Simply Map Hands-On Exercises: Create a Report
Adapted from exercises provided by Geographic Research, Inc.

URL for Columbia College Access:

How do I create a ranking table?

Solve: How do I rank the top 10 Cities in Cook County with the highest % of young adults and also limit this search to Cities with a Household Median Income Greater than $50,000.

Step 1 - Click on the New Ranking button at the top of the screen

![New Ranking button](insert_image)

Step 2 - Open the Location Tab (left-hand side of screen) and Use Cook County from the Recent Locations list or by selecting the State and County directly.

![Location Tab](insert_image)

Step 3 - Open the Variables Tab and select the Variable to rank: % Pop. 18 to 24 years. If this variable is not in your Recent Variable list it can be found here: folder Census Data > in 2010 Geographies > People and Households > Age > Total > %Pop, 18 to 24 years.

Close Variables tab to view your Ranking Table.
Step 4 - To Filter the list by locations with a HouseHold Median Income Greater than $50,000 first add the HouseHold Median Income Variable to your Recent Variables List.

- Open the Variables Tab. Click Search and enter ‘Household Median Income’. Locate the variable Household Median Income on the list and select Use this Variable from the Action Menu. (You can also select the Variable Year you want to use).
• Use the Pull-Down Data Filters box at the top of the page and select Create New Filter.

• Fill in the fields on the Filter window. Add a Filter Name, Select the Variable and Add the Criteria. Click Add Condition. Then Save this Condition.
• Close the Filter Window. You will see your Ranking Table. But the Ranking Table is currently displaying Variable Household Inc. Median, not by the Young Adults Variable.

Change the Variable, using the Control Bar at the top of the chart:

Clicking Change allows you to go to Recent Variables and select % Pop 18-24 years:
Your Ranking Table with Filter Applied will now look like this:

![Table Image]

This list shows cities with the highest number of 18-24 year olds that have a median Household income > $50,000. Cities that don’t match that criteria are indicated with a strikethrough.