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Statistics Canada
www.statcan.gc.ca

Electronic Questionnaire (EQ)

Retail Services Price Index

Mary Beth Garneau

September 22, 2014



Statistics Canada



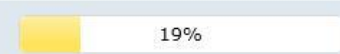
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Start of survey > Getting started

Logout

Retail Trade Price Report - Fourth Quarter 2013

Getting started



Why do we conduct this survey?

The Retail Trade Price Report collects prices of product transactions to create the Retail Services Price Index (RSPI). This index measures the price movements of services provided by retailers and is used to answer questions related to inflation, real output and productivity of the retail sector. Your information may also be used by Statistics Canada for other statistical and research purposes.

The RSPI can also be used by businesses to measure their performance against industry trends, as well as for international comparisons of productivity, inflation and trade.

You are legally required to complete this questionnaire according to the *Statistics Act*.

Other important information

- ▶ [How are we authorized to collect this information?](#)
- ▶ [Your answers are confidential](#)
- ▶ [Record linkages](#)

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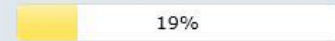


Start of survey > Navigational features and tips

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Retail Trade Price Report - Fourth Quarter 2013

Navigational features and tips



Additional help

Some questions have a **Help** button that provides examples or definitions to further explain the question.

The **Help** button is located to the right of the question.



Navigating the questionnaire

To move to the next page, press the **Next** button located at the bottom of each page.

To move between items on a page, press the **Tab** key or use the mouse.

Session timeout

After **1 hour and 55 minutes of inactivity**, you will receive a timeout notice. To continue your session and avoid losing information, press the **Stay Logged In** button **within 5 minutes** of the timeout message appearing.

Saving your information

To save entered information and complete the questionnaire later, press the **Stop & Finish Later** button located at the bottom of any page. When you resume your session, you can start where you left off.



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Start of survey > Answering this questionnaire

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Retail Trade Price Report - Fourth Quarter 2013

Answering this questionnaire



For this questionnaire

Coverage statement

Reporting instructions

- For each product, please verify the product specifications and report monthly average vendor and monthly average retail prices for the current quarter. Please also report any missing historical data.
- If a product was not available for sale between October and December, please provide specifications and prices for another product.
- Please report all currency amounts in **Canadian dollars (CAN\$)**.
- If precise figures are not available, please provide your best estimates.
- Do not press the **Submit** button until you have completed reporting for all products.

Printing your completed questionnaire

You may print this questionnaire once you have completed and submitted it.

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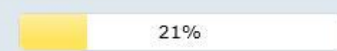
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Start of survey > Business and contact information

[Logout](#)

Retail Trade Price Report - Fourth Quarter 2013

Business and contact information



Please verify the business name and correct where needed.

Legal name:

ABC

Operating name:

ABCD

Please verify the information for this business's contact person and correct where needed.

First name:

John

Last name:

Smith

Title:

Title-Assistant



Email address:

example@statcan.gc.ca

Address (number and street):

123 Street Name

City:

123 City

Province, territory or state:

Ontario

Postal code/ZIP code:

A1A 1A1

Country:

Canada

Telephone number (including area code):

123-456-7890

Extension number (if applicable):

1234

Fax number (including area code):

098-765-4321

Preferred language of communication:

English

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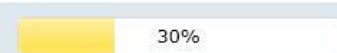
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Start of survey > Summary - Products previously reported

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Retail Trade Price Report - Fourth Quarter 2013

Summary - Products previously reported



These products were previously reported as representative of the retail activity for your business.

Select "**Continue**" to answer the required questions for each product.

If an item is discontinued or no longer available, you will be asked to report for another product.



Product Name: Apples
Product Code: 987654321

[Continue >](#)

Not started - press the **Continue** button to begin.



Product Name: Bananas
Product Code: 123456789

[Continue >](#)

Not started - press the **Continue** button to begin.



