

European Topic Centre
Inland, coastal, marine waters



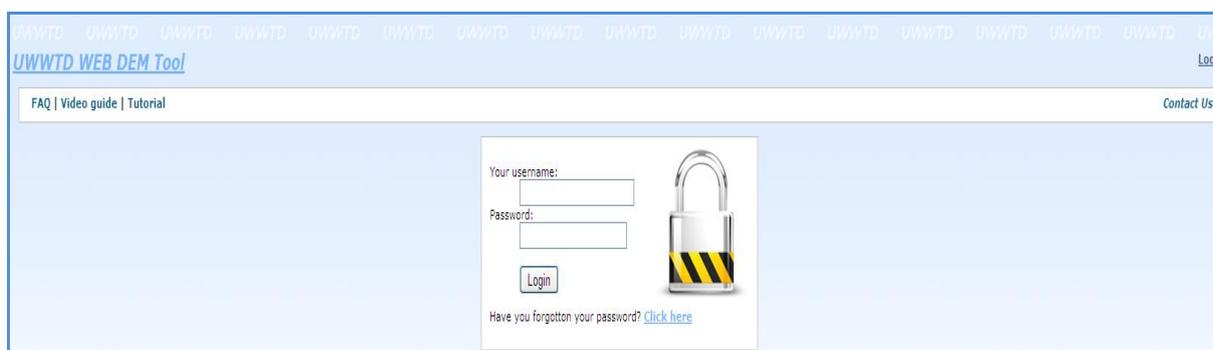
Guidance for the use of the WEB-tool for UWWTD reporting

June 13, 2011

0. Login

The Web tool application is available at <http://uwwtd.eionet.europa.eu/>

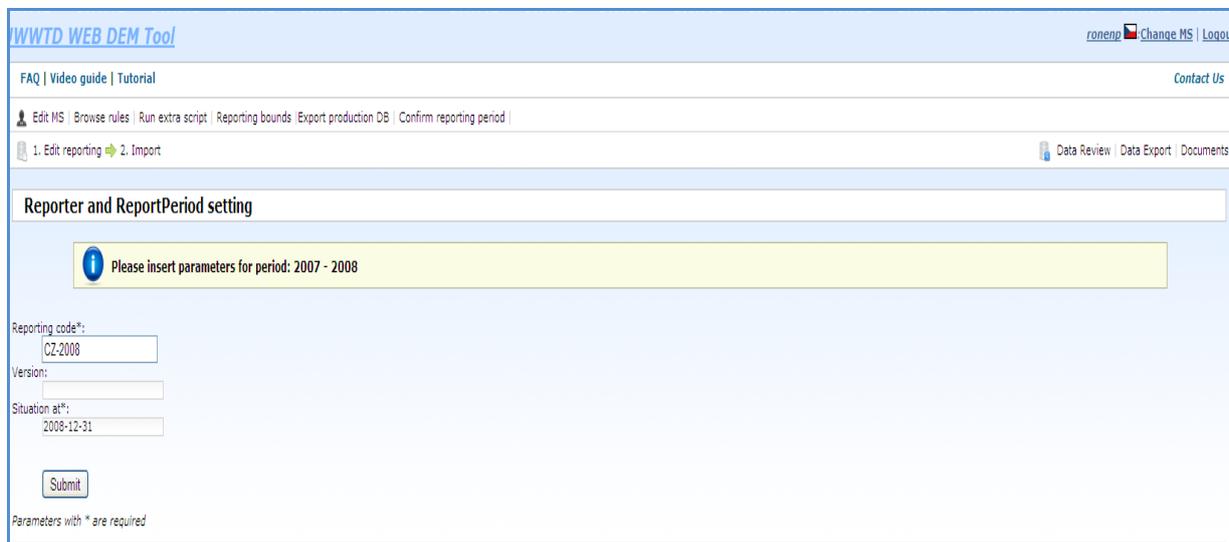
You can access the application via the form “Login” that opens in the top right hand corner. Login details shall correspond with your Circa (Reportnet) account name and password (all reporters listed in the “[Authorized WISE data providers for the UWWTD](#)” are entitled to obtain **User accounts and access permissions**).



