PCensus 10 for MapPoint – Basic User Guide
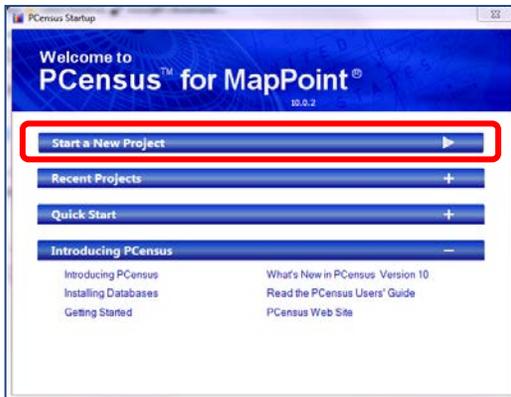## *To obtain statistics for standard Census geography*

Aug 2012

1. Open **PCensus for MapPoint**
   - Login to the Library Computer you are working at using your NetId.
   - Open the desktop folder that contains **PCensus** software ('Humanities & Social Sciences Research Databases').
   - Open '**PCensus for MapPoint**'.

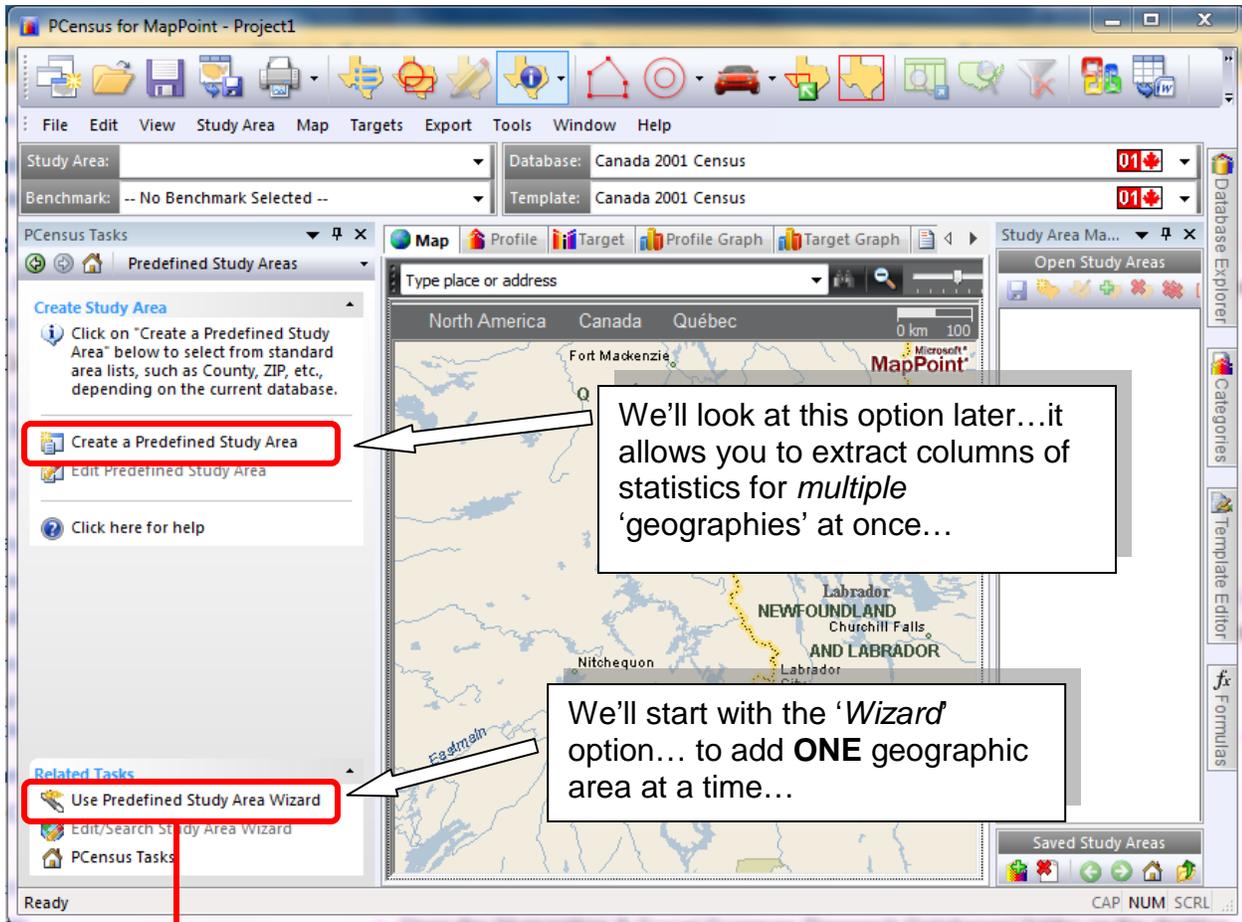2. On the "Welcome" screen, Click on "**Start a New Project**"

