

Form EIA-176 Query System

Getting Started Guide

Version 8.0

Energy Information Administration
U.S. Department of Energy

November 2009

1.0 Introduction

1.1 Purpose and Functions

The EIA-176 Query System is a PC-based system for users to produce reports and extract data from the Energy Information Administration (EIA) Form EIA-176, 'Annual Report of Natural and Supplemental Gas Supply and Disposition' database that is used to produce the *Natural Gas Annual (NGA)* publication. Its purpose is to provide users with annual company-level data as reported to EIA, in a format similar to the survey form for individual companies, as well as in files suitable for tabular calculation.

The query system has two functions:

- 1) To provide individual company level responses in a format that resembles the EIA-176 filings. A blank sample of the current form EIA-176 form is available on the EIA web site at:
http://www.eia.doe.gov/oil_gas/natural_gas/survey_forms/nat_survey_forms.html
- 2) To provide files of the EIA-176 data in a variety of output formats that may be imported into various software packages.

The query system provides two methods to obtain tabular data:

- 1) The first is a set of 24 pre-selected queries that were designed to satisfy the most commonly asked questions and/or data requests received by the EIA. Appendix B outlines the pre-selected queries and their respective data items.
- 2) The second method is Custom queries. These queries offer users the ability to access sets of data items not included in the pre-specified queries.

Appendix C outlines the available data items. Data in the pre-selected and user-selected queries includes adjustment entries made by EIA staff to ensure that form EIA-176 and NGA publication data balance.

Data sets from both query methods can be saved to separate files in a variety of popular formats that include: text, comma-delimited for spreadsheets, SDF files for use with dBase, and fixed width format for use in other software packages.

1.2 Hardware and Software Requirements

The minimum hardware requirements needed to install and use the EIA-176 Query System are:

- An IBM-compatible personal computer (PC)
- The Windows operating system 2000 or later.
- Microsoft Office 2000 or later.
- An 80-column monitor

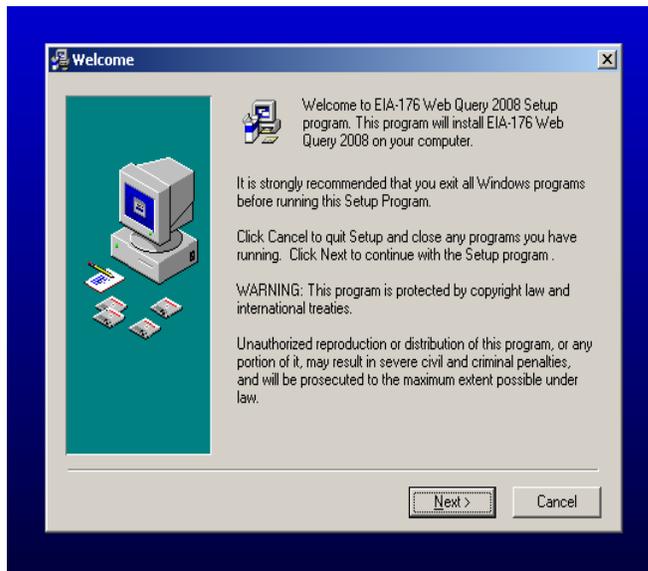
- 15 MB of hard-drive space

2.0 Installing and starting the EIA-176 Query System

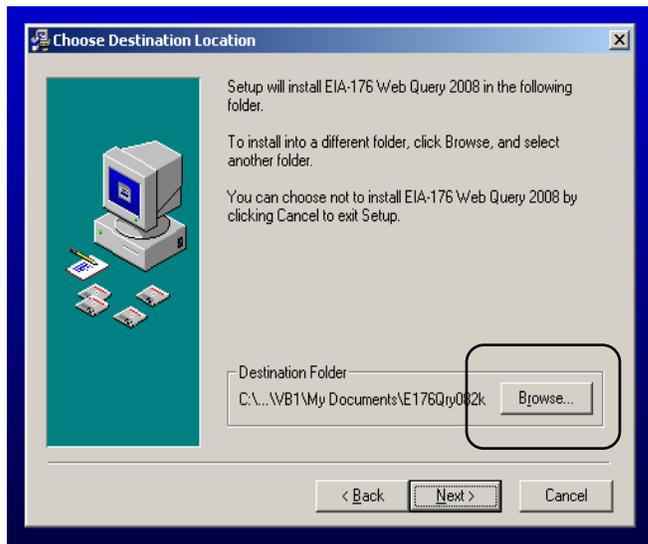
2.1 Installing the EIA-176 Query System

To install the EIA-176 Query System on your PC:

 e176qry082k.exe Locate the EXE file and double click.