The screenshot shows the login page of the UWWTD WEB DEM Tool. At the top, there is a navigation bar with the text "UWWTD WEB DEM Tool" and a "Login" link. Below this, there is a secondary navigation bar with "FAQ | Video guide | Tutorial" and a "Contact Us" link. The main content area features a login form with two input fields: "Your username:" and "Password:". To the right of the password field is a padlock icon with a yellow and black hazard stripe. Below the input fields is a "Login" button. At the bottom of the form, there is a link: "Have you forgotten your password? [Click here](#)".

1. Initial setting - Edit Reporting

The form Edit reporting allows you to enter basic information on the report, the reporting period and the reference year for which the data is reported. It can be filled in only once. If the information filled in is correct (e.g. the reference year- “Situation at” falls within the requested range, you receive a confirmation notification and obtain a unique ID (RepID) for your country’s report.

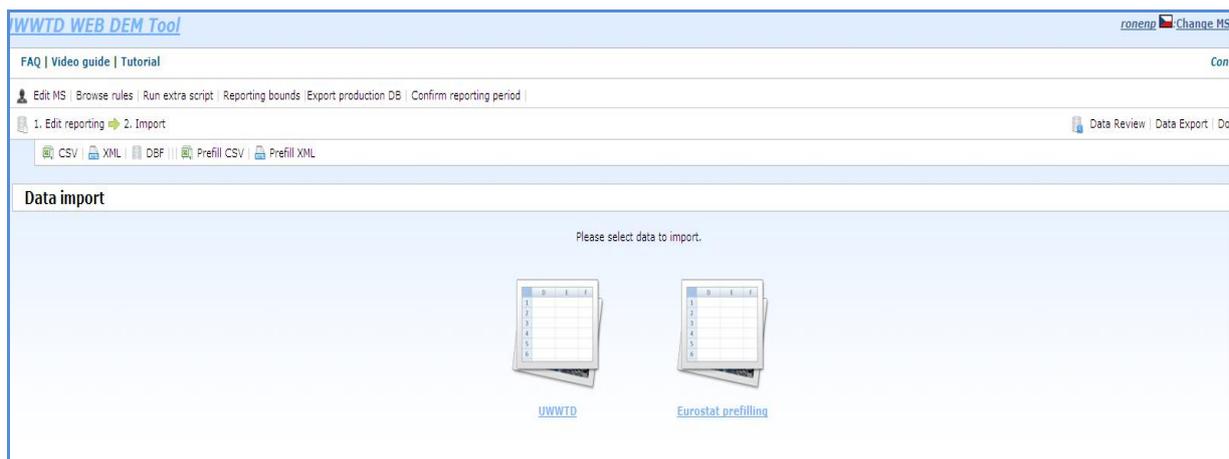


The screenshot shows the "Reporter and ReportPeriod setting" form. At the top, there is a navigation bar with "UWWTD WEB DEM Tool" and links for "roneng", "Change MS", and "Logout". Below this, there is a secondary navigation bar with "FAQ | Video guide | Tutorial" and a "Contact Us" link. The main content area has a breadcrumb trail: "Edit MS | Browse rules | Run extra script | Reporting bounds | Export production DB | Confirm reporting period". Below the breadcrumb trail, there is a progress indicator: "1. Edit reporting → 2. Import" and links for "Data Review | Data Export | Documents". The form title is "Reporter and ReportPeriod setting". A yellow warning box contains the message: "Please insert parameters for period: 2007 - 2008". Below the warning box, there are three input fields: "Reporting code*" with the value "CZ-2008", "Version:" (empty), and "Situation at*" with the value "2008-12-31". A "Submit" button is located below the input fields. At the bottom left, there is a note: "Parameters with * are required".

