

ERI UPDATE



ECONOMIC RESEARCH INSTITUTE NOTES TO SUBSCRIBERS

On-Line Subscription Updates

ERI datasets are now found on MSN™, The Microsoft Network.

Our goal is to provide subscribers with the ability to quickly download datasets; but our involvement with MSN™ is not without interesting business implications that affect subscribers. ERI is not provided with names of those who download data over MSN™. Each and every download is charged for a full year's subscription. (ERI exercises no control over billings or payments.) **If you initially subscribe via MSN™, please call ERI at (800) 627-3697 and give us your address otherwise we will not be able to send you documentation, free quarterly updates....**

One might then ask, "Why is ERI interested in doing business via this Network?" It's because we see an intriguing future (with over 100 million installed Windows® 95 platforms). Envision:

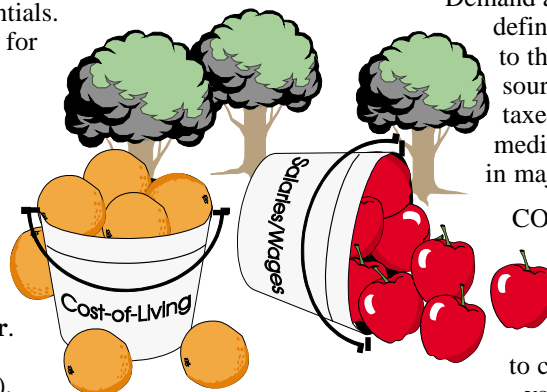
- A **National "Mega" Salary Survey** with tens of thousands of company participants.
- A **National Benefit Market** where companies "go direct" for quotes, eliminating the role of insurance agents.
- **Cost-of-Living Data** available to everyone so that no person ever relocates without COL knowledge.
(See Page 3 for additional comments regarding these forecasts/developments)

New Reference subscribers most frequent question is, "Which equations do I use?" The discussion below re the **Geographic Assessor** (labor cost differentials) and the **Relocation Assessor** (COL differentials) best answers this question. (Plus *ERIGA* & *ERIRA* save time in solving these algebraic calculations.)

Geographic Wage & Salary Differentials

Each year we try to emphasize the difference between geographic cost-of-living vs. salary differentials. The former reflects the demand and supply for goods and services, the latter reflects the demand and supply for labor.

ERI salary differentials reflect regression analyses where local area salary survey positions (collected by ERI throughout the year) are compared to national norms. National norms are reported by the **Salary and Consultants' Assessor** and the area structures in the **Geographic Assessor**. R² correlations with COL are less than .10 (that is, COL does not predict salary levels).



Cost-of-Living Differentials

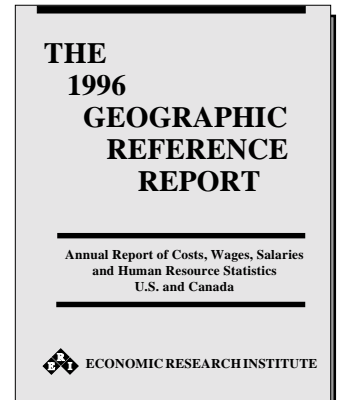
Demand and supply for goods and services are defined in terms of the data ERI downloads to the **Relocation Assessor** from existing sources: rental rates, housing prices, income taxes, property taxes, gasoline prices, medical costs/services, and the prices found in major retail grocery and drug stores.

COL differentials, as reported by ERI, reflect cost models (an auto driven "x" miles/kilometres, of "x" value), rental with no mortgage tax deductions, etc. Subscribers may change assumptions to customize comparisons (home ownership vs. rental, family size, earnings level, etc.)

ERI collects salary surveys, downloads cost-of-living data, compiles demographic data, and analyzes geographic salary, cost-of-living, and benefit levels. Subscribers consider ERI an "outsourcer". We save them time, effort, and expense.

