## **DATA MANAGEMENT**

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Tallahassee, FL | Nov 6, 2024



#### FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

#### **Presentation Agenda**

- 1. Field Data Management Steps.
- 2. Survey123 Projects.
  - a. Trend Survey123.
  - b. Status Survey123 and Bad Elf GNSS.
- 3. Station information review GWIS Database Utilities Application.
- 4. Project Data Review and Common Corrections.



## FIELD DATA MANAGMENT - OVERVIEW

- 1. Enter data into Survey123.
- 2. Field sheet and custody sheet automatically generated.
- 3. Review field sheets and custody sheets. Make sure signature is transferred.
- 4. Email signed custody sheet to DEP lab.
- 5. Email Watershed Monitoring Section (WMS) Data Management staff when each project is complete. This signals that the data can be exported from Survey123 and loaded into GWIS Oracle database.
- 6. Field staff compile project paperwork (transfer from OneDrive to permanent storage location) and send to WMS project manager.



## **PRIOR TO USING SURVEY123**



- Users will need an ArcGIS Online account (managers need to request this access).
- Use a desktop / laptop computer to sign-in to <u>ArcGIS Online</u>.
- Select Groups. Accept invitation to either Status and Trend Networks Survey123 Users or DEAR Tablet Users.



## **SETUP OPTIONS AND REQUIREMENTS**

#### Data Entry Tool Options.

- Tablet computers/smartphones.
- Laptop/desktop computers.

#### Required Apps / Software.

- ArcGIS Survey123 Field App.
- Microsoft One Drive (DEP staff).
- Adobe Acrobat Reader (Non-DEP).
- o Email.

Location Apps.

- o Bad Elf Flex
- ArcGIS Field Maps



- Sign-in to Survey123 using instructions provided by your organization.
- Survey123 sign-in is typically the same process as ArcGIS Online sign-in.





- Check Version of Survey123 App.
- Version 3.20 or later recommended.



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|---|------------------------------|
| My Survey123                                    |                              |
|   |                              |
| Looks like you don't have any surveys on your o | device                       |
| C Download surveys                              |                              |



#### About ArcGIS Survey123

#### Version 3.15.145

Use Survey123 to capture reliable data with smart forms from familiar devices whilst either online or offline, attach photos to your surveys and use high-accuracy GNSS receivers. With surveys published to ArcGIS Online or ArcGIS Enterprise, data is securely uploaded to ArcGIS for further analysis.

#### Learn more

3

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AppFramework version: 5.4.82



#### Download Surveys.

- "FL DEP Status and Trend Networks Surface Water."
- "FL DEP Status and Trend Networks Groundwater."





- First day of work week update surveys.
  - Requires data connection (Wi-Fi or cellular data signal).







- Collect Data.
  - Complete one survey response for each site visit.
  - A single survey response documents:
    - o Owner/contact Info (Status Only).
    - $\circ$  Field data.
    - $\circ$  Water samples.
    - o Field/equipment blanks.
    - o Photos.
    - Micro Land Use (groundwater only).
    - Sediment samples (surface water only).
    - Bioassessment samples (Stream Condition Index (SCI), algal) (surface water only).
- Status & Trend survey does not include bioassessment details use paper bioassessment field sheets (i.e., Habitat Assessment, Phys-Chem Sheet).





| + Collect | > |
|-----------|---|



#### **SURVEY123 DETAILS**

- Collect Data
  - Please be patient while survey loads (typically 1-2 min).
  - Red asterisk indicates required fields.
  - Choices for Station/RQ/Equipment ID/Field Staff are loaded after selecting monitoring network, collection agency and project name.
  - Please be patient when responding to these questions. Click answer selection button once and wait for associated info. to load.





#### **SURVEY123 DETAILS**

• Each survey includes many quality assurance (QA checks).

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|--|--------------|
| imes FL DEP Status and Trend Networks - Surface Water                      | 😑 🗉          |
| Surface Specific Conductance (µmhos/cm)                                    |              |
| 888 500  | $\otimes$    |
|  |              |
| Surface Specific Conductance Qualmers & Comments                           |              |
| PH must be between 0 and 14.   |              |
| Surface pH (SU)  |              |
| 👯 15   | $\otimes$    |
| Surface pH Qualifiers & Comments   |              |
|  |              |
| Bottom Sample  |              |
| (neid Measurements only.)  |              |
| Select "No Bottom Sample" if bottom field measurements were not collected. |              |
| No Bottom Sample   | 9            |
| Process for no bottom field more woments *                                 |              |
| $\bullet$ Too shallow Total depth < 1.5m                                   |              |
|  | C            |
| Fast current.  |              |
| Documentation error.   |              |
| Other (describe in primary sample comments).                               |              |
| <u>Qualifier / Comment Check</u><br>PASSED                                 |              |
| $\bigtriangledown$ Water Sample Collection Information                     |              |
| Water sample collected? *  |              |
| YES NO   |              |
| Primary (Surface) Sample Commenter   |              |
|  | $\checkmark$ |





#### SURVEY123 DETAILS

- When response is complete.
  - Preferred Send Now (requires data connection).
  - Alternate Save In Outbox.
    - If no data connection available.
    - Edits anticipated (e.g., field data qualifiers) / additional review needed.
    - Remember to check outbox at end of each day. Send all responses after reviewing.

