2026

ENVIRONMENTAL MONITORING ELECTRONIC DATA TRANSFER

USER GUIDE

VERSION 1.1, MARCH 31, 2026

Contents

Introduction

Welcome to the Electronic Data Transfer (EDT) application for the Environmental Monitoring Data System (EnMoDS), referred to as EnMoDS EDT. This application is used by authenticated data providers to submit tabular data to the EnMoDS database. This guide is intended to help users prepare and submit data files for import and troubleshoot common errors.

For more information about the EnMoDS suite of tools, visit the EnMoDS website.

Important Terminology Changes

EMS Term (old)	**EnMoDS Term (current)**
Parameter	Observed Property
EMS ID	Location ID
Sample State	Medium
Sample Class	QC Type
n/a	Data Classification: determines how data is read and parsed.

Data Validation Changes

These are the most notable changes to data validation, but not an exhaustive list.

- Sample medium (water, soil, air, etc.) is no longer linked to location type. Any sample media can now be uploaded to any location.
- Unit dimensionality is now linked to observed property (parameter). There are now different observed properties for water and soil to account for mass per volume vs mass per mass.
- Sample descriptor has been removed.
- Ministry contact is now explicitly defined by name separately from authorization number.
- Most of the codes in EMS have been removed and replaced with human readable words. There are still some codes in EnMoDS e.g. analysis methods, and location IDs.

Responsibilities of Data Providers and Ministry Staff

The responsibilities of Data Providers and Ministry Staff are important for data integrity and security. In terms of EnMoDS EDT, the responsibilities of data providers are that they must:

- Provide accurate and complete information.
- Promptly inform the Ministry of errors in submitted data so that they can be corrected.
- Apply reasonable judgment when interpreting information provided by clients before uploading it.
- Not knowingly upload incorrect information.
- Manage access credentials appropriately.

Ministry Staff must:

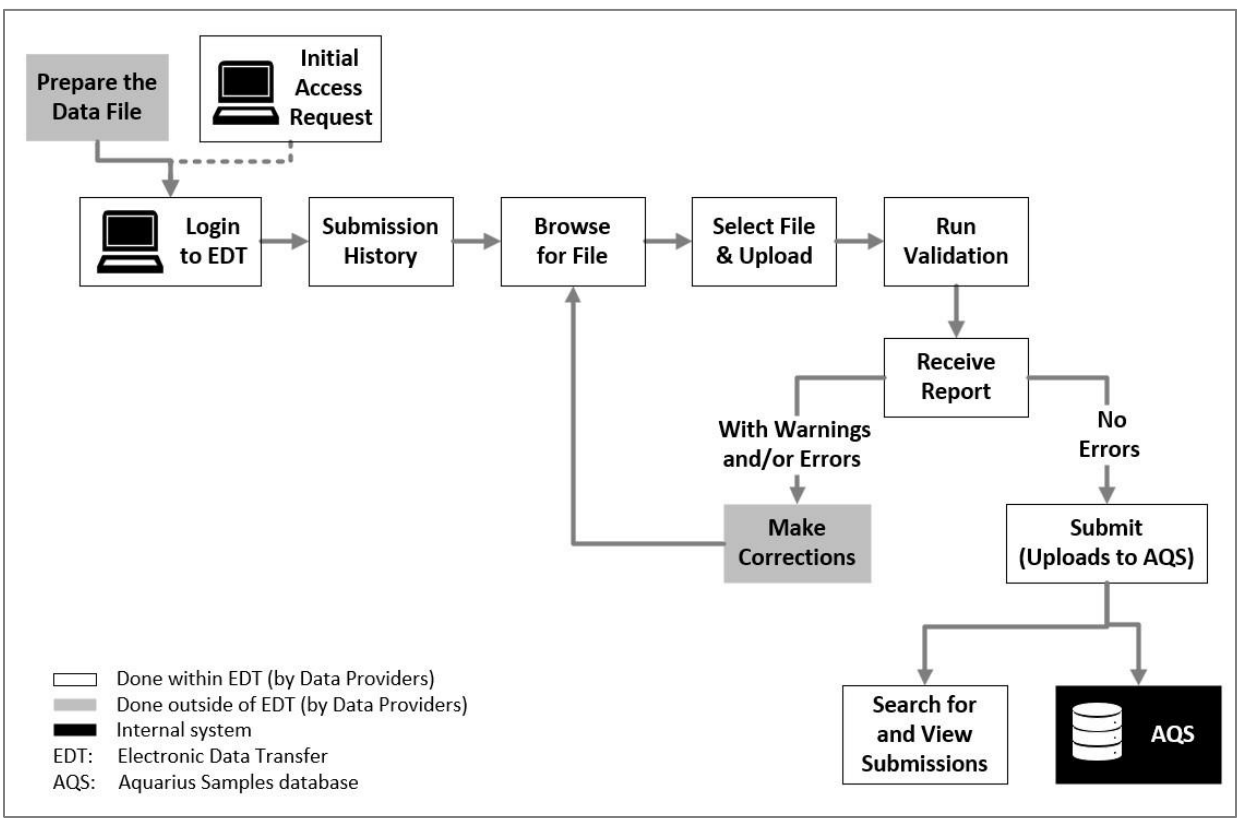
- Provide training documents, reference lists, and answer questions from data providers.
- Work with data providers as needed to ensure they are using correct codes and data fields. At times this may require data corrections being made by the data provider.
- Promptly provide data providers with any necessary information to perform data uploads.