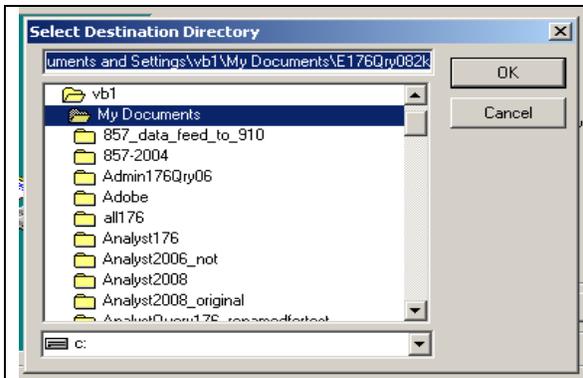
Press **Next >**



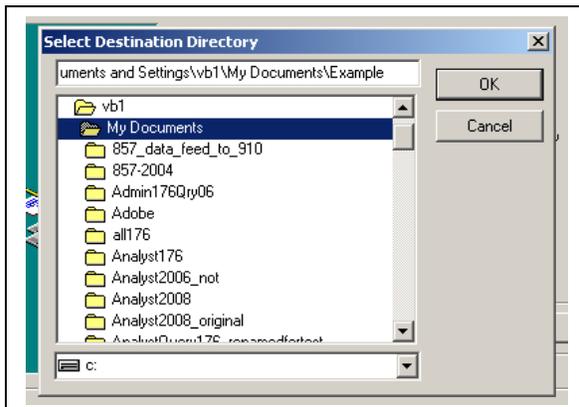
If you want to change the directory you place the file in or change the default folder name click **Browse**.

Otherwise click the **Next >** button.

The following shows how to use **Browse** to change the default:



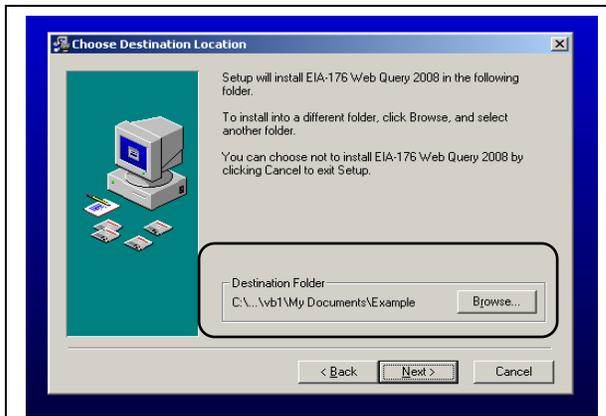
Either use the tree view to navigate to the folder you want to install the application, or place your cursor in the text box and type in your name.



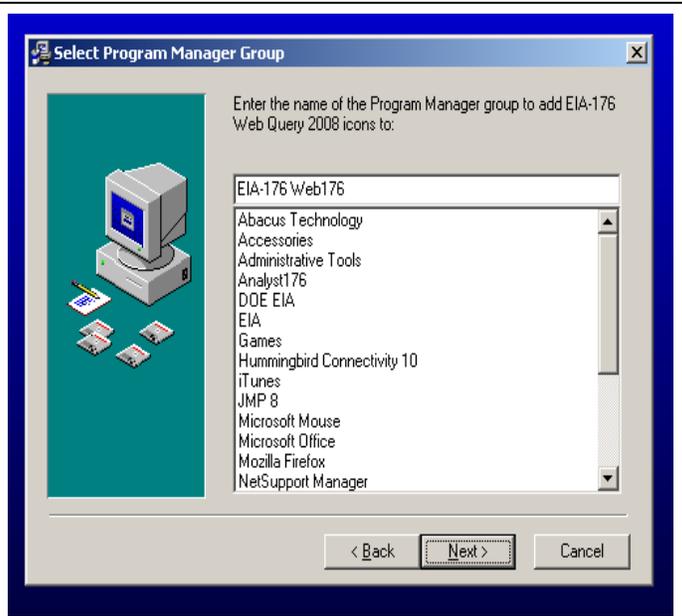
I've replaced the default name with the name **Example**.

The program will create a new folder automatically.

