

ECA MARKET ACTIVITY REPORTS & ANALYSIS PROGRAM  
Reporting Instructions For  
**Weekly Components Index**  
Dollar Value of Orders Received for Components in Thousands (omit 000)  
**MS-414W**

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DATE DUE: Thursday (noon) of the week following the reported week.

SEND TO: <https://secure.verisconsulting.com/eca/>

GENERAL:

The purpose of this report is to provide manufacturers with a weekly index on the dollar value of orders received for electronic components.

Report the dollar value of orders received for components for the preceding week in North America. Each weekly report is due at ECA the Thursday following the reported week. ECA will issue a weekly index upon receipt of all reports.

INSTRUCTIONS:

Report net orders received for all components sold by your company in North America that you consider to be electronic components. It is less important how you define electronic components than it is that you use this definition consistently. However, it is important that you not report orders received for components to be used in purely electric equipment — for distribution. Thus, “electric” motor run, motor start and utility capacitors should not be included. In general, the products to be included are capacitors, transformers and inductors (“electronic” types), coils, connectors, filters, relays, switches, resistors, sockets, reactors, quartz devices, passive resistor networks, wire and cable products, TV and FM accessory components, etc.

Report orders to OEM, Distributor, Export and Government accounts, i.e. total orders. This includes orders to the manufacturing and distributor divisions of a multi-divisional company.

It is important that every participant report fully and on time. If you cannot meet the reporting due date, please estimate to the best of your ability.

ECA SECURITY PROVISIONS:

See the Policies and Procedures Manual for the ECA Market Research Department for a description of security provisions employed for the protection of individual company data.

INQUIRIES: Questions, comments or suggestions for improving this report should be directed to Chris Thomas, (703) 654-1455, [cthomas@verisconsulting.com](mailto:cthomas@verisconsulting.com).

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