Product Name: Pears
Product Code: 987654321



Product Code: 987654321

Continue >

Not started - press the **Continue** button to begin.



Product Name: Bananas
Product Code: 123456789

Continue >

Not started - press the **Continue** button to begin.



Product Name: Pears
Product Code: 987654321

Continue >

Not started - press the **Continue** button to begin.



Product Name: Lumia 1020
Product Code: 123456789

Continue >

Not started - press the **Continue** button to begin.

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Start of survey > Apples

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Retail Trade Price Report - Fourth Quarter 2013

Apples



1. Was the following product **available for sale** by this business between October and December?

Available for sale means available for customer purchase at any time during the reporting period.

Product Name: Apples
Description: Computer products
Product Code: 987654321

Yes

No

Stop & Finish Later

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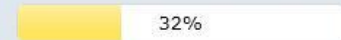
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Start of survey > Apples

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Retail Trade Price Report - Fourth Quarter 2013

Apples



3. Please verify the product information below.

[? Help](#)

Please make any necessary corrections or updates.

Name

Apples

Description

Computer products

Manufacturer

Mac

Please specify the product code used by your business to identify this product.

Type of product code / identifier

PLU (Price Look Up)

SKU (Stock Keeping Unit)



UPC (Universal Product Code)

Other type of code — specify:

Product code

987654321

How is this product sold?

Individually (e.g., each)

Specify size or weight

Each

In a package (e.g., 6 pairs of size large socks, 12 cans of 355 ml)

In bulk (e.g., measurement unit is kilogram, litre, metre, etc.)

Other quantity — specify:

Who purchases this product?

Select all that apply.

General public

Businesses (e.g., other retailers, dealers)

Institutions

Other type of customer — specify:

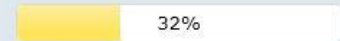


Start of survey > Apples

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Retail Trade Price Report - Fourth Quarter 2013

Apples



4. Please report monthly average prices for **Apples** for the months listed below.

? Help

Data for historical months may be displayed. Please report missing information or make necessary corrections.

Report prices in exact dollars and cents.

Vendor price is the cost incurred by your business to acquire the product. **Include:** adjustments for discounts, rebates and freight.

Retail price is the amount received by your business for selling this product. **Include:** adjustments for discounts and promotions. **Exclude:** taxes and delivery.

	Vendor price in <u>CAN\$</u> (purchase)	Retail price in <u>CAN\$</u> (selling)	Margin
Historical Months			
June 2013	<input type="text" value="200"/>	<input type="text" value="220.125"/>	20.125
July 2013	<input type="text" value="400"/>	<input type="text" value="459.365"/>	59.365
August 2013	<input type="text" value="200"/>	<input type="text" value="220.125"/>	20.125
September 2013	<input type="text" value="400"/>	<input type="text" value="459.365"/>	59.365



Vendor price is the cost incurred by your business to acquire the product. **Include:** adjustments for discounts, rebates and freight.
Retail price is the amount received by your business for selling this product. **Include:** adjustments for discounts and promotions. **Exclude:** taxes and delivery.

	Vendor price in CAN\$ (purchase)	Retail price in CAN\$ (selling)	Margin
Historical Months			
June 2013	<input type="text" value="200"/>	<input type="text" value="220.125"/>	20.125
July 2013	<input type="text" value="400"/>	<input type="text" value="459.365"/>	59.365
August 2013	<input type="text" value="200"/>	<input type="text" value="220.125"/>	20.125
September 2013	<input type="text" value="400"/>	<input type="text" value="459.365"/>	59.365
Current Quarter			
October 2013	<input type="text"/>	<input type="text"/>	
November 2013	<input type="text"/>	<input type="text"/>	
December 2013	<input type="text"/>	<input type="text"/>	

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Vendor price is the cost incurred by your business to acquire the product. **Include:** adjustments for discounts, rebates and freight.
Retail price is the amount received by your business for selling this product. **Include:** adjustments for discounts and promotions. **Exclude:** taxes and delivery.