Ministry Staff who are EnMoDS Help Desk and System Administrators must:

- Assign and maintain system reference lists, including new parameters, methods, units, and combinations thereof.
- Maintain system documentation, training materials, and reference lists on public websites.
- Initiate data-rollbacks for data providers when corrections are needed in previously submitted data.
- Approve requests for new account access to EDT.
- Answer questions from Ministry Staff and data providers as needed.

Overview of EDT Process

Below is an overview of the process to upload, validate, and submit files to the EnMoDS database.



STEPS:

1. **Prepare the data file(s).**
    - Follow *Step 1: Data Preparation Guidelines*, to correctly format data files.
2. **Request access to EnMoDS EDT**
    - Users need to be added to the application before they can upload data. Follow the instructions in *Step 2: Request Access to EnMoDS EDT* below.
3. **Log into EDT**
    - Open EnMoDS EDT and log in with your credentials.
4. **Check submission history**
    - Use the Dashboard to check if the data has already been submitted to save processing time and to prevent duplication.
5. **Browse for and select the file to be upload**
    - Up to 10 files to a total maximum of 10MB can be uploaded at one time.
6. **Run a data validation on the file**
7. **Review the validation report**
8. **Correct warnings and/or errors**
9. **Submit File**
10. **Log Out**
    - Once you have finished submitting your files, log out of EnMoDS EDT.

Detailed EnMoDS EDT Process

Step 1: Prepare the Data File(s)

Change in Data File Layout

The layout of the data file for EnMoDS EDT is different than what it was with EMS EDT. In the EMS version there were header rows for the EMS ID and each sample, then the results were listed in the rows below each sample header.

The EnMoDS version has a “flat” layout, with no header rows, the location and sample information are in separate columns, and repeated for each row of observation data.

File Preparation Guidelines

Before using the import feature, it's essential to ensure your file is properly formatted and contains all the necessary fields. The system expects data to follow a specific structure to be accepted for validation and processing. Each file must include a header row that clearly labels each column, and each subsequent row must contain corresponding values for each field. Certain fields are mandatory and must be provided to avoid validation errors. Others are optional or not needed to improve the efficiency of the importer.

This section outlines the format requirements, including supported file types (e.g., **.xlsx, .csv**), file sizes, and data formatting requirements.