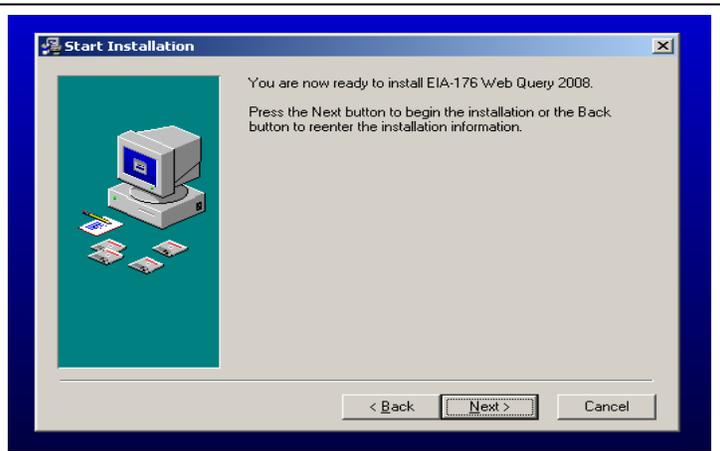
Press **OK** to exit.



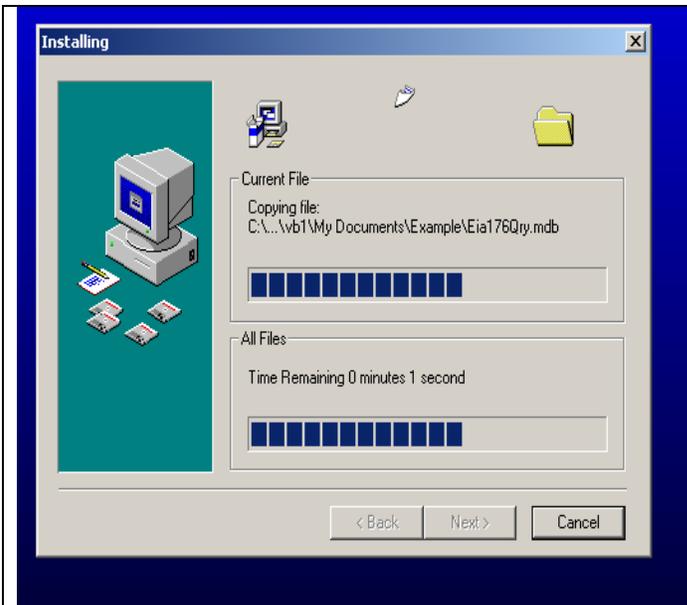
If you have changed the name of the file or folder check to see that your modification displays in the "Destination Folder"



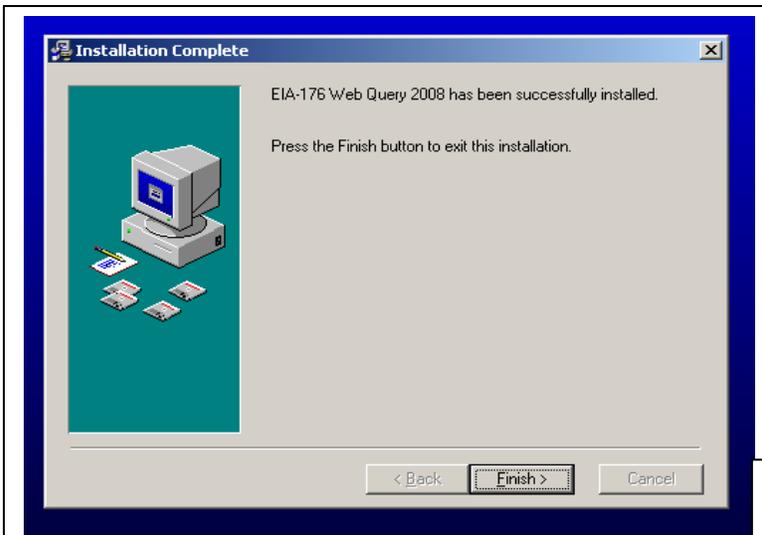
If you want to change the Program Manager group, edit the top line. This will appear in your All Programs list from the Start button.



Click **Next>**



You'll see this while the install executes.



Click **Finish**> to end.

The icon will display on your desktop and in a Program group.



Note: This streamlined installation does not require a restart of your computer.