	Vendor price in CAN\$ (purchase)	Retail price in CAN\$ (selling)	Margin
Historical Months			
June 2013	200	220.125	20.125
July 2013	400	459.365	59.365
August 2013	200	220.125	20.125
September 2013	400	459.365	59.365
Current Quarter			
October 2013	400	450	50
November 2013	500	550	50
December 2013	600	650	50

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Start of survey > Apples

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Retail Trade Price Report - Fourth Quarter 2013



Apples

7. What was the main reason for the change in **vendor price**?

October \$400 and November \$500

Reason for price change:

<<< Select >>>

November \$500 and December \$600

Reason for price change:

<<< Select >>>

8. What was the main reason for the change in **retail price**?

September \$459,365 and October \$450



8. What was the main reason for the change in retail price?

September \$459.365 and October \$450

Reason for price change:

<<< Select >>>

October \$450 and November \$550

Reason for price change:

<<< Select >>>

November \$550 and December \$650

Reason for price change:

<<< Select >>>

- <<< Select >>>
- <<< Select >>>
- Change in supplier
- Exchange rate
- Promotion / End of promotion
- Clearance
- Commodity pricing
- Inflation
- Other

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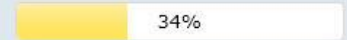
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Start of survey > Apples

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Retail Trade Price Report - Fourth Quarter 2013

Apples



You have completed the required information for **Apples**.

Press **Previous** to make any modifications.

Otherwise, press **Return To Summary**.

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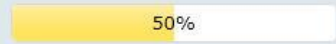
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Start of survey > Summary - Products previously reported

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Retail Trade Price Report - Fourth Quarter 2013

Summary - Products previously reported



These products were previously reported as representative of the retail activity for your business.

Select "**Continue**" to answer the required questions for each product.

If an item is discontinued or no longer available, you will be asked to report for another product.

	<p>Product Name: Apples Product Code: 987654321</p> <p>Update ></p>	<p>Completed</p>
	<p>Product Name: Bananas Product Code: 123456789</p> <p>Update ></p>	<p>Completed</p>
	<p>Product Name: ... Product Code: ...</p> <p>Update ></p>	<p>Completed</p>



Update >

Completed



Product Name: Bananas
Product Code: 123456789

Update >

Completed



Product Name: Pears
Product Code: 987654321

Update >

Completed



Product Name: Lumia 1020
Product Code: 123456789

Update >

Completed

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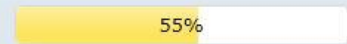
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Start of survey > Request for additional products

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Request for additional products



Thank you for answering the questions for the current products reported by your business.

We require information for 3 additional products to maintain the quality of data Statistics Canada produces for the retail industry.

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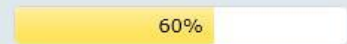
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[Start of survey](#) > [Request for additional products](#)

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Request for additional products



9. Please select up to 3 additional products which were available for sale between October and December. Choose products according to their contribution to annual sales revenue. The products you select will be added to the product list for future reports.

Type "0" if this business had no other products available for sale.

Number of additional products available for sale:

Additional product(s)

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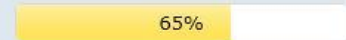
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Start of survey > Additional Products

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Additional Products



10. Please provide the following information for an additional product.

[? Help](#)

Name

Description

Manufacturer

Please specify the product code used by your business to identify this product.

Type of product code / Identifier

- PLU (Price Look Up)
- SKU (Stock Keeping Unit)
- UPC (Universal Product Code)



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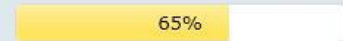
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Additional Products



10. Please provide the following information for an additional product.

[? Help](#)

Name

Fake Product Name 1

Description

Fake Product Description 1

Manufacturer

Fake Manufacturer 1

Please specify the product code used by your business to identify this product.