1996 Geographic Reference

Annual Report of Costs, Wages, Salaries & Human Resource Statistics U.S. and Canada



An annual report covering 298 U.S. and Canadian cities was published 10/15/95. Local salary medians for 88 positions (as compiled from over 2,750 surveys and sources) were updated to 1/1/96 for planning purposes. Although there are 200,000,000 PC's in North America, the Reference still remains ERI's most popular research product. (It is a summary/composite of all ERI **Assessor Series**® databases.) Subjects covered include:

- | | |
|---|--------------------------------|
| Bonus & Non-Bonus Positions' Base Pay | Area Unemployment Rates |
| Cost of Living (Housing, Transportation, Services, & Consumables) | Search/Recruiting Information |
| Federal/Local Income, Payroll, & Sales Tax Rates | Major Private Sector Employers |
| | Per Diem Allowances |
| | Health & Housing Costs |

RESEARCH NOTES

Jan. 1, 1996 U. S.

Geographic Reference's Benchmark Positions	Median Salaries
Accountant	34850.
Accounting Clerk	20504.
Admin Assistant	28773.
Audio-Visual Specialist	30102.
Automobile Mechanic	30905.
Bank Teller	16110.
Benefits Manager	43231.
Benefits Specialist	31418.
Biologist	38717.
Bookkeeper	23427.
Bus Driver	24998.
Buyer	34403.
Carpenter (Gen/Maint)	30480.
Cashier	14164.
Chemical Engineer	58682.
Chemical Technician	31823.
Chemist	40046.
Civil Engineer	47734.
Computer Operator	24996.
Computer Programmer	36350.
Construction Worker	22836.
Controller/Comptroller	60718.
Cost Estimator	37934.
Data Entry Operator	19495.
Dental Assistant	20743.
Dental Hygienist	39530.
Designer	32406.
Drafter/Draughtsperson	28056.
Electrical Engineer	53876.
Electrician - Certified	35446.
Electronics Assembler	20602.
Electronics Technician	32511.
Engineering Manager	68040.
Executive Secretary	32654.
File Clerk	15966.
Financial Analysis Mgr	46950.
Forklift Operator	23582.
General/Institution Cook	17063.
Heavy Truck Driver	27181.
Insurance Claim Adjuster	37814.
Internal Auditor	38838.
Janitor	17393.
Ld Computer Programmer	43054.
Lead Systems Analyst	51080.
Librarian	34738.
Light Truck Driver	22305.
Machine Tool Operator	26239.
Machine/Maint Mechanic	31166.
Machinist (Gen/Maint)	31368.
Maintenance Helper	19712.
Maintenance Repairer	24563.
Market Research Analyst	35757.
Marketing Manager	52555.
Materials Handler	19804.
Mechanical Engineer	52718.
Medical Lab Technician	28946.
Messenger/Mailroom	15874.
Millwright	32311.
Office Manager	34130.
Order Clerk	21006.
Painter/Paperhanger	25819.
Payroll Clerk	22507.
PC/Microcomp Specialist	33774.
Personnel Adm/Specialist	39707.
Personnel Manager	43608.
Pharmacist	49511.
Physical Therapist	51275.
Physician	132603.
Physicist	60070.
Plumber	35585.
Primary School Teacher	33946.
Production Supervisor	37707.
Property Manager/Admin	34340.
Purchasing Manager	43230.
Receptionist	17413.
Registered Nurse	36952.
Sales Manager	48259.
Sales Rep - Non Scientific	32035.
Secondary School Teacher	35405.
Secretary	24622.
Security Guard	19644.
Shipping Clerk	20707.
Stationary Engineer	37964.
Systems Analyst	46109.
System/Prg/MIS Manager	64824.
Tool & Die Maker	35416.
Warehouse Worker	24126.
Word Processor	21554.

