

# Environmental Data Portal Getting Started Guide

<b>1 Introduction .....</b>	<b>2</b>
<b>2 Access .....</b>	<b>2</b>
<b>3 Screen layout.....</b>	<b>3</b>
<b>4 Dashboard view.....</b>	<b>5</b>
<b>5 Map view .....</b>	<b>5</b>
<b>6 Data Set view .....</b>	<b>6</b>
<i>6.1 Summary tab.....</i>	<i>6</i>
<i>6.2 Charts tab.....</i>	<i>7</i>
<i>6.3 Grid tab .....</i>	<i>7</i>
<i>6.4 Statistics tab.....</i>	<i>8</i>
<b>7 Location view .....</b>	<b>9</b>
<b>8 Reports view .....</b>	<b>9</b>
<b>9 Data grades and approvals.....</b>	<b>10</b>
<i>9.1 Grades .....</i>	<i>10</i>
<i>9.2 Approvals .....</i>	<i>11</i>

## 1 Introduction

This brief user guide covers the basics for navigation and use of the Environmental Data Portal.

The Environmental Data Portal provides access to a range of environmental monitoring locations from across the Bay of Plenty and their collected data. The data presented was collected to support Councils active and historical routine environmental monitoring programmes. There are many more environmental datasets held by Council that are more minor or discrete in nature that cannot easily be presented through the portal.

Enquiries should be directed to the Data Services team of Council if there is potential interest in this data.

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**NOTE:** The Parameters, Statistics and Data displayed in the screenshots in this document are used as examples only and they may not be present in the system you are accessing.

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## 2 Access

Navigate to the Environmental Data Portal (Portal) in your browser if you have not done so already.

Environmental Data Portal Address: [http://webportal\\_address\\_here/](http://webportal_address_here/)

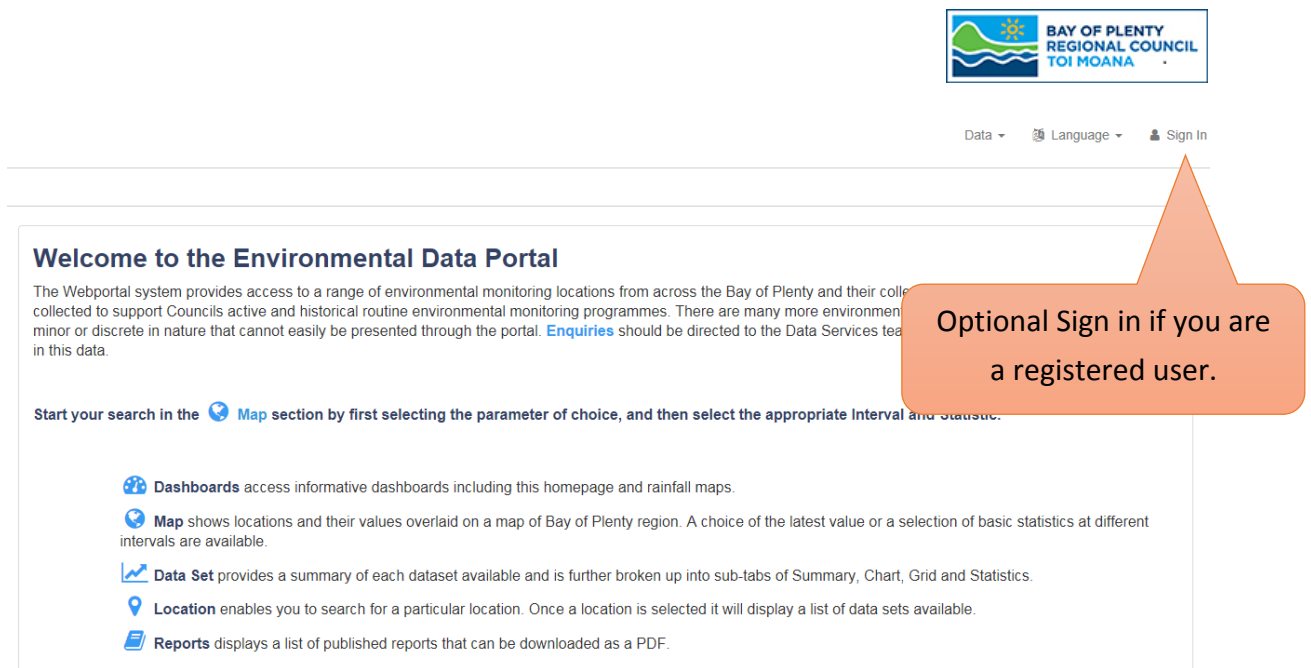
You will be required to accept the provided Disclaimer and Copyright conditions before being able to access the Portal.

