LMI Institute
Navigating the World of Labor Market Information

P.O. Box 100127
Arlington, VA 22210

Basic Labor Market Information Analyst Training

October 24-26, 2017
Arlington, VA

PRELIMINARY AGENDA

Day 1

Time	Session
8:00	Breakfast (provided)
8:30	Welcome/Introductions
8:45	Introduction to Labor Market Information (LMI) • What is Labor Market Information (LMI) and Why is it Important? • Major Players in the LMI World • Key Values in the LMI World • Main Suppliers and Customers of LMI
9:15	Group Presentation Scenarios and Choosing Study Area

9:30	Introduction to Data Sets
	• Current Population Survey (CPS) and Labor Force Concepts
	  ○ Labor force, employed, unemployed, seasonality
	  ○ Different unemployment concepts
	• Local Area Unemployment Statistics (LAUS)

10:15	Break

10:30	Introduction to Data Sets (continued)
	• Industries and North American Industrial Classification System (NAICS)
	  ○ Quarterly Census of Employment and Wages (QCEW)
	  ○ Current Employment Statistics (CES)
	  ○ Industry Projections

11:00	Exercise: Pull Industry Data Sets for Selected Area(s)
11:15	Introduction to Data Sets (continued) • Occupations and O*NET
11:45	Exercise: Access O*NET
12:00	Lunch (on your own)

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1:00	Introduction to Data Sets (continued)
	• Education Data and Classification of Instructional Programs (CIP)
	  ○ Integrated Postsecondary Education Data System (IPEDS)
	  ○ Demonstrate Accessing IPEDS Data

1:45	Break

2:00	Introduction to Industry Sector Analysis
	• Industry Employment
	  ○ Which data source to use?
	  ○ What can trend analysis tell us? How does seasonality play into this?
	  ○ How to use an index to compare areas
	  ○ How to calculate growth rates

2:45	Exercise: Calculating Growth Rate and Industry Structure
3:00	Introduction to Industry Sector Analysis (continued) • What is basic and non-basic industry employment? • What can industry location quotients tell us? • Projected Industry Employment ○ How is it calculated and uses?
4:00	Exercise: Location Quotients and Industry Projections
4:30	Adjourn

Day 2

Time	Session
8:00	Breakfast (provided)

8:30	Introduction to Occupation Analysis
	• Occupational Employment
	  ○ What is it? How is it calculated? What data source do I use?
	  ○ How to interpret occupational employment
	  ○ Can we do trend analysis?
	  ○ What does wage analysis tell us?
	• Projected Occupation Employment
	  ○ How is it calculated and uses?
	  ○ How to interpret projected occupation employment
	  ○ What do education requirements tell us?
	  ○ What are staffing patterns? How can I use them?

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9:55	Exercise: Basic and Projected Occupation Analysis
10:15	Break

10:30	Introduction to Occupation Analysis (continued)
	• Real-Time Labor Market Information
	  ○ What is it? What data source do I use?
	  ○ How to interpret real-time labor market information
	• Other Data Sources
	  ○ What is O*NET? Can we use it to conduct a deeper analysis?

10:45	Introduction to Population and Demographic Analysis
	• Population, Demographic, Social, Economic, and Housing
	  ○ U.S. Census Bureau Census and ACS
	  ▪ Demographics, Education, etc.
	  ○ Population estimates and projections
	  ○ How to find and interpret this data

11:30	Exercise: Population and Demographic Analysis
12:00	Lunch (on your own)
1:00	Introduction to Other Important Data Sources • BEA Economic Accounts • Other Data and Analytical Tools
1:30	Exercise: Exploring Other Important Data Sources
1:45	Introduction to Local Employment Dynamics • What are Local Employment Dynamics and Quarterly Workforce Indicators? • Understanding commuting trends • OnTheMap and QWI demonstrations
2:30	Break
2:45	Exercise: Local Employment Dynamics and QWI Analysis
3:15	Introduction to Presenting Data and Information • Who are your customers and what do they need? • What data to use and how to interpret it? • Explaining research through effective reports, presentations, and data files • Presentation tips
4:00	Exercises: Planning Session to Select Data and Analysis for Final Presentation
4:30	Adjourn

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Day 3

Time	Session
8:00	Breakfast (provided)
8:30	Finalize Small Group Presentations • Final data analysis • Prepare presentation (6-8 slides)
9:30	Small Group Presentations (2 groups, 10 minutes each)
10:00	Break
10:15	Small Group Presentations (4 groups, 10 minutes each)
11:30	Wrap-up
12:00	Adjourn