(U.S. dollars)

1 Jan. 1996 Canada

Geographic Reference's Benchmark Positions	Median Salaries
Accountant	44299.
Accounting Clerk	27247.
Admin Assistant	29836.
Audio-Visual Specialist	39045.
Automobile Mechanic	33638.
Bank Teller	21045.
Benefits Manager	46240.
Benefits Specialist	29180.
Biologist	48852.
Bookkeeper	27893.
Bus Driver	32167.
Buyer	38057.
Carpenter (Gen/Maint)	35351.
Cashier	19381.
Chemical Engineer	57890.
Chemical Technician	39135.
Chemist	43358.
Civil Engineer	49469.
Computer Operator	29119.
Computer Programmer	42832.
Construction Worker	35944.
Controller/Comptroller	55600.
Cost Estimator	43560.
Data Entry Operator	26143.
Dental Assistant	27779.
Dental Hygienist	43097.
Designer	34616.
Drafter/Draughtsperson	36848.
Electrical Engineer	49433.
Electrician - Certified	40383.
Electronics Assembler	26407.
Electronics Technician	40371.
Engineering Manager	67740.
Executive Secretary	42360.
File Clerk	24969.
Financial Analysis Mgr	53359.
Forklift Operator	29088.
General/Institution Cook	22758.
Heavy Truck Driver	32947.
Insurance Claim Adjuster	38006.
Internal Auditor	44118.
Janitor	24677.
Ld Computer Programmer	48004.
Lead Systems Analyst	50564.
Librarian	37191.
Light Truck Driver	29184.
Machine Tool Operator	34998.
Machine/Maint Mechanic	35904.
Machinist (Gen/Maint)	35355.
Maintenance Helper	27312.
Maintenance Repairer	32679.
Market Research Analyst	38501.
Marketing Manager	48977.
Materials Handler	27117.
Mechanical Engineer	50345.
Medical Lab Technician	35700.
Messenger/Mailroom	21036.
Millwright	41129.
Office Manager	44140.
Order Clerk	26820.
Painter/Paperhanger	30940.
Payroll Clerk	28771.
PC/Microcomp Specialist	35293.
Personnel Adm/Specialist	41656.
Personnel Manager	51886.
Pharmacist	51523.
Physical Therapist	48955.
Physician	115273.
Physicist	51707.
Plumber	41071.
Primary School Teacher	43925.
Production Supervisor	50939.
Property Manager/Admin	40783.
Purchasing Manager	47971.
Receptionist	22523.
Registered Nurse	40883.
Sales Manager	44971.
Sales Rep - Non Scientific	40477.
Secondary School Teacher	48112.
Secretary	27238.
Security Guard	28394.
Shipping Clerk	26965.
Stationary Engineer	42471.
Systems Analyst	44326.
System/Prg/MIS Manager	58638.
Tool & Die Maker	39757.
Warehouse Worker	30277.
Word Processor	26966.

(Canadian dollars)

We've Changed Our Name (sort of)

ERI's legal name has been changed from

 Economic Research Institute

to that of:

 Economic Research
Institute, Inc.

Everyone calls us "ERI" our products' "go words" begin with "ERI". Nothing else will change except the addition of:

The Microsoft Network - Go Word: *eri*
Internet - <http://www.eri.com/~eri>

1996 Reference Report's 88 National Norms

The 1996 Geographic Reference calculates and reports average median salaries for 88 benchmark jobs in 298 cities as compiled from over 1,500 surveys. Comparisons are made to two sets of "National Averages" shown at the left and right. (Canadian differentials are based on local Canadian rates regressed against the Canadian national medians; U.S. differentials are compared to U.S. norms.)

These national norms are also to be found in both the **Consultants' Assessor** and the **Salary Assessor's** 1/1/96 editions (see SIC or PBA: 00000 and zip/postal code: 99999).

Exporting Data

Every week we receive two or three calls asking if it is possible to export data from the **Assessor Series**® programs/datasets so that one might work with the data in a spreadsheet or a word processing program.

The answer is, "Yes". Use the print function (usually <F8>) and print to a file (rather than a printer). The created file will be in an ASCII format acceptable to all modern spreadsheets and word processing programs.

Position Descriptions

Full position descriptions in the **Salary Assessor** are available via the **Consultants' Assessor** directory. Once installed to c:\erica, quarterly updating is not required.