You'll get taken to the screen below.

NOTE: You need to change to the *Database* for the Census year you want: In this case, the **Canada 2006 Census** database has been selected.
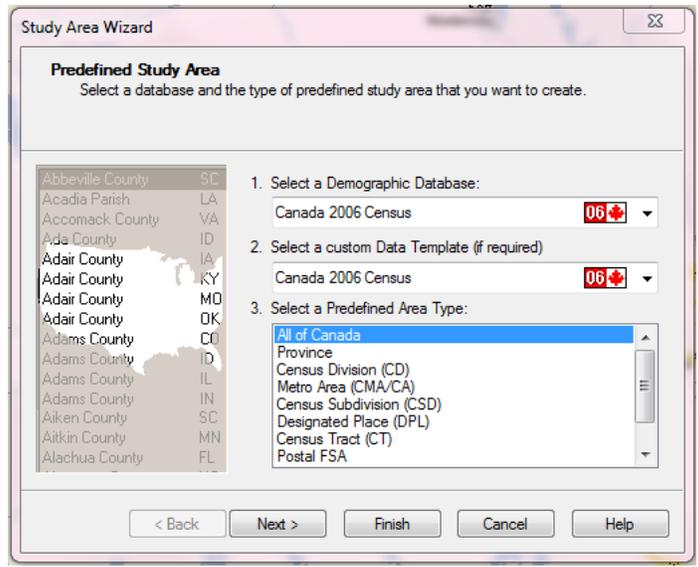