Upon first access to the portal you will be directed to a Welcome landing page.

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**NOTE:** If you have a designated user profile you may sign into the Portal using the 'Sign In' control at the top right of the screen.

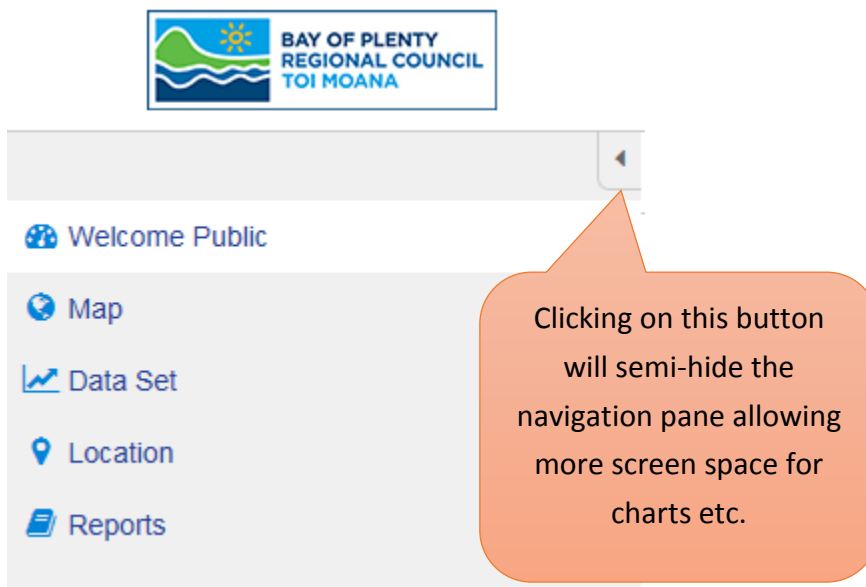
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**Figure 1** *Optional sign in for registered users*

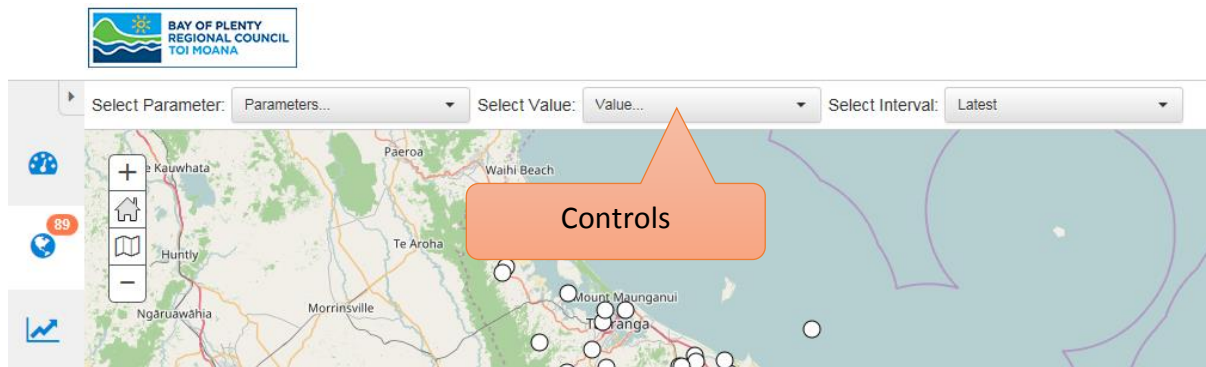
### 3 Screen layout

Navigation tabs are on the left-side of the screen and include Maps, Charts and other views; what is displayed may change depending on your profile.



