QUARTERLY PLANT CAPACITY SURVEY (QPC)

ELECTRONIC REPORTING IS FAST, RELIABLE, AND SECURE.

Make sure to check out the Secure Messaging Center!

The Secure Messaging Center (SMC) is a secure, web-based messaging system.

The SMC allows survey respondents to communicate with their Census Bureau contacts by providing a means to exchange sensitive information in a secure environment.

To access the SMC, go to the "Contact Us" link found on the QPC Business Help Site: https://econhelp.census.gov/pcu .

ELECTRONIC REPORTING...

✓ **IS SECURE.**
QPC's electronic reporting system, Centurion, is specifically designed to provide a secure means for respondents to report their survey data electronically.

✓ **SAVES TIME.**
The online survey automatically skips questions that do not apply to your company, checks for common errors, and gives you immediate confirmation of submission.

✓ **HAS FLEXIBLE DATA ENTRY.**
- Exit the online survey and come back as many times as necessary and your work will be saved.
- Save your survey data to a PDF by clicking on "View/Print report as PDF."
- Find a mistake after submitting your survey? You can resubmit the survey if you need to make any corrections.

✓ **IS EASY**.
Complete in just four steps:

1. **Go to the QPC BHS website**: https://econhelp.census.gov/pcu then click on the *Survey Log in* option.

2. **Log in to the survey**.
Enter your *UserID* and *Password* from the enclosed letter and click the *Log in* button.

3. **Enter your data**.
Click the *Start* button under the *Action* column to start working on the survey.

4. **Submit**!
When you have entered all the establishment information, select *Submit Data*. To enter data for another establishment, return to the *Log in* screen and repeat these steps.

For further information or assistance regarding the QPC, reference the Business Help Site (BHS) FAQs: https://econhelp.census.gov/pcu   Any additional questions should be directed to the help line at

1-800-201-4647, option 5.