



B U L L E T I N

March 7, 2024

Bulletin No. 05-2024

To: NISS Member Companies

Re: NISS Edit Software

We are pleased to announce that the updated NISS Edit Software for the 2024 Call Year are available for use. The 2024 files for the following NISS Calls are available for download from the NISS website:

- ✓ Automobile (A)
- ✓ North Carolina Quarterly Automobile (AQR)
- ✓ Quarterly Automobile Insurance Plan (ARP)

The remaining Calls are available for editing through the NISS website's Online Edit. This is discussed in Bulletin 04-2024. There is no charge for any of these editing tools.

This software allows member companies to view the edit results for these Calls at the desktop level prior to submission to NISS. This includes a detailed error list, an error summary report and a report showing error counts for each edited field. Companies using the electronic transmittal record option may also view a transmittal balancing report.

Reports have also been developed that will provide totals of a company's data for each field separately, broken down within key fields for each Call. These reports allow for distribution checks to uncover any data anomalies that are not related to edit issues. There is also an Annual Statement report that presents totals by Annual Statement Line of Business by state for each company.

This edit software accepts files in fixed length (.txt) or comma-delimited (.csv) format, paralleling the record layout specifications detailed in the NISS Calls and Statistical Plan documents.

In order to utilize this software, the desktop requirements are as follows: Microsoft Access[®] 2000 (or newer), 256 megabytes of memory minimum (for optimum performance), 2 gigabytes of free disk space, and NISS formatted data records for each particular line.

Member companies can view the Edit Software documentation, which provides detailed instructions on how to use the software along with explanations of the various reports and download a copy of the Edit Software from the member's side of the NISS website (www.niss-stat.org). Reference the "Edit Software" page under the "Edit Tools" menu item.

Please let us know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Audrey Symmes".

Audrey Symmes
Statistical Specialist