The Internet & The Microsoft Network's Potential Impact

Have you reviewed employment and job listings on the Internet? Example: Interested in Pascal language programmer openings in Pueblo, Colorado? Find them listed on the Net. These Internet listings are having a major impact on the employment profession.

But the Internet was not designed for business; business transaction security is difficult to assure; privacy is also uncertain; it's slow; and it has the danger of *imploding* with forty thousand new page sites being created each month.

MSN™, The Microsoft Network was designed to fill this market void, providing a secure, private, accessible system. For example, one may now download the most recent quarter's **Assessor Series**® databases with the "click" of four mouse selections using Windows® 95.

ERI foresees other applications of a secure, universal Network, *many of which will change Human Resource management practices dramatically*. And several applications are now potentially possible via existing **Assessor Series**® software/code. Examples include:

A National Salary Survey & Quick -Call Job Pricing

Using Screen 2 of the **Salary Assessor**, we've begun development of a PC application where:

Companies might input salary survey data into an easy-to-complete benchmark listing for their respective industries. Updated survey results (and comparisons to norms) could be instantaneously available.

We foresee the eventual end of mailed salary survey forms and long waits for survey results. Costs will be reduced.

We also envision a day when employees will routinely access competitive rates being paid for certain jobs and skills. Everyone will have access to survey data.

Imagine a day when every employee will have more knowledge (concerning what any one particular position is being competitively paid) than his/her management.

Will ERI's **Salary Assessor** lead the way? To review our vision for this service, look for:

- Internet: Quick-Call Job Pricing
- MSN™: Quick-Call Job Pricing

U.S. TM Application 74/680929 MSN™ Go Word Quickpay

A National Benefit Market & Quick -Call Benefit Applications

Using Screens 1 & 3 of the **Benefit Assessor**, we've begun development of a PC application where:

Companies might input employee census data into a secure, confidential Network database. State alliance and registered carrier rates would be immediately available on-line. Underwriters from approved, fully-insured national carriers and regional HMOs would review the pool of potential purchasers. Their quotes would be faxed directly to a company.

Imagine a day when insurance brokers will be rendered obsolete along with their 3 - 10% benefit commissions.

Brokerage methodology hasn't changed much since the 1600s. ERI can foresee medical benefit commissions disappearing within the next five years.

Will ERI's **Benefit Assessor** lead the way? To review our vision for this service, look for:

- Internet: Quick-Call Application*
- MSN™: Quick-Call Application*

*Under development; this service *would not be offered* by ERI; but by some third-party licensed in insurance.

U.S. TM Application 74/680928 MSN™ Go Word Quickapp

ERI's Cost-of-Living Data & Quick -Call Two-City Reports

Using Screen 4 of the **Relocation Assessor**, we've begun development of an interactive PC application where:

Anyone with access to a Network may enter COL assumptions as they consider a transfer or relocation.

Again, imagine a day when every employee will have more knowledge concerning a relocation's cost than his/her management.

Commercially available cost-of-living reporting hasn't changed much since the 1940s. ERI sees this changing. Anyone can now assess a relocation's cost. Network data and PCs in the home make this just too easy an application to forestall.

PCs have made it possible for ERI to cost-effectively download data for analyses; the reverse is also possible.

Will ERI's **Relocation Assessor** lead the way? To review our vision, look for:

- Internet: Quick-Call Report
- MSN™: Quick-Call Two City Relocation Report

U.S. TM Application 74/680927 MSN™ Go Word Quickcol

("Quick-Call" applications are described on the Internet and The Microsoft Network, but interactive programs are not yet available.)

Here's How to Access ERI on the Internet

- Enter the command line <http://www.eri.com/~eri>
- Security is not now available to allow the *Quick-Call Job Pricing, Benefit Applications, or Two-City Reports* described above. Security can also not now be assured in the downloading of **Assessor Series**® datasets. Consequently,
- At this time the **Assessor Series**® datasets are only described on the Internet "pages". (Unlike The Microsoft Network which allows downloading of data.)
- Secure, confidential Internet applications are under development.

