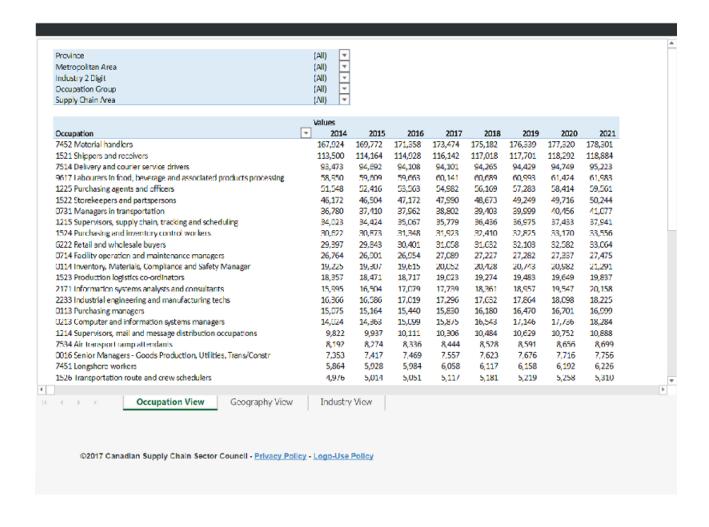
User Guide

Labour Market Data





About the LMI portal

The LMI portal is a web application created by the Canadian Supply Chain Sector Council (CSCSC).

It provides searchable employment data based on 48 National Occupational Classification (NOC) codes specific to the supply chain sector. Data can be accessed by occupation, geographic region and industry.

The tool provides projections for five years, along with a three-year historical picture of employment in the supply chain in Canada.

Search the data based on:

- a. Province
- b. Metropolitan Area
- c. Industry 2-Digit NAICS Code
- d. Occupation Group
- e. Supply Chain Area

and look at results in terms of occupations, geography or industry.

Using the Occupation, Geography and Industry Views

Learn more about the historical data and future trends featured in the LMI portal by clicking the

Occupation, Geography or Industry tabs on the navigation bar.

Occupation View

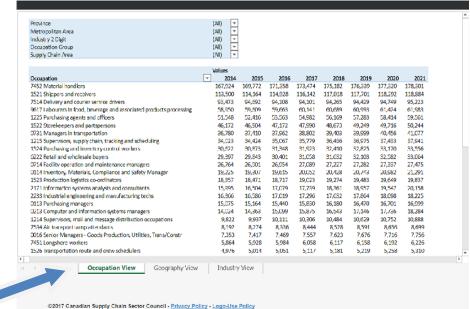
See the date you've selected sorted based on the 48 National Occupational Classification (NOC) codes relevant to the supply chain sector.

Geography View

See the data you've selected sorted based on location.

Industry View

See the data you've selected sorted based on industry categories as defined by the North American Industry Classification System (NAICS).

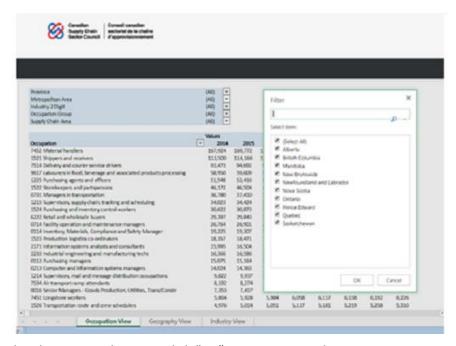


Selecting Data to Meet Your Individual Needs

By Province

Select one or more provinces for which you want data. It is not necessary to choose a province. If you do not make a selection, data from across Canada will be included.

Click on the button to the right of the "Province" box to access options. To choose all provinces, click on the double arrows that indicate a move to the box on the left-hand side of the screen. To choose a particular province or provinces, either double click on your individual selections or highlight those in which you're interested (second and subsequent choices can be made by holding the Shift key as you click on the province names) and click



Filter

Select item:

(Select All)

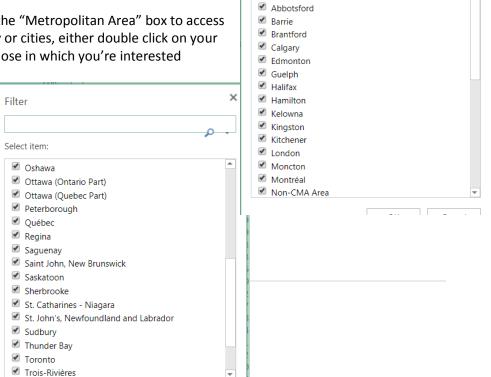
on the double arrows once you've finished making your selections. Click "OK" to accept your choices.



Select one or more cities for which you want data. It is not necessary to choose a metropolitan area. If you do not make a selection, data from all cities in the province or provinces you selected will be included.