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|---|---|-------------------|--|--|
|   |   | ater 🔌 📃          | <pre>&lt; FL DEP S</pre>   | tatus and Trend Networks - Surface Water 🔖 🗄   |
| List all sampling te<br>Person 1 - Name: "<br>Please designate the sa<br>information is used to g<br>Other<br>Enter other name:<br>Test Name 1<br>Select all that appt<br>Wates Semplie | eam members and duties performed. * me team member as "Person 1" for all samples collected to roup samples when generating the custody sheet cover page : | oday. This<br>Je. | Status & Trond Networks<br>Surface Water<br>Data collection form for us<br>projects.<br>Note: The "edit and resence<br>response has been submitt<br>Watershed Monitoring Sec<br>Elizabeth.Miller@FloridaDE | Status and Trend Networks surface water data<br>collection form.<br>Version: 2.9.9<br>Owner: Stephanie.Sunderman@dep.state.fl.us_FDEP<br>Created: 57/120 12:12 PM<br>Modified: 8/10/20 8:55 PM<br>e with DEP Status Network and Trend Network surface water monitoring<br>survey* option has been disabled for this survey. To make corrections after<br>ed, use the "copy the sent data to a new survey" option, or contact DEP<br>tion staff (Stephanie.Sundermaharnes@dep.state.fl.us;<br>P.gov; Indira.Pind@FloridaDEP.gov). |
| Water Sample<br>Test Name 1 -<br>Type your initials t   | Your device is online.  | ~                 |  |  |
| a <sup>4</sup> itional Per<br>st anyo. • presen<br>love.  | → Continue this survey  | sam member        |  |  |
|   | Save in Outbox  |                   |  |  |
| ▽ Custody She   | et Information  |                   |  |  |
| Will these field sta  | aff collect additional samples for <b>RQ-2020-07</b>  | 7-06-28           |  |  |
| If uncertain,loct "No" select "No" and answ.  | and answer custody sheet questions. If an additional station<br>rustody sheet questions again when submitting those data.                                 | n is sampled,     |  |  |
| • Yes - additiona   | al samples . <sup>III</sup> be collected today for this RQ.   |                   | + Collect  | >  |
| No - this is the  | final sample of the day 10. this RQ.  |                   |  |  |
|   |   |                   | Outbox   | 1 >  |

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## **FIELD AND CUSTODY SHEETS**

DEP staff: files auto saved to SharePoint "Field ٠ Documentation/Sheets\_To\_Be\_Processed/Status\_and\_Trend\_Networks."

Lab Page 1 of 3

ortion of field is collection date

\_\_\_ ETZ

Non-DEP: files emailed to person identified as "Field Staff 1." •

| FI OPID   | A DEPARTME   | ENT OF F                           | NVIDON  | MENTA  | PROTECTION   |   |   |  |  |                                       |
|---|--|------------------------------------|---|--|--|---|---|--|--|---------------------------------------|
| STATUS &  | TREND NET  | WORKS                              | FIELD S<br>tober 202  | HEET - S   | URFACE WATER   |   | FLORIDA D<br>Status & Trend   | DEPARTMENT OF ENVIRON<br>1 Networks - Chain of Custody   | MENTAL PROTEC<br>Form - October 2020           | TION<br>version                       |
| Collection Agency: 8025   | Proj   | ect Name                           | : <u>Z1LL2</u>  | 005  | Date: 06/29/2020   | Dete Collected                                      | 00/00/0000  |  | 0005   |                                       |
| Trend Network Station Name:   | Z1-LL-1  | 4100                               |   |  |  | Date Collected:                                     | 06/29/2020  | Collected By (Agency Code):  | 8025   |                                       |
| Wateshedy Name: LAKE TALOUIN  |  |                                    |   |  | <b>BO</b> 2020 05 04 21  | Customer: AME                                       | BIENT   | Sampler Names: Jason Storrs  | , Cody Jhonson                                 |                                       |
| Waterbody Type: LARGE LAKE  | N  |                                    |   |  |  | RQ-<br>BQ-2020-05-04.31                             |   | Lab Project ID: STATUS   |  |                                       |
| Sampling Team Member Names  | rid<br>easurements<br>ater Sample  | ection<br>cumentation<br>mple      | eservation<br>eld / Equip.<br>ank Collection<br>diment Sample | allection<br>oa sæssment<br>uta Collection   | Signatures or Initials   | Project Name: 2<br>Instructions: 2                  | Z1LL2005<br>lease return the o  | # Coolers Shipped: 1   | Shipping Metho<br>along with sample in         | d: <u>Hand Deliv</u><br>ventory porti |
| Jason Storrs<br>Cody Jhonson  | X<br>X   |                                    | 2 2 8 8<br>X<br>X   |  |  | Load digital lat<br>Email complete<br>OR Print comp | b <b>els into fields be</b><br>d documentation t<br>leted documentati | elow for all samples & blanks s<br>to: lab.receiving@floridadep.gov<br>ion and place in zipper bag taped | ubmitted under this<br>to inside lid of cooler | RQ for this c                         |
|   |  | + $+$                              |   |  |  | Site Location                                       |   | Field I  | D  |                                       |
|   |  |                                    |   |  |  |   |   |  |  |                                       |
| Additional Personnel / Visitors On-s<br>Weather Conditions: Cloudy<br>Photos Taken: NO  | site:  | for all State                      | us stations   | s. Require   | d annually for all Trend stations.)  | 802520050301000                                     |   | QA/QC  | BLANK SW 3                                     |                                       |
|   |  |                                    |   |  |  | Relinquished By                                     | Signature:  |  | Date: 06/30/2020                               |                                       |
| Water Level: NORMAL   | Flow: N//  | A                                  |   |  | Tide: N/A  | Relinquished By:                                    | : Jason Storrs  |  |  |                                       |
| Water Level: NORMAL<br>QA/QC Blank Collected at this star   | Flow: N//  | A<br>LD BLAN                       | IK  |  | Tide: N/A  | Relinquished By:                                    | : Jason Storrs<br>THIS SEC  | TION IS TO BE COMPLETE   | D BY THE LABOR                                 | ATORY                                 |
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## FIELD AND CUSTODY SHEETS

