# **CEOP Raw Data Upload Interface Users Guide**

## Introduction

This user guide describes CEOP raw data upload system Version 1.10c.

The CEOP site/data manager can upload observed data and some basic Metadata on line with this Upload Interface.

#### Installation

No specific software is required. The CEOP Raw data upload system works on web browser such as an Internet Explorer, a Mozilla, and an Opera.

## Web Site address

http://dias-d.tkl.iis.u-tokyo.ac.jp/CEOP/upload/

# Flow of the data upload system

Basically there are four steps to upload the dataset after logging in this system.

Step1: Specify the "Observation Station Name", "Data Time Period", "Data Interval", "Time Zone", "Description" and "Number of observed elements

**Step2:** Specify the parameters.

Step3: Upload your Raw data

Step4: Confirm your uploaded Raw data

When completed up to the Step 4, the system will send you a confirmation message to your e-mail address. You can check your raw data uploaded status on the system.

# **Uploading data structure**

Your uploading data "should be prepared by each observation station respectively".

(Each station data should consist of several observation parameters and elements in the data file).

# Uploading data format

Any data format is acceptable for this system. For example a plain text (csv, prn, dat), or MS Excel, zip, rar, such formats are acceptable. (However, as mentioned above you must arrange your uploading data **per each station**).

# Login

On this top page, choose either With Map or Without Map mode.

If your Internet speed is not so fast enough, then *Without Map* mode is recommended.

Currently 26 Reference sites are registered to the CEOP upload interface as follows.

- 01: Eastern Siberian Tundra,
- 02: Eastern Siberian Taiga,
- 03: Mongolia
- 04: Tongyu
- 05: **Tibet**
- 06: Himalayas
- 07: Northern South China Sea Southern Japan
- 08: Chao-Phraya River
- 09: North-East Thailand
- 10: Western Pacific Ocean
- 11: Mongolia Arvayheer
- 12: Mongolia Nalaikh
- 13: Northern Mongolia
- 14:Downstream of the Yellow River
- 15: Central Vietnam
- 16: Northeast Bangladesh
- 17: Pakistan
- 18: Tsukuba
- 19: Lanzhou
- 20: Heihe River Basin
- 21: Western Maritime Continent
- 22: Central Maritime Continent
- 23: Eastern Maritime Continent

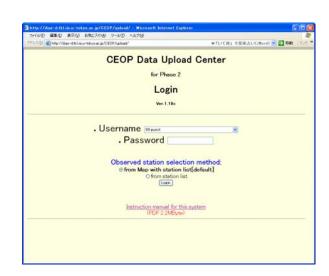


Fig1 Top page

24: Northern Maritime Continent

25: Southern Maritime Continent

99: **guest** 

Each reference site has an individual password. If you do not know your password, then ask your password at the CEOP\_AP data management center of University of Tokyo.

Now define your station name from either from pull down menu, or from station list.

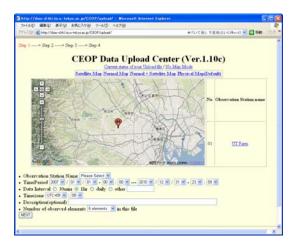


Fig.2-1: Login from Map mode window



Fig.2-2: Login from station list window

# Step1

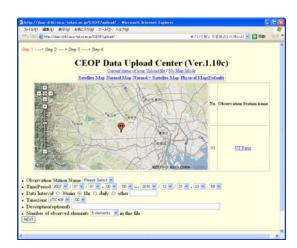


Fig.3 Step1 Window

You are now in the "Step1" window. Specify the "Observation Station Name", "Data Time Period", "Data interval", "Time Zone", "Description" and "Number of observed elements" from the Step1 window.

## 1) Observation Station Name

You can select station name from "Map", "List" and "pull down menu" when you login by "from Map with station list" mode. Please specify your observation station first.

#### 2) Data Time Period

Specify the Time period on your upload data here. Time period format is From YYYY/MM/DD-HH:MM to YYYY/MM/DD-HH:MM. You can specify this time period by "pull down menu".

#### 3) Data Interval

Specify your data recorded interval here. If your data is not 30min or 1hour, daily, please select "other" and describe data recorded interval in the box.

#### 4) Time Zone

Select the time zone of your observed raw data here.