2. Importing data

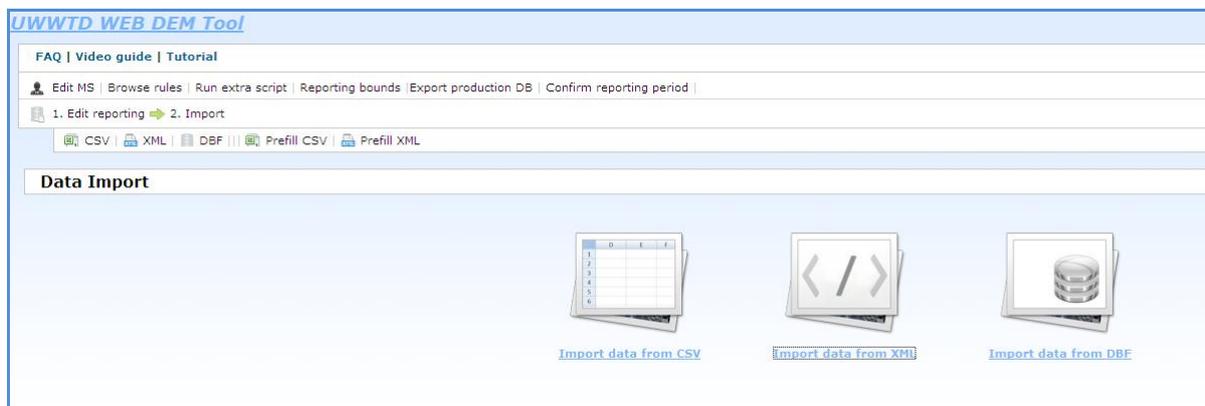
Once you have entered the report details and have obtained a report ID, you can proceed to **Import**. Import is divided up into two sections:

- Data for UWWTD reporting.
- Data for EUROSTAT/OECD joint Questionnaire on Inland Waters pre-filling (additional data request).



Please always import UWWTD data first.

For both data imports into the UWWTD templates and the Eurostat pre-filling you can choose either **CSV** files or **XML** files. **DBF** files are to be used only for the check of the consistency of spatial data (receiving areas) and the data reported in the template Receiving areas. The consistency check should be carried out only after a successful UWWTD data import.



CSV import

If you wish to import data in CSV format, click on  **CSV** and select the table you intend to import. Please follow the predefined order. In **Step 1**, you have to choose a proper delimiter (indicating whether the fields are terminated by tab, semi-colon or comma). Provided you wish to import one table at a time, choose **Step 2a**. In case you wish to import all of the tables at once (as a zip file) select **Step 2b**. For importing one table click **Import table**. For all tables at once from a zip file click on **Import all tables**.

Data import from CSV (txt)

Step 1
Fields terminated by
tab

Step 2a
Please select path to your t_contact
Select file [] Procházet...
Import table

Step 2b
Please select zip file containing all tables in csv or txt files
Select file [] Procházet...
Automatically skip import infos

Skip to other table

- t_contact
- t_receivingareas
- t_agglomerations
- t_uwwtps
- t_uwwtp_agqlo
- t_dischargepoints
- t_mslevel
- t_industries

Prev Next

Delete data from all tables and start new reporting:
Delete all imported data

In the data import process you receive confirmation notes and log files with errors, if you tick off “Automatically skip import infos” you won’t receive any import information.

XML import

If you wish to import data in xml format, click on  XML. As under CSV import, you can import the xml file either unpacked or compressed in a **ZIP archive** (particularly useful for large files). By ticking off “Import one table” you import one table at a time. The option “Import all tables” allows you to import all tables, however without import information on particular tables. Option “Use recently uploaded xml file” can be used in case you have already uploaded the xml file once and you did not complete the import of all of the tables.

Data import from XML

Upload unpacked XML file
Select file [] Procházet...
Use recently uploaded xml file: R002.xml

Upload XML file packed to ZIP archive
Select compressed XML to a ZIP file [] Procházet...

Import one table
Import table

Import all tables at once
Automatically skip import infos
Import all tables

Data preview and format correction

Once you have imported the data, you will be able to see them on the screen together with the import summary (per table). It shows whether the import was complete (i.e. all records from the source table were imported). It indicates also whether there are any master errors. Master errors (entries with master errors cannot be included in the production DB) are highlighted in red. Other types of errors (e.g. formal, logical, duplicates) are highlighted as well. The legend of the types of errors and corresponding colors is available under the heading “Tutorial”. The type of errors and their occurrence is displayed in the last four columns on the right. You can review what data shall be included in the production database. Data in the table can be filtered and sorted. Option “**Download LOG file with information about errors**” provides you with the error specification.

You can add new records using the **Add record** button. The option “**Show table with incorrect rows**” enables you to view only incorrect data. Likewise, selecting “**Show table with correct rows**”, will show correct entries.

It is highly recommended to correct the **Master errors** highlighted in red color, as rows containing these errors will not be included in the database. You can make changes directly in the table by using the options “Edit” or “Delete”. In case of a higher number of errors, it is recommended to re-import the table (or its section).