- Field Sheet name: ProjectName\_FieldID\_CollectionDate.
- Custody Sheet name: RQ\_CollectionDate\_FieldStaff1.

| Collection Agency: 8025  | H                                    | roje                                       | ct Na         | ume:                        | Z1LI                               | L200                          | 5                                | Date: 06/29/2020   |
|--|--------------------------------------|--|---------------|-----------------------------|------------------------------------|-------------------------------|----------------------------------|--|
| Trend Network Station Name:  | Z1-LL-14100                          |  |               |                             |                                    |                               |                                  |  |
| Waterbody Name: LAKE TALOUIN   |                                      |  |               |                             |                                    |                               |                                  | RO-2020-05-04-31   |
| Waterbody Type: LARGE LAKE   |                                      |  |               | _                           |                                    |                               |                                  |  |
| Sampling Team Member Names   | Field                                | Water Sample<br>Collection                 | Documentation | Sample<br>Preservation      | Field / Equip.<br>Blank Collection | Sediment Sample<br>Collection | Bicassessment<br>Data Collection | Signatures or Initials   |
| ason Storrs  |                                      | x  |               | x                           |                                    | x                             |                                  |  |
| Cody Jhonson   | x                                    |  | x             | x                           | x                                  |                               |                                  |  |
|  | _                                    | -  | -             | -                           |                                    |                               |                                  |  |
|  | -                                    | -  | -             | -                           |                                    | -                             |                                  |  |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: <u>Cloudy</u><br>Photos Taken: <u>NO</u><br>Water Level: <u>NORMAL</u>   | e:<br>(Requi                         | red fo                                     | or all        | Status                      | stati                              | ons. F                        | lequir                           | ed annually for all Trend stations.)   |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: <u>Cloudy</u><br>Photos Taken: <u>NO</u><br>Water Level: NORMAL<br>DA/OC Blank Collected at this static  | e:<br>(Requi<br>Flow:                | red fo<br>N/A                              | or all        | Status                      | stati                              | ons. F                        | Requir                           | ed annually for all Trend stations.) Tide: N/A   |
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| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: NO<br>Water Level: NORMAL<br>QA/QC Blank Collected at this static<br>QA/QC Blank Field ID: QA/QC BLA<br>Van Dorn Equip. ID / Name:<br>Bioassessment Data Collected: XES  | e:<br>(Requi<br>Flow:<br>n?<br>NK SV | red fc<br>N/A<br>TELI                      | or all        | Status<br>ANK               | statii                             | Coll                          | cequir<br>lectio<br>SCI          | ed annually for all Trend stations.) Tide: N/A Time (xtos: 13:10 ETZ Cleaning: RPS LVS me (ztos: 13:55 ETZ   |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: NO<br>Water Level: NORMAL<br>QA/QC Blank Collected at this statit<br>QA/QC Blank Field D: QA/QC BLA<br>Van Dorn Equip. ID / Name:<br>Bioassessment Data Collected: XE<br>Sediment Sample Collected: YES<br>Sed. Collection Depth (m) quai ware d   | e:                                   | red fc<br>N/A<br>TELI<br>/ 3               | or all        | Status<br>ANK<br>HA<br>Sed  | . Col                              | Coll                          | dequir<br>dectio                 | ed annually for all Trend stations.) Tide: N/A Tide: N/A Cleaning: RPS LVS me (24hr): 13:55 ETZ r of Grabs (minimum 3): 4  |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: <u>NO</u><br>Water Level: NORMAL<br>QA/QC Blank Collected at this statio<br>QA/QC Blank Field ID: QA/QC BLA<br>Van Dørn Equip. ID / Name:<br>Bioassessment Data Collected: <u>XE</u><br>Sediment Sample Collected: <u>YES</u><br>Sed. Collection Depth (m) (total state<br>Sed. Collection Interval: Top 3-5 cm  | e:                                   | red fc<br>N/A<br>TIELI<br>/ 3              | or all        | ANK<br>ANK<br>Sed           | . Col                              | Coll                          | ectio<br>SCI<br>on Ti            | ed annually for all Trend stations.) Tide: N/A Tide: N/A Cleaning: RPS LVS me (24br): 13:55 ETZ r of Grabs (minimum 3): 4  |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: <u>NO</u><br>Water Level: NORMAL<br>QA/QC Blank Field ID: QA/QC BLA<br>Van Dorn Equip. ID / Name:<br>Bioassessment Data Collected: <u>X</u><br>Sediment Sample Collected: <u>YES</u><br>Sed. Collection Depth (m) (total water<br>Sed. Collection Area Description: N  | e:                                   | red fo<br>N/A<br>TELI<br>7 3               | or all        | ANK<br>ANK<br>JHA<br>Sed    | . Col                              | Coll                          | ectio<br>SCI<br>umbe             | ed annually for all Trend stations.) Tide: N/A Time (24 top: 13:10 ETZ Cleaning: RPS LVS me (24 top: 13:55 ETZ r of Crabs (minimum 3): 4   |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: NO<br>Water Level: NORMAL<br>QA/QC Blank Collected at this static<br>QA/QC Blank Field ID: QA/QC BLA<br>Van Dorn Equip. ID / Name:   | e:                                   | red fc<br>N/A<br>/TELI<br>/ 3<br>2<br>quad | or all        | Status<br>ANK<br>]HA<br>Sed | . statii                           | Coll                          | lectio<br>SCI<br>ambe            | ed annually for all Trend stations.) Tide: N/A Tide: N/A Cleaning: RPS LVS me (24th; 13:55 ETZ r of Grabs (minimum 3): 4 nan1  |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: <u>NO</u><br>Water Level: NORMAL<br>QA/QC Blank Collected at this static<br>QA/QC Blank Collected at this static<br>QA/QC Blank Field ID: QA/QC BLA<br>Van Dorn Equip. ID / Name:  | e:                                   | red fc<br>N/A<br>TELI<br>7 3<br>2<br>quad  | or all        | ANK<br>ANK<br>Sed           | . statie                           | Coll<br>Ilecti<br>Nu<br>e ID: | Requir<br>lectio<br>SCI<br>umbe  | ed annually for all Trend stations.) Tide: N/A Tide: N/A Cleaning: RPS LVS r (cleaning: RPS LVS r (cleaning: LVS RPS CLSS RPS CLS |
| Additional Personnel / Visitors On-sit<br>Weather Conditions: Cloudy<br>Photos Taken: <u>NO</u><br>Water Level: NORMAL<br>QA/QC Blank Field ID: <u>QA/QC BLA</u><br>Van Dorn Equip. ID / Name:<br>Bioassessment Data Collected: <u>XE</u><br>Sediment Sample Collected: <u>YES</u><br>Sed. Collection Depth (m) 0uol wated<br>Sed. Collection Depth (m) 0uol wated (m) 0uol wated<br>Sed. Collection Depth (m) 0uol wated (m) | e:                                   | red fc<br>N/A<br>TELI<br>7 3<br>2<br>quad  | or all        | ANK ]HA Sed                 | . Col                              | Coll                          | Requir<br>lectio<br>SCI<br>umbe  | ed annually for all Trend stations.) Tide: N/A n Time (st log: 13:10 ETZ Cleaning: RPS LVS me (st log: 13:55 ETZ r of Grabs (minimum 3): 4 nan1  |

