

# Exercise 4—ENTERING ASSESSMENT INFORMATION PART 2

**BACKGROUND:** In this exercise, you will be using the batch upload capability in ATAINS to upload a additional assessment information for the Assessment Unit you created in exercise 1.

**Scenario:** In Exercise 5 we learned that a water sample was sent to the lab to be analyzed for several metals (**Aluminum, Cadmium, Copper, Nickel, Lead, and Selenium**). You have received the results from the lab and have run the data through an automated process to compare that data against water quality criteria. After some additional analysis and Q/A, you are now ready to enter this information into ATAINS. ATAINS has the capability to batch upload information, and you plan on using that capability to upload the assessment conclusions on these parameters into the system. This will save you from having to manually enter that information.

## TOOLS TO USE FOR THIS EXCERCISE

Figure 1—Assessments List Page.

Assessment Unit ID	Assessment Unit Name	Water Type	EPA IR Category	Organization IR Category	Cycle Last Assessed	Last Modified	Cycle Last Modified	Validation

Figure 2—Upload Assessments Feature.

Assessment Unit Identifier	Assessment Unit Name	Validation	Messages	Upload Status
NC_AW_Training	My Test Assessment Unit	OK	• INFO: The existing assessment for NC_AW_Training will be overwritten as a result of this upload.	OK

## Now it's your turn.

1. Return to the Assessments List page (see A on Figure 1).
2. Edit the **Assessment\_BatchUpload\_Template.xlsx** file found in your Exercise 5 folder to include your Assessment Unit ID to correspond with the parameters listed above. *Hint: use the Parameters tab and remember to save it as a comma separated (.csv) file.*
3. Use the *Upload Assessments* feature (see B and C on Figure 1) to upload this file and select the Update radio button. (see D—F on Figure 2). Once the file has been validated, click 'Proceed' (see G on Figure 2). *Note: The validation message will say that the existing assessment will be overwritten. What really happens is that the parameter information you submit will be appended to the existing record. Future release will have improved validation messages.*
4. Open up the summary page for your Assessment Unit assessment to verify that the data were loaded. *Hint: click on the Assessment Unit identifier on the list page to open the summary page.*

## Example of what it should look like

Designated Uses

Use Name	Use Support	Threatened	Agency	EPA IR Category
Fish and Wildlife Propagation, Recreation, and Stock Watering Waters	Fully Supporting	No	State	2
Immersion Recreation Waters	Not Supporting	No	State	5

**Use Attainment - Fish and Wildlife Propagation, Recreation, and Stock Watering Waters**

Trend	Not Specified	Basis	Not Specified
Assessed By	Not Specified	Assessed On	Not Specified
Monitoring Date	(Start) - (End)	Org IR Category	Not Specified
Comment	Not Specified		

[Assessment Types](#)

[Assessment Methods](#)

Parameters

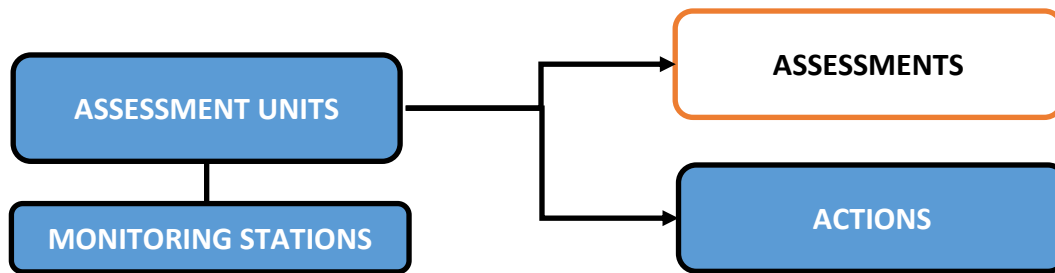
Parameter Name	Parameter Status	EPA IR Category	Delisted
ALUMINUM	Meeting Criteria		No
CADMIUM	Meeting Criteria		No
COPPER	Meeting Criteria		No
DISSOLVED OXYGEN	Meeting Criteria		No
ESCHERICHIA COLI (E. COLI)	Cause	5	No
LEAD	Meeting Criteria		No
NICKEL	Meeting Criteria		No
PH	Meeting Criteria		No
SELENIUM	Meeting Criteria		No
TEMPERATURE	Meeting Criteria		No

**Monitored Parameter - ALUMINUM**

Associated Use	Parameter Attainment	Trend	Seasons
Fish and Wildlife Propagation, Recreation, and Stock Watering Waters	Meeting criteria		

[Parameter Information](#)

[Associated Actions](#)



### What you learned:

In this exercise, you learned how to batch upload assessment information. This can be a powerful tool for quickly uploading information into ATTAINS. It can be especially useful for adding multiple assessments for multiple assessment units. You can easily go from Excel to a file that is ready for batch upload.

ATTAINS does require you to use the fields names as they are described in the Assessment\_BatchUpload\_Template.xls file. However, it does not matter what order the columns are in, so long as the names are correct.

NOTE: When uploading to ATTAINS, you must always save your Excel files as comma delineated or (.csv) files.