<u>1</u>
<u>15</u>
<u>20</u>
<u>26</u>
<u>39</u>
<u>53</u>

Getting Started

Introduction

StreamBank is a collaborative effort of volunteer stream monitoring groups. The StreamBank website serves as a central repository for volunteer monitoring data. The initial members are located in Southwest Ohio, but it is hoped that other groups across the state and region will take advantage of this service. This website provides a secure online backup of data and allows participating groups to make their data visible to a wide audience. The goal for the StreamBank Regional Water Quality Database is to provide sound water quality information, collected by volunteers, to the general public, academia, resource agency staff and local decision makers.

StreamBank is a powerful tool that contains interactive graphing & reporting features to customize selections and cross query data sets. As additional groups participate, water quality data can be viewed in connection with other parts of a single watershed and across neighboring watersheds.

It is very important that all the data collected was scientifically credible. Great effort is taken to train volunteers to collect and analyze water samples from local surface waters in accordance with strict quality assurance protocols and as part of a project study plan. Participating groups are encouraged to pursue Credible Data status with their respective state and federal agencies.

The analytical data posted on this site were generated to satisfy specific data quality objectives of each group participating in the Regional Water Quality Database. All of the samples were analyzed and collected by trained volunteer water quality monitors. Users of the data must understand potential limitations of the information and its suitability for their intended use. Please refer to the appropriate Project Study Plan and Quality Assurance document for each data set.

Registration

The general public may enter the website as a guest with read-only access by clicking on the *Enter As Guest* button on the home page at <u>streambank.info</u>

REGIONAL WATER QUALITY DATABASE	N PARTNEESHIP WITH
	MILL CREEK
Enter As Guest	ABOUT THE NETWORK
Username: Password: Login Forgot Login Project Study Plans	StreamBank is a collaborative effort of volunteer stream monitoring groups. The StreamBank website serves as a central repository for volunteer monitoring data. The initial members are located in Southwest Ohio, but it is hoped that other groups across the state and region will take advantage of this service. This website provides a secure online backup of data and allows participating groups to make their data visible to a wide audience. The goal for the StreamBank Regional Water Quality Database is to provide sound water quality information, collected by volunteers, to the general public, academia, resource agency staff and local decision makers. StreamBank is a powerful tool that contains interactive graphing & reporting features to customize selections and cross query data sets. As additional groups participate, water quality data can be viewed in connection with other parts of a single watershed and across neighboring watersheds.
Butler County Stream Team Mill Creek Water Council	CREDIBLE DATA
Oticens Water Quality Monthering Orien Acres Foundation Quality Assurance Plans Butter County Stream Team Mid Crowel Mater County	It is very important that all the data collected is scientifically credible. Great effort is taken to train volunteers to collect and analyze water samples from local surface waters in accordance with strict quality assurance protocols and as part of a project sludy plan. Participating groups are encouraged to pursue Credible Data status with their respective state and federal agencies.
Citizens Water Quality Monitoring Green Acres Foundation	QUALITY AND RELIABILITY
Ohio Credible Data Program	The analytical data posted on this site was generated to satisfy specific data quality objectives of each group participating in the Regional Water Quality Database. All of the samples were analyzed and collected by trained volunteer water quality monitors. Users of the data must understand potential limitations of the information and its suitability for their intended use. Please refer to the appropriate Project Study Plan and Quality Assurance document for each data set.
	JOIN US

Use of the StreamBank system is available to other volunteer monitoring groups that have developed a Project Study Plan and Quality Assurance Project Plan. For more information on creating an account, please contact Bob Lentz, Butler County Storm Water District at 513-785-4101, or your group's administrator.

Website Overview



Section Overview

<u>Map</u>

 Your Total
 Werker

 Image: State of the stat

This section includes information on how to use the map and map tools.

Map Tools

The Overlays allow the user to toggle layers off and on by checking the box next to the name. The three layers available are Municipal Boundaries, Watershed (HUC 12) and Locations.

To view layers, check the box next to the layer name in the Overlays box.

To turn the layer off, uncheck the box next to the layer.





Locations

Locations are the blue triangles on the map at <u>http://www.streambank.info/</u>. Locations are where various samples are taken. The user can click on a site for more details. The corresponding location will be highlighted on the map.

Locations and Samples

This section includes information on the *Locations* and *Samples* grids, how to search within them, how to get details, how to edit and how to add pictures.

									Locat	ions
	Location	15							/ 0	-
	Details	Reports	Charts	Downloa	d Data	Search	1		/	
	ID		Group		-		Site Na	ime	/	
	39.0765	Saturday St	ream Snap	oshot	Lick Ru	in				
	39.0853	Saturday St	ream Snap	oshot	LMR M	AGRISH				
	39.0908	Saturday St	ream Snap	oshot	Clough	Creek S	S			
	39.0917	Great Miam	i River		in01					
	39.0984	Saturday St	ream Snap	oshot	Clough	Creek J	IP			
	39.1018	Mill Creek								
	39.1064	Saturday St	ream Snap	oshot	Clough	Creek I	B			
	39.1094	Great Miam	i River		mia08					
	39.1126	Great Miam	i River		mia07					
	39.1130	Great Miam	i River		ww09					
			14 -14	Page 1	of 34	н» ні (10 ‡	View 1 -	10 of 334	
	Samples								0	2
	Details									
					Date 💠					
Samples	March 8,	2014								
	April 12,	2014								
	May 10, 2	2014								
	June 14,	2014								
	July 12, 2	2014								
	Septemb	er 13, 2014								
	October	11, 2014								
	Novembe	er 8, 2014								
	March 14	4, 2015								
	April 11,	2015								
				Page 1	of 2	P> PI (10 ‡	View 1	- 10 of 10	5

6

Locations

Each *Location* is represented as a blue triangle on the map. Each *Location* is assigned a unique ID and Site Name by the group that collects the sample. To view *Site Details*, select an item in the *Locations* table.