Click on the button to the right of the "Metropolitan Area" box to access options. To choose a particular city or cities, either double click on your individual selections or highlight those in which you're interested

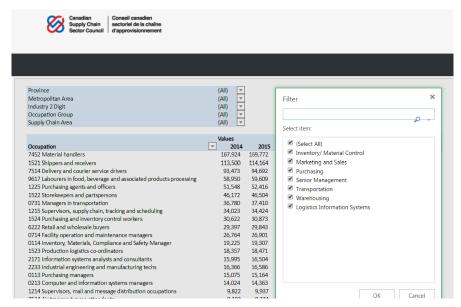
(second and subsequent choices can be made by holding the Shift key as you click on the city names) and click on the double arrows that indicate a move to the box on the left-hand side of the screen once you've finished making your selections. Click "OK" to accept your choices.



By Supply Chain Area

Select one or more functional areas for which you want data. It is not necessary to choose a supply chain area. If you do not make a selection, data from all functional areas in the supply chain will be included.

Click on the button to the right of the "Supply Chain Area" box to access options. To choose all seven of the supply chain's functional areas, click on the double arrows that indicate a move to the box on the left-hand side of the screen. To choose a particular area or areas, either double click on your individual selections or highlight those in which you're interested

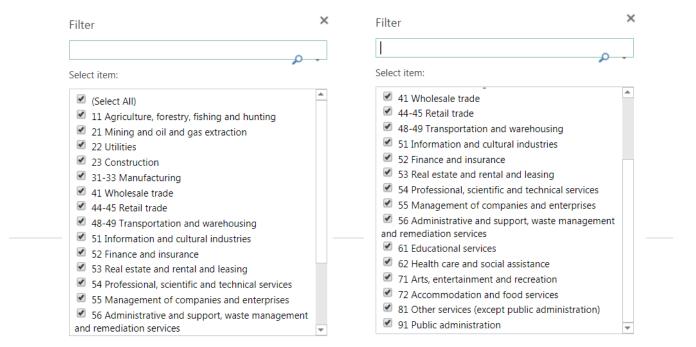


(second and subsequent choices can be made by holding the Shift key as you click on the area names) and click on the double arrows once you've finished making your selections. Click "OK" to accept your choices.

By Industry Code

Select one or more two-, three- or four-digit industry codes for which you want data. (<u>Learn about NAICS codes</u>.) It is not necessary to choose any industry codes. If you do not make a selection, data from all industry codes will be included. If both a two-digit and a three-digit code, for example, are selected, they must be related; for instance, if you select two-digit code 41 – Wholesale trade, the three-digit codes from which you may select are 411 to 419.

Click on the button to the right of the industry code box to access options. To choose a particular code or codes, either double click on your individual selections or highlight those in which you're interested (second and subsequent choices can be made by holding the Shift key as you click on the codes) and click on the double arrows once you've finished making your selections. Click "OK" to accept your choices.

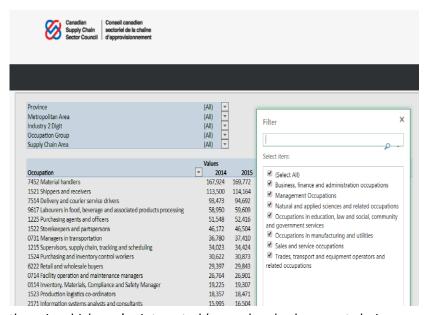


By Occupation

Select one or more occupations for which you want data. The occupations list comprises the 26 NOC codes that identify occupations within the supply chain sector. (<u>Learn about NOC codes</u>.) It is not necessary to choose an occupation. If you do not make a selection, data from all supply chain occupations will be included. If you select an occupation group in the next section, the occupations you choose here must be part of that group, i.e., the letter that begins each selected occupation code must be the same as the letter in the selected occupation group.

Click on the button to the right of the "Occupation" box to access options. To choose a particular occupation or occupations, either double click on your individual selections or highlight those in which you're interested (second and subsequent choices can be made by holding the Shift key as you click on the occupation names) and click on the double arrows once you've finished making your selections. Click "OK" to accept your choices.

By Occupation Group



Select one or more occupation groups for which you want data. It is not necessary to choose an occupation group, particularly if you have chosen specific occupations in the previous section. If you do make a selection here, it must correlate with your selections in the occupation section (i.e., the group code must begin with the same letter as do your choices in the occupation section).

Click on the button to the right of the "Metropolitan Area" box to access options. To choose a particular city or cities, either double click on your individual selections or highlight

those in which you're interested (second and subsequent choices can be made by holding the Shift key as you click on the city names) and click on the double arrows that indicate a move to the box on the left-hand side of the screen once you've finished making your selections. Click "OK" to accept your choices.