INSTRUCTIONS FOR COMPLETING THE ESTIMATES OF UNMET NEED SECTION:

a. The “Total Job Openings” column (demand) should be derived from Table 3.1.1 and Table 3.1.2 (if applicable). Put the figure(s) from the “Total” row from Table 3.1.1 and Table 3.1.2 into the “Total Job Openings” column in Table 3.1.4.

b. The totals in the “Most Recent Year” and the “5-year average...” columns (supply) should be derived from Table 3.1.3. Put the figures from the “Total” row from Table 3.1.3 into the “Most Recent Year” and “5-year average...” columns in Table 3.1.4.

c. The differences (range of estimated unmet need) should be derived from:
   1) subtracting the figure in the “Most Recent Year” column from the figure in the “Total Job Openings” column.
   2) subtracting the figure in the “5-year average...” column from the figure in the “Total Job Openings” column.