	ID	Group	Site Name	College Corner	A.
	ICLI_0.25	Butler County Stream Team	Little Indian Creek @ Sample Rd	Somerville	-
	ICM5_1.54	Butler County Stream Team	Indian Creek @ SR 128		1
	ICM5_12.6	Butler County Stream Team	Indian Creek @ Gamer Rd	Brith A Artoria A 199	Musetown
	ICM5_14.78	Sutie: County Stream Team	Indian Creek & Keily Milliville 2d		15 A
0	ICM5_23.95	Butler County Stream Team	Indian Creek @ Farifield Rd	101 ID ICMS_23.95	
	ICM5_7.11	Butler County Stream Team	Indian Creek @ 2701 Ross Hanever Rd	Name Indian Creek @ Parifield Rd	
	ICMS 7.54	Butler County Stream Team	Indian Creek @ SR 27 and SR 129 Brido	Principle WatershedBeals Run-Indian Creek	
			Dataile		

Click on the *Details* button Details.

Samples

Each Sample belongs to a Location. The Samples are	Date 🖕
located below the <i>Location</i> table and are represented	May 14, 2016
by a date. To view Sample Details, select a Date in the	April 9, 2016
Samples table. Click on the Details button Details .	March 12, 2016

Searching

Click on the Search button Search in the Locations menu.

Users can filter for specific *Locations* by Group, Municipality or Principle Watershed. It is

suggested to select from one criteria only.

suggested to select from one criteria only.
Better selection options can be performed within the <i>Reports</i> and <i>Charts</i> .

	Search	
It is suggested to select from one wit	criteria only. Better select hin the reports and charts	ion options can be performed
Group	Select	T
Municipality	Select v	
Principle Watershed	Select	•
	Submit Cancel	

Reports

This section includes information on how to view reports, create reports, and save reports based on user level.



Creating Reports

Locate and click on the *Reports* button **Reports** in the *Locations* table. To create a report, click on the *Create Report* button in the *Report Console*.

Viewing Reports

Locate and click on the *Reports* button **Reports** in the *Locations* table. To view a report, click on the *View Reports* button in the *Report Console*. *Reports* can be created and saved by Administrators for easy viewing by public or volunteers. This saves the user from having to recreate a report that will be frequently viewed. Volunteers can create and save reports to their own account for private viewing.

Navigating Reports

When creating a report, users can switch back and forth between *Report Viewer* and *Report Builder* by hovering over the page name, and clicking on the title. In *Report Viewer*, the user can switch to the *Report Builder*.

Re	Build Report
My	Reports
Rep	port Builder
Rep	oort Builder

New Report

In Report Builder, the user can switch to the Report Viewer.

In *Report Builder*, the user can change a *Summary Report* to a *Listing Report* or vice versa.

Report Bu	ilder - Listing I	Report
Report Name	Change to a Summary Report Test Report Priv	

Report Builder - Summary Report

	Change to	a Listing Report
Report Name	Test Report	Private

<u>Charts</u>

This section includes information on how to view Charts, create Charts and save Charts based on user level.



Creating Charts

Locate and click on the *Charts* button Charts in the *Locations* table. To create a Chart, click on the *Create Chart* button in the *Chart Console*.

Viewing Charts

Locate and click on the *Charts* button Charts in the *Locations* table. To view a Chart, click on the *View Charts* button in the *Chart Console*.

Navigating Charts

When creating a chart, user can switch back and forth by hovering over the page name, and clicking on the title. In *Chart Viewer*, the user can switch to the *Chart Builder*.

In Chart Builder, the user can switch to the Chart Viewer.

In Chart Builder, the user can change a Line Chart to a Scatter Chart or a vice versa.

Download Data

This section includes information on how to download all the data in the system or only searched for data in shape format, Excel format, KML format and WaterML format. This section is available to Volunteers and Admin only.

Locations		
Locations Details Reports Charts Downlo ID Group	ad Data Search Site Name	Download Data
39.0765 Saturday Stream Snapshot 39.0853 Saturday Stream Snapshot 39.0908 Saturday Stream Snapshot	Lick Run LMR MAGRISH Clough Creek S	Download @ All Data @ Search results File Type Shape \$
39.0917 Great Mamil River 39.0984 Saturday Stream Snapshot 39.1018 Mill Creek	Clough Creek JP	Cancel
39.1094 Great Miami River	clougn Creek 8 mia08	Download Form

Downloading Data

Data can be downloaded from the website in the following formats: shape format,

Excel, KML and WaterML. Click on the *Download Data* button Download Data in the *Locations* grid.

Users can download all data available or from their search results.

Download	All Data	Search results	
File Type	Shape •		
	Shape		
	Excel		
	KML		i
Cá	WaterML		

Select a file type in the File Type dropdown.

Next, click the *Get File* button Get File to download the files.

Tips & Tricks

Web Browser Recommendations

It is highly recommended to use <u>Google Chrome</u> as the internet browser while viewing this site. This website was optimized to work with Chrome. You can download it for free at https://www.google.com/intl/en-US/chrome/browser/. Mozilla Firefox versions 30.0+ and Internet Explorer 9+ will also function adequately.

FAQs

What is the StreamBank?

StreamBank is a collaborative effort of volunteer stream monitoring groups. The StreamBank website serves as a central repository for volunteer monitoring data. The initial members are located in Southwest Ohio, but it is hoped that other groups across the state and region will take advantage of this service. This website provides a secure online backup of data and allows participating groups to make their data visible to a wide audience. The goal for the StreamBank Regional Water Quality Database is to provide sound water quality information, collected by volunteers, to the general public, academia, resource agency staff and local decision makers.

StreamBank is a powerful tool that contains interactive graphing & reporting features to customize selections and cross query data sets. As additional groups participate, water quality data can be viewed in connection with other parts of a single watershed and across neighboring watersheds.

How do I register?

Use of the StreamBank system is available to other volunteer monitoring groups that have developed a Project Study Plan and Quality Assurance Project Plan. For more information on creating an account, please contact Bob Lentz, Butler County Storm Water District at 513-785-4101.

What is the recommended browser?