The Microsoft Network

- "Click on" The Microsoft Network icon
- Select "Edit ... Go To ... Other Locations" and type *eri*

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GUIDELINES FOR USING ASSESSOR SOFTWARE

DOS/Windows®/Windows® 95

The **Assessor Series**® were developed as DOS programs. **Geographic, Relocation, and Salary Assessors** may be run from a diskette. We recommend, however, copying those programs & datasets to your hard drive and saving the diskettes as archive copies. Most subscribers access ERI data via Windows 3.x software. Like all DOS-designed programs, you will obtain the best results if you run **Assessor Series**® software from the DOS prompt. Click on the "MSDOS" icon in the Windows® 95 Start Folder or the Windows 3.x Main Group. Power Mac users may not access **Assessor Series**® data without partitioning their hard disk and adding DOS operating programs.

Running Programs from a floppy drive

Place the **Assessor** diskette in a floppy drive (A: or B:). Make this disk drive your current drive by typing *A:* or *B:* and pressing <. Type the **Assessor's** short name (e.g. *ERIGA for the Geographic Assessor*) and press <. Type *eri* for the **Assessor Series**® **Demonstrator** (a:>eri and then <). The **Consultants' Assessor** uses the c:> a:\install and < command. (Remember: When running a program from a diskette, do not remove the diskette from the floppy drive until you have completely quit out of the program.)

Running Programs from a hard drive

Assume your hard drive specifier is C: and the directory in which the **Assessor** will be installed and used is \ERIGA (e.g. *ERIGA for the Geographic Assessor*). Make your hard drive the current drive: type *C:* and press <. If the directory \ERIGA does not already exist, create it. Type *MD\ERIGA* and press <. Make \ERIGA your current directory. Type *CD\ERIGA* and press <. Insert the **Assessor** diskette in a floppy drive (assume it's A:), type *COPY A:.*.** and press <. Keep the **Assessor** diskette as a "backup". The **Consultants' Assessor** and Windows® 95 versions (under development) require installation & may not be run from a diskette.

Geographic Assessor

- To receive help from any of the 9 screens, press the ` key. | # to move to any Screen.
- Use the < key to move on after inputting data, the exception being:
- Use the ^ and ^ keys to move from screen to screen in Screens 7 and 8.
- Use the ° key to move to a previous screen or to exit a help screen. Š to Screen 7.
- To exit the program, use | Q if in Screens 4 through 9 or use ° if in Screens 1 through 3.
- In Screens 7 and 8 you may simultaneously make up to 99 comparisons onto one table (with the ability to save, load, or print). ~ allows printing to either a printer or disk file.
- Save and load your data in Screens 7 and 8 to and from a file; use the • and – keys.
- Insert a line in Screen 7 or 8 with use of the ± key; use the µ to delete a city.
- Use ' key in Screens 1, 2, 7 and 8 to select a city from a listing by state, province, or county.
- ™ overrides the \$99,999 limits in Screen 4, converts values to in Screens 7 & 8.
- | S provides a listing of survey sources for that city/area's state or province.
- Use "National" or "Canadian National" or zz00, zz10, zz10- as standard "Base Cities".

Salary Assessor

- The | Q keys provide exit from the program; | S for survey sources (if c:\eriga present.)
- To receive help from any of the main screens, press the ` key.
- Use the < or § < keys to move within Screen 4 or 5; ^ ^ to the next or prior screen.
- All **Assessor Series**® programs store data (positions & cities) alphabetically.
- Use the " key to delete data in any entered line. (" key delete is true for almost all programs.)
- § ¥ usually inserts a position above a line; § □ inserts below.
- Use ' ^ keys to view a listing of all positions containing a key word or title.
- Screen 4 allows for a benchmark listing of positions in any one location in any industry.
- Screen 5 allows for listing of salaries for one position in multiple locations.
- Full position descriptions present if c:\erica (Consultants' Assessor) is installed.