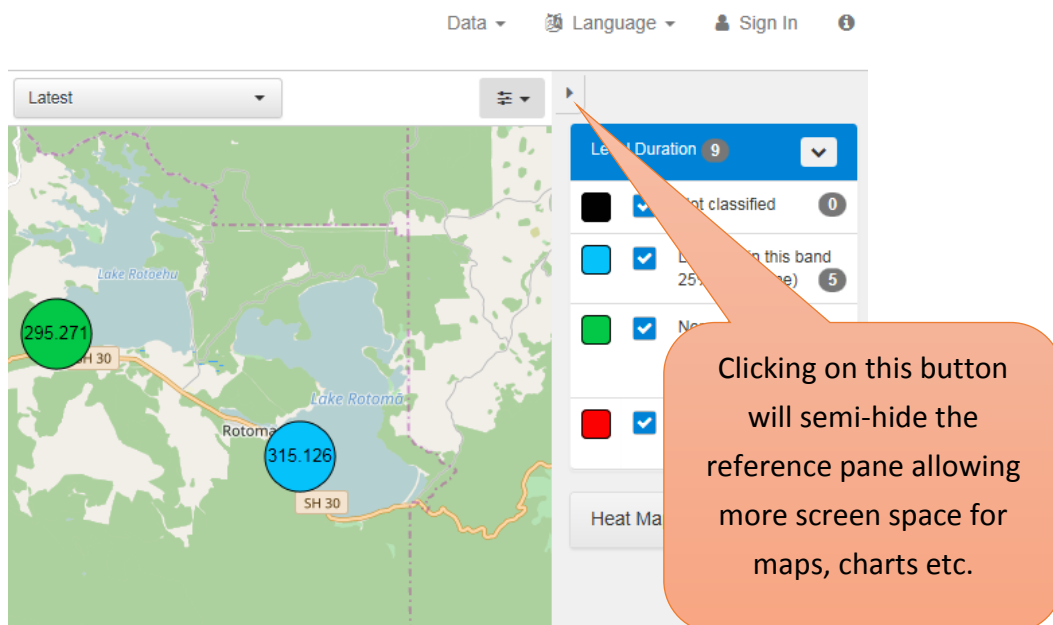
**Figure 2** *Navigation pane view control*

Controls are displayed at the top of the screen; these change depending on the type of data and the way it's being displayed, in the current tab.



**Figure 3** Controls on the top of the screen

To the right of the screen is a Reference pane that contains supplementary information such as legends, isoline overlays, etc.



**Figure 4** Reference pane view control

## 4 Dashboard view

Dashboards are screens that show summary information for the end user; the Welcome landing page is an example of a dashboard.

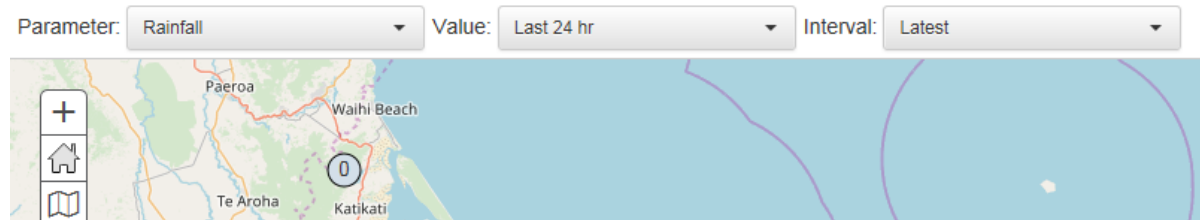
Overtime as demand dictates more dashboards will be added to the system.