It is highly recommended to use <u>Google Chrome</u> as the internet browser while viewing this site. This website was optimized to work with Chrome. You can download it for free at https://www.google.com/intl/en-US/chrome/browser/. Mozilla Firefox versions 30.0+ and Internet Explorer 9+ will also function adequately.

Мар

Introduction

This section includes information on how to use the map and the map tools.

Screen Overview



Map Window

Map Tools

The Overlays allow the user to toggle layers off and on by checking the box next to the name. The three layers available are Municipal Boundaries, Watershed (HUC 12) and Locations.



Municipal Boundaries



To view the Municipal Boundaries layer, check the box next to Municipal Boundaries.

To turn the layer off, uncheck the box next to *Municipal Boundaries*.



Watershed (HUC 12)



To view the Watershed (HUC 12) layer, check the box next to Watershed (HUC 12).

To turn the layer off, uncheck the box next to *Watershed (HUC 12)*.



Locations

Locations are the blue triangles on the map at <u>http://www.streambank.info/</u>. Locations are where various sample data sets are taken. The user can click on a site for more details. The corresponding location will be highlighted on the map.

<u>Walkthrough</u>

Using the map to find a Location and Sample Details



1) **Step One:** Locate *Samples* below *Locations* on the left. The dates represent when data samples were taken at that location. Click on a date to view *Sample Details*. The *Sample Details* window will appear.



2) **Step Two:** Click on the *Cancel* button to close the *Sample Details* window.



Locations and Samples

Introduction

This section includes information on the *Locations* and *Samples* grids, how to search within them, how to get details, how to edit and how to add pictures.

Screen Overview

						Location
	Location	\$				0
	Details	Reports Charts	Downloa	d Data Sean	ch	/
	ID	Group			Site Na	ame
	39.0765	Saturday Stream Sna	pshot	Lick Run		,
	39.0853	Saturday Stream Sna	pshot	LMR MAGRIS	н	
	39.0908	Saturday Stream Sna	pshot	Clough Creek	k S	
	39.0917	Great Miami River		in01		
	39.0984	Saturday Stream Snap	pshot	Clough Creek	k JP	
	39.1018	Mill Creek				
	39.1064	Saturday Stream Sna	pshot	Clough Creek	k B	
	39.1094	Great Miami River		mia08		
	39.1126	Great Miami River		mia07		
	39.1130	Great Miami River		ww09		
		14.0	Page 1	of 34 +> +1	10 \$	View 1 - 10 of 334
	Samples					0
	Details					
				Date 🕆		
amples	March 8,	2014				
	April 12,	2014				
	May 10, 2	2014				
	June 14, 2	2014				
	July 12, 2	014				
	Septembe	er 13, 2014				
	October 1	11, 2014				
	Novembe	r 8, 2014				
	March 14	, 2015				
	April 11,	2015				
		14	Page 1	of 2 +> +1	10 \$	View 1 - 10 of 16

Locations

Each *Location* is represented as a blue triangle on the map. The corresponding *Location* is assigned an ID, Group and Site Name. The ID is a unique identifier of the *Location*. The Site Name is the title of the *Location* and the Group is a party who is responsible for maintaining the *Locations*. To view *Site Details*, select an item in the *Locations* table.

	ID	Group	Site Name		1
	ICLI_0.25	Butler County Stream Team	Little Indian Creek @ Sample Rd	Somerville	
	ICM5_1.54	Butler County Stream Team	Indian Creek @ SR 128		
	ICM5_12.6	Butler County Stream Team	Indian Creek @ Gamer Rd	Brih A Aford A (67) Midleto	And
	ICM5_14.78	Butter County Stream Team	Indian Creek & Kelly Millulle Rd		
0	ICM5_23.95	Butler County Stream Team	Indian Creek @ Farifield Rd	ID ICMS_23.95	
	ICM5_7.11	Butler County Stream Team	Indian Creek @ 2701 Ross Happerer Rd	Name Indian Creek @ Parifield Rd	-
	ICM5 7 54	Butler County Stream Team	Indian Creek @ SR 27 and SR 129 Brido	Principle WatershedBeals Run-Indian Creek	
			Details		

Click on the *Details* button

Samples

Each Sample belongs to a Location. The Samples are located below the Location table and are represented by a date. To view Sample Details, select a Date in the

Samples table. Click on the Details button Details

	Date 🖕
May 14, 2016	
April 9, 2016	
March 12, 2016	

Searching

Click on the Search button	Search	in the
Locations menu.		

Users can filter for specific *Locations* by Group, Municipality or Principle Watershed. It is

	Search	
It is suggested to select from one wit	criteria only. Better selectior hin the reports and charts	n options can be performed
Group	Select	•
Municipality	Select 🔻	
Principle Watershed	Select	
	Submit Cancel	

suggested to select from one criteria only.

Better selection options can be performed within the *Reports* and *Charts*.

Details

The user can view Location or Sample details by clicking on the Details button

Details in the proper section.

Locations

Location Details

Location	15	0		
Details	Reports Charts Downloa	d Data Search		
ID	Group	Site Name	Sito	Dotaile
39.0765	Saturday Stream Snapshot	Lick Run	Sile	Details
39.0853	Saturday Stream Snapshot	LMR MAGRISH	Assigned ID	39.0853-84.4209
39.0908	Saturday Stream Snapshot	Clough Creek S	Municipality Principle Watershed	Cincinnati Clouch Creek-Little Miami Riv
39.0917	Great Miami River	in01	Principle Watershed	Sough Sreek-Little Marni Po
39.0984	Saturday Stream Snapshot	Clough Creek JP	Location Name	LMR MAGRISH
39.1018	Mill Creek		River Mile	
39.1064	Saturday Stream Snapshot	Clough Creek B	Parking	
39.1094	Great Miami River	mia08	HUCA	05090202
39.1126	Great Miami River	mia07	HUC 8 Name	Little Miami
39.1130	Great Miami River	ww09	HUC 12	050902021406
	14 KK Page 1	of 34 ++ +1 10 * View 1 - 10 of 334	HUC 12 Name Latitude	39.0853
Samples	5	0	Longitude	-84.4209
Details			Comments	
	-	Date 🕆	View Fi	les Cancel
March 8.	2014			

