framework of those set will be marked in the table:



Uvoz i izvoz roba
Created: Jul 12, 2017, 12:45
Modified: Aug 9, 2017, 12:55

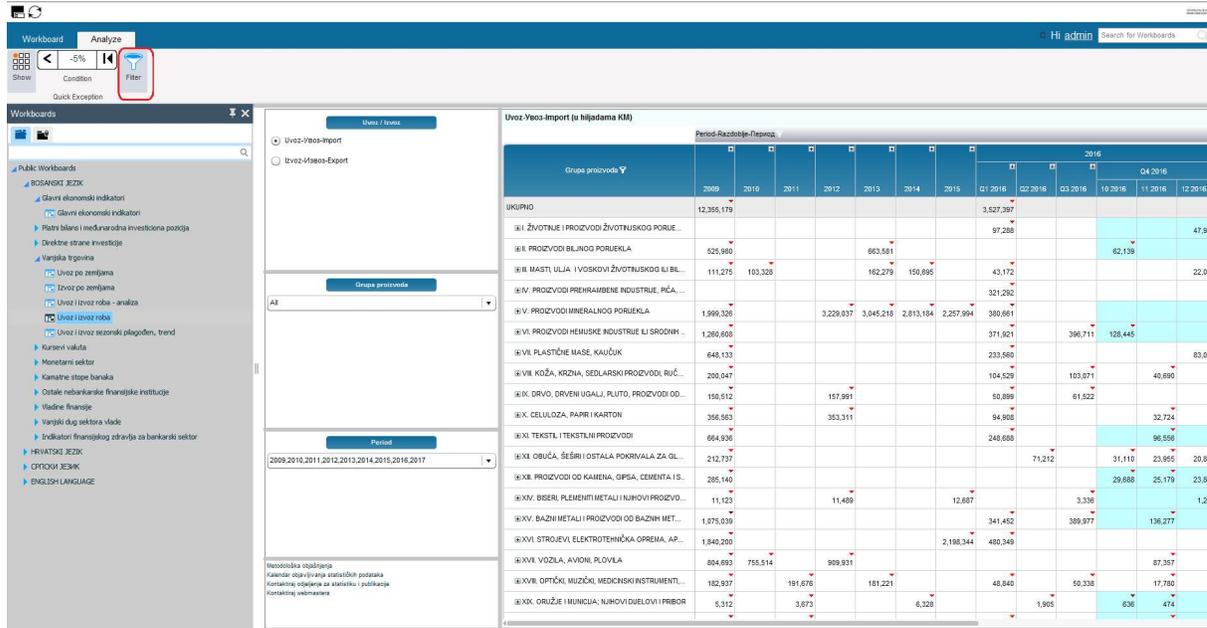
Uvoz i izvoz roba

Period: 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017

Grupa proizvoda	Period: Razdoblje: Pajunio													
	2009	2010	2011	2012	2013	2014	2015	Q1 2016	Q2 2016	Q3 2016	Q4 2016			
UKUPNO	12,355,179	13,616,238	15,525,428	15,262,942	15,169,792	16,199,278	15,851,863	3,527,397	4,194,828	4,089,593	1,432,758	1,387,390	1,497,380	1.8
IX I ŽIVOTNJE I PROIZVODI ŽIVOTNJSKOG PORUČ...	375,377	371,688	414,638	424,957	442,741	456,850	520,375	97,288	116,596	129,191	46,609	50,447	47,900	34...
IX II PROIZVODI BILJNOG PORUČKA	525,960	602,151	681,812	705,794	663,581	719,282	756,806	189,028	192,439	193,294	62,139	64,380	64,389	54...
IX III MASTI, ULJA I VOSKOVI ŽIVOTNJSKOG IJ BIL...	111,275	103,328	146,437	171,923	162,279	150,695	167,289	43,172	49,245	47,873	19,543	24,587	22,992	14...
IX IV PROIZVODI PREDHAMBENE INDUSTRIJE, PIČA...	1,376,395	1,425,223	1,527,060	1,513,868	1,482,782	1,434,188	1,446,502	321,292	377,869	388,890	131,542	136,715	139,294	88...
IX V PROIZVODI MINERALNOG PORUČKA	1,999,326	2,743,905	3,456,700	3,229,037	3,045,216	2,813,104	2,257,994	380,661	525,084	519,135	166,617	189,200	249,868	14...
IX VI PROIZVODI HEMISKE INDUSTRIJE IJ SRODNIH ...	1,260,608	1,345,707	1,478,479	1,522,637	1,475,395	1,565,630	1,571,876	371,921	424,755	396,711	128,445	129,597	142,598	10...
IX VII PLASTIČNE MASE, KAUČUK	648,133	725,141	809,423	846,829	858,813	949,617	1,007,348	233,560	283,220	284,308	97,437	93,457	83,037	59...
IX VIII KOŽA, KRZNA, SEDLARSKI PROIZVODI, RIČ...	200,047	297,969	382,071	397,824	426,147	482,344	462,807	104,529	134,420	103,071	44,156	40,690	38,899	33...
IX IX DRVO, DRVENI UGALJ, PLUTO, PROIZVODI OD...	150,512	154,313	168,228	157,991	165,325	191,345	206,152	50,899	64,811	61,522	20,572	19,809	19,441	14...
IX X CELULOZA, PAPIR I KARTON	356,563	372,134	386,437	353,311	352,262	387,356	387,737	94,908	103,297	103,603	35,420	32,724	35,462	26...
IX XI TEKSTIL I TEKSTILNI PROIZVODI	664,936	708,099	754,905	734,726	827,289	906,184	1,023,516	248,688	282,690	276,455	106,110	96,556	92,665	68...
IX XII OBUĆA, ŠEŠIRI I OSTALA POKRIVALA ZA GL...	212,737	228,373	252,119	251,072	276,746	329,180	335,727	94,700	71,212	68,247	31,110	23,955	20,820	24...
IX XIII PROIZVODI OD KAMENA, OPSA, CEMENTA I S...	285,140	283,649	286,859	284,295	288,820	302,855	313,847	68,572	96,806	96,281	29,688	25,179	23,800	15...
IX XIV BISER, PLEMENITI METALI I NJHOVI PROIZV...	11,123	12,154	14,214	11,489	12,542	13,938	12,687	3,503	3,587	3,336	1,341	1,311	1,201	1...
IX XV BAZNI METALI I PROIZVODI OD BAZNIH MET...	1,075,039	1,298,196	1,384,043	1,330,127	1,399,804	1,500,347	1,536,021	341,452	422,716	389,977	149,347	136,277	134,645	10...
IX XVI STROJEVI, ELEKTROTEHNIČKA OREMA, AP...	1,840,200	1,764,427	1,870,228	1,881,060	1,866,631	2,338,036	2,198,344	480,349	576,339	597,311	201,121	205,169	223,399	13...