Notes:

- Please **ensure that data are entered carefully and reviewed before proceeding to Step 2**. Many errors can be caught by checking the data file before EnMoDS EDT validates it.
- There are some differences in format for **biological and continuous samples** which will be described in future versions of this manual. If you have these types of data to upload, please contact EnMoDSHelp@gov.bc.ca.

Table 1 (below) also includes the complete list of all columns expected in the data file, with indications of which are required. For each column, we provide the expected data type (e.g., string/text, date, numeric) and example values to illustrate correct formatting. Preparing your data according to these specifications will reduce the chances of errors and speed up the import process.

The data file contains 57 columns and each of these columns correspond to an attribute in EnMoDS. However, not all these columns are required for validation/to submit data. For better readability, consider that 'Data Classification' (DC) can have the following values:

1. LAB (L)
2. SURROGATE_RESULT (SR)
3. FIELD_RESULT (FR)
4. ACTIVITY_RESULT (AR)
5. FIELD_SURVEY (FS)
6. VERTICAL_PROFILE (VP)

Notes:

- **Do not edit the column headings**, otherwise it will generate an error in the Validation step.
- In the table below, columns 2 (DC is Lab or Surrogate Result) and 3 (DC is Field Result, Activity Result, Field Survey or Vertical Profile) denote if the field in the import file is mandatory based on what the data classification is.

Table 1. Column names, descriptions, and requirements for data file formatting.

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
A	Observation ID	Ignore	Ignore	Ignore	
B	Ministry Contact	Optional	Optional	Name of ministry contact if known.	
C	Sampling Agency	**Required**	**Required**	Valid sampling agency.	Sampling Agencies
D	Project	**Required**	**Required**	Permit number, or as listed on a Ministry of Environment chain of custody form. If unknown, contact your ministry contact for details.	Valid Projects
E	Work Order Number	Optional	Optional	Provide when known.	
F	Location ID	**Required**	**Required**	Location ID, previously called EMS ID. EMS IDs are backwards compatible, any previously used EMS ID is still valid in EnMoDS.	
G	Field Visit Start Time	**Required**	**Required**	The date and time a field visit started in the format 2018-05-02T10:30:00-08:00. **Note: Two Field Visits cannot have different start times, ensure that the start time matches previously entered field visits.**	
H	Field Visit End Time	Optional	Optional	The date and time a field visit ended in the format 2018-05-02T11:30:00-08:00	

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
I	Field Visit Participants	Optional	Optional	Free text of the field visit participants or sampler names.	
J	Field Visit Comments	Optional	Optional	Free text for any field comments.	
K	Activity Comments	Optional	Optional	Free text for any comments related to the activity, previously called sample in EMS.	
L	Field Filtered	Optional	Ignore	True or False if the sample was filtered in the field.	
M	Field Filtered Comment	Optional	Ignore	Free text comments on the field filtering, if applicable.	
N	Field Preservative	Optional	Ignore	Checked against a list of valid preservatives.	SULFURIC_ACID', 'NITRIC_ACID', 'HYDROCHLORIC_ACID', 'SODIUM_HYDROXIDE', 'ICE', 'ISOPROPYL_ALCOHOL', 'MERCURIC_CHLORIDE', 'LIQUID_NITROGEN', 'FORMALIN', 'SODIUM_AZIDE', 'FIELD_FREEZE', 'KEEP_DARK'
O	Field Device ID	Ignore	Optional	Free text, model number of device type that was used.	

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
P	Field Device Type	Ignore	Optional	Free text, what type of field device was used.	
Q	Sampling Context Tag	Ignore	Ignore	Reserved for future use.	
R	Collection Method	**Required**	Optional	The method used to collect the sample	Collection Methods
S	Medium	**Required**	**Required**	The matrix of the sample, in EMS known as sample state.	Mediums
T	Depth Upper	Optional	Optional	The upper most depth for a depth composite sample. If the sample is collected at a single depth use only the 'Depth Upper' value and leave 'Depth Lower' blank.	
U	Depth Lower	Optional	Optional	The lowest (deepest) depth of a depth composite sample.	
V	Depth Unit	**Required - if depth provided**	**Required - if depth provided**	If depth is collected, the depth unit must be in metres.	
W	Observed DateTime	**Required**	**Required**	The date and time an observation started in the format 2018-05-02T11:30:00-08:00	
X	Observed Date Time End	Optional	Optional	The date and time an observation ended in the format 2018-05-02T11:30:00-08:00	
Y	Observed Property ID	**Required**	**Required**	The full name of the observed property.	Observed Property and Analytical Methods