The user can view *Location* details by clicking on the *Details* button **Details** in the *Location* section. Users can also view documents associated with a *Location* by

clicking on the View Files button View Files

<u>Samples</u>

Location	15	0		
Details	Reports Charts Download	i Data Search		
ID	Group	Site Name	Sample	o Dotoile
39.0765	Saturday Stream Snapshot	Lick Run	Sampi	e Details
39.0853	Saturday Stream Snapshot	LMR MAGRISH	Assigned ID	39.09087-84.356853/8/2014
39.0908	Saturday Stream Snapshot	Clough Creek S	Site Description	
39.0917	Great Miami River	in01	Sample Date	03/08/2014
39.0984	Saturday Stream Snapshot	Clough Creek JP	Sample Time	
39.1018	Mill Creek		Ph	8.18
39.1064	Saturday Stream Snapshot	Clough Creek B	Conductivity Units	S/m
39.1094	Great Miami River	mia08	Total Phosphorus	0.355684210526
39.1126	Great Miami River	mia07	Total Phosphorus Units	mg P/I 0.5
39.1130	Great Miami River	ww09	Nitrate Units	mg/L
	In an Page 1	of 34 m m 10 0 View 1 - 10 of 334	Turbidity	2.13
			Coliform Threshold	NTU
Samples		Coliform	3200	
Details			Coliform Units	#col/100mL
	Date 👙		Jan	Cedar Grove
March 8, 2014		sburg Oldenburg	1 🖾 🔺	

Sample Details

The user can view *Sample* details by clicking on the *Details* button **Details** in the *Samples* section.

Walkthrough

Using the Search mechanism to find Location and Sample Details

1) Step One: Locate and click on the Search button		s			\frown
under Locations. The Search form will appear.	Details	Reports	Charts	Download Data	Search
	ID		Group		\sim

2) Step Two: Locate the Group filter and select Butler County Stream Team from the dropdown. Click the Submit button to complete the search.

Search		
It is suggested to select from one criteria only. Better selection options can be performed within the reports and charts		
Group Butler County Stream Team		
Principle Watershed Select V		
Submit Cancel		

3) Step Three: Click on an item in the Locations table. Locate and click on the Details button for more *Location* information. The Site Details window will appear. Click on the View Files button to view files associated with this Location.

Details Reports Charts Download Data Search
10 Group Site Name
BRMS 2. Butler County Stream Team Brown's Run @ Thomas Rd
BRMS 3. (Butler County Stream Team Brown's Run@ Hetzler Rd
BRUT DI Bitler County Stream Team Unnamed Tributary @ Hetplay Bd
BRUT 0. Butler County Stream Team Unnamed Tributary to Bull Run
CCBR 0.1Butler County Stream Team Bull Run @ Locust and Sandra
CCKR 0 Butler County Stream Team Kyper Run @ Locust and Sandra
DCMS_0_Butler County Stream Team Dick's Creek @ Hamilton Middletown Rd
DCMS_0. outlet County Stream Team Dick's Creek (i) Hamilton Middletown Rd
DCMS_5. Butler County Stream Team Dick's Creek @ Main St
DCUT_0. Butler County Stream Team Unnamed Tributary @ Oxford State Rd
ECMS_1. Butler County Stream Team Elk Creek @ Howe Rd
re ce Page 1 of 9 ⇒ +1 10 ↓ View 1 - 10 of 86
Samples O
Details
Date 🕆
March 14, 2015

Assigned ID Municipality	BRMS_3.69 Madison Twp. Browns Run-Great Miami River
Location Name River Mile	Brown's Run@ Hetzler Rd 3.69 acricultural
Barking	off side of road
Parking	on side of road
HUC 8	05080002
HUC 8 Name	Lower Great Miami
HUC 12	050800020702
HUC 12 Name	Browns Run-Great Miami River
Latitude	39.574353
Longitude	-84.427034
Comments	
View File	Cancel

4) Step Four: Use the arrows in the left corner to view the files. The title of the files is at the bottom of the image. Users can also click on the smaller squares at the bottom to view files. Click on the *Cancel* button to close the window.



5) Step Five: Locate the *Samples* table below *Locations*. Select a date and click on the *Details* button to view more information about the *Sample*. The *Sample Details* window will appear. Click on the *Cancel* button to close the window.

Location	15	0	0
Details	Reports Charts Download	I Data Search	
ID	Group	Site Name	Sample Dataila
BRMS_2.	Butler County Stream Team	Brown's Run @ Thomas Rd	Sample Details
BRMS_3.	Butler County Stream Team	Brown's Run@ Hetzler Rd	Assigned ID BRMS_3.69 3/14/2015 10:45:00 AM
BRUT_0.0	Butler County Stream Team	Unnamed Tributary @ Hetzler Rd	Site Description Brown's Run@ Hetzler Rd
BRUT_0.	Butler County Stream Team	Unnamed Tributary to Bull Run	Sample Date 03/14/2015
CCBR 0.	Butler County Stream Team	Bull Run @ Locust and Sandra	Sample Time 10:45:00 AM
CCKR 0.	Butler County Stream Team	Kyper Bun @ Locust and Sandra	Ph 7.89
DCMS 0	Butler County Stream Team	Dick's Creek @ Hamilton Middletown Bd	Conductivity 332
DCME E	Butler County Stream Team	Dick's Creek @ Main St	Total Phosphorus 1.02
DCMS_5	Butler County Stream Team	Uncersed Televises @ Oxford State Rd	Total Phosphorus Units mg/l
DCUT_0.	Butler County Stream Team	Unnamed Tributary @ Oxford State Rd	Nitrate 1.91
ECMS_1.	Butler County Stream Team	Elk Creek @ Howe Rd	Turbidity 165
	re «« Page 1	of 9 +> ++ 10 \$ View 1 - 10 of 86	56 Turbidity Units NTU
Samples		c	Coliform Threshold >
Details			Coliform Units MPN
		Date 🕆	Brookville
March 14	4, 2016		Peppertown (12)

Reports

Introduction

This section includes information on how to view reports, create reports and save reports based on user level.