Profile Predefined Study Area
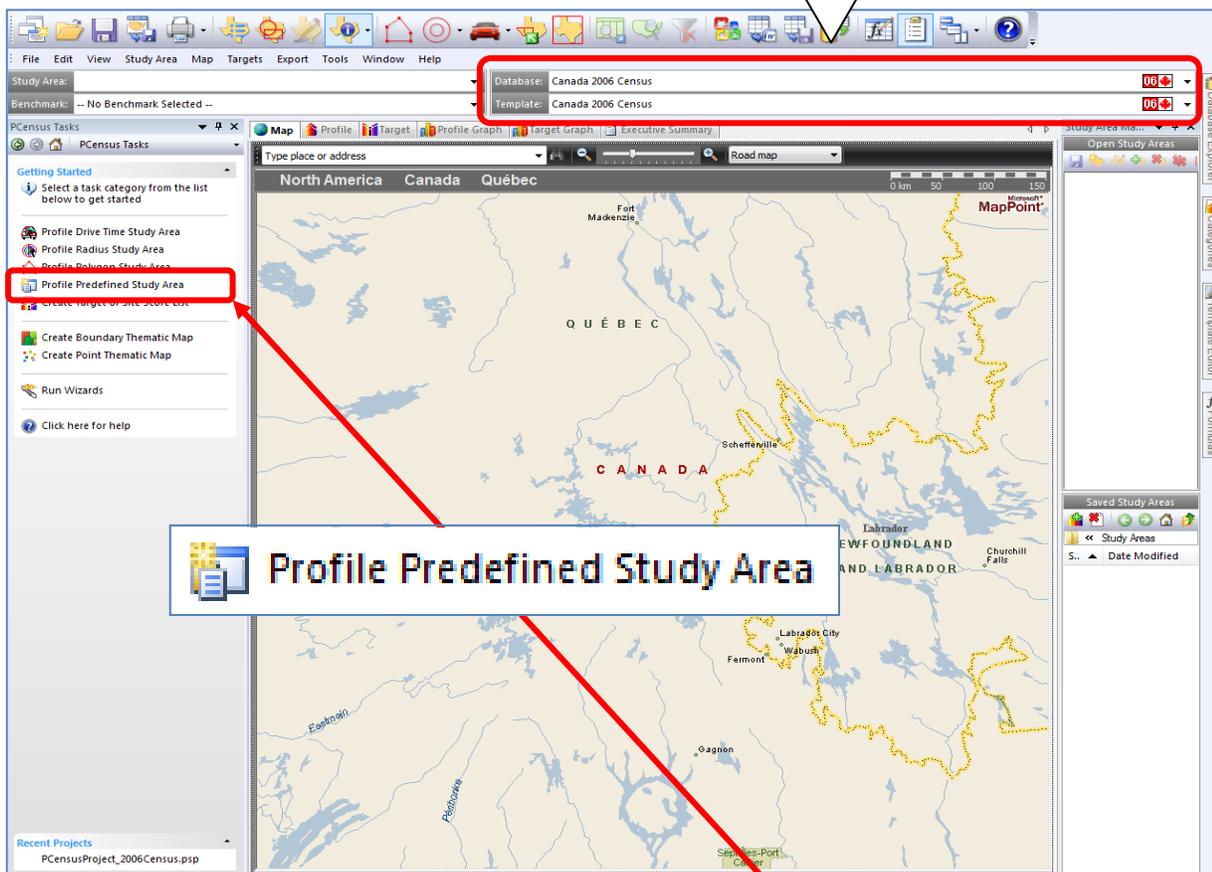
3. Then, on the left-hand menu, choose "**Profile Predefined Study Area**"

4. Here, you'll have **two choices**:

We'll look at this option later…it allows you to extract columns of statistics for *multiple* 'geographies' at once…

We'll start with the '*Wizard*' option… to add **ONE** geographic area at a time…

4.1. If you want to add **ONE** geographic area at a time to your results, select "**Use Predefined Study Area Wizard**" (bottom left-hand corner):
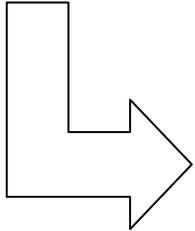
(i)   The '**Demographic Database**' should match your template choice (e.g. Canada 2006 Census)
(ii)   The '**custom Data Template**' should match as well…
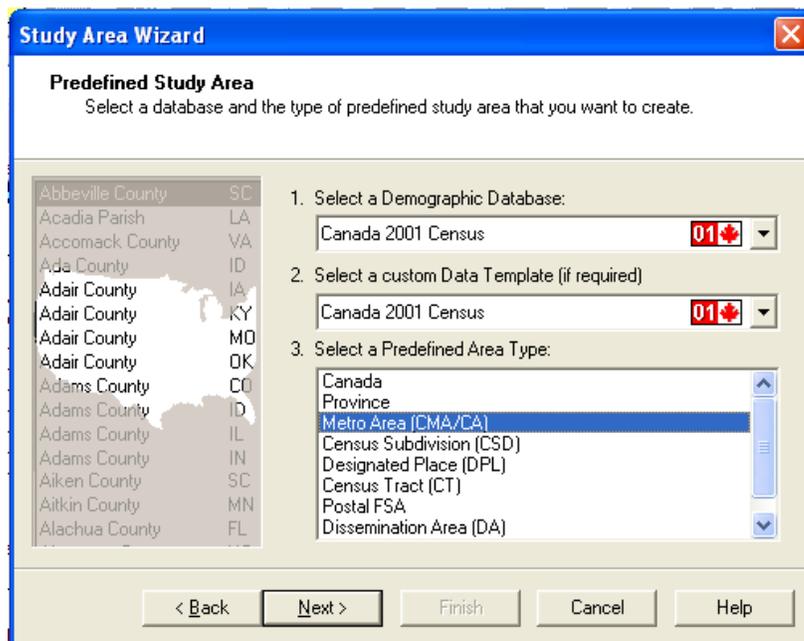(iii)   Select a '**Predefined Area Type**' (e.g. Metro Area (CMA/CA)…)