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
Z	Result Value	**Required - see description**	**Required***	The result, typically numeric, but can also be categorical where appropriate. Result Value can be blank but requires a Detection Condition.	
AA	Method Detection Limit	Required	Optional	The method detection limit in the same units as the result.	
AB	Method Reporting Limit	Optional	Optional	The method reporting limit in the same units as the result.	
AC	Result Unit	**Required - see description**	**Required***	The unit of the result, required when result value has numerical result.	Units
AD	Detection Condition	Optional	Optional * except if Result Value is blank, see note	Checked against a list of valid detection conditions, replaces result letter in EMS. If Result Value is blank, then Detection Condition = NOT_SAMPLED or NOT_REPORTED must be entered.	Detection Conditions
AE	Limit Type	Ignore	Ignore	Ignore	
AF	Fraction	Optional	Ignore	Total or Dissolved.	
AG	Data Classification	**Required**	**Required**	Checked against a list of valid values.	Data Classifications RE: column headings above

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
AH	Source of Rounded Value	Optional	Optional	PROVIDED_BY_USER or ROUNDING_SPECIFICATION	
AI	Rounded Value	**Required - if** source of Rounded Value is PROVIDED_BY_USER	**Required - if** source of Rounded Value is PROVIDED_BY_USER	If PROVIDED_BY_USER enter the rounded value here.	
AJ	Rounding Specification	**Required - if** source of Rounded Value is ROUNDING_ SPECIFICATION	**Required - if** source of Rounded Value is ROUNDING_ SPECIFICATION	SIG(n, max, min) where n is the number of significant figures, max is the maximum number of values after the decimal place, min is the minimum number or values after the decimal place.	
AK	Analyzing Agency	**Required**	Ignore	Required where data classification is LAB or SURROGATE_RESULT, checked against a list of values.	Laboratories
AL	Analysis Method	**Required**	Ignore	Required where data classification is LAB or SURROGATE_RESULT, else ignored, checked against a list of valid options.	Observed Property and Analytical Methods
AM	Analyzed Date Time	**Required**	Ignore	Required where data classification is LAB or SURROGATE_RESULT.	
AN	Result Status	Ignore	Ignore	Ignore - All data imported as Preliminary.	
AO	Result Grade	Ignore	Ignore	Ignore - All data imported as Ungraded.	
AP	Activity ID	Ignore	Ignore	Ignore	

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
AQ	Activity Name	Optional	Ignore	Optional for lab and surrogate data. Name of the sampling 'activity' if provided.	
AR	Tissue Type	**Required if** Medium is Animal - Fish	Ignore	Checked against a list of valid options.	Tissue types
AS	Lab Arrival Temperature	Optional	Ignore	Numeric value of lab arrival temperature is degrees C.	
AT	Specimen Name	**Required**	Ignore - **Except** for FIELD_SURVEY for which optional	Name or ID of each bottle (specimen) as free text, cannot be duplicated within a single activity.	
AU	Lab Quality Flag	Optional	Ignore	Free text.	
AV	Lab Arrival Date and Time	Optional	Ignore	The date and time a sample arrived at the lab in the format 2018-05-02T11:30:00-08:00	
AW	Lab Prepared DateTime	Optional	Ignore	The date and time a sample was prepared at the lab in the format 2018-05-02T11:30:00-08:00	
AX	Lab Sample ID	Optional	Ignore	Free text, the internal sample ID used by the lab.	
AY	Lab Dilution Factor	Optional	Ignore	Free text	
AZ	Lab Comment	Optional	Optional	Free text	
BA	Lab Batch ID	Optional	Optional	Free text	