Screen Overview



Creating Reports

Locate and click on the *Reports* button Reports in the *Locations* table. To create a report, click on the *Create Report* button in the *Report Console*.

Viewing Reports

Locate and click on the *Reports* button **Reports** in the *Locations* table. To view a report, click on the *View Reports* button in the *Report Console*.

Navigating Reports

When creating a report, user can switch back and forth by hovering over the page name, and clicking on the title. In *Report Viewer*, the user can switch to the *Report Builder*.



In Report Builder, the user can switch to the Report Viewer.



In *Report Builder*, the user can change a *Summary Report* to a *Listing Report* or a vice versa.

Report Bu	ilder - Summar	y Report	Report Bu	iilde	r - Listing	Report
Report Name	Change to a Li Test Report	sting Report Private	Report Name	Test	Change to a Su Report	mmary Report Private

Walkthroughs

Walkthrough A: Viewing a Report

1) Step One: Locate and click on the *Reports* button Reports in the *Locations* table. Click on the *View Reports* button in the *Report Console*. The *Report Viewer* will open.

Report Console		8
	Create Report	
	View Reports	

2) Step Two: Click on a report to open it.

Report Viewer	
My Reports	
Test Report	×
Test Summary Report	×

3) **Step Three:** Sort the column data by clicking on the arrow next to the column heading.

	Sho	w	▼ Entries				
	1	Loc	ation Name 👻 🗸	River Mile 🗸 🗸	Land Use	~	T
1	~	11	Sort Ascending	3.6	park; agricultural		ŀ
[17	Sort Descending	3.6	park; agricultural		
			Remove Sort	3.6	park; agricultural		ŀ
١	\sim	L_	Remove Son	3.6	park; agricultural		ŀ
	/	×	Hide Column	8.6	park; agricultural		
		EIK	Sreek @ Sebald	3.6	park; agricultural		
		EIL (Steel C Cebeld	0.0	party agricultural		

4) Step Four: Drag columns to change their order. Click on the header of the column you wish to move. Left-click and drag the column to the proper location. Notice that *Location Name* has been moved from the first to the second column in the report.

Sho	ow v Entrie	s	
1			
$(\vee$	River Mile	~	Location Name 🔺 🗡
~	12.4		Elk Creek @ 588
	12.4		Elk Creek @ 503
	12.4		Elk Creek @ 503

5) Step Five: Click on the menu E. From this menu, users can uncheck columns they wish to be invisible. They can also export report data in a csv or pdf format.

	Filter
Parking	✓ Site Description =
in grass nea	Export all data as csv
in grass nea	Export visible data as csv
in grass nea	Export all data as pdf
in grass nea	Evped visible data as odf
in grass nea	Export visible data as pui
in grass nea	Columns:
in grass nea	✓ Location Name
in grass nea	✓ River Mile
in grass nea	✓ Land Lise
in grass nea	>

Example Exercise B: Creating and Saving a Listing Report

1) Step One: Locate and click on the *Reports* button Reports in the *Locations* table. Click on the *Create Report* button in the *Report Console*. The *Report Builder* will open.

Report Console	8
Create Report	
View Reports	
I I I I I I I I I I I I I I I I I I I	

2) **Step Two:** Enter a *Report Name* and select a *Privacy* level. Click on the *Create Listing Report* button.

	Report Builder	8
/	Enter a Name for Your Report	
C	Select a Privacy Level	
<	Private (only you may view the report)	٠
	Create Summary Report	
	Create Listing Report	

3) Step Three: The *Locations* tab will open. Expand the *Filters Locations* accordion, and select *Elk Creek* from the *Principle Watershed* dropdown. Next, double-click on the *Locations* items that start with "Elk". They will appear in the *Selected Locations* section. These *Locations* will appear in the report

Builder - Li	sting Report			
Test Report	Private			
Lo	ocations	Attributes	Conditions	
Select Your Rep	port's Location(s)			
Search				×
Filter Locat	ions			
Principle W	atershed			
Elk Creek	\mathcal{I}			•
Locations	Q Hatalar Dd			*
Collen Run Elk Creek @	2 Taylor School Rd 503			
Jackson Dito Jackson Dito	b cast branch - @ SR 73 h - west branch - @ SR 73			
Jackson Ditc	h @ Gephart Rd			*
Selected Lo	ocations			
Elk Creek	@ Sebald Park entrance	`	3	c
Elk Creek	@ Howe Rd)		¢
	Reset		Select All	
		Submit		

4) **Step Four:** Click on the *Attributes* tab. Select attributes that will appear in the report. Yellow squares are selected items. The number next to the attribute number indicates the order in which the attribute will be displayed. The attributes will display in the order the user selects them.

Locations	Attribu	ites	Conditions
elect What Appears in Your R	leport		
Location Name 1	River Mile 2	Land Use 3	Parking 4
Site Description 5	Volunteer Name 6	Sample Date 7	Sample Time 8
Ph 9	Conductivity	Conductivity Units	Total Phosphorus
Total Phosphorus Units	Nitrate	Nitrate Units	Turbidity
Turbidity Units	Coliform Threshold	Coliform	Coliform Units
E Coli Threshold	E coli	E Coli Units	
Rese	t	Se	elect All
	Sub	mit	

5) Step Five: Click on the *Conditions* tab. Enter an attribute, operation and value to further narrow the report results. In this walkthrough, all entries will be from a *Sample Date* after April 10, 2015. Click *Submit* to complete the report.

ort Name	Test Report	Private		
	LO	cations	Attributes	Conditions
5	Select Your Rep	ort's Contstraints		
	Condition 1		~	
/	Attribute	Sample Date		
(Operation	is greater than	•)	
1	Value	04/10/2015		
	-			
		Reset		Add Condition

6) Step Six: The *Report Viewer* will open. Users can click the *Filter* button and narrow down a column by typing in a the text box. Users can also *Show Entries* by 25, 50, 75 or 100, and use buttons at the bottom to scroll through the pages of the report. Click the *Done* button to close the report.

