



# **Enclosures-Upload Measurement Data**

The Upload Measurement Data functionality allows Users to upload Excel files into their Environmental or Water Quality Measurement grid.

# Contact SPECIES360 Support

🔎 💠 Add New 🔄 Tree View 🔄 Associated Life Su Search for enclosures ISIS Post Office Species Holding K Endosure Statistics Enclosure Tree View tze selected 🔄 Collapse All 🔄 Expand All - - 3 **Enclosure Search** Name Legend: 1 Terrestrial Enclosure | 3 Aquatic Enclosure Pending Collection · Enclosure tree order can be arranged by dragging and dr ntifie will be saved automatically. AUDUBON 47 Aquarium Category 🚯 Tank One Please Select \* 🚯 Tank Two Туре 🖃 💮 Canine Court Please Select ~ E Dog House Hoofstock Barn Responsible Party Þ W 2 Hoofstock Holding ~ se Select 🖃 💮 test 2 Life Suppor My Calenda Water B 🕀 test 3 vpe ~ Please Parent Enclosur W W Please Select P Data Include Inactive Enclo Reset Q Searc 0 Maintenance Search Enclosure Alert Search Institution -Actual Physical Merge Search -

Open the desired Enclosure from either the Enclosure Search box or the Enclosure Tree.

From the Details tab go to the Environmental or Water Quality Measurements grid > Actions > Upload Measurement Data.

| etails More Details      |                    |   |                             |
|--------------------------|--------------------|---|-----------------------------|
| Expand all E Colapse all |                    |   |                             |
| lasic Detail             |                    | Occupants   |                             |
| • (\$ [a] 7              | Actions            | <ul> <li>Click here for details</li> </ul>                        |                             |
| Name / Identifier        | Aquarium / -       | Feed Loos   |                             |
| Parent Enclosure         | AUDUBON            | b <- Click here for details                                       |                             |
| Category / Type          | Aquatic / Aquarium |   |                             |
| Water Type               |                    | Water Quality Measurements  |                             |
| Responsible Party        |                    | 4 (m)(m) (m)  |                             |
| PermitList               | -                  |   | - addition                  |
| Location                 |                    | There are no environmental measurements found for this enclosure. | Add new                     |
| Latitude                 |                    |   | Lease oppose measurement of |
| Longitude                |                    | Attached Life Supports  |                             |
| Movable                  | ×                  | b <- Click here for details                                       |                             |
| Walkthrough              | ×                  |   |                             |
| Inactive                 | ×                  | Maintenance   |                             |
|                          |                    | <ul> <li>Click here for details</li> </ul>                        |                             |
| Janned Taxa              |                    |   |                             |





| Import Measurement              |   |   |
|---------------------------------|---|---|
| Please download and fill in san | nple blank templa <mark>te ( <u>csv</u> or <u>excel</u> ) for</mark> measurement data |   |
|                                 |   |   |
| Detail                          | Note Templates 💌 🛞 🛃 🖓  |   |
|                                 | B I ∐ AB€ <u>A</u> ▼ <sup>ab</sup> /₂ ▼ ⊘   |   |
|                                 | II II 🕫 🝏 🎔 🗕   |   |
|                                 |   | ] |
|                                 |   |   |
| Upload CSV File *               | Browse  | 1 |
|                                 |   |   |

You will first need to download a sample blank template in either csv or Excel.

It will look as below. You may want to save it for future use so you don't have to download it again.

|    | A    | В    | С           | D                | E                         | F          |
|----|------|------|-------------|------------------|---------------------------|------------|
| 1  | Date | Time | Measurement | MeasurementValue | UnitofMeasure             | MeasuredBy |
| 2  | 1    |      |             |                  | Contraction of the second |            |
| 3  |      |      |             |                  |                           |            |
| 4  |      |      |             |                  |                           |            |
| 5  | -    |      |             |                  |                           |            |
| 6  |      |      |             |                  |                           |            |
| 7  |      |      |             |                  |                           |            |
| 8  |      |      |             |                  |                           |            |
| 9  |      |      |             |                  |                           |            |
| 10 |      |      |             |                  |                           |            |
| 11 |      |      |             |                  |                           |            |

Complete the grid, or cut and paste from another file. All fields must be entered **EXACTLY** as displayed in ZIMS. Save the file.