### 5) Description(optional)

If you have additional information of your data, please describe it in the box.

### 6) Number of observed elements

Specify how many elements you have in your data. For example if your upload data includes "Air Temperature", "Relative humidity", "Wind speed", "Wind direction" and "precipitation", in this case you have to select "5 elements" here. If your data has only one observation element, select "1 element".

## **▽\***Important Notes

- When you once complete specifying your data information at the STEP 1 above, your data information is stored there, and you do not have to input them any more for the next time and after. In other words, these parameters are set as a default value about your basin. This function will be helpful to reduce your energy and time and to avoid unnecessary mistakes you might make during the uploading process.
- "Time Zone" is critical information. Your local observed time will be converted in a UTC time frame when uploaded, so please carefully choose your local time zone. (e.g. Japan is UTC+9.)

After specify them please click "next". Then you can go to next step; "Step2".

# Step2

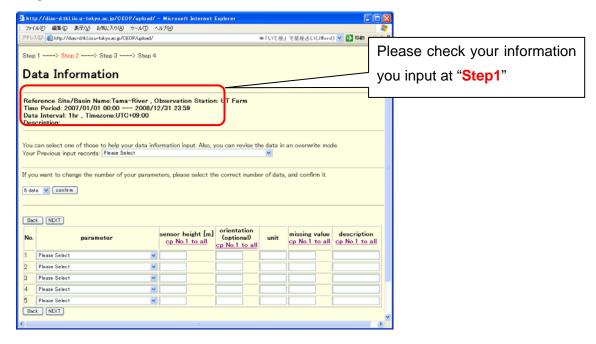


Fig.4 **Step2** Window

#### Step2 is an observation parameter setting page.

Before specify parameters please check your information you loaded at "Step1". If your data is not correct, please select "Back" button to go back to Step1 and modify your information. Additionally, if you want to change the number of your parameters, please select the correct number from pull down menu and "confirm" it. Then the number of parameters on the Table will be changed corresponding to your selected number.

#### 1) Parameter

Select your observation element name (parameter) from pull down menu.

### 2) Sensor height

Describe your sensor height here. Use the metric measure. (in meter [m].)

## 3) Sensor orientation(optional)

Describe your sensor orientation/aspect here. (For example, describe N or S or E or W or NE or SE or NW or SW and so on...)

## 4) Unit

Default unit will be shown automatically when you select the observed

parameter. If the default unit is not correct, delete it and put your actual unit.

## 5) Missing data value

Describe Missing data value of your raw data. Generally this missing value will be described as "-999.9", "-9999", "NaN", and so on.

### 6) Description

 If your raw data has one observation parameter/element with a different attribute indicator (for example if your Air temperature has three types of data, Ave, Max, Min), then describe those three attribute indicators in separate lines.

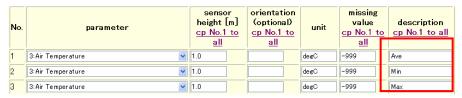


Fig.5-1 Example of description window

• If your raw data value needs any conversion factor to obtain a physical value, then describe such a conversion and an equation here.

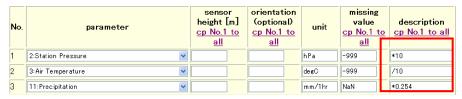


Fig.5-2 Example of description window

**Caution!**: When you specify the information above, this information will be recorded in the memory, so when you upload the same kind of data you can bring up previous parameters on the computer screen by using "<u>Your</u> previous input records" function, located in the center of "Step2" window.

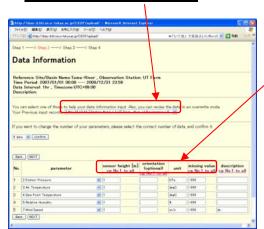


Fig. 6 Example for Step2 window

In the **Step2** you can see the "<u>cp No.1</u> <u>to all</u>" function in the table. These functions support/help you to copy/apply the same value to all elements.