(iv) Click "**Next**".

(v) On the "Predefined Study Area" screen, **Select one or more CMA's**.

(i). Type place name here.
e.g. "**Kingston**"

(ii). Make selection here.
e.g. Select "**Kingston**"
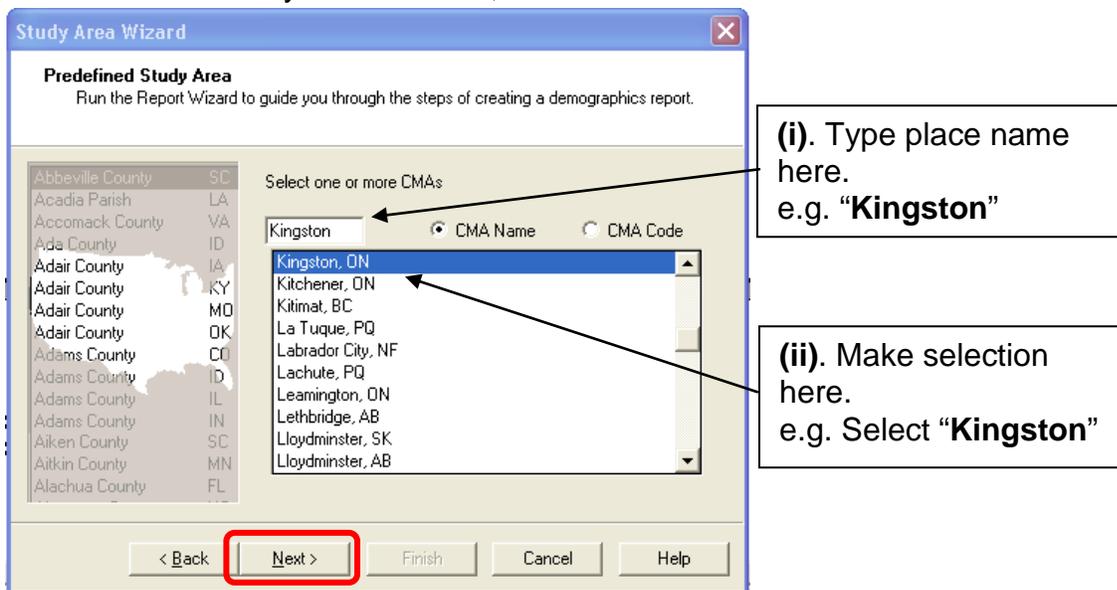
(vi) Click "**Next**".

(vii)   On the "Predefined Study Area" screen, Click "**Next**".

