

Web Collection Instrument Screens

Login Screen

Dear Employer Screen

Respondent Information Screen (for first-month Web respondents only)

Set Pay and Commissions Frequency Screen (for first-month Web respondents only, private sector)

Step 1. Determine your pay groups

- If all your employees have the same pay schedule, you will report information for **only one** pay group (Pay Group 1)
- If some of your employees are paid weekly, whereas others are paid monthly, you will have two pay groups: For example, one for weekly pay, one for monthly pay (Pay Group 1 and Pay Group 2)
- If you have more than 2 pay groups, please log out from this form (Do not go to step 2) and call 1-800-827-2005

Step 2. Answer the questions below

A. Do all your employees get paid on the same pay schedule?

Yes
 No

Question	Pay Group 1	Pay Group 2
B. How often are your employees paid?	<input type="radio"/> Weekly <input type="radio"/> Bi-weekly <input type="radio"/> Semi-monthly <input type="radio"/> Monthly	<input type="radio"/> Weekly <input type="radio"/> Bi-weekly <input type="radio"/> Semi-monthly <input type="radio"/> Monthly
C. How often do employees in this pay group receive commissions?	<input type="radio"/> No commissions are paid in this group <input type="radio"/> Weekly <input type="radio"/> Bi-weekly <input type="radio"/> Semi-monthly <input type="radio"/> Monthly <input type="radio"/> Less often than once a month	<input type="radio"/> No commissions are paid in this group <input type="radio"/> Weekly <input type="radio"/> Bi-weekly <input type="radio"/> Semi-monthly <input type="radio"/> Monthly <input type="radio"/> Less often than once a month

Data Entry Screen (pay group 1)

CES Reporting Form - Windows Internet Explorer provided by Bureau of Labor Statistics

https://cesdata.bls.gov/CES/te/entryForm.do CES Reporting Form 199.221.111.170

DEWS Projects CES Technical Notes CDE_2 DCB_SharePoint EDWeb webTA Prod_Calendar WebFTP_Repts Mic-Reg Search States Intranet ONTRACK CES MasterFile EDI Web LINUX_Searches

BUREAU OF LABOR STATISTICS
Current Employment Statistics

CES Report Number: 66000001

Pay Group 1
Your firm is set up for two pay groups.

Report the columns below for the week payroll that includes the 12th of May 2017.

Pay: Weekly Commissions: No Commissions

	1 Employees Count	2 Women Workers	3 Payroll, Excluding Commissions (Whole dollars)	4 Commissions Paid at Least Once a Month (Whole dollars)	5 Hours, Including Overtime (Whole hours)
All Workers	23	14			
Production Workers	3				

Reason for Large Changes: none Use for Columns 1-5 (payroll, hours and employment): none

Continue

If you have questions or comments, please send e-mail to: ceswebhelp@bls.gov | Version: 1.5.1.1

Data Entry Screen (pay group 2, if 2 pay groups)

CES Reporting Form - Windows Internet Explorer provided by Bureau of Labor Statistics

https://cesdata.bls.gov/CES/te/entryForm.update.do CES Reporting Form 199.221.111.170

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BUREAU OF LABOR STATISTICS
Current Employment Statistics

CES Report Number: 66000001

Pay Group 2
Your firm is set up for two pay groups.

Report the columns below for the semi-monthly payroll that includes the 12th of May 2017.

Pay: Semi-monthly Commissions: No Commissions

	1 Employees Count	2 Women Workers	3 Payroll, Excluding Commissions (Whole dollars)	4 Commissions Paid at Least Once a Month (Whole dollars)	5 Hours, Including Overtime (Whole hours)
All Workers	8	5			
Production Workers	4				

Reason for Large Changes: none Use for Columns 1-5 (payroll, hours and employment): none

Continue OR If you no longer have a second pay group, click here

If you have questions or comments, please send e-mail to: ceswebhelp@bls.gov | Version: 1.5.1.1

Data Review Screen

CES Reporting Form - Windows Internet Explorer provided by Bureau of Labor Statistics

https://cesdata.bls.gov/CES/entry/FormUpdate.do

CES Reporting Form

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BUREAU OF LABOR STATISTICS
Current Employment Statistics

Help | Logout

CES Report Number: 660000001

REVIEW PAY GROUP 1

Reporting for the pay period that includes the 12th of May, 2017

		Pay: Weekly		Commissions: No Commissions		
	1	2	3	4	5	
	Employee Count	Women Workers	Payroll, Excluding Commissions (Whole dollars)	Commissions Paid at Least Once a Month (Whole dollars)	Hours, Including Overtime (Whole Hours)	
All Workers	23	16				
Production Workers	3					
Reason for Large Changes	none					

REVIEW PAY GROUP 2

Reporting for the pay period that includes the 12th of May, 2017

		Pay: Semi-monthly		Commissions: No Commissions		
	1	2	3	4	5	
	Employee Count	Women Workers	Payroll, Excluding Commissions (Whole dollars)	Commissions Paid at Least Once a Month (Whole dollars)	Hours, Including Overtime (Whole Hours)	
All Workers	0	0				
Production Workers	4					
Reason for Large Changes	none					

To edit Pay Group 1 data, click here To edit Pay Group 2 data, click here

Submit Data to BLS

If you have questions or comments, please send e-mail to ceswebhelp@bls.gov | Version: 5.3.1

Thank You Screen

CES Thank You - Windows Internet Explorer provided by Bureau of Labor Statistics

https://cesdata.bls.gov/CES/entry/FormUpdate.do

CES Thank You

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BUREAU OF LABOR STATISTICS
Current Employment Statistics

Help | Logout

CES Report Number: 660000001

Thank you for reporting your May 2017 data!

Your data have been received by BLS. Your Confirmation Number is 904419. Please report again next month.

NOTE: If you made a data entry error or selected the incorrect month, click [Re-enter data for this month](#). The system will disregard your prior submission.

If you have questions or comments, please send e-mail to: ceswebhelp@bls.gov | Version: 5.3.1

To Report More Data
[Enter data for another report number](#)
[Enter data for another month](#)
[Re-enter data for this month](#)

To Obtain More Information About CES Data
[See how your data were used last month](#)
[Economy at a glance](#)
[BLS Home Page](#)
[National CES data](#)