2.2 Starting the EIA-176 Query System

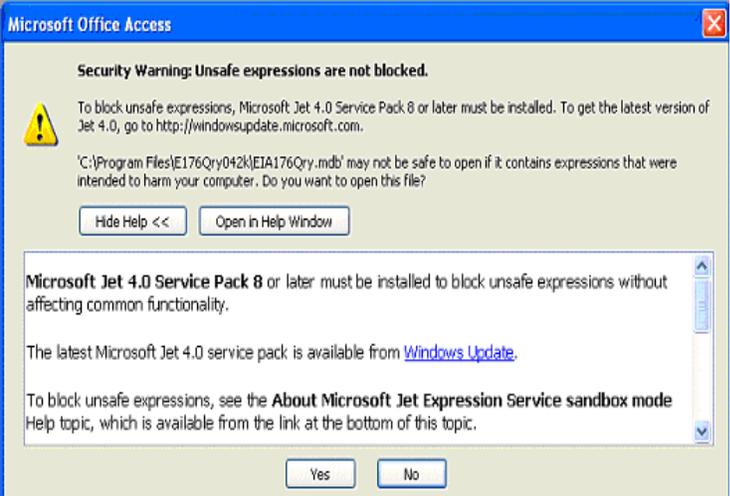
The query installation program creates a program group and a desktop icon for the EIA-176 Query System. The desktop icon starts the query system up immediately and appears on the desktop after the install program runs.

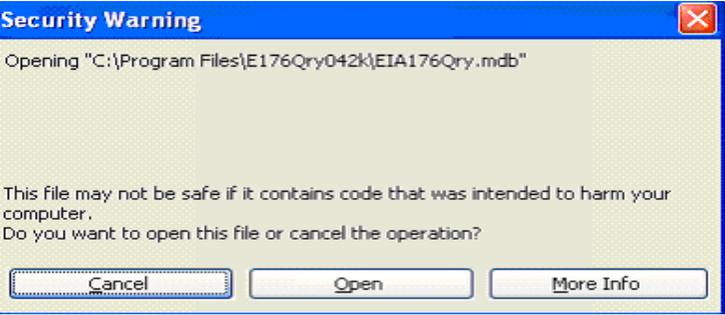
2.3 Running the EIA-176 Query under new versions of Access/Windows.

The EIA-176 Query will work with versions of Access newer than 2000. Starting with Access 2003, the original installation of Access will warn users' if applications contain VBA coding because VBA coding has been associated with computer viruses. The EIA-176 Query uses Access VBA code to generate screens and data queries. The VBA is virus free and will not undertake mischief on PCs. Separate instructions for users with Office 2007 follow.

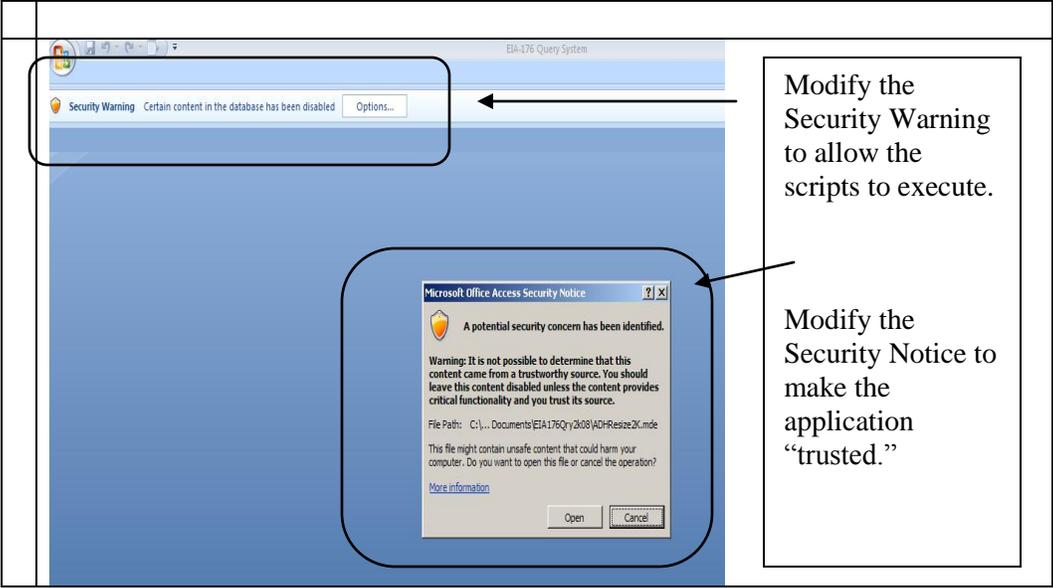
Office/Access 2003 – security settings –