Column	Column Name	If data classification is LAB or SURROGATE_RESULT	If Data Classification is FIELD_RESULT, ACTIVITY_RESULT, FIELD_SURVEY, or VERTICAL_PROFILE	Column Description	Reference List Name
BB	QC Type	**Required**	Ignore	Options are REGULAR, BLANK, REPLICATE, SPIKE, OTHER QC	
BC	QC Source Activity Name	Optional	Ignore	Name of the non-QC source activity (sample).	
BD	Composite Stat	**Required - if** continuous data	Ignore	Only to be used if continuous data is being submitted.	Minimum, Mean, Median, Maximum
BE	Biological Life Stage	Optional - if medium is Animal - *otherwise ignore	Optional - if data classification is Field Survey and medium is Animal *otherwise ignore	Only to used when medium is animal * and data classification is lab, surrogate, or field survey. In all other situations this is ignored. Not to be used for Fish.	

Step 2: Request Access to EnMoDS EDT

First-time users need to complete this step before they can access EnMoDS EDT for the first time. There are 2 steps:

Step 1: Sign up for a **Business BCEID** account (or a **Basic BCeID** account for individuals not associated with a business).

- Set up the BCeID account here: BCeID - Business BCeID: Getting Started
- **Select the "Visible in Business Directory"** and **"Consent to Share Information"** options, so administrators can find your account(s) in the system.
- From the BCeID website you will also need to assign staff that also upload data to your Business's BCeID account. They will also need individual Business BCeID accounts.

Step 2: Go to EnMoDS EDT, attempt to log in, then select "Request Access". EnMoDS EDT can also be found on the EnMoDS website.

Step 3: Log into EnMoDS EDT Application

External users, select the "Basic or Business BCeID" sign-in option.

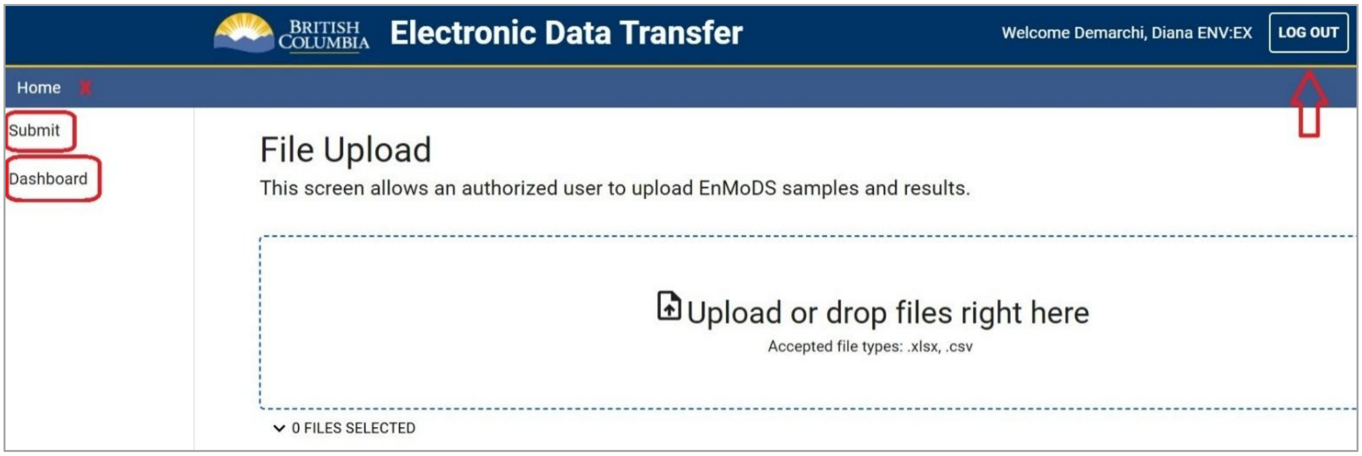
Internal users, select the "IDIR" option.