## 5 Map view

Select the  icon to take you to the Map view.

On the top of the Map are a series of controls.

1. “Parameter” provides a selection of the type of environmental data to be displayed.
2. “Value” provides the different types of data related to your selected “Parameter” and “Interval” that can be displayed.
3. “Interval” provides default timespan views of data. The custom option allows you to specify your own time span view.



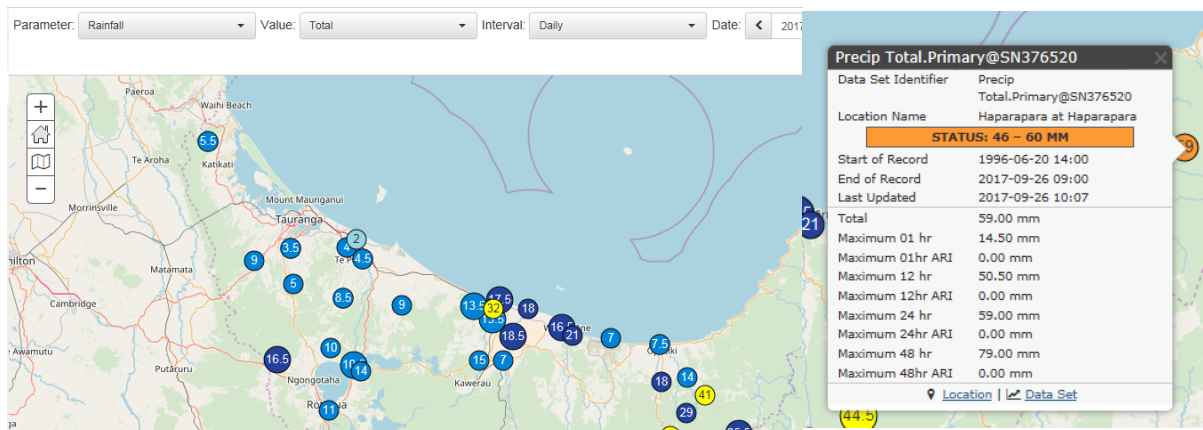
**Figure 5**      **Map controls**

Once you have set the controls at the top of the map the location ‘Indicators’ on the map will display the value related to the statistic you have chosen. The ‘Indicator’ colours relate to the key in the reference pane on the right of the screen.

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**NOTE:** The size of the ‘Indicators on the map DO NOT represent a statistic value, they dynamically change size to fit the required text.

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**Figure 6** Map indicators

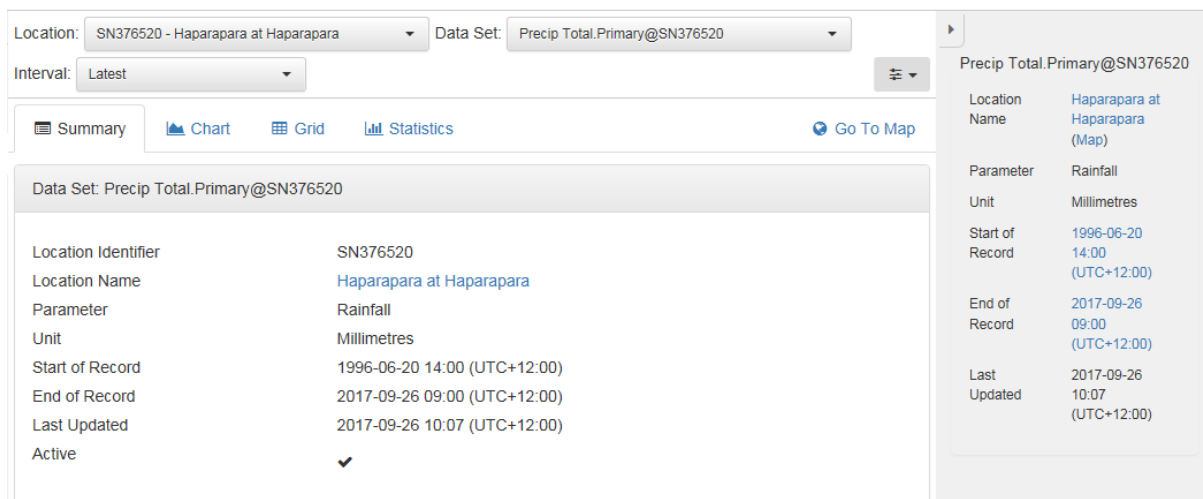
Hovering over an Indicator on the map will display a pop-up window with more information about the location.