|   | A           | В     | С            | D                | E                  | F               |
|---|-------------|-------|--------------|------------------|--------------------|-----------------|
| 1 | Date        | Time  | Measurement  | MeasurementValue | UnitofMeasure      | MeasuredBy      |
| 2 | 01/Oct/2012 | 03:15 | Calcium (Ca) | 100              | parts per million  | Adrienne Miller |
| 3 | 01/Oct/2012 | 03:30 | рН           | 7                | рН                 | Adrienne Miller |
| 4 | 02/Oct/2012 | 12:30 | Copper (Cu)  | 67               | parts per thousand | Adrienne Miller |
| 5 | 03/Oct/2012 | 04:30 | Tank pH      | 8                | рН                 | Adrienne Miller |

#### You may need to format your Excel columns for the date field. Right click on column >Format Cells.

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Select the Number tab > Custom > select or complete the Type.

| Number           | Alignment    | Font        | Border        | Fill       | Protection                 |        |
|------------------|--------------|-------------|---------------|------------|----------------------------|--------|
| Catagon          |              |             |               |            |                            |        |
| Genera<br>Number |              | Samp        | le            |            |                            |        |
| Account          | ng           | Type:       |               |            |                            |        |
| Date             |              | Hd-mr       | nm-yy         |            |                            |        |
| Percenta         | age          | dd/mr       | n/yyyy        |            |                            | *      |
| Fraction         |              | dd-mr       | nm-yy         |            |                            |        |
| Text             |              | mmm-        | nm<br>•yy     |            |                            |        |
| Special          |              | h:mm        | AM/PM         |            |                            |        |
| Custom           |              | h:mm        | ss AM/PM      |            |                            | 13     |
|                  |              | hh:mr       | n:ss          |            |                            |        |
|                  |              | dd/mr       | n/yyyy hh:m   | im         |                            |        |
|                  |              | mm:s        | s.0           |            |                            | *      |
|                  |              | -           |               |            |                            | Delete |
| di i             |              |             |               |            |                            | -      |
| Type the         | number forma | t code, usi | ing one of th | e existing | codes as a starting point. |        |
|                  |              |             |               |            |                            |        |
|                  |              |             |               |            |                            |        |
|                  |              |             |               |            |                            |        |
|                  |              |             |               |            |                            | 100 C  |



| Please download and fil | l in <u>sample blank template</u> for measurement data   |
|-------------------------|--|
| Detail                  | Note Templates         ▼         ⊗         ⊒         ♀           B         I         II         ABC         A = ●2         ►         I = 1         Ξ |
| Upload File *           | C:\fakepath\Testing Mea Browse   |

Reopen Upload Measurement Data in the Measurements grid and Browse to the Excel file you saved. Select Next.

If any entries are invalid, they will be indicated by a red exclamation mark and a red Error Note indicating what field is invalid.

| Plea | ase do       | ownload and fil  | l in <u>sample</u> | e blank template fo   | or measurer | ment data              |                    |  |           |
|------|--------------|------------------|--------------------|-----------------------|-------------|------------------------|--------------------|--|-----------|
| Þ    | 0            | Display all reco | rds 🔘 D            | isplay only invalid r | ecords 🔘    | Display only valid rec | ords 🛃 Import sele | ected records   🔚 Import all valid records |           |
|      |              | Date             | Time               | Measurement           | Value       | Unit of Measure        | Measured By        | Error Note                                 | Warning 1 |
|      | $\checkmark$ | 10/01/2012       | 03:15              | Calcium (Ca)          | 100         | parts per million      | Adrienne Miller    |  |           |
|      |              | 10/01/2012       | 03:30              | рH                    | 7           | pH                     | Adrienne Miller    |  |           |
|      | $\checkmark$ | 10/02/2012       | 12:30              | Copper (Cu)           | 67          | parts per thous        | Adrienne Miller    | 10   |           |
|      | 0            | 10/03/2012       | 04:30              | Tank pH               | 8           | рН                     | Adrienne Miller    | Invalid Measurement Type                   |           |





