

ANNEX A

Useful Manuals when Collecting/Reporting Data

Table A1.1. **Useful manuals when collecting/reporting data**

<i>OECD Guide to Measuring the Information Society</i> (2011)	This guide provides the statistical definitions, classifications and methods to measure and compare the information society across countries. It provides a standard reference for statisticians, analysts and policy-makers in the field. In particular, the guide should assist countries that want to start or develop new statistical programmes to measure the information society. Link: www.oecd.org/sti/measuring-infoeconomy/guide
<i>OECD Patent Statistics Manual</i> (2009)	The OECD Patent Statistics Manual provides guiding principles for the use of patent data in science and technology (S&T) measurement, and recommendations for the compilation and interpretation of patent indicators in this context. It aims to show what patent statistics can be used for, what they cannot be used for, and how to count patents in order to maximise information on S&T activities while minimising statistical noise and biases. Link: www.oecd.org/document/29/0,3746,en_2649_34451_42168029_1_1_1_1,00.html
<i>Data and Metadata Reporting and Presentation Handbook</i> (2007)	This manual provides a single comprehensive reference set of international guidelines and recommendations for the reporting and presentation of statistical data and metadata. Link: www.oecd.org/dataoecd/46/17/37671574.pdf
<i>Eurostat-OECD Manual on Business Demography Statistics</i> (2007)	This manual provides guidelines for the compilation of business demography indicators. Link: www.oecd.org/dataoecd/8/8/39974460.pdf
<i>Oslo Manual: Guidelines for Collecting and Interpreting Innovation Data</i> , 3rd Edition, OECD, Paris, OECD (2005),	The <i>Oslo Manual</i> is an international source of guidelines for the collection and use of data on innovation activities in industry. The third edition, released in 2005, is an update of the original 1992 and 1997 editions, taking account of the progress made in understanding the innovation process, the experience gained from the previous round of innovation surveys, the extension of the field of investigation to other sectors of industry and the latest revisions of international standard classifications. Link: www.oecd.org/dataoecd/35/61/2367580.pdf
<i>Manual on Statistics of International Trade in Services</i> (2002)	This manual is a joint publication of six agencies: the UN, EC, IMF, OECD, UNCTAD, and WTO. It sets out an internationally agreed framework for the compilation and reporting of statistics of international trade in services in a broad sense. Special emphasis is given to the statistical information needs of international trade negotiations and agreements. An update is expected by end-2010. Link: www.oecd.org/dataoecd/32/45/2404428.pdf
<i>Frascati Manual: Proposed Standard Practice for Surveys on Research and Experimental Development</i> (2002)	The <i>Frascati Manual</i> is the internationally recognized methodology for collecting and using R&D statistics. It includes definitions of basic concepts, data collection guidelines, and classifications for compiling statistics. This updated edition contains improved guidelines adjusted for changes in OECD economies, including measurement of service-sector R&D, R&D globalisation, and R&D human resources. Link: www.oecd.org/document/6/0,3746,en_2649_34451_33828550_1_1_1_1,00.html



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