If your security settings in Access 2003 are unchanged from the original installation you will get the following screens when invoking the EIA-176 Query.

| Description | Screen |
|--|--|
| <p>A warning like this may appear when you first open the EIA-176 Query. The EIA-176 Query contains VBA statements. THEY ARE NOT DESIGNED TO HARM YOUR COMPUTER and are not unsafe.</p> |  <p>The query will not work properly if you block the VBA code. Click 'No' to continue executing the query.</p> |
| <p>You may want to consult with your User Services Department before installing any new updates.</p> |  |

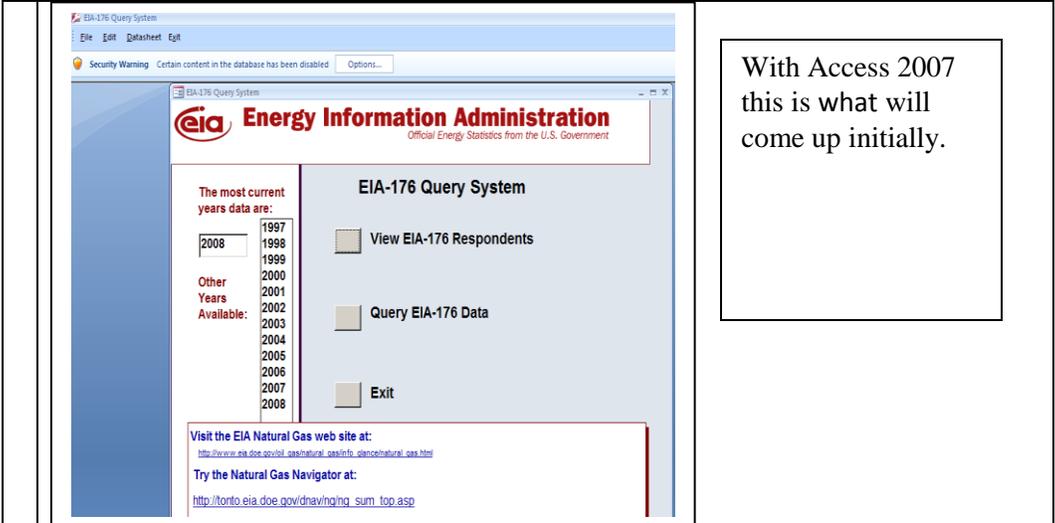
| | |
|--|--|
| | <p>To continue opening the EIA-176 Query WITHOUT installing any updates click 'Yes'.</p> |
| <p>The EIA-176 Query does not contain code that is intended to harm your computer. You may safely open this file.</p> |  <p>Click Open to continue with the EIA-176 Query.</p> |
| | |