V	D	E	UwwID	UwwState	RepID	AggID	UwwCode	UwwName	UwwCollectingSystem	UwwDateClosing	UwwHistorie
			--All--	--A							
			4921	106	2	17273	ROCO_60605_00	ROCO 23 August	112		
			4922	106	2	15545	ROCO_114989_00	ROCO ACATARI	112		
			4923	106	2	15834	ROCO_131336_00	ROCO ADPP Comarnic	112		

By confirming correct rows, you will import all rows without **Master errors**, while formally incorrect fields will be replaced with **-999**. Entries with “magic values” can be corrected later.

Option “**Cancel table import**” will redirect you back to the table selection and all imported data will be lost.

1. Edit reporting 2. Import Data Review | Data Export | Do

CSV | XML | DBF | Prefill CSV | Prefill XML

Data preview and format correction

Please, correct erroneous data. Rows with incorrect fields will not be inserted into the final production DB.

Confirm correct rows
Cancel table import
Show table without correct rows
Show table with correct rows
Add Record

Import info: Download LOG file with information about errors

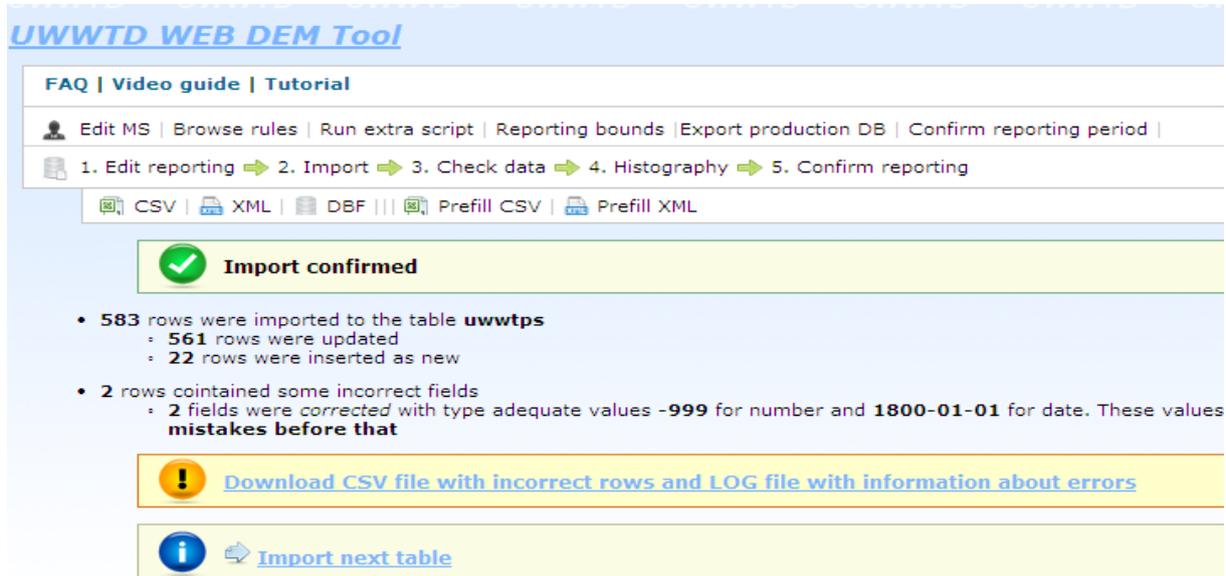
Out of 2671 rows were imported 2671 to the table temp_uwwtp_agglo. Please correct following errors.

- 2092 rows contain error in the master data, these rows will NOT be taken these rows contain 2093 fields that need to be corrected
- 0 rows contain some incorrect fields and should be corrected before confirmation
 - 0 is total amount of non-master errors in the table
 - type incorrect fields will be replaced with magic value in case of the confirmation
- 0 amount of duplicate fields in the primary code column, only one row for every multiple code value will be taken

V	D	E	AucID	RepID	UwwID	AucUwwCode	AucUwwName	AggID	AucAggCode	AucAggName	AucPercEnteringUWWTP	AucMethodPercEnteringUWWTP	AucPercC2T	AucCode	CountryCode	Username	MasterError
			8585	2	4411	RO1BC_56	ROWP SC Apaserv SA	12618	ROAG_20304	Bacau	8800	14	900	RO1BC_56ROAG_20304	RO	ronenp	0
			8586	2	4372	RO1IS_51	ROWP DANCU IASI	13777	ROAG_95079	Iasi	8800	15	150	RO1IS_51ROAG_95079	RO	ronenp	0
			8587	2	4422	RO1NT_51	ROWP SC Acvaserv SRL	11527	ROAG_120879	Roman	9300	14	800	RO1NT_51ROAG_120879	RO	ronenp	0
			8588	2	4421	RO1NT_53	ROWP CJ ApaServ SA	11524	ROAG_120735	Piatra-Neamt	9200	14	900	RO1NT_53ROAG_120735	RO	ronenp	0

Import confirmed

After import confirmation, you receive a note with information about the status of imported data (e.g. how many rows were imported or updated etc.)