			Test Report		
sh	ow 50 • Entries	>		(File
	Location Name ~	River Mile 🔺 🔍	Land Use ~	Parking ~	Site Description
					Elk Creek
	Ek Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	ER Cresk @ Hone
	Elk Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	Elk Creek @ Howe
	ER Creek @ Howe Rd	1.5	residential, agricultural	in edge of driveway	Elk Creek @ Howe
	Elk Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	Elk Creek @ Howe
	Elk Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	Elk Creek @ Howe
	Elk Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	Elk Creek @ Howe
	ER Creek @ Howe Rd	1.5	residential, agricultural	in edge of driveway	Elk Creek @ Howe
	Elk Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	Elk Creek @ Howe
	Elk Creek @ Howe Rd	1.5	residential; agricultural	in edge of driveway	Elk Creek @ Howe
	ER Creek @ Howe Rd	1.5	residential, agricultural	in edge of driveway	Elk Creek @ Howe
	Elk Creek @ Sebald	3.6	park; agricultural	in parking lot west of	Elk Creek @ Sebai
	Elk Creek @ Sebald	3.6	park; agricultural	in parking lot west of	Elk Creek @ Sebai
	Elk Creek @ Sebald	3.6	park; agricultural	in parking lot west of	Elk Creek @ Sebal
	ER Creek @ Sebald	3.6	park; agricultural	In parking lot west of	Elk Creek @ Sebal
	4				

Walkthrough C: Creating and Saving a Summary Report

1) Step One: Locate and click on the *Reports* button Reports in the *Locations* table. Click on the *Create Reports* button in the *Report Console*.

Report Console	×
Create Report	
View Reports	

2) **Step Two:** Enter a *Report Name* and select a *Privacy* level. Click on the *Create Summary Report* button.

Report Builder	×
Enter a Name for Your Report Test Summary Report Select a Privacy Level	
Private (only you may view the report)	٠
Create Summary Report	
Create Listing Report	

3) Step Three: The *Locations* tab will open. Expand the *Filters Locations* accordion, and select *Elk Creek* from the *Principle Watershed* dropdown.



Next, click the Select All button.

They will appear in the *Selected Locations* section. These *Locations* will appear in the report .

Locations Selected Locations Brown's Run@ Hetzler Rd × × Cotton Run @ Taylor School Rd × ER Creek @ 503 × ER Creek @ Howe Rd × ER Creek @ Sebald Park entrance × Jackson Ditch - east branch - @ SR 73 × Jackson Ditch - west branch - @ SR 73 × Jackson Ditch @ Gephart Rd × Nine Mile Creek @ SR 27 ж Seven Mile Creek @ Taylor School Rd Unnamed Tributary @ Hetzler Rd ж Reset Select All

Select All

Report Name	Test Summary Report	Private		
	Locations	Attri	butes	Conditions
	Select What Appears in Your R	leport		
	Location Name 1	River Mile	Land Use 2	Parking
	Site Description	Volunteer Name	Sample Date	Sample Time
	Ph 3 Mean •	Conductivity	Conductivity Units	Total Phosphorus

Report Builder - Summary Report

A

4) Step Four: Click on the *Attributes* tab. Select attributes that will appear in the report. Yellow squares are selected items. The number next to the attribute number indicates the order in which the attribute will be displayed. The attributes will display in the order the user selects them. The user is able to aggregate on one column using one the following functions: mean, total records, maximum, summation or minimum. The columns with aggregate function options are: Ph, Conductivity, Total Phosphorus, Nitrate, Turbidity, Coliform and E Coli.

5) Step Five: Click on the *Conditions* tab. Enter an attribute, operation and value to further narrow the report results. In this walkthrough, all entries will be from a *Sample Date* after April 10, 2015. Click *Submit* to complete the report.

Lo	cations	Attributes	Conditions
Select Your Rep	ort's Contstraints		
Condition 1			
Attribute	Sample Date		
Operation	is greater than	*	
Value	04/10/2015		
	Reset		Add Condition
		Submit	

6) Step Six: The Report Viewer will open. Users can click the Filter button and narrow down a column by typing in a the text box. Use the buttons at the bottom to scroll through the pages of the report. Click the *Done* button to close the report.

Sh	ow 25 • Entries	(Filter
	Location Name	Land Use V	Ph 🗸 🗏
			7. ×
	Jackson Ditch - west branch - @ S	agricultural	7.9
	Jackson Ditch @ Gephart Rd	agricultural	7.84
	Elk Creek @ 503	agricultural	7.86
	Elk Creek @ Sebald Park entrance	park; agricultural	7.98
	Nine Mile Creek @ SR 27	agricultural; minimal housing; busin	7.98
	Brown's Run@ Hetzler Rd	agricultural	7.99
	Unnamed Tributary @ Hetzler Rd	agricultural	7.94
	Seven Mile Creek @ Taylor School	agricultural; some housing	7.90
	Cotton Run @ Taylor School Rd	agricultural; some housing	7.86

Charts

Introduction

This section includes information on how to view Charts, create Charts and save Charts based on user level.

Screen Overview



Creating Charts

Locate and click on the *Charts* button Charts in the *Locations* table. To create a Chart, click on the *Create Chart* button in the *Chart Console*.

Viewing Charts

Locate and click on the *Charts* button Charts in the *Locations* table. To view a Chart, click on the *View Charts* button in the *Chart Console*.

Navigating Charts

When creating a chart, user can switch back and forth by hovering over the page name, and clicking on the title. In *Chart Viewer*, the user can switch to the *Chart Builder*.

Cha	rt Viewer	
ŧ	uild Chart	
My Cł	arts	

In Chart Builder, the user can switch to the Chart Viewer.



In Chart Builder, the user can change a Line Chart to a Scatter Chart or a vice versa.



<u>Walkthrough</u>

Walkthrough A: Creating and Saving a Line Chart

1) Step One: Locate and click on the *Charts* button Charts in the *Locations* table. Click on the *Create Chart* button in the *Chart Console*. The *Chart Builder* will open.