| FLORIDA DEPARTMENT OF<br>Status & Trend Networks - Chain of<br>Date Collected: 06/29/2020       Customer: AMBEENT     Collected By (Ag<br>Customer: AMBEENT       RQ.     Sampler Names:<br>RQ.       RQ.     Lab Project ID:<br>RQ.2020.05.04.31       Project Name: Z1L12005     # Coolers Shipp<br>Instructions: Please return the original of this form<br>sheet for each station sampled.   | ENVIRONMENTAL PROTECTION of Custody Form - October 2020 version gency Code): 8025 : Jacon Storrs, Cody Jhomson : STATUS edd:Shipping Method: Hand Delivered |
|--|---|
| Date Collected:     06/29/2020     Collected By (Ag       Customer:     AMBIENT     Sampler Names       RQ-     Image: Collected By (Ag     Sampler Names       Instructions:     Please return the original of this form state of sampled.  | sency Code): 8025 :: Jason Storrs, Cody Jhomson :: STATUS :: Shipping Method: Hand Delivered  |
| Customer: AMBIENT Sampler Names<br>RQ. 4000 Solution Control Con | i: Jason Storrs, Cody Jhonson  STATUS  edet:Shipping Method: Hand Delivered   |
| RQ_2020.05.04.31<br>Project Name: Z1LL2005<br>Instructions: Please return the original of this form<br>sheet for each station sampled.   | ed: 1 Shipping Method: Hand Delivered   |
| Project Name:         Z1LL2005         # Coolers Shipp           Instructions:         Please return the original of this form sheet for each station sampled.   | ed: 1 Shipping Method: Hand Delivered   |
| <u>Instructions:</u> Please return the original of this form<br>sheet for each station sampled.  |   |
| Load digital labels into fields below for all samples<br>Email completed documentation to: lab.receiving@flor<br>OR Print completed documentation and place in zippe   | & blanks submitted under this RQ for this collection<br>ridadep.gov.<br>er bag taped to inside lid of cooler.   |
| Site Location  | Field ID  |
| Z1-LL-14100  | Z1-LL-14100   |
| 802520050301000  | QA/QC BLANK SW 3  |
| Relinquished By Signature:<br>Relinquished By: Jason Storrs  | Date: 06/30/2020 Time: 8:30 ETZ   |
| THIS SECTION IS TO BE CO   | OMPLETED BY THE LABORATORY  |
| Received/ Inspected By:  | Date:Time:  |

- The Custody Sheet groups samples by RQ, collection date and name of first field staff member.
- The same person must be listed first for all samples collected on a single day.