# Step3

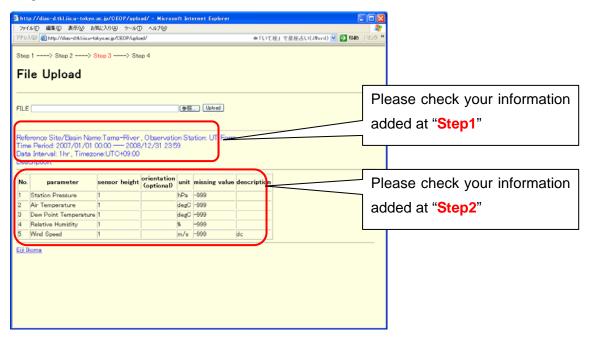


Fig.7 Step3 Window

Step3 is raw data uploading page.

Before uploading your raw data, please check your information added at "Step1" and "Step2" is correct.

## 1) Raw Data Uploading

Select your uploading data by clicking "Reference" button.



Fig.8-2 **Upload data selection**Window

Fig.8-1 Example of **Step3** Window

This system corresponds to a file format of "ASCII", "MS Excel", "zip" and "rar". By clicking "**Upload**" button, your data is uploaded to the CEOP\_AP data center.

# Step4

Step 4 is raw data uploading confirmation page.

1. Ascii/Text format:

The first and last 3 lines of your raw data are displayed (Fig.9-1).

2. MS Excel format:

The sentence "only .txt or .csv file is displayed" is displayed (Fig. 9-2).

3. zip format:

The file names enclosed in the zip data are displayed (Fig. 9-3).

4. rar format:

The file names enclosed in the rar data are displayed (Fig. 9-4).



Fig.9 -1 Uploading confirmation Window (in an Ascii/text )



Fig.9 -2 Uploading confirmation Window (in a MS Excel)



Fig.9 -3 Uploading confirmation Window (in a zip)

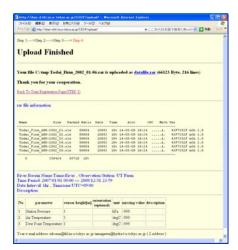


Fig.9 -4 Uploading confirmation Window (in a rar )

You can also check uploaded data by clicking "datafile.dat" on this page.

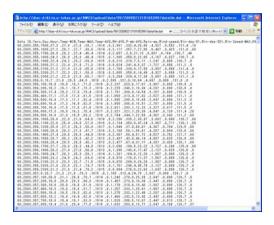


Fig.10-1 Uploaded data confirmation window (in an Ascii/text format)



Fig.10-2 Uploaded data confirmation window (in a MS Excel format)



Fig.10 -3 Uploaded data confirmation window (in a zip format)



Fig.10 -4 Uploaded data confirmation window (in a rar format)

By clicking "Back To Data Registration Page (Step1)", you can go back to Step1 and continue to upload the other data set.

# **After Step4**

After **Step4** is completed, CEOP raw data upload system will send you a confirmation message to your e-mail address.

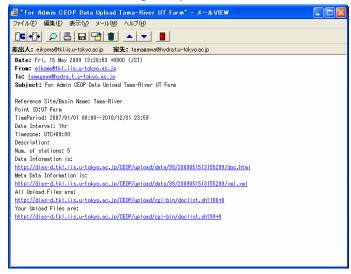


Fig.11 Confirmation Message by e-mail

By clicking a linked site "Your Uploaded Files", you can check your raw data uploading status on the system.

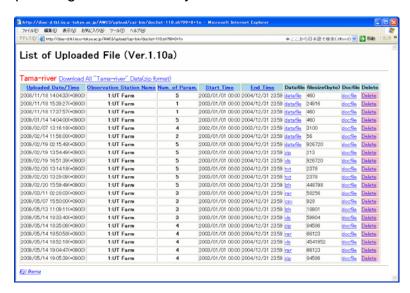


Fig.12 Raw data uploading status page

You can sort your databy clicking "Uploaded Date/Time", "Observation Station Name", "Number of Parameters", "Start Time" and "End Time" respectively.

Additionally, you can download all data by clicking "Download All Data (zip format)" and you can also download individual data by clicking each "Data File". You could check the "data file format",and "file size". Moreover, you can delete the uploaded data file on this page (This "Delete function" will be used when you find the mistake in your file.).

## Contact

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# System development

CEOP Raw Data Upload system has been developed by Dr. Eiji Ikoma, Prof. Kitsuregawa's laboratory, EDITORIA, The Univercity of Tokyo.

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