Additionally, if we use the filter option, only these values will be shown in the table:



Uvoz i izvoz roba

Period: 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017

Grupa proizvoda	Period: Razdoblje: Pajunio													
	2009	2010	2011	2012	2013	2014	2015	Q1 2016	Q2 2016	Q3 2016	Q4 2016			
UKUPNO	12,355,179							3,527,397						
IX I ŽIVOTNJE I PROIZVODI ŽIVOTNJSKOG PORUČ...									97,288					47,900
IX II PROIZVODI BILJNOG PORUČKA	525,960					663,581					62,139			
IX III MASTI, ULJA I VOSKOVI ŽIVOTNJSKOG IJ BIL...	111,275	103,328				150,695			43,172					22,992
IX IV PROIZVODI PREDHAMBENE INDUSTRIJE, PIČA...								321,292						
IX V PROIZVODI MINERALNOG PORUČKA	1,999,326				3,229,037	3,045,216	2,813,104	2,257,994	380,661					
IX VI PROIZVODI HEMISKE INDUSTRIJE IJ SRODNIH ...	1,260,608							371,921		396,711	128,445			
IX VII PLASTIČNE MASE, KAUČUK	648,133								233,560					83,037
IX VIII KOŽA, KRZNA, SEDLARSKI PROIZVODI, RIČ...	200,047							104,529		103,071				40,690
IX IX DRVO, DRVENI UGALJ, PLUTO, PROIZVODI OD...	150,512				157,991			50,899		61,522				
IX X CELULOZA, PAPIR I KARTON	356,563				353,311			94,908						32,724
IX XI TEKSTIL I TEKSTILNI PROIZVODI	664,936							248,688						96,556
IX XII OBUĆA, ŠEŠIRI I OSTALA POKRIVALA ZA GL...	212,737								71,212		31,110	23,955	20,820	
IX XIII PROIZVODI OD KAMENA, OPSA, CEMENTA I S...	285,140										29,688	25,179	23,800	
IX XIV BISER, PLEMENITI METALI I NJHOVI PROIZV...	11,123				11,489			12,687		3,336				1,201
IX XV BAZNI METALI I PROIZVODI OD BAZNIH MET...	1,075,039							341,452		389,977				136,277
IX XVI STROJEVI, ELEKTROTEHNIČKA OREMA, AP...	1,840,200						2,198,344	480,349						
IX XVII VOZILA, AVIONI, PLOVILA	854,693	755,514		909,931										87,367
IX XVIII OPTIČKI, MIŠIČKI, MEDICINSKI INSTRUMENTI...	182,937			191,676		181,221		48,840		58,338				17,780
IX XIX ORUŽJE I MUNICIJA; NJHOVI DIJELOVI I PRIBOR	5,312			3,673		6,328			1,995			636		474

Important: This function has been implemented in the reports where the set date format allows for it.

2.6.8 Save as, reload



The function Save As is available only to registered users and they can use it to save in their private folders the adjusted workboards.



The function Reload is available to all the users and they use it to refresh/update the workboard with initial data and the structure of the workboard.

2.6.9 Change of the password and user data

This function is available only to registered users, by clicking the user's name in the upper right corner



a window for data administration of the registered user is opened, as shown in the following image:

A screenshot of the 'My Profile' form. The form contains fields for First Name (lme), Last Name (Prezime), User Name (User name), Password (marked with 1), Email (e-mail adresa), Title, and Division. There is an 'Edit Password' button (marked with 2) next to the password field. At the bottom, there are 'OK', 'Cancel', and 'Apply' buttons. A checkbox labeled 'Always offer to save changes in Workboards' is also present.

Password is changed by entering a new password in the field marked with 1 and clicking the button marked with number 2 „Edit Password“ after that, buttons „Apply“ and „OK“ need to be clicked.