> **NOTE**: Click on "**Add Another**" if you wanted to add more geographic areas, but note that statistics for all areas will be *summed* for display in **ONE column**.
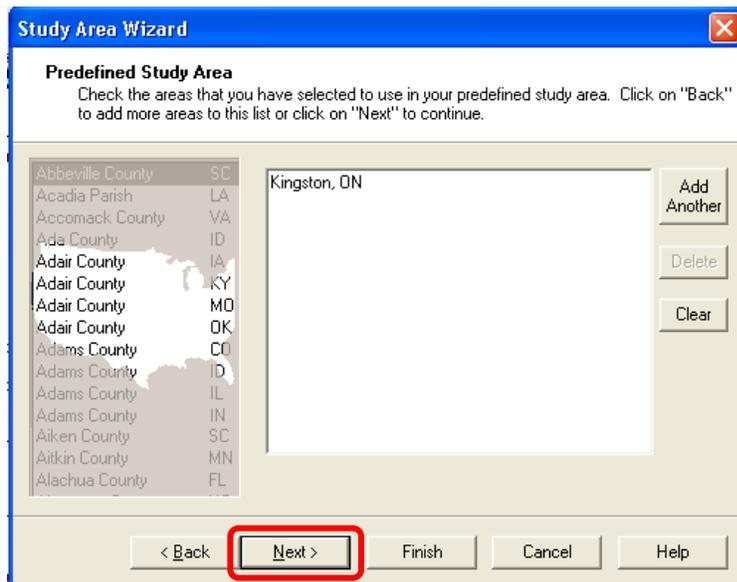
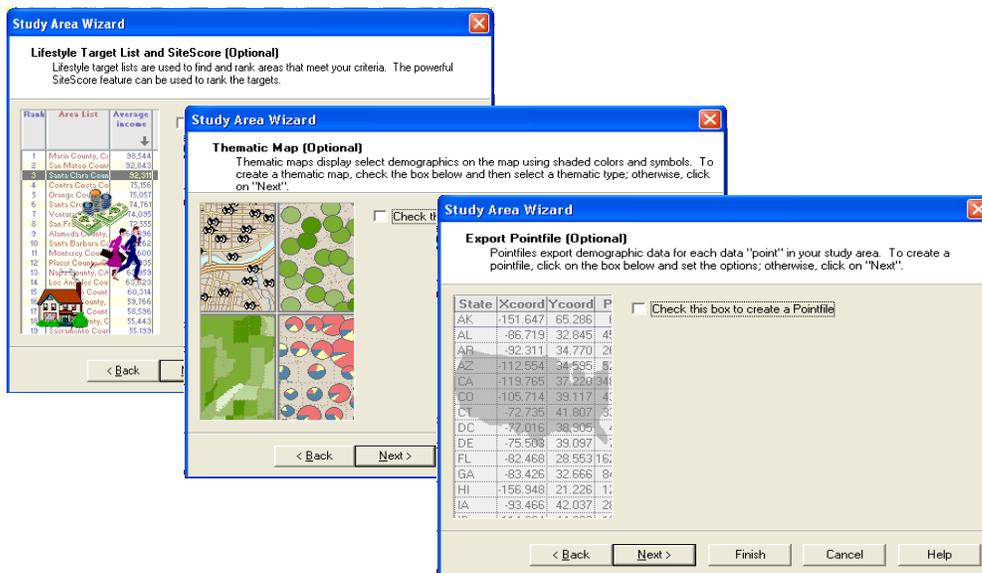(viii)   The next three screens provide you with a variety of output options, which go beyond displaying columns of statistics on the computer screen (which is the objective we're working toward in this guide).

For your information, these options include:

a. **Lifestyle Target and Site Score**: This lets you define a lifestyle based on a Census characteristic (e.g. average income) and retrieve a list of places ranked based on this characteristic (e.g. a list of Census Tracts in Toronto, ranked from high to low average income).

b. **Thematic Map**: This option allows you to create basic thematic maps based on a Census characteristic (e.g. percent French speaking). Generally, this mapping feature leaves a lot to be desired.

c. **Export Pointfile**: This option exports a ".dbf" (spreadsheet-friendly) file containing statistics for the sub-parts of the larger geography you have chosen (e.g. Census Tracts for all of Toronto)

For now, Click "**Next**" on each of these screens to skip over them.