Relocation Assessor

- To receive help from any of the 9 screens, press the ` key. | # to move to any Screen.
- Use other commands as described in the **Geographic Assessor** directions (above).
- To exit the program, use | Q if in Screens 3 through 9 or use ° if in Screen 1 through 3.
- You may save and load your data in Screens 6 and 8 to and from a file. Use the • and – keys.
- ' key in Screens 1, 2, 4, 6, 7, 8 & 9 selects a city from a listing by country, state, province or county.
- Use the ~ key to print an analysis in either Screen 4, 6, 7, or 8 to either a printer or a disk file.
- Use the ^ ^ keys to escape the Exchange Rate Screen. (The **International Assessor** is a "hidden dataset" ... erira i)
- ~ prints graphs of Screen 5 to HP laser compatible printers.
- To analyze just 4,000+ Canadian & U.S. cities, type a:>erira; to review an additional 1,400+ international areas, type a:>erira i (reviews all cities in database, international, Canadian, and U.S.).

Downloading from MSN™

- Remember, each & every download creates a full annual subscription charge (ERI exercises no control over billing, payments, etc.)
- After logging onto The Microsoft Network, from the MSN™ Central page, select "Edit... Go To... Other Location" and type in *eri*
- Select the ERI Product Download icon (the one with the shopping cart)
- Double click on the product you wish to order. For example, double click on the **Geographic Assessor** Download.
- Read the message; scroll to the download "zip"; double click the icon.
- Find the **Geographic Assessor** program and database on your PC's hard drive under: c:\Program Files\The Microsoft Network\Transferred Files\eriga.000. To access this file:
 - Double click on the "My Computer" icon / Ms-dos_62(C:)
 - Double click on the folders listed above.
 - Double click on "eriga.exe" (blank eriga folder) to execute
- Programs are best run under the MS-DOS prompt. We recommend copying the eriga.000 folder to a c:\eriga directory.

Benefit Assessor

- Š provides a menu of commands.
- > provides Benefit Statements from Screens 3 & 4.
- œ provides COBRA letters from Screen 3 (Status must be "C").
- – searches for any employee's name. ` key for other helpful hints.
- ~ allows for the importing/exporting of employee data in Screen 3.
- The Š Menu allows printing of an Employee Census, a 125 Plan document, SPD, and IRS, DOL & COBRA submission letters.

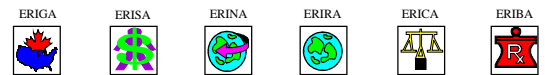
Consultants' Assessor

- Select among individual position analyses, benchmark listings, reasonable accommodation reports, executive compensation, and/or workforce demographic analyses.
- The | M keys provide a menu; | Q keys provide exit from the program/subprograms.
- When a description is displayed, use ^ ^ £ to scroll through.
- The **Executive Compensation Assessor** is incorporated in the **Consultants' Assessor** with salary & bonuses for the top 6 positions.
- Uses a revised format with top of screen keys.
- Data is in a "packed" form and requires installation to a hard disk.
- Use the ¥ □ © | * to shift to different program functions.

Notes

No basic *.exe changes are made for 1/96; all work is focused on Windows® 95 versions.

All 1996 **Assessor** software have an "icon" file (*.ico) which reproduces one of the icons below:



Assume ERIGA (**Geographic Assessor**) is installed on your hard drive (c:). To Install ERIGA.ICO for Windows® Microsoft

- 1) In Windows select "New" from "Program Manager's File" menu; or select the Option or Change Properties line.
- 2) Select "Item".
- 3) Click "OK" (bringing up the "Properties" box/line).
- 4) Type "ERIGA" at the "Title" prompt.
- 5) Type "ERIGA.EXE" at the "Command Line" prompt.
- 6) Type "C:\ERIGA" at the "Working Directory" prompt.
- 7) Click "O.K."
- 8) Click "Change Icon" (bringing up "Change Icon").
- 9) Type "C:\ERIGA\ERIGA.ICO" at the "File Name".
- 10) Click "O.K." (two times).

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U.S. EIN 33-0356443; Canadian GST 133229716RT.
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