UWWTD WEB DEM Tool

FAQ | Video guide | Tutorial

Edit MS | Browse rules | Run extra script | Reporting bounds | Export production DB | Confirm reporting period |

1. Edit reporting → 2. Import → 3. Check data → 4. Histogramy → 5. Confirm reporting

CSV | XML | DBF | Prefill CSV | Prefill XML

Import confirmed

- **583** rows were imported to the table **uwwtpts**
 - **561** rows were updated
 - **22** rows were inserted as new
- **2** rows contained some incorrect fields
 - **2** fields were *corrected* with type adequate values **-999** for number and **1800-01-01** for date. These values **mistakes before that**

Download CSV file with incorrect rows and LOG file with information about errors

Import next table

You may **Download a CSV file with incorrect rows and a LOG file with information about errors**, open the CSV file in Excel and correct the mistakes. Then you go to the **Data import from CSV** section, choose the current table again and import the CSV file with corrections. Data in the database will be **updated**. You don't have to import the whole database for small changes.

Import next table will redirect you to the table selection and automatically switch importing to the next table.

Import summary

It is up to you whether to use CSV or XML files. You can even combine both options. You may import tables separately or all at once. You may automatically skip import information and wait for the import results without any need of your action. You may download data LOG files and CSV files with incorrect rows and use them for data update and corrections.

It is recommended to follow the import order of the predefined tables. The extent of errors shall determine whether to update the tables, or delete all data and import again instead of updating the whole database.

The data import is iterative, if you **have already imported** some data for the current reporting period earlier and then you import some **new data**, then the database will be **updated** (data with same codes would be updated and new data would be added). If you plan to update the whole database, rewrite all imported data, please use **Delete all imported data**, then the data import will be much faster.



Data Import

Delete data from all tables and start new reporting:
Delete all imported data

3. Check data

In this section you can review the imported data, correct formally incorrect fields, and run QA/QC rules, addressing data completeness, data consistency and technical plausibility.

Check data

Proceed by selecting a table from the list of tables for data validation.

Check data														
Table: agglomerations														
<input type="button" value="Select other columns"/> <input type="button" value="Show everything"/> <input type="button" value="Show only correct rows"/> <input type="button" value="Show only incorrect rows"/> <input type="button" value="Validate QA/QC rules"/>														
<input type="button" value="Add Record"/>														
V	D	E	AggID	AggState	RepID	AggCode	AggName	AggNUTS	AggLatitude	AggLongitude	AggGenerated	BigID	AggCalculation	AggChange
				--All--	--A			--All--						
			15515	106	2	ROAG_113867	"Branistea, Goanta"	3322	4.42419e+007	2.29721e+007	2092		"Includes resident"	122
			15516	106	2	ROAG_113894	Vanjulet	3322	4.44425e+007	2.27911e+007	3350		"Includes resident"	122
			15517	106	2	ROAG_113929	Vladaia	3322	4.43562e+007	2.3029e+007	2092		"Includes resident"	122

If you wish to display records (rows) with formal errors, click on “**Show only incorrect rows**”. Likewise, the option “**Show only correct rows**” will extract data from the rows containing no formal errors. **Show everything** will show a table containing all data. The extent of the table can be reduced (for better orientation) by “**Selecting other columns**”. Amendments and modifications (provided they do not involve too many records) can be made directly in the table, by use of the options “Edit”, “Delete” or “Add record”.

If you wish to check data completeness, consistency and plausibility click on “**Validate QA/QC rules**”. (Please note that a missing button “Validate QA/QC rules” indicates that there are no QA/QC rules pertaining to that particular table).