(ix) On the "**Search Study Area**" screen, Click "**Search Now**".
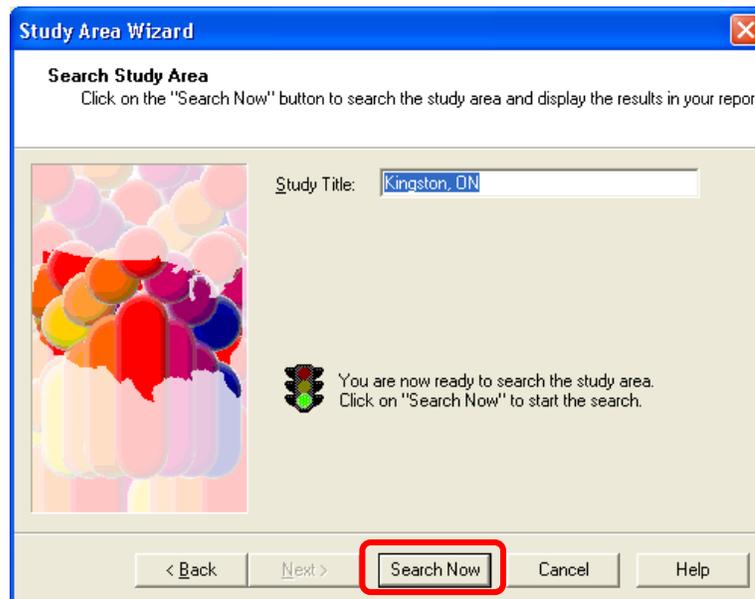
(x) On the "Search Completed" dialog box, click "**Continue**"
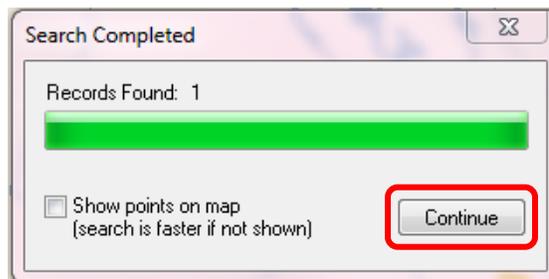
(xi) Results should appear in a column, as shown below.

(xii) To create another column of statistics (e.g. for another geographic area), **Click on the "Texas" icon** . This will open the "**Predefined Study Area**" screen, that you encountered in *Step 5.1*, above. Continue from this point to retrieve statistics for another geographic area.

NOTE: You can repeat this process as many times as needed, but keep in mind the following *more efficient alternative method* for multiple geographic locations.

4.2. If you want to add **multiple** geographic areas (*of the same type**) to your results, select "**Create a Predefined Study Area**" (*in the left-hand menu*):

Create a Predefined Study Area

On the Predefined Study Areas screen, choose the type of geography you want (left column), then select the specific places you want (middle column), the click the right arrow to move these selections to the right column.

* e.g. Provinces, Census Divisions, Census Subdivisions, Census Tracts, etc.

2. Select your geography here

3. Click the right arrow to move selected geography into the '**Selection Builder**' column

1. Choose the type of geography here (e.g. **Province**)

NOTE: With this ticked, you'll get a column for each Province selected…

4. Click **OK**

When prompted about columns, choose '**Yes**'.

Note the other levels of geography you can choose… these include: Census Divisions (i.e. Counties), Census Metropolitan Areas and Census Agglomerations (CMA's and CA's), Census Subdivisions, Census Tracts (CT's) and more…

CAUTION: This method creates a column for *every* 'geography' selected – use caution as this can generate a *very large number of columns.* This can take time; be patient.

You should get a column of statistics for each 'geography' you selected.

