

REX User Guide



Dear researcher,

Welcome to the Bank of Italy's remote execution application REX. In the following pages you will learn how to use the system for your research project.

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1. Access request

Go to <u>this form</u>, fill it in, sign it and send it to <u>ricerca.microdati@bancaditalia.it</u> together with a valid photo ID. If you already have a userid for Bank of Italy's systems, please provide this information in the corresponding field in the form. Keep a copy of the form for future reference.

If your request is accepted, you will receive a confirmation email containing your username and the address of the application.

2. Access to REX

Go to the <u>RDC Portal</u>, choose REX. You are now in your personal work area. Here you will see:

- On the application bar
 - User data
 - Language menu (you can switch between English and Italian)
- On the application window
 - Button for new job submission
 - Filter to sort your previous jobs by submission status
 - Table with submitted jobs and relating info
 - Available datasets (only those accessible by you)
 - Current software versions in runtime environment



3. How to use the application

These are the steps to submit your jobs:

• Look for the name of the dataset of interest (e.g *filename.csv*) browsing through those available (up to 3 datasets in the same job);

C Available datasets
 [HOUSING_REX] Sondaggio congiunturale sul mercato delle abitazioni in Italia [IAI_REX] Indagine sulle aspettative di inflazione e crescita
 iaic.csv [INVIND_COST_REX] Indagine sulle imprese di costruzione [INVIND_REX] Indagine sulle imprese industriali e dei servizi

- Compile your code in the language of choice (e.g. R or Stata) including the instructions to upload the data (for Stata: import delimited "*filename.csv*"; for R: read.csv("*filename.csv*", header = TRUE)) and perform your analysis (see job examples). It is possible to save temporary data in the default work area (e.g. save "*new_data*" in Stata);
- Make sure the packages you use are available by checking the list;
- Click on 'New submission' in the top-right corner and select the dataset(s) you want to upload from the window;
- Upload your job code (the software will automatically recognize the language);
- Click 'Submit'.

New subm	ission	×					
	Select dataset and format (3 files max.)						
😮 [HC Itali	DUSING_REX] Sondaggio congiunturale sul mercato delle abitazioni in a						
	_REX] Indagine sulle aspettative di inflazione e crescita						
	🗹 🏢 liaic.csv						
	/IND_COST_REX] Indagine sulle imprese di costruzione						
	/IND_REX] Indagine sulle imprese industriali e dei servizi						
Upload file (.R, .do)							
Sfoglia	Nessun file selezionato.						
	Submit Car	icel					

From your user interface you can check that the job was successfully sent and that the job status is 'Pending'. You cannot submit a new job if you have more than three pending jobs. You can cancel a job's submission clicking on 'Cancel this request' or wait until the pending jobs have changed status.

Submissions				• New submission
Show 10 v entries				
Filter by submission status All Completed	Pending Rejected Cancelled			
Nº ≑ File name ≑ Datasets	Submission date	Last update	🗸 Status	Actions
111 about_stata.do IBBASS_STORICO	REX [csv] 04/17/2024, 02:40 PM	04/17/2024, 02:42	PM ending	

If your output is compliant with all the rules, the job status will be set to 'Completed' and you will be able to download the results (in a zipped file) clicking the second button in the action column (Download output). If the RDC staff has communications or observations, you'll find a button with an envelope icon which will contain the message.

					• New submission
Show 10 ~ entries					
Filter by submission status All	Completed Pending Rejected	Cancelled			
Nº ≑ File name	Datasets	Submission date \ddagger	Last update 🗸	Status	Actions
109 Regressione.R	IBBASS_STORICO_REX [csv]	04/04/2024, 11:41 AM	04/04/2024, 11:51 AM	Completed	🗈 🗈 🖻 🄶

Should your output violate any disclosure rules, RDC will reject your output and the status will be set to 'Rejected'. You can click on the 'View rejection message' button to read the reason for the refusal (if any is provided).

						ssion
Show 10 v entries Filter by submission status All Completed Pending Rejected Cancelled						
Nº ♦ File name	Rejection message			×	Actions	
111 about_stata.do				_		Â
110 prova_merge.do	Rejection message is here	Rejection message is here				
109 Regressione.R				Close ed	B B 🛛	J
108 Esempio_1_INVIND_R.R	INVIND_REX [csv]	04/04/2024, 11:27 AM	04/04/2024, 11:45 AM	Completed	6 6	

You can check the job you submitted at any time by clicking on the 'Download input' button (on the left under 'Actions').

You can't install extra packages on your own; installation of unavailable packages needs to be requested with an e-mail to <u>ricerca.microdati@bancaditalia.it</u>.

4. Troubleshooting

For security reasons, if your session is idle for some minutes you will be logged off from the application without warning but upon performing any actions you will be redirected to the login page after a brief error message. Log in again to resume use of the application.

Keep in mind that security policies require the password to be changed frequently and you are required to do so when prompted. If you forgot your password you can reset it and choose a new one, at any time, using the appropriate option (Password recovery) in the access page.

If your OTP is not accepted, try clicking on 'Send new SMS' to receive a new OTP and try again. You might experience temporary connection issues. If you do not receive an OTP, please double-check the phone number you entered on the request form and write to <u>ricerca.microdati@bancaditalia.it</u> specifying your username to rectify any incorrect data.

If your job is in 'Pending' status for a while, please consider that review times by RDC staff depend on output length, job complexity and general workload.

For any further issues or assistance requests, please email RDC at <u>ricerca.microdati@bancaditalia.it</u>. The REX team will get back to you as soon as possible.