## 6 Data Set view

The Data Set is itself broken up into a number of tabs called Summary, Chart (which is the default), Grid and Statistics.

### 6.1 Summary tab

The Summary tab displays standard information about the Data Set (Parameter, Unit, etc.). The Summary can also display additional details specific to the Data Set (if they exist), for example, Flooding Levels, Operational Bands, Reservoir Spill Levels, etc.



**Figure 7** Data set Summary

## 6.2 Charts tab

The presented Charts are fully interactive allowing for zooming and panning by clicking and dragging the mouse. There are Chart display options in the bottom left-side corner.

Sliders to the left and right of a small summary graph on the bottom of the chart allow users to zoom into particular parts of the chart.

Hovering the mouse over the line on the chart will dynamically bring up a display with the recorded value

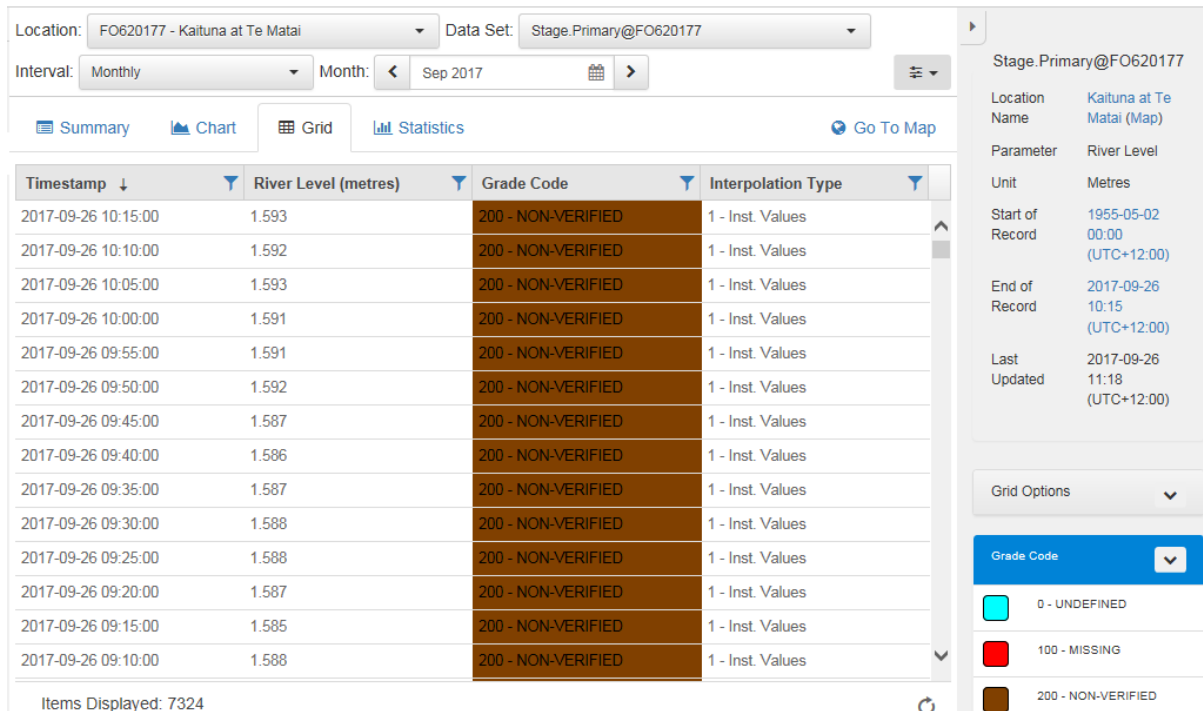


**Figure 8** *Chart tab view*

Choosing Edit Chart on the right hand panel allows for customised charting of multiple datasets.