The EDT application has various components to help you manage your submissions. Below are the key sections of the application.

Upon login, users will be directed to the **File Upload** page, which is also considered the Home page. To return to this page click "Submit" from the navigation bar (left side).

Notes:

- Clicking on "Home" will take you back to the login page, so it is marked with an "X" on the image below.
- The "Dashboard" is accessible from the navigation bar (left side), and the features are described below.
- The "Log Out" button is on the top-right corner (Step 10).



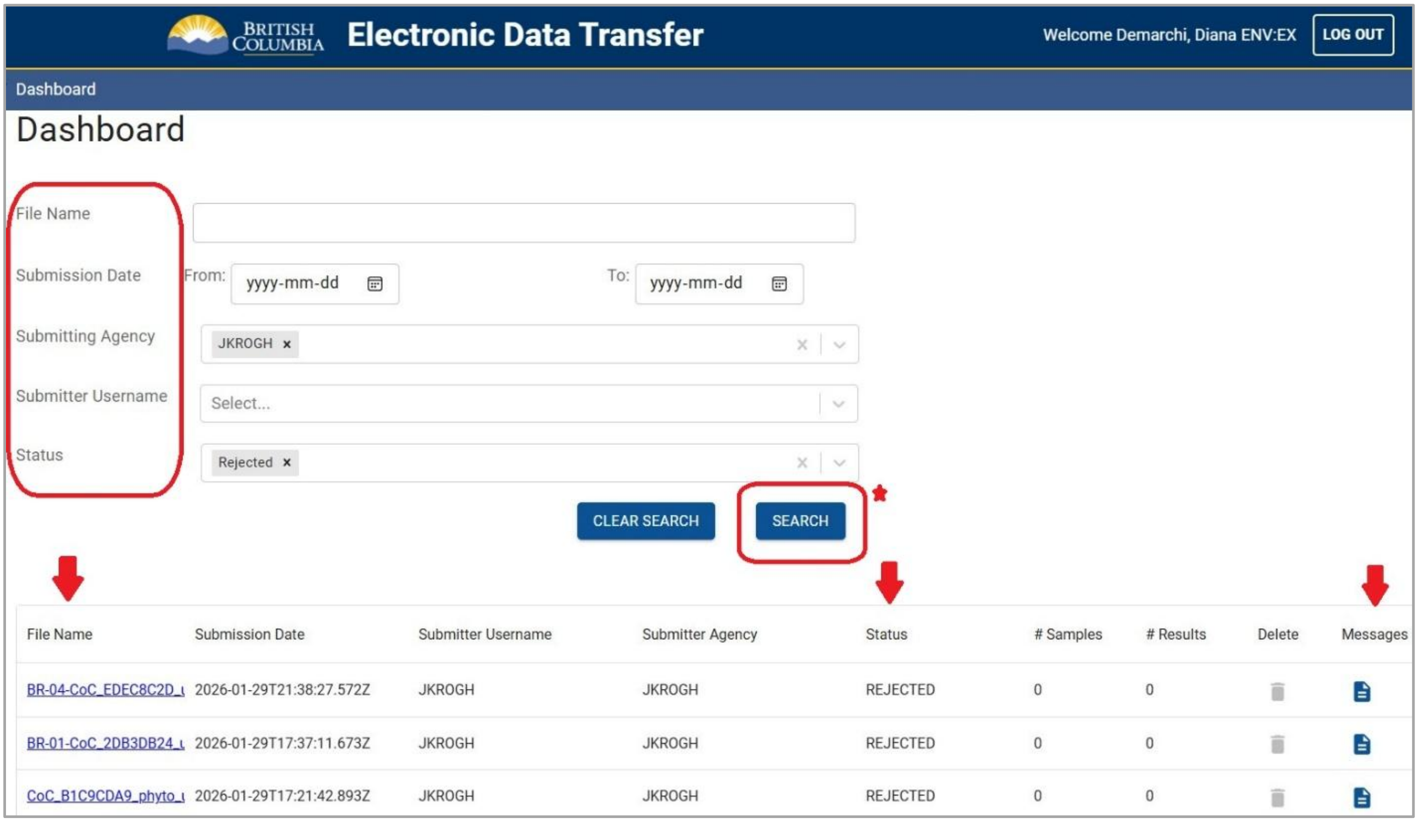
Step 4: Check Submission History

Before proceeding to upload a file, go to the EDT Dashboard and search previous submissions to make sure the data has not already been uploaded.