Chart Console	×
Create Chart	
View Charts	

2) **Step Two:** Enter a *Chart Name* and select a *Privacy* level. Click on the *Create Scatter Chart* button.

Chart Builder	8
Enter a Name for Your Chart	
Select a Privacy Level	
Private (only you may view the report)	•
Create Line Chart	
Create Scatter Chart	

3) Step Three: The *Locations* tab will open. Expand the *Filters Locations* accordion, and select *Elk Creek* from the *Principle Watershed* dropdown. Next, double-click on the *Locations* items that start with "Elk". They will appear in the *Selected Locations* section. These *Locations* will appear in the chart.

art Builder - Line Chart	
New Listing Chart Private	
Locations Dates Attributes	Conditions
Select Your Chart's Location(s)	
Search	×
Filter Locations	
Principle Watershed	
Elk Creek	*
Brown's Run@ Hetzler Rd	2
Cotton Run @ Taylor Geleal Rd Elk Creek @ Sebaki Park entrance	
Jackson Ditch - west branch - @ SR 73 Jackson Ditch @ Gephart Rd	
Selected Locations	
Elk Creek @ Howe Rd	×
Elk Creek @ 503	×
Reset	Select All

4) **Step Four:** Click on the *Dates* tab. Select a starting and ending date of data to appear in the chart.

t Name	New Lis	ting Chart	Private			
	Local	tions	Dates	Attribut	es	Conditions
s	elect Your Cl	hart's Dates				Contiguous
	Starting Da	te		Ending Dat	e	
	Month	April		Month	June	•
	Year	2015		Year	2016	
		Reset			Add Mont	h
Contig art Buil	guous der - <i>Lii</i>	Reset	Su	bmit	Add Mont	n
Contignart Buil	guous der - Lii	Reset	Su Private	bmit	Add Mont	h
Contig art Buil	guous der - Lii New Lis Loca	Reset	Private Dates	bmit	Add Mont	Conditions
r Contig nart Buil Chart Name	guous der - Lil New Lis Loca select Your C	Reset	Su Private Dates	omit Attribu	Add Mont	h Conditions Discrete
r Contig nart Buil Chart Name	guous der - Lii New Lis Loca Relect Your C Month: 1 Month	Reset Reset Reset April	Private	bmit Attribul	Add Mont	h Conditions Discrete
r Contig nart Buil Chart Name	guous der - Lii New Lis Loca Kelect Your C Month: 1 Month Year	Reset Reset Reset Reset April 2015	Private Dates	bmilt Attribul	Add Mont	h Conditions Discrete

For Discrete

5) Step Five: Click on the Attributes tab. Select a charting metric.

t Name	New Listing Chart	Private		
	Locations	Dates	Attributes	Conditions
Se	lect a Charting Metric			
(Ph	Conductivity	Total Phosphorus	Nitrate
	Turbidity	Coliform	E coli	

6) Step Six: Click on the *Conditions* tab. Enter an attribute, operation and value to further narrow the Chart results. In this example, all entries will be from a *Sample Date* after April 10, 2015. Click *Submit* to complete the Chart.

art Name	New Listin	ig Chart	Private			
	Locatio	ns	Dates	Attributes	Conditions	
56	lect Your Cha	rt's Contetraints				
/	Condition 1					
	Attribute	Sample Date	•			
	Operation	is greater than	•			
	Value	04/10/2015	/	/		
		Reset		4	Add Condition	

7) Step Seven: The *Chart Viewer* will open. Users can select the computation of the chart by Average, Median, Geometric Mean, Standard Deviation, Minimum or Maximum. Charts can also be exporting by clicking on the *Export* button. Click on the *Done* button to save and close the chart.



Walkthrough B: Creating and Saving a Scatter Chart

1) Step One: Locate and click on the *Charts* button Charts in the *Locations* table. Click on the *View Charts* button in the *Chart Console*.

Chart Console
Create Chart
View Charts

2) **Step Two:** Enter a *Chart Name* and select a *Privacy* level. Click on the *Create Scatter Chart* button.

Chart Builder	•
Enter a Name for Your Chart	
Select a Privacy Level	
Private (only you may view the report)	•
Create Line Chart	
Create Scatter Chart	

3) Step Three: The *Locations* tab will open. Select *Elk Creek* from the *Principle Watershed* dropdown.

ame	New Scatter Chart	Private		
	Locations	Dates	Attributes	Conditions
Sel	iect Your Chart's Location(s			
Se	argh			×
6	Filter Locations			
	Principle Watershed			
1	All			•
	All Acton Lake Dam-Four Mi	lle Creek		
L	All Acton Lake Dam-Four Mi Banklick Creek-Great Mia Beals Run-Indian Creek	le Creek ami River		i.
L L	All Acton Lake Dam-Four M Banklick Creek-Great Mia Beals Run-Indian Creek Browns Run-Great Miam Clough Creek-Little Miam	le Creek ami River i River i River		
ь Г	All Acton Lake Dam-Four MI Banklick Creek-Great Mile Beals Run-Indian Creek Browns Run-Great Milam Clough Creek-Little Milan Congress Run-Mill Creek Otton Run-Four Mile Cr Dicks Creek	le Creek ami River i River i River (eek		
L - -	All Action Lake Dam-Four Mi Banklick Creek-Great Mi Browns Run-Great Miam Crough Creek-Liffe Miam Cotogn Run-Mill Creek Coton Run-Four Mille Cr Dicks Creek Doubletick Run-Great Miam Dry Run-Great Miam Flor	le Creek ami River i River i River eek ami River er		
- - -	All Action Lake Dam-Four M Banklick Creek-Great Miz Beats Run-Indian Creek Browns Run-Great Miam Cougness Run-Mill Creek Cotton Run-Four Mile Ch Ducks Creek Doubletick Run-Great Mi Dry Run-Great Miami Rw Dry Run-Little Miami Rw Destiniek	Re Creek am River I River I River eek ami River eer		
	All Action Lake Dam-Four M Banklick Creek-Great Mu Beats Run-Indian Creek Browns Run-Great Miam Congn Creek-Little Miam Conton Run-Four Mile Cn Dicks Creek Doubelick Run-Great Mi Dry Run-Great Miami RW Dry Run-Little Miami RW Dry Run-Little Miami RW Dry Run-Little Miami RW Dicks Creek East Fore R	le Creek ami River i River i River cek ami River er if Creek		

Next, click the Select All button.

