

CEDEN Information:

1. This CEDEN submittal includes data from the City of Long Beach Integrated Monitoring Program (IMP) 2017-2018 Wet Weather Event 1 (January 2018) and Wet Weather Event 2 (February 2018).
2. The provided CEDEN submittal file consists of the following templates and tables:

Data Template	Table
Field	FieldResults
Chemistry	Locations
	ChemResults
	LabBatch
Toxicity	ToxSummaryResults
	ToxReplicateResults
	ToxBatch

3. The Regional Data Center (RDC) for this project is the Moss Landing RDC housed at the Marine Pollution Studies Laboratory at Moss Landing Marine Laboratories (MPSL-MLML).

MPSL-MLML RDC representative:

Stacey Swenson

sswenson@mlml.calstate.edu

(831) 771-4114

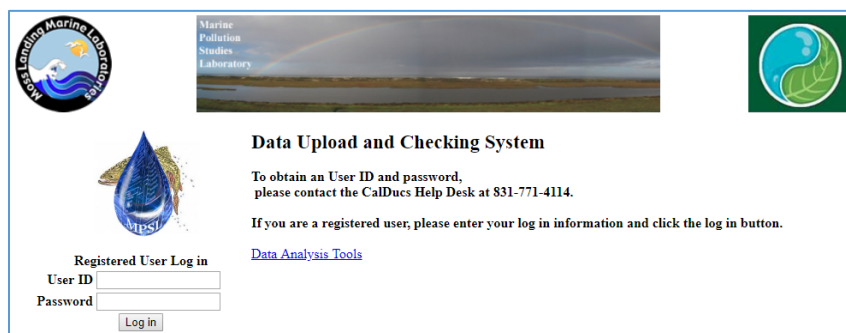
For more information:

http://www.ceden.org/data_centers.shtml

<https://www.mlml.calstate.edu/mpsl-mlml/data-center/how-to-submit-data/>.

CEDEN Submission Instructions:

1. Download the CEDEN templates from the email message and save it to a local drive.
2. Log into the online California Data Upload and Checking System (CalDUCS) Data Checker.
 - a. Link: <http://mlml-rdc.mlml.calstate.edu/calducs/index.php>



Data Upload and Checking System

To obtain an User ID and password,
please contact the CalDucs Help Desk at 831-771-4114.

If you are a registered user, please enter your log in information and click the log in button.

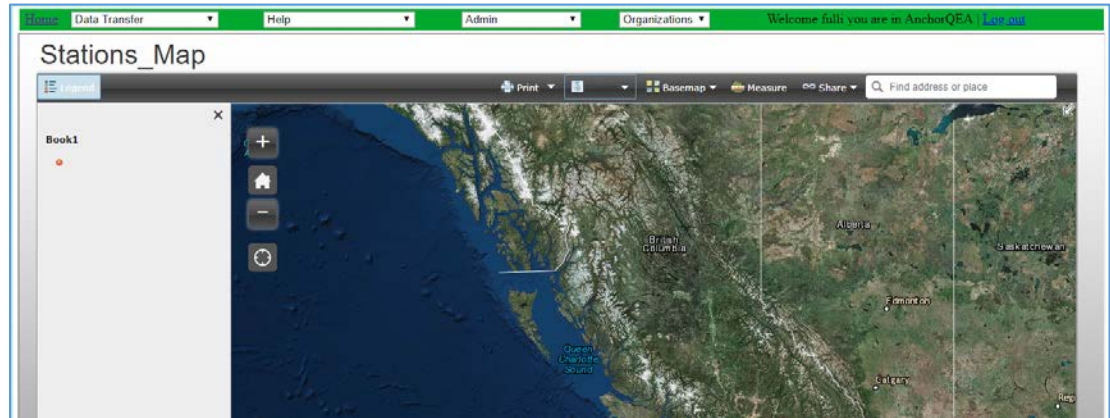
[Data Analysis Tools](#)