### **REVIEW AND SIGN**

- Retrieve Field Sheet(s) and Custody Sheet(s).
- Review and use comment tools in One Drive or Adobe Reader to make corrections.
- After last sample each day, use signature tool to sign Custody Sheet cover page.
- If collecting samples from multiple RQs on same day, a separate Custody Sheet is needed for each RQ.





## **DETAILS – FINAL STEPS**

- Email Custody Sheet to <a href="mailto:lab.receiving@floridadep.gov">lab.receiving@floridadep.gov</a>.
  - Email subject = Custody Sheet File Name.
  - If samples collected from multiple RQs in a single day, a new custody sheet is produced for each RQ and a new email is needed for each RQ.
- Transfer Field Sheets and Custody Sheets to a more permanent storage space.
  - o If edits or signatures were added, remember to transfer the edited version.



- Q: What if I do not receive a Field Sheet email after I submit a survey response?
- A: These data are not lost. Data are saved in the ArcGIS Online feature layer.
  - Contact Stephanie Sunderman-Barnes with request to rerun process that generates Field Sheets/Custody Sheets.



- Q: What if I get to a field site and the tablet or phone is not working?
- A: Keep paper copies of most recent versions S&T Field Sheet and Custody Sheet in vehicle.
  - Complete paper forms use barcode labels on forms.
  - Make a copy or photo of completed forms for your records.
  - Assemble custody sheet packet.
  - Place custody sheet packet in Ziploc bag taped inside lid of cooler.
     DO NOT email lab scanned forms completed on paper.
  - After returning to the office, enter data into Survey123 Field App.



- Q: What if I notice an error after I have submitted a survey response? (Error discovered same day.)
- A: Use "copy sent data to a new survey" in Survey123 sent items folder.



- Q: What if I notice an error after I have submitted a survey response? (Error discovered days later.)
- A: Make corrections on field sheets and custody sheets (use single line strikethrough and initials).
  - Request Survey123 data corrections by contacting Data Management staff. Include a copy of corrected documents in request email.



#### **GPS DATA COLLECTION USING THE BAD ELF GNSS UNIT**

- No more Trimble Files.
- Station information is now populated in Survey123, including contact information and any locational data collected by the Bad Elf during the sampling event.
- User Manual Location:
  - <u>https://publicfiles.dep.state.fl.us/DE</u> <u>AR/DEARweb/WMS/Reports\_Docs</u> <u>SOPs/Standard%20Operating%2</u> <u>0Procedures/GPS%20Manual/WM</u> <u>S-GPSBasicsManual.pdf</u>





#### **CONNECTING THE BAD ELF TO A DEVICE**

| 16:07 Fri Apr 5                        | •••  | nt 5G 99%     | 16:07 Fri Apr 5                        | •••  | 📊 5G 99% 🥅      |
|--|--|---------------|--|--|-----------------|
|  | Bluetooth  |               |  | Bluetooth  |                 |
| Settings                               | Bluetooth  |               | Settings                               | Bluetooth  |                 |
| in the second                          | This iPad is discoverable as "DEP WMS" while Bluetoot<br>open. | h Settings is | - Income                               | This iPad is discoverable as "DEP WMS" while Blueton<br>open.  | oth Settings is |
|  |  |               |  |  |                 |
| Apple ID, iCloud, Media<br>& Purchases | Bad Elf Flex Mini #511780                                      |               | Apple ID, iCloud, Media<br>& Purchases | Bad Elf Flex Mini #511780  |                 |
|  | EAR-6LXZR73-L  |               |  | PLEME  |                 |
| Airplane Mode                          | EAR-85N7HS3-L  |               | Airplane Mode                          | In a service.  |                 |
|  | EAR-BLZ7LR3-L  |               | Pluetooth On                           | TRACT IN   |                 |
| Cellular Data                          |  |               | Cellular Data                          |  |                 |
| Personal Hotspot Off                   |  |               | Personal Hotspot Off                   |  |                 |
|  |  |               |  |  |                 |
| Notifications                          |  |               | Notifications                          |  |                 |
| Sounds                                 |  |               | 💿 Sounds                               |  |                 |
| C Focus                                |  |               | C Focus                                |  |                 |
| Screen Time                            |  |               | Screen Time                            |  |                 |
|  |  |               | 16:08 Fri Apr 5                        |  | •11 5G 99% 📖    |
| Dhuataath                              |  | <b>.</b>      |  | Bluetooth  |                 |
| Bluetooth                              | a Pairing Reques   | st            | Settings                               | Bluetooth  |                 |
| "Bad Elf Flex N                        | /ini #511780" would  | like          | NEWSON .                               | This iPad is discoverable as "DEP WMS" while Blueton<br>open.  |                 |
| to pair with you                       | ur iPad. Confirm that  | this          | Lange and the second                   | MY DEVICES   |                 |
| code is show                           | n on "Bad Elf Flex M   | lini          | Apple ID, iCloud, Media<br>& Purchases | Bad Elf Flex Mini #511780  | Connected (1)   |
| #511780". Do                           | not enter this code  | on            | Airplane Mode                          | OTHER DEVICES  |                 |
| an                                     | y accessory.   |               | 💿 Wi-Fi Off                            | and the second sec |                 |
|  |  |               | 🛞 Bluetooth On                         | 2422424  |                 |
|  |  |               | 💷 Cellular Data                        | and American   |                 |
|  |  |               | Personal Hotspot Off                   |  |                 |
|  |  |               |  |  |                 |
|  |  |               | Notifications                          |  |                 |
|  |  |               | Sounds                                 |  |                 |
| Cancel                                 | Pair   |               | Screen Time                            |  |                 |
|  |  |               |  |  |                 |
|  |  |               |  |  |                 |

- Connects to Survey123 on your field device via Bluetooth.
- Must be paired before Survey123 can record GPS coordinates.