They will appear in the *Selected Locations* section. These *Locations* will appear in the Chart.

Locations Selected Locations Brown's Run@ Hetzler Rd × × × × × × × × Cotton Run @ Taylor School Rd ER Creek @ 503 ER Creek @ Howe Rd Elk Creek @ Sebald Park entrance Jackson Ditch - east branch - @ SR 73 Jackson Ditch - west branch - @ SR 73 Jackson Ditch @ Gephart Rd Nine Mile Creek @ SR 27 ж Seven Mile Creek @ Taylor School Rd ж Unnamed Tributary @ Hetzler Rd Reset Select All

Select All

4) **Step Four:** Click on the *Dates* tab. Select a starting and ending date of data to appear in the chart.

art Name	New Scatter Chart	Private		
	Locations	Dates	Attributes	Conditions
Se	ect Your Chart's Dates			
	Starting Date		Ending Date	
	04/10/2015		07/01/2016	
	Rese	et		

5) Step Five: Click on the *Attributes* tab. Select a charting metric.

art Name	New Scatter Chart	Private		
	Locations	Dates	Attributes	Conditions
Sek	act a Charting Metric			
C	21	Conductivity	Total Phosphorus	Nitrate
	Furbidity	Coliform	E coli	

6) Step Six: Click on the *Conditions* tab. Enter an attribute, operation and value to further narrow the Chart results. In this example, all entries will be from a *Sample Date* after April 10, 2015. Click *Submit* to complete the Chart.

ame New Scatt	ter Chart	Private		
Locatio	ns	Dates	Attributes	Conditions
Select Your Cha	rt's Contstraints	_		
Condition 1				
Attribute	Ph	•	\backslash	
Operation	is greater that	n •		
Value	0		/	
Value	0			



7) **Step Seven:** The *Chart Viewer* will open. Charts can also be exporting by clicking on the *Export* button. Click on the *Done* button to save and close the chart.

Walkthrough C: Viewing a Chart

1) **Step One:** Locate and click on the **Charts** button in the *Locations* table. Click on the *View Charts* button in the *Charts Console*. The *Chart Viewer* will open.

Chart Console	•
Create Chart	
View Charts	

2) Step Two: Double-click on the Chart to open it.

Chart viewer		×
My Charts		
New Listing Chart	×	
New Scatter Chart	×	



3) Step Three: Click on the *Export* button to download the report.

Download Data

Introduction

This section includes information on how to download all the data in the system or only searched for data in shape format, Excel format, KML format and WaterML format.

Screen Overview

	Locations		
location	15	0	
Details	Reports Charts Downloa	d Data Search	
ID	Group	Site Name	Download Data
9.0765	Saturday Stream Snapshot	Lick Run	Download Data
9.0853	Saturday Stream Snapshot	LMR MAGRISH	Download
39.0908	Saturday Stream Snapshot	Clough Creek S	File Type Shape \$
9.0917	Great Miami River	in01	Get File
39.0984	Saturday Stream Snapshot	Clough Creek JP	Count
39.1018	Mill Creek		Canon
39.1064	Saturday Stream Snapshot	Clough Creek B	
39.1094	Great Miami River	mia08	
			Download Form

Downloading Data

Data can be downloaded from the website in the following formats: shape format,

Excel, KML and WaterML. Click on the *Download Data* button Download Data in the *Locations* grid.

Users can download all data available or from their search results.

Select a file type in the File Type dropdown.

Downk	ad 💿 A	ll Da	ta 🔍	Searc	h resu	lts
	- /11 - 04	- 100			-	
File Type	Shape	٠				
	Shape					
	Excel					
	KML					
Ca	WaterMI					

Next, click the *Get File* button Get File to download the files.

<u>Walkthrough</u>

Using the Search Mechanism to download data

1) **Step One:** Locate and click on the *Search* button under *Locations*. The *Search* form will appear. Locate the *Group* filter and select *Butler County Stream Team* from the dropdown. Click the *Submit* button to complete the search.

Details Reports Charts Download Dage Search ID Group Site Name Search 39.0765 Saturday Stream Snapshot Lick Run	
ID Group Site Name Search 39.0765 Saturday Stream Snapshot Lick Run Search	
39.0765 Saturday Stream Snapshot Lick Run	
39.0853 Saturday Stream Snapshot LMR MAGRISH It is suggested to select from one criterie only. Better selection options of	an be performed
39.0908 Saturday Stream Snapshot Clough Creek S with all Charles Control and Charles	
39.0917/Great Miami River in01 Butler County Stream team t	
39.0984 Saturday Stream Snapshot Clough Creek JP Brinciple Court	
39.1018 Mill Creek General	•
39.1064 Saturday Stream Snapshot Clough Creek B Submit Oancel	
39.1094 Great Miami River mia08	
39.1126 Great Miami River mia07	
39.1130 Great Miami River ww09	

2) **Step Two:** Click on the *Download Data* button in the *Locations* grid. The *Download Data* form will open.

Location	ns	0	
Details	Reports Charts Downloa	d Data Search	
ID	Group	Site Name	Download Data
39.0765	Saturday Stream Snapshot	Lick Run	Download Data
39.0853	Saturday Stream Snapshot	LMR MAGRISH	Download All Data Search results
39.0908	Saturday Stream Snapshot	Clough Creek S	File Type Shape \$
39.0917	Great Miami River	in01	Get File
39.0984	Saturday Stream Snapshot	Clough Creek JP	Canad
39.1018	Mill Creek		Gande
39.1064	Saturday Stream Snapshot	Clough Creek B	
39.1094	Great Miami River	mia08	

3) Step Three: Choose the radio button next to Search Results to download only filtered results



4) Step Four: Select a file type in the File Type dropdown.



5) Step Five: Click the *Get File* button to download the files.

