

5.2 Tip Sheet: How do I login my sample and enter field data?

Note : The sampling site must exist in the NWIS Site File before samples can be logged in or water-quality data can be entered. The program for adding a new site to the NWIS database is described in [Section 3.7.2--Add new site or modify site information](#). Access to this program may be restricted to more experienced database users.

- ❖ Choose option 1 from the main QWDATA menu.
- ❖ Items required to login a sample are highlighted on the screen and include: agency code, station number, begin date, time datum, time datum reliability code, medium code, sample type, analysis status, hydrologic condition, hydrologic event, and analysis source. The items are sometimes referred to as the sample header information and are described in [section 3.1](#).
- ❖ If you are entering a tissue sample with a medium code of C, D, X or Y, the organism and body part codes become mandatory fields.
- ❖ You can search the valid codes for most of the items on this screen by typing "?" in the first column after the item.
- ❖ After the sample header information has been entered, a record number is generated. You may want to keep track of this record number on your field sheet or another location for future reference.
- ❖ You are required to answer the query:

Do you want to add parameters 00027 and 00028 (Y/N)?

If you choose to enter these codes, a fixed value is required; acceptable fixed-value codes are listed in [Appendix B](#).

The default value, 1028 representing the **U.S.GEOLOGICAL SURVEY**, is initially entered for 00027 and 00028; however, there is an opportunity to change the default values later, when entering or editing field data.

- ❖ You are then asked: **Do you want to enter any data for this record (Y/N)?**
- ❖ If you respond with a "Y", the following query appears:
Are you entering lab (L) or field (F) data? (L or F, <CR>=F)?
 - ❖ If **F** is chosen, the program described in [section 3.2.1](#) is initiated and you are asked: **Enter field form #, ?# for detail of form #, ? for list of forms available.**
 - ❖ If **L** is chosen, the program described in [section 3.2.2](#) is initiated and you are asked: **Enter field form #, ?# for detail of form #, ? for list of forms available.**
- ❖ The **"#"** in the prompt refers to the field form number contained in the file name: *field.parmsnn*, stored in the directory */usr/opt/nwis/data/auxdata/qw_field_forms/*, where **"nn"** represents the 2-digit form number (e.g. field.parms01).

- Information about adding and designing a field form is available in [section 2.9](#) and [Tip sheet 5.3](#).
- ❖ If you choose to enter field data (short form) and enter a field form number, you can enter the data value, rounding precision, data-value remark, data quality indicator (DQI), null-value qualifier, value qualifiers, and result field comments for each of the parameters in the field form, which are described in [section 3.2.1](#).
- ❖ If you choose to enter laboratory data (long form) and enter a field form number, in addition to the fields listed above, you can also enter information about the reporting level used, the preparatory set number and date; the analytical set number and date; and result field and result laboratory comments for each of the parameters in the field form, which are described in [section 3.2.2](#).
- ❖ Cursor control characters and options shown at the bottom of the field-data entry screen are described in [section 2.2.2](#) and [Tip Sheet 5.1](#), and can be displayed on the screen by typing "?/".
- ❖ Additional parameters may be added during data entry without adding them to the field form by entering **"/a"** at any time.
- ❖ After the data entry is complete, the user is given an opportunity to make changes or enter a carriage return to continue.
- ❖ The record is stored you must answer the query: **Login another sample (Y/N)?**
An **"N"** ends the program and a **"Y"** allows the user to login another sample.
- ❖ If a **"Y"** is entered, you must answer the query: **Edit the same header (Y/N)?**
The ability to edit the previous sample information allows for the rapid login of samples that contain similar information contained in the previous sample.