## **CONNECTING BAD ELF TO SURVEY123**

| 8:55 🕇                                 |  | ••• LTE |
|--|--|---------|
| ľ                                      | My Survey123                             | AT 谢    |
| Q Search                               |  |         |
| Status & Trend Networks<br>Groundwater | Status & Trend Networks<br>Surface Water |         |
| FL DEP Status and<br>Trend Networks -  | FL DEP Status and<br>Trend Networks      |         |

- Open Survey123 application and select the satellite icon in the top right corner.
- Check the source under location status. If it shows Integrated Provider, click the settings icon in the top right.





## **CONNECTING THE BAD ELF TO SURVEY123**

- Select + Add location provider at the bottom of the location screen and select Bluetooth as the connection type.
- If the Bad Elf is connected to the device, it should appear on the Select Provider screen. Select this option. If you do not see the Bad Elf as an option, verify that it is still connected to the mobile device via Bluetooth.

| <                         | Location | <del>ان</del> ی |                        | <                        | Select Provider |            |
|---------------------------|----------|-----------------|------------------------|--------------------------|-----------------|------------|
| ✓ -∲- Integrated Provider | ξ        | ŝ               | les                    | Discover                 |                 |            |
|                           |          |                 | Select Connection Type | Select a provider        |                 | $\bigcirc$ |
|                           |          |                 |                        | Bad Elf, LLC 511780      |                 |            |
|                           |          |                 | Bluetooth              |                          |                 |            |
|                           |          |                 |                        | I                        |                 | E          |
|                           |          |                 | 日 Network              | - O- Integrated Provider |                 | ۍ<br>کې    |
|                           |          |                 |                        | Bad Elf, LLC 511780      |                 | රි         |
|                           |          |                 | File                   |                          |                 | 0          |
| + Add location provider   |          | ,               |                        |                          |                 |            |



#### **REVIEWING EXISTING STATION INFORMATION**

- If you can procure more recent or additional data specific to the station, please inform your project manager of any updates needed. For example:
  - A well that was previously classified as confined is determined to be unconfined.
  - You affix a FLUWID tag to a well and later find out it already has one associated that has been removed.
  - The well or property owner has changed.
  - Even small updates such as misspellings.
- These conflicts and questions should be routed through your project manager for discussion and resolution.



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Ne

#### REVIEWING EXISTING STATION INFORMATION

|                      |  |                                       |                          |                     |                             | <b>_</b> | • | Revi          |
|----------------------|--|---------------------------------------|--------------------------|---------------------|-----------------------------|----------|---|---------------|
| Florida Departm      | nent of Environmental Protection   | A-Z Index Forms                       | News                     | Events              | Contact Us                  |          |   |               |
|                      |  |                                       |                          | f ¥                 | mig                         |          |   | the (         |
|                      | About DEP How Do I ← Divisions ← Air Lands<br>Parks & Rec Waste Water                      | Div of Environi                       | nental Asses             | sment an            | GWIS<br>d Restoration       |          |   | Infor<br>Data |
| 10                   | Home   | Help Log                              | iged in as A             | ADAMS_              | TL - 2 <sup>8</sup>         |          |   |               |
| on Tracking          |  |                                       |                          |                     |                             |          |   | https         |
| ing Station          | Halla Thomas   | Adar                                  | 20                       |                     |                             |          | • | Nati          |
| SW Station           |  | Auai                                  | 115                      |                     |                             |          | • | INOLI         |
| GW Station           | Welcome to the Oracle Generalized Water Info<br>Application.                               | rmation System                        | (OGWIS                   | 6) Datal            | base Utilities              | Web      |   | need          |
|                      | This application is used to maintain the OGWIS the Watershed Monitoring and Data Manageme  | 6 database. Use<br>ent Section of th  | ers includ<br>ne Florida | e the st<br>a Depar | taff working fo<br>tment of | or       | • | DEF           |
|                      | Environmental Protection (FDEP), the Florida V<br>Agencies.                                | Vater Managen                         | ient Distri              | icts, an            | d County                    |          |   | user          |
| Florida Department o | GWIS — 1.0.35<br>of Environmental Protection — For Business Issues or for Technical Assist | ance, call Service Desl               | : (850) 245-75           | 555 or Co           | ontact Us via email         |          |   | ~ F           |
|                      | Some content provided in alternative formats. The following icons<br>PDF: 🛆   Word: 🗟   Ex | ,<br>ink to free Reader/Vie<br>cel: ☑ | wer software:            |                     |                             |          |   | ir            |
| © Copyright 2022     | 2 Florida Department of Environmental  | Accessibility Information             | Disclaime                | er   Priva          | cy Statement                |          |   |               |

- Review existing station information in the Generalized Watershed Information System (GWIS) Database Utilities application. https://prodapps.dep.state.fl.us/gwis/
- Notify project manager of updates needed.
- DEP employees use network username and password if prompted.
  - Request access to make updates to information through Thomas Adams.