Type of product code / identifier

- PLU (Price Look Up)
- SKU (Stock Keeping Unit)
- UPC (Universal Product Code)



- SKU (Stock Keeping Unit)
- UPC (Universal Product Code)
- Other type of code — specify:

Product code

How is this product sold?

- Individually (e.g., each)
- In a package (e.g., 6 pairs of size large socks, 12 cans of 355 ml)
- In bulk (e.g., measurement unit is kilogram, litre, metre, etc.)
- Other quantity — specify:

Who purchases this product?

- General public
- Businesses (e.g., other retailers, dealers, etc.)
- Institutions
- Other type of customer — specify:

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Product code

Fake Code 1

How is this product sold?

- Individually (e.g., each)
- In a package (e.g., 6 pairs of size large socks, 12 cans of 355 ml)

Specify number of items and size or weight

Number (if applicable)

Fake Product Number 1

Specify size or weight

Fake Product Size 1

- In bulk (e.g., measurement unit is kilogram, litre, metre, etc.)
- Other quantity — specify:

Who purchases this product?

- General public
- Businesses (e.g., other retailers, dealers, etc.)
- Institutions
- Other type of customer — specify:

Fake Type of Customer 1

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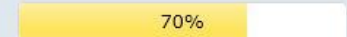


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Additional Products

11. Please report monthly average prices for **Fake Product Name 1** for the months listed below.

[? Help](#)

Report prices in exact dollars and cents.

Vendor price is the cost incurred by your business to acquire the product. **Include:** adjustments for discounts, rebates and freight.

Retail price is the amount received by your business for selling this product. **Include:** adjustments for discounts and promotions. **Exclude:** taxes and delivery.

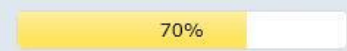
	Vendor price in CAN\$ (purchase)	Retail price in CAN\$ (selling)	Margin
Historical Month			
September 2013	<input type="text"/>	<input type="text"/>	<input type="text"/>
Current Quarter			
October 2013	<input type="text"/>	<input type="text"/>	<input type="text"/>
November 2013	<input type="text"/>	<input type="text"/>	<input type="text"/>
December 2013	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Retail Trade Price Report - Fourth Quarter 2013



Additional Products

11. Please report monthly average prices for **Fake Product Name 1** for the months listed below.

? Help

Report prices in exact dollars and cents.

Vendor price is the cost incurred by your business to acquire the product. **Include:** adjustments for discounts, rebates and freight.

Retail price is the amount received by your business for selling this product. **Include:** adjustments for discounts and promotions. **Exclude:** taxes and delivery.

	Vendor price in CAN\$ (purchase)	Retail price in CAN\$ (selling)	Margin
Historical Month			
September 2013	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="1"/>
Current Quarter			
October 2013	<input type="text" value="3"/>	<input type="text" value="4"/>	<input type="text" value="1"/>
November 2013	<input type="text" value="5"/>	<input type="text" value="6"/>	<input type="text" value="1"/>
December 2013	<input type="text" value="7"/>	<input type="text" value="8"/>	<input type="text" value="1"/>

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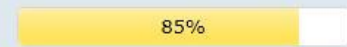
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Start of survey > Contact person

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Contact person



16. Statistics Canada may need to contact the person who completed this questionnaire for further information.

Is **John Smith** the best person to contact?

Yes

No

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Start of survey > Feedback

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90%

Feedback

17. How long did it take to complete this questionnaire?

Include: time spent gathering the necessary information.

Hour(s) Minutes

:

18. Statistics Canada reviews all feedback. We invite your comments about this questionnaire.

Stop & Finish Later

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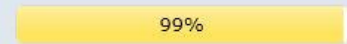
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Start of survey > [Submit](#)

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Submit



If you are ready to submit your questionnaire, press the **Submit** button.

Submit

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