2006 Census Census Snapshot	Kingston, ON	%	Newfoundland and Labrador	%	Prince Edward Island	%	Nova Scotia	%	New B
Total Population	**152,360**		**505,465**		**135,850**		**913,460**		**72**
Males	74,175	49%	245,730	49%	65,595	48%	439,830	48%	35
Females	78,185	51%	259,735	51%	70,255	52%	473,630	52%	37
2006 Population by Age	**152,360**		**505,465**		**135,850**		**913,460**		**72**
0 to 4 years	7,280	5%	22,865	5%	6,690	5%	42,040	5%	
5 to 19 years	27,500	18%	89,465	18%	27,240	20%	165,830	18%	13
20 to 24 years	11,200	7%	31,190	6%	8,590	6%	56,770	6%	4
25 to 34 years	18,670	12%	58,365	12%	15,200	11%	105,230	12%	8
35 to 44 years	22,375	15%	78,200	15%	19,435	14%	136,660	15%	10
45 to 54 years	23,310	15%	85,575	17%	21,075	16%	148,910	16%	12
55 to 64 years	18,680	12%	69,535	14%	17,445	13%	119,810	13%	9
65 to 74 years	12,115	8%	39,680	8%	10,805	8%	73,305	8%	5
75 to 84 years	8,420	6%	22,930	5%	6,680	5%	46,310	5%	3
85 years and over	2,830	2%	7,650	2%	2,685	2%	18,610	2%	1
Average age of population	**40.2**		**40.5**		**39.8**		**40.7**		
Median age	**40.6**		**41.7**		**40.7**		**41.7**		
Families	**42,995**		**155,730**		**39,185**		**267,415**		**21**
Persons per family	2.8		2.8		2.9		2.8		
Two-parent families	36,450	85%	131,570	84%	32,780	84%	222,125	83%	18
With no children at home	18,105	42%	61,950	40%	15,315	39%	112,180	42%	9
With children at home	18,350	43%	69,615	45%	17,465	45%	109,935	41%	9
Lone-parent families	6,540	15%	24,160	16%	6,400	16%	45,290	17%	3
Children per family	1.0		1.0		1.1		1.0		
Households	**61,980**		**197,245**		**53,085**		**376,830**		**29**
Persons in private households	147,480		499,060		133,330		899,755		71
Persons per household	2.4		2.5		2.5		2.4		
Average household income	$ 69,185		$ 55,620		$ 55,396		$ 57,366		$ 5
Occupied Dwellings	**61,980**		**197,245**		**53,085**		**376,830**		**29**
Owned Dwellings	41,815	67%	155,195	79%	39,360	74%	271,160	72%	22
Rented Dwellings	20,230	33%	41,670	21%	13,715	26%	103,870	28%	7
Dominant building type	Single detache...		Single detache...		Single detache...		Single detache...		Single deta
Dominant period of construction	1971 - 1980		1971 - 1980		Before 1946		Before 1946		1971
Average value of dwelling	$ 242,600		$ 111,711		$ 144,404		$ 158,000		$ 11
Average gross monthly rent	$ 773		$ 569		$ 620		$ 671		$
Top 5 visible minorities	Chinese	30%	South Asian	29%	Black	37%	Black	53%	
	South Asian	22%	Chinese	24%	Arab	15%	Arab	12%	Ch
	Black	14%	Black	16%	Chinese	14%	Chinese	12%	South
	Latin American	9%	Arab	10%	Latin American	12%	South Asian	10%	
	Filipino	6%	Latin Amer...	9%	South Asian	8%	Latin American	3%	Latin Am
Dominant Demographics									
Official Home Language	English		English		English		English		E
Non-official Home Language	Chinese		Aboriginal Lan...		Dutch		Aboriginal Lan...		Ch
Recent Immigrant Places of Birth	Eastern Asia		Northern Europe		United States o...		West Central As...		United Stat

▲ ▼ Category 1 of 64

To navigate in PCensus…

Use the **up/down arrows** to move between categories of statistics.

Or, click on the **title** (in this case, "**2006 Census: Census Snapshot**" and choose "**Select Category…**"

To save results to a spreadsheet…

5. To **SAVE** these statistics, use the "**Export → Export Profile Totals**" menu.

6. On the "**Export Profile Totals**" screen, do the following:

a. "**Browse**" to specify the location and filename for your results.

b. Select the topical categories you want to save.

c. Select the output format and specify the header (title) information.

7. Click "**OK**".

8. Assuming you left the "**View Created File**" check box ticked on the previous screen, your results should open in MS Excel, as shown below.

Links to each topic category in the spreadsheet.

A column is created for each 'geography' you specified.

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