## **SEARCH FOR STATIONS TO REVIEW**

| Existing | Statior |
|----------|---------|
|----------|---------|

| Station ID:              |                             |
|--------------------------|-----------------------------|
| Station Name:            |                             |
| Status Random Site ID:   | Z1-CA-17003                 |
| Water Resource:          | ~ ·                         |
| Waterbody Name:          | ~ ·                         |
| County:                  | ✓                           |
| Agency Maintaining Info: | ✓                           |
| Hydrologic Unit Name:    | ✓                           |
| Florida Unique Well ID:  |                             |
|                          | Reset Form View Results CSV |



#### HAS THE STATION BEEN SAMPLED?





#### STATION IDENTIFER AND OWNER INFORMATION

Ground Water Station Update for # 4298

Changes to any information not editable in this form should be routed through the Project Manager and Database Manager.

#### Identifier

| haemaner               |   |
|------------------------|---|
| STATION ID:            | 4298  |
| STORET ID:             | 295122084395101   |
| RANDOM SAMPLE LOCATION | Z1-CA-17003   |
| FL UNIQUE WELL ID:     | AAJ6761   |
| STATION NAME:          | 295122084395101   |
| STATION DESCRIPTION:   |   |
| Owner                  |   |
| OWNER NAME:            |   |
| PROPERTY OWNER:        | MARK DANIELS  |
| MAIL ADDRESS:          | 112 NE AVE D  |
| CITY:                  | CARABELLE   |
| STATE:                 | FL  |
| ZIP:                   | 32322   |
| TELEPHONE:             |   |
| SECONDARY TELEPHONE:   |   |
| EMAIL:                 |   |
| CONTACT NAME:          |   |
| CONTACT AGENCY:        |   |
| 1                      | Provide the second s |

We need a physical address even if contact/owners want results via email.



## **STATION LOCATION INFORMATION**

#### Ground Water Station Update for # 4298

| Lat/Long             |                         |
|----------------------|-------------------------|
| LATITUDE:            | 29° 51' 22.363"         |
| LONGITUDE:           | 84° 39' 50.458"         |
| LOCATION METHOD:     | DGPS                    |
| LOCATIONAL DATUM:    | WGS84                   |
| Geographic           |                         |
| COUNTY:              | FRANKLIN                |
| WATER MGMT DISTRICT: | NORTHWEST FLORIDA WMD   |
| DEP DISTRICT OFFICE: | NORTHWEST DISTRICT      |
| TMDL BASIN:          | APALACHICOLA - CHIPOLA  |
| REPORTING UNIT:      | ZONE 1                  |
| Hydro                |                         |
| WATER BODY NAME:     | FLORIDAN AQUIFER SYSTEM |
| WATER RESOURCE:      | CONFINED AQUIFER        |
| HYDROLOGIC UNIT      | NEW                     |
| NAME:                |                         |
| SUBAQUIFER:          | ~                       |
| GRID CELL:           | 20725                   |
| TOP OF AQUIFER:      |                         |
| BOTTOM OF AQUIFER:   |                         |



### **HYDROLOGIC/WELL INFORMATION**

Ground Water Station Update for # 4298

#### Hydro II

DRILL DATE: WELL STATUS:

WELL TYPE: CONSTRUCTION

LIFT TYPE:

METHOD:

TOTAL DEPTH:

CASING DEPTH: SCREEN BEGIN DEPTH:

SCREEN END DEPTH:

#### Hydro III

FINISH: SCREEN MATERIAL: SCREEN DIAMETER: CASING MATERIAL: CASING DIAMETER: LAND SURFACE ELEVATION:





#### **PROJECT INFORMATION**

#### Ground Water Station Update for # 4298

#### **Project Info**

SAMPLED TV: SAMPLED WQAS: SAMPLED BACKGROUND: SAMPLED VISA: SAMPLED HRSPWS: SAMPLED STATUS:

| NOT SAMPLED | ~      |
|-------------|--------|
| NOT SAMPLED | ~      |
| NOT SAMPLED | ~      |
|             |        |
| NOT SAMPLED | ~      |
|             |        |
| INACTIVE    | ~      |
|             | ~<br>~ |

~

#### Comments

DATA SOURCE:

AGENCY:

COMMENTS:

| T7S/R4W/Sec 20;;#12 ; longitude corrected from |
|--|
| 81 to 84 - SPH 8/23/00                         |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Save Reset Show Map



#### **STATION COMMENTS**

#### Comments

#### COMMENTS:

L.Miller 9/29/20: Land Surface Elevation retrieved from Digital Map Model By A. Woeber (Topographic Map Interpolation). Measuring point elevation calculated as LSE + Stickup.





#### **NEW STATIONS BUTTONS**

It is rare to create a new station through the GWIS application and should only done by project managers.



#### Hello, Thomas Adams

Welcome to the Oracle Generalized Water Information System (OGWIS) Database Utilities Web Application.

This application is used to maintain the OGWIS database. Users include the staff working for the Watershed Monitoring and Data Management Section of the Florida Department of Environmental Protection (FDEP), the Florida Water Management Districts, and County Agencies.

Specific instructions concerning the use of this application are found in the Watershed Monitoring and Data Management Section's document Data Management Protocols Version 2.

If you have questions concerning the general use of the application, please contact your FDEP Project Manager.