QA/QC statistics

Check data	
Table agglomerations	
<p>Rule number: 1.1.4 Rule name: 10_Agglomerations_Coordinates Number of occurrence: 2611</p>	<p> Explanation: Geographic (not projected) coordinates must be provided in the correct reference datum (ETRS 89)</p> <p><input type="button" value="Show incorrect rows"/></p>
<p>Rule number: 2.1.2 D Rule name: CompleteLinkCheck_Agg_to_UwwAgg Number of occurrence: 19</p>	<p> Explanation: full link from agglomeration to receiving area must be established for all agglomerations. This rule checks whether the agglomerations reported in the T_Agglomerations are listed also in the T_UWWTPAgglo. (Provided that parameter 'aggC1' in T_Agglomerations > 0)</p> <p><input type="button" value="Show incorrect rows"/></p>

Statistics of incorrect records pertaining to specific rules are displayed after the validation process. By clicking on “**Show incorrect rows**” you can view records with errors.

Check data							
Table: agglomerations, rule: 2.1.2 D CompleteLinkCheck_Agg_to_UwwAgg							
 Explanation: full link from agglomeration to receiving area must be established for all agglomerations. This rule checks whether the agglomerations reported in the T_Agglomerations are listed also in the T_UWWTPAgglo. (Provided that parameter 'aggC1' in T_Agglomerations > 0)							
<input type="button" value="Validate QA/QC rules"/> <input type="button" value="Revalidate rule"/> <input type="button" value="Download results"/> <input type="button" value="Download CSV for backward import"/>							
€	AggID	AggCode	AggC1	AggC2	AggPercWithoutTreatment	RepID	AggState
	15462	ROAG_109185	500	280	9220	2	106
	15565	ROAG_116509	500	0	9500	2	106
	15570	ROAG_116876	800	0	9200	2	106
	15572	ROAG_116992	100	0	9900	2	106

Incorrect rows

You can use the “Edit” button to amend the incorrect records directly. If the “Edit” option is missing, it means that you have to correct the data manually. For manual corrections, you have to go to the **Check data** section, find the row and correct the data. Another option (useful in case of a high number of erroneous records) is to “**Download result**” containing just those columns in which the amendment should be made, or **Download CSV result for import**, then correct the data in Excel and import it as an update.

Data Check summary

It is recommended to review *all* tables, correct all *formal errors* and run all *QA/QC checks*. In case of a high number of errors, it is recommended to proceed with downloading of CSV files, making corrections and importing them back under the **Import section**.

4. Histogramphy

If you have imported data in *previous reporting periods* you can check the consistency of datasets. You may choose a reporting period you may want to compare with and run checks. These tests are just informative but it is recommended that you run them. They can identify objects reported in previous exercises, which do not appear in the latest dataset. The checks can also indicate differences in generated loads or in coordinates.

5. Confirm reporting

Under this section, you can display a summary of data submitted for the current reporting period. A list of all imported tables includes information about the number of correct and incorrect records (rows).

If you do not intend to make any further changes in the database, click on the “Confirm and close” button. It will send a confirmation e-mail to you and to the ETC ICM Data Manager ([Michal Sik](#)) regarding the finalization of your reporting. You will be automatically redirected to the export section, where you should download the whole database (check all tables) as an XML file and upload it to the CDR.(for details on “how to upload data on CDR see section 6 of this document).

Additional options

- **Data review**

This option enables you to browse through the data reported by your country for all reporting periods.

- **Data export**

Data export is the reverse operation to the *Data import*. For successful downloading of data please allow pop up windows for the UWWTD WEB Tool application. Data export involves four steps.

1. **Select what kind of data you want to export UWWTD or EUROSTAT.**
2. **Choose from the three options what you want to export:**
 - a. Export everything - **will return the whole database as you imported it.**
 - b. Export correct rows - **will return the database with rows containing no formal errors.**
 - c. Export incorrect rows - **will return the database containing only incorrect rows.**
This is useful for data corrections according to the LOG files.
3. **Select the reporting year and tables you want to export.**
4. **Select the output format of the export, CSV or XML.**
5. If you have allowed pop up windows for the UWWTD WEB Tool then the output will be automatically downloaded or you will be asked where you want to save it depending on your browser settings.

Data export summary

You can use data export for exporting the whole database and review it using Excel or you can use it for exporting incorrect rows with log files, to correct them and then to import them back to the database and update it.

- **Documents**

In this section you can download supporting documents, like *CSV Templates*, *XML schema* etc.