## Correct it from the drop down list.

| Prev     | view      | records in dat   | a file           |  |   |                                 |                   |                            |                                      |
|----------|-----------|------------------|------------------|--|---|---------------------------------|-------------------|----------------------------|--------------------------------------|
| Plea     | ase de    | ownload and fill | in <u>sample</u> | <u>e blank template</u> fo   | r measurer                                    | ment data                       |                   |                            |                                      |
| *        | 0         | Display all reco | rds 🔘 D          | isplay only invalid re   | ecords 🚫                                      | Display only valid rec          | ords 🛃 Import sel | ected records 🛛 🖶 Import : | all valid records                    |
|          |           | Date             | Time             | Measurement  | Value   | Unit of Measure                 | Measured By       | Error Note                 | Warning No                           |
|          | ~         | 10/01/2012       | 03:15            | Calcium (Ca)   | 100   | parts per million               | Adrienne Miller   |                            |                                      |
|          | 0         | 10/01/2012       | 03:30            | рH   | 7   | рН                              | Adrienne Miller   |                            |                                      |
|          | ~         | 10/02/2012       | 12:30            | Copper (Cu)  | 67  | parts per thous                 | Adrienne Miller   |                            |                                      |
|          | 0         | 10/03/2012       | 04:30            |  | 8   | pН                              | Adrienne Miller   | Invalid Measurement        | t Type                               |
| <b>↓</b> | 4<br>Back | Page 1           | of 1   🕨         | TRO<br>Tin (Sn)<br>Total alkalinity (Ca<br>Total chlorine (Cl2<br>Total coliforms<br>Total hardness me<br>Total organic carb<br>Turbidity<br>Vibrio<br>Water temperatur<br>Zino (Zn) | aCO3)<br>t measured<br>easured as<br>on (TOC) | as DPD, fresh water)<br>(CaCO3) |                   |                            | ►<br>Displaying 1 - 4 of 4<br>Cancel |

## Refresh the list to correct the entry.

| Plea | ise do | wnload and fill  | in <u>sample</u> | <u>e blank template</u> fo | or measurer | nent data              |                   |                              |               |
|------|--------|------------------|------------------|----------------------------|-------------|------------------------|-------------------|------------------------------|---------------|
| B    | 0      | Display all reco | rds 🔘 Di         | isplay only invalid re     | ecords 🔘    | Display only valid rec | ords 🛃 Import sel | ected records 🛛 🖶 Import all | valid records |
|      | ~      | Date             | Time             | Measurement                | Value       | Unit of Measure        | Measured By       | Error Note                   | Warning N     |
|      | ~      | 0/01/2012        | 03:15            | Calcium (Ca)               | 100         | parts per million      | Adrienne Miller   |                              |               |
|      | ~      | 10/01/2012       | 03:30            | pH                         | 7           | рН                     | Adrienne Miller   |                              |               |
|      | ~      | 10/02/2012       | 12:30            | Copper (Cu)                | 67          | parts per thous        | Adrienne Miller   |                              |               |
| -    | ~      | 10/03/2012       | 04:30            | pH                         | 8           | рН                     | Adrienne Miller   |                              |               |



You can either check the entries you want to import and select to Import Selected Records or, if you still have errors in the grid you can select to Import all Valid Records.

| Prev | iew    | records in dat   | ta file            |                                  |            |                        |                    |  |               |
|------|--------|------------------|--------------------|----------------------------------|------------|------------------------|--------------------|--|---------------|
| Plea | ise de | ownload and fil  | l in <u>sample</u> | <mark>e blank template</mark> fo | or measure | ment data              |                    |  |               |
| *    | ۲      | Display all reco | rds 🔘 D            | isplay only invalid r            | ecords 🔘   | Display only valid red | cords 🛃 Import sel | ected records 🛛 🖷 Import all valid records | 1             |
|      |        | Date             | Time               | Measurement                      | Value      | Unit of Measure        | Measured By        | Error Note                                 | Warning N     |
| 1    | ~      | 10/01/2012       | 03:15              | Calcium (Ca)                     | 100        | parts per million      | Adrienne Miller    |  |               |
| 1    | 0      | 10/01/2012       | 03:30              | рН                               | 7          | рH                     | Adrienne Miller    |  |               |
| 1    | ~      | 10/02/2012       | 12:30              | Copper (Cu)                      | 67         | parts per thous        | Adrienne Miller    |  |               |
| 1    | ~      | 10/03/2012       | 04:30              | pН                               | 8          | рН                     | Adrienne Miller    |  |               |
|      |        |                  |                    |                                  |            |                        |                    |  |               |
|      | 4      | Page 1           | of1   🕨            | M   &                            |            | ui e                   |                    | Displayir                                  | ng 1 - 4 of 4 |
| << E | Back   |                  |                    |                                  |            |                        |                    |  | Cance         |

The measurements will display on the Measurements grid.

|              |              | View Measurement Graph Actions |                 |
|--------------|--------------|--------------------------------|-----------------|
| Date         | Measurement  | Measurement Value              | Measurement By  |
| Oct 03, 2012 | pH           | 8 pH                           | Adrienne Miller |
| Oct 02, 2012 | Copper (Cu)  | 67 parts per thousand          | Adrienne Miller |
| Oct 01, 2012 | pH           | 7 pH                           | Adrienne Miller |
| Oct 01, 2012 | Calcium (Ca) | 100 parts per million          | Adrienne Miller |

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