- A standard filename format (RE: Step 1) will help users with their searches.
- Checking the submission history before uploading will avoid duplication errors and unnecessary processing time.

Dashboard Features

From the dashboard, users can see the files that have been submitted, the date submitted, and the status of each file. In addition to checking your submission history before uploading files (Step 4), there are some other dashboard features:



- There are five search criteria (circled above).
- **You must click "Search" in order to display files** (circled above).
- The list of uploads and submissions appear as shown in the image above. Note that only your "Submitting Agency's" results will listed.
- Sort by any of the columns in the results list by clicking on the column header.
- Open the original data file by clicking on the hyperlinked "File Name".
- Access the status and validation reports by clicking the item in "Messages".

Searching Submissions

The search tool helps filter files based on various criteria such as file name, upload date, status (e.g., Validated, Rejected, Submitted, etc.), or the user who uploaded the file.

Clicking "Search" with no criteria will return ALL uploaded files for the user's company/agency.

To refine your search, users can enter partial or full values in the search fields to return matching results. The search results are displayed in a tabular format, showing key metadata about each file, such as file name, submission date, submitter username, submitting agency, status, number of samples and number of results. Below you will see brief descriptions about what each field does on the Dashboard page.

- File Name – Search for a file based on the name, partial names allowed
- Submission Date:

    - From – Beginning of the date range
    - To – End of the date range
- Submitting Agency – allows all staff that are linked to a company/agency to view all uploads and submissions for that company/agency.
- Submitter Username – Name of the user who submitted the file (dropdown menu of all authorized users)
- Status – Status of the file as it lies in application (e.g. QUEUED, INPROGRESS, VALIDATED, etc.)

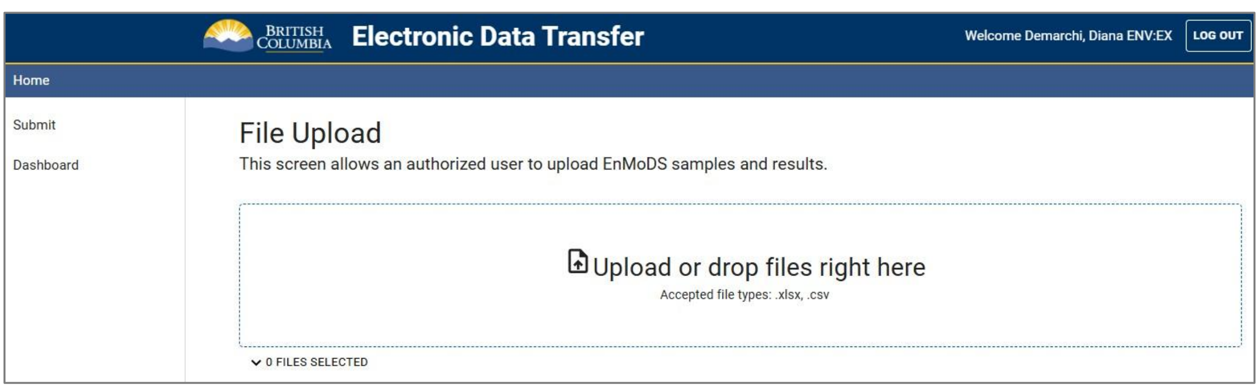
Filtering Results

- After entering your search criteria, click **Search** to display the results.
- At the top of the list of search results, you can sort, filter, hide or manage each of the columns by clicking