## 6.3 Grid tab

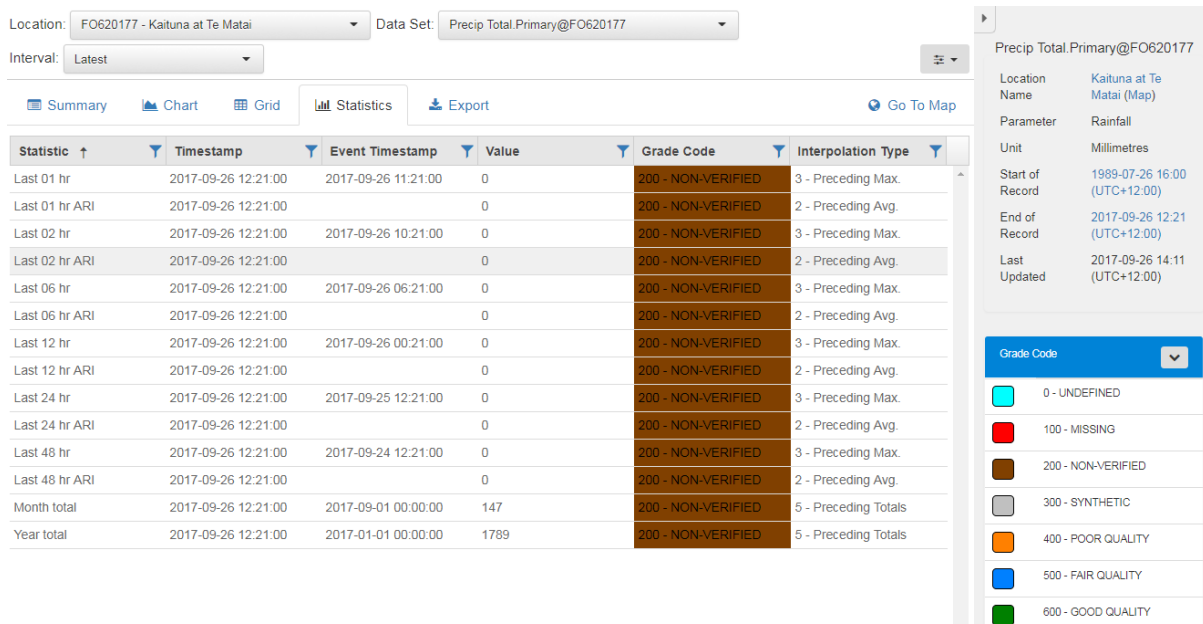
The Grid displays the same data as the Chart in a Grid (interactive table). This allows for sorting, filtering and exporting (if available) of the data.



**Figure 9** Grid tab view

## 6.4 Statistics tab

The Statistics tab displays statistics that have been calculated against the Data Set. Statistics must have been pre-defined for each Interval to be displayed. Statistics are not available for the Custom date range.



**Figure 10** Statistics tab view



## 7 Location view

For more information on a Location you can hover over an indicator on the Map and click “Location Overview”, or from the Map Grid tab, click “Location Overview” in the Go To menu.

The Location Overview tab displays information about the Location and the list of Data Sets at the Location.