## **GWIS DATABASE UTILITIES**

When using the GWIS Database Utilities, please be sure to check all the information you have available and note:

- We may contact you for information that was not required but we need.
- Owner/contact information are input directly into the Survey123 app. If insufficient owner/contact information has been provided, we will reach out to you.



#### **GWIS DATABASE UTILITES RECON TRACKING**

| ₩                | Recon Tracking  |
|------------------|---|
| A Home           |   |
| Recon Tracking   | <b>←</b>  |
| Existing Station | Resource Type: Please Select  |
| New SW Station   | Reporting Unit: Please Select V   |
| • New GW Station | Reporting Cycle: 18 V   |
|                  | Site Location Range:  |
|                  | Leave empty to return all records if creating an export file.                 |
|                  | If creating a map for more than one site, limit range to less than 140 sites. |
|                  |   |
|                  | Reset Form View Results CSV   |



## **RECON TRACKING RESULTS**

| *                | Popon Tracking Popults  |                 |                 |            |              |  |  |  |
|------------------|---|-----------------|-----------------|------------|--------------|--|--|--|
| ✿ Home           | Selection Criteria:<br>Resource Type = CONFINED AQUIFER; Reporting Unit = Zone 1; Reporting Cycle = 17; |                 |                 |            |              |  |  |  |
| Recon Tracking   |   |                 |                 |            |              |  |  |  |
| Existing Station |   |                 |                 |            | Show Map CSV |  |  |  |
| New SW Station   |   |                 |                 |            |              |  |  |  |
| ♥ New GW Station | LOCATION  | LAIITODE        | LONGITUDE       | SAMPLEABLE | STATION ID   |  |  |  |
|                  | Z1-CA-17001   | 30° 25' 19.023" | 87° 11' 6.002"  | NO         | A            |  |  |  |
|                  | Z1-CA-17002   | 30° 39' 19.96"  | 85° 47' 6.12"   | NO         |              |  |  |  |
|                  | Z1-CA-17003   | 29° 51' 22"     | 84° 39' 51"     | YES        | 4298         |  |  |  |
|                  | Z1-CA-17004   | 30° 43' 51.51"  | 85° 20' 34.96"  | NO         |              |  |  |  |
|                  | Z1-CA-17005   | 30° 56' .809''  | 86° 5' 34.84"   | NO         |              |  |  |  |
|                  | Z1-CA-17006   | 30° 26' 30.183" | 85° 57' 43.925" | NO         |              |  |  |  |
|                  | Z1-CA-17007   | 30° 35' 31"     | 84° 48' 45"     | NO         | 4352         |  |  |  |
|                  | 74 04 47000   | 000.041.001     | 0.40.01.470     | VEO        | 7004         |  |  |  |



#### **Project Managers' Tasks**

- Review Status station data in Database Utilities after import from Survey123.
- Review merged field and lab data for completeness and accuracy.
- Provide final approval of data for public release.



#### **Station Comments**

- Station Comment Any information that is relevant to the station itself, not just one particular sampling event.
  - Physical attributes of the station such as the presence of a water softener at a well or an obstruction on a river.
  - Location information to aid in future navigation to the site.
  - Access information such as the need to get a gate key prior to sampling or the location of a nearby boat ramp.



#### **Sample Comments**

- Sample Comment Any information that is relevant to the sampling of a station on that particular date.
  - Weather conditions that could affect results (e.g., heavy rain, dust).
  - Unusual conditions at the site (e.g., homeless camp, heavy bird population) that could affect results.
  - Bottom measurements not collected (e.g., Too Shallow to Collect Bottom Measurements or Water Current Too Fast To Collect Bottom Measurements).
  - Reasons why specific analytes (e.g., sediments) not collected.



#### **Result Comments**

- Result Comment Any information that is relevant to a particular analyte or group of analytes collected at the site.
  - YSI malfunctioning.
  - Container or lid cracked.
  - Extra  $\frac{1}{2}$  vial of H<sub>2</sub>SO<sub>4</sub> added to nutrient sample to achieve pH < 2.



#### **Common Data Correction Requests - General**

- For J-qualified field measurements:
  - Spell out CCV Continuing Calibration Verification.
  - State the reason for the J-qualifier (i.e., did the calibration fail, was it not quantitatively bracketed or some other reason).
    - Dissolved Oxygen Instrument Failed Continuing Calibration Verification.
    - Specific Conductance Not Quantitatively Bracketed During Continuing Calibration Verification.
  - Survey123 requires comments and has common comments spelled out.



#### **Common Data Correction Requests - Surface Water**

- If Secchi is S-qualified, comment should be Secchi Visible On Bottom. Do not use the abbreviation VOB.
- If waterbody is < 1.5 m deep, include the sample comment 'Too Shallow To Collect Bottom Field Measurements'.
  - Note: this comment should be entered as a PRIMARY sample comment and a result comment for PRIMARY Total Depth in Survey123.
  - Please do not change standard comments. Other comments can be added if needed.



#### **Reviewing Your Data Entry**

- Status and Trend Networks review the custody and field sheets generated by Survey123 files BEFORE sending to WMS project manager.
- Notify your project manager of any corrections needed to electronic data and make corrections in electronic files.
- Please reach out to your project manager if you have any questions about the process.



# **THANK YOU**

Thomas Adams DEAR/Watershed Monitoring Section Florida Department of Environmental Protection

> Contact Information: 850-245-8512 Thomas.L.Adams@FloridaDEP.gov