Office/Access 2007 –

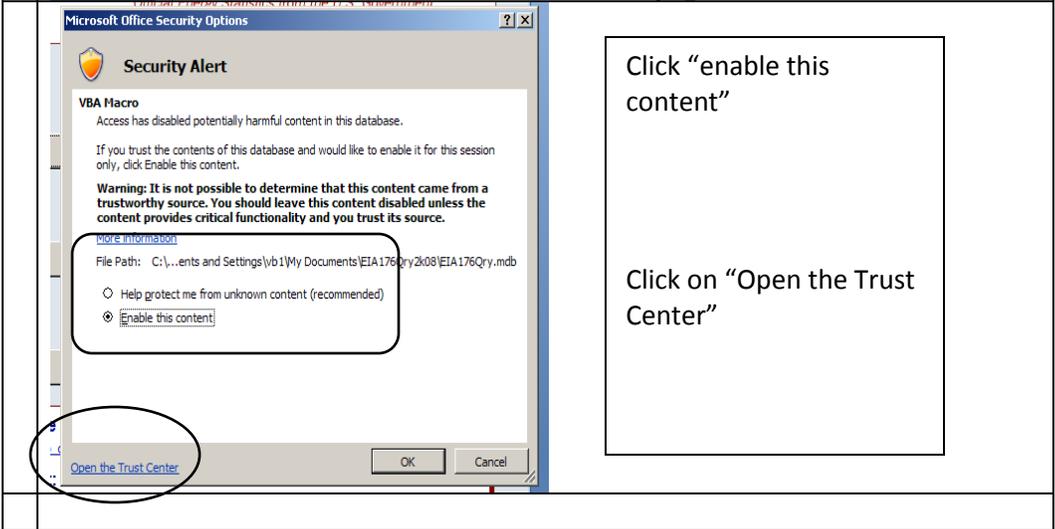
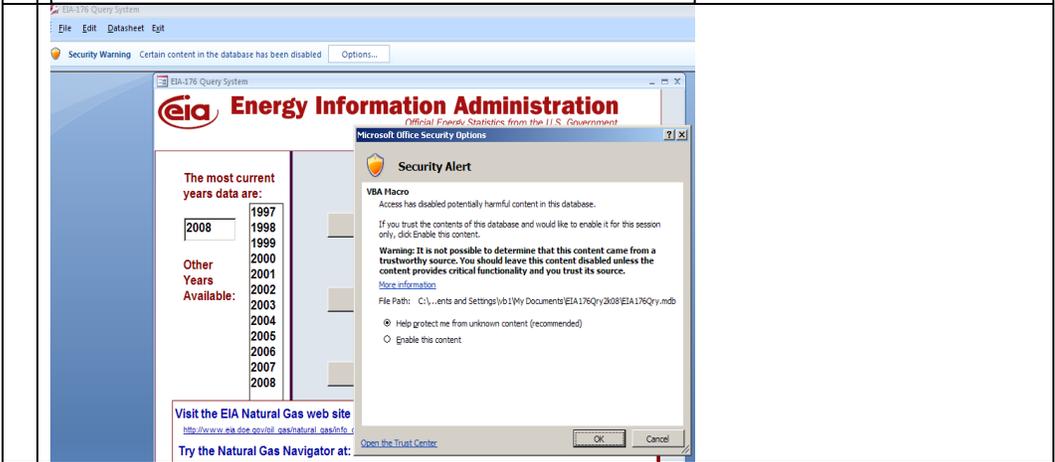


Modify the Security Warning to allow the scripts to execute.

Modify the Security Notice to make the application "trusted."

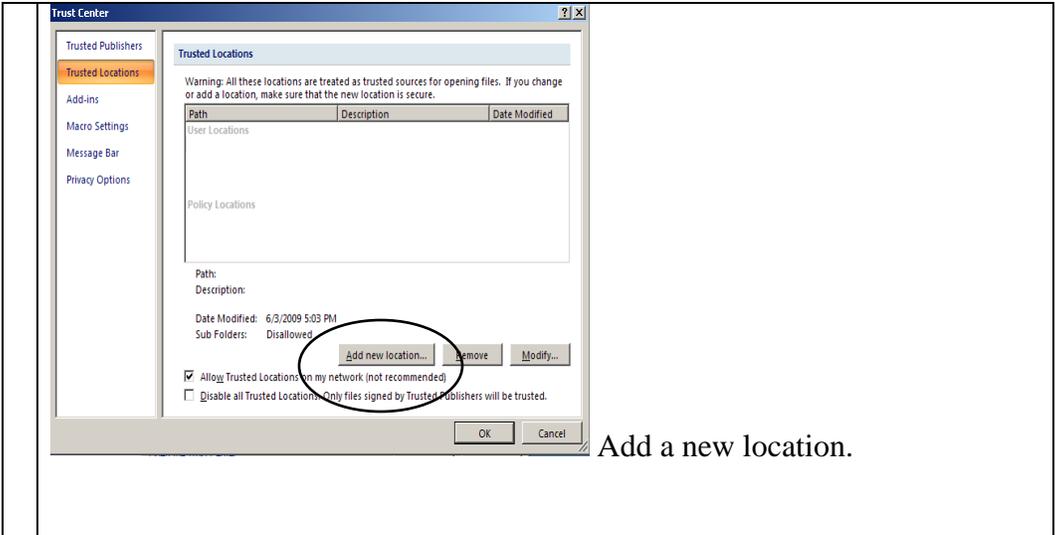


With Access 2007 this is what will come up initially.