Registered User Log in

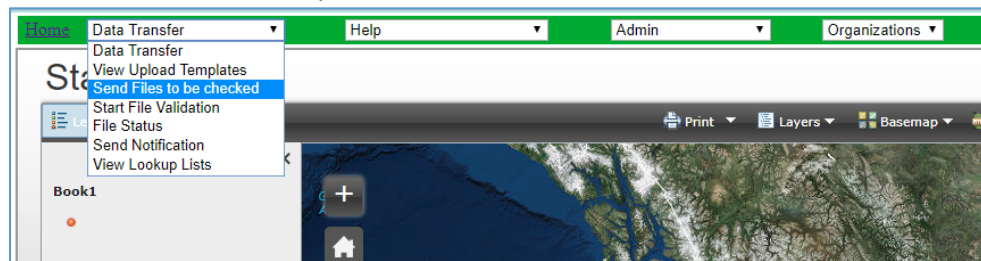
User ID

Password

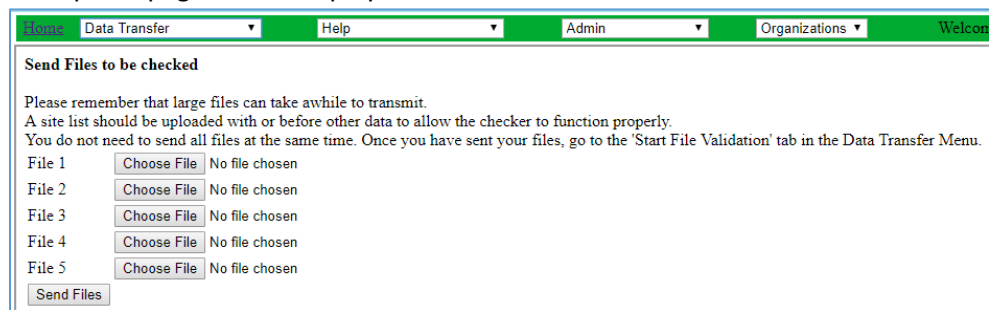
- b. Enter the username and password that you were provided. Note: If you are logging in for the first time, you will be prompted to update your password. Click again on the link in step 2a to exit the password change page and to be directed to the CalDUCS checker homepage. See the homepage screenshot below:



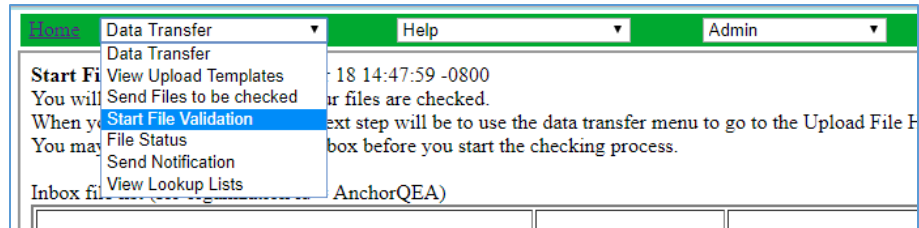
3. Upload the templates to the CalDUCS Data Checker.
- a. In the “Data Transfer” drop-down menu, select “Send Files to be checked”.



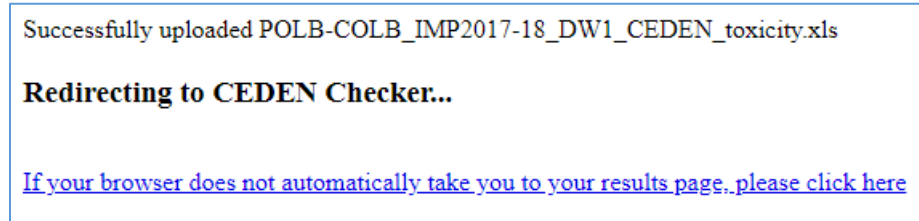
The upload page will be displayed.



- b. Click “Choose File” and navigate to the folder the contains the template (Step 1), select the template, and click “Open”.
4. Validate the files using the CalDUCS Data Checker.
- a. In the “Data Transfer” drop-down menu, select “Start File Validation”.



- b. Click “Check File” to start the data checking process. The message below will be displayed, indicating that the CalDUCS Data Checker is processing your template.



- c. If there are Errors or Warnings, an “Errors Summary” page will appear on screen and be sent to the email address associated with the username. The report lists the errors or warnings and shows the worksheet that contains the error or warning. See the following example on-screen report:

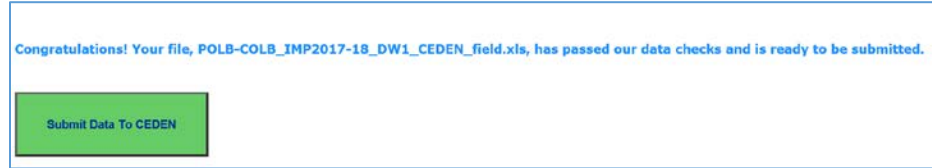


View error details by clicking the green “View Results” button, which will take you the “Error Details” page. See the example below:



Note: Templates may **not** be submitted if there are Error messages. Such messages, however, may be cleared by correcting and rechecking the tables in each template. On the other hand, templates may be submitted if there are any Warning messages.

- d. If there are no Errors or Warnings, a “Congratulations” message will appear.



5. Click the “Submit Data to CEDEN” button when the templates have been validated and there are no errors.
6. Upon successful submission, an email confirmation will be sent to the email address provided. Please forward the email confirmations to Anchor QEA representatives in Step 8.
7. After the template has been submitted, the RDC representative will contact the data submitter if there are any issues.
8. For more information or assistance, contact Andy Martin (amartin@anchorgea.com) or Ivy Fuller (ifuller@anchorgea.com).