Location: FO620177 - Kaituna at Te Matai
Interval: Monthly
Month: < Sep 2017

Summary
Go To Map

Location: FO620177

Location Name	Kaituna at Te Matai
Location Type	Environmental Monitoring
Folder	All Locations.Kaituna, Maketu and Pongakawa
Easting / Northing	176.36, -37.79 (NZGD2000 / New Zealand Transverse Mercator 2000)
Elevation	10 m
Time Zone	UTC+12:00
Active	✓

Data Sets
Time Zone: Location Time Zone (UTC)

Data Set Id	Parameter	Start of Record	End of Record	Last Updated	Active	Go To
Precip Total.Primary...	Rainfall	1989-07-26 16:00:00	2017-09-26 12:21:00	2017-09-26 14:11:51	✓	Go To
Stage.Primary@FO62...	River Level	1955-05-02 00:00:00	2017-09-26 14:10:00	2017-09-26 15:15:57		
Water Temp.Field Visi...	Water Temperature	1956-03-23 12:30:00	2017-07-12 12:20:00	2017-09-20 03:09:30		
Water Temp.Primary...	Water Temperature	2012-12-11 10:00:00	2017-09-26 14:00:00	2017-09-26 15:18:23		

Map
Data Set
Summary
Chart
Grid
Statistics

**Figure 11** Location summary view

## 8 Reports view

The Reports tab displays published reports, usually in PDF format.

Available reports are provided in a tree structure on the right hand side of the screen and are grouped dependent on what is being shown.

## 9 Data grades and approvals

Time series information sourced from the Environmental Data Portal is only to be used once its fitness for purpose is understood. It is the user's responsibility to determine if the provided data is appropriate for its intended use and communicate any assumptions in its use.

It is critical that an understanding of the data collection methodologies used, data limitations and intended purpose of the original data sets are known by the end users. Data provided implements a Grade (quality code) and Approval (quality assurance process) schema that provides insight and detail for the end user of the provided data sets and highlights any need to review supplementary data comments or other associated metadata.

The Grades used conform to a nationally consistent quality code schema and will enable end users to consistently utilise and/or review environmental data sourced from multiple Councils and organisations throughout New Zealand.

The application of Grades and Approvals does not preclude data from change into the future due to improved knowledge about the data and its interpretation is collected.

### 9.1 Grades

Grades associated with data are quality codes that conform to National Environmental Monitoring Standards (NEMS) which are available at <http://www.nems.org.nz>. However NEMS do not exist for all measurements as their existence is only relatively recent and some are either in current development or yet to be developed as demands occur. Grades codes associated with data are:

**Table 1**      **Data grades**

Grade	Description	Meaning
<b>-1,-2, 0 or blank</b>	Undefined or Unspecified	Data does not conform to normal Grade process.
<b>100</b>	Missing	Data is missing.
<b>200</b>	Non-verified	Data is either yet to be verified or does not have a relevant NEMS to verify data against.
<b>300</b>	Synthetic	Data is estimated from any of the following: <ul style="list-style-type: none"> <li>relationships</li> <li>calculations or models, or</li> <li>limited measured data</li> </ul>
<b>400</b>	Poor	Measured data has been compromised in its ability to represent the monitored parameter and/or has been significantly modified.
<b>500</b>	Fair	Data that doesn't meet full standards but is considered to be a fair representation of the monitored parameter.
<b>600</b>	Good	Data measured to standards at the time of acquisition. Data is considered a good representation of the monitored parameter.

## 9.2 Approvals

Approval codes describe the progression of data through in-house quality assurance process and need to be referred to in association with the Grades. As data passes through quality assurance process both Grade and Approval codes may change.

**Table 2**      **Approval grades**

Approval	Description	Meaning
<b>0 or -1</b>	Undefined or Unspecified	Data does not conform to normal Approval process.
<b>1</b>	Raw – yet to be reviewed	Data has yet to enter a quality assurance checking process and is to be considered as being raw data.
<b>2</b>	In Review	Data has yet to complete a quality assurance checking process and is to be considered as being raw data. Data is subject to change.
<b>3</b>	Approved	Data has been passed through initial stage quality assurance and approved for use.