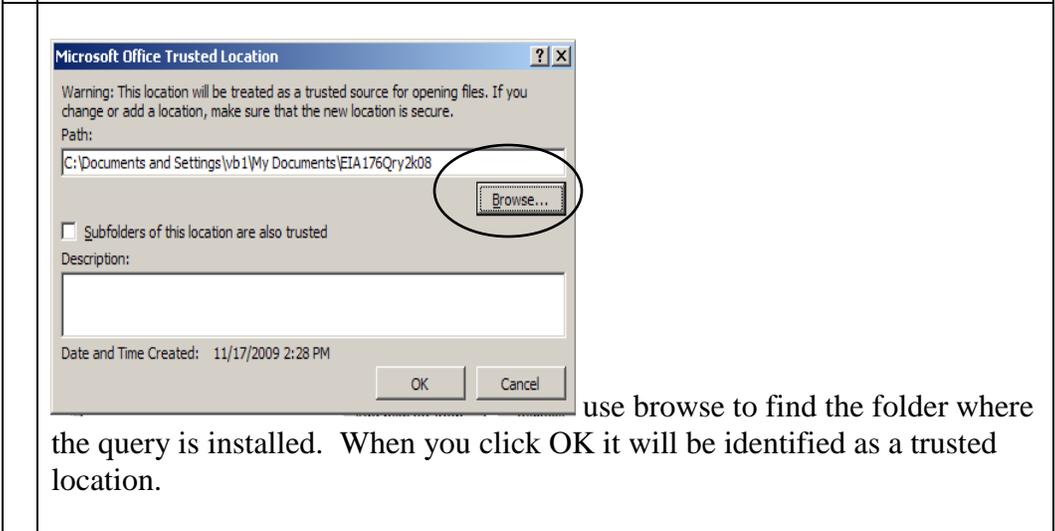


Click "enable this content"

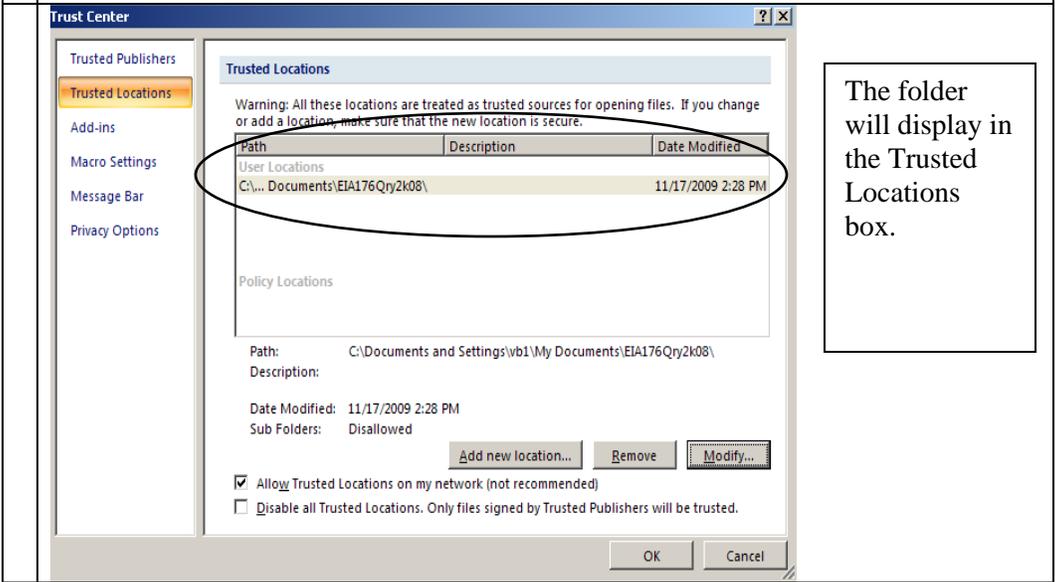
Click on "Open the Trust Center"



Add a new location.



use browse to find the folder where the query is installed. When you click OK it will be identified as a trusted location.



The folder will display in the Trusted Locations box.

The screenshot shows a web browser window titled "EIA-176 Query System". The page header features the EIA logo and the text "Energy Information Administration Official Energy Statistics from the U.S. Government". The main content area is titled "EIA-176 Query System" and contains three buttons: "View EIA-176 Respondents", "Query EIA-176 Data", and "Exit". On the left side, there is a section for selecting years, with a dropdown menu currently set to "2008". A list of years from 1997 to 2008 is shown, with "Other Years Available:" listed below. At the bottom, there are two links: "Visit the EIA Natural Gas web site at: http://www.eia.doe.gov/oi_oas/natural_gas/info_olnacenatural_gas.html" and "Try the Natural Gas Navigator at: http://tonto.eia.doe.gov/dnavig/ng_sum_top.asp".

When you open the application again the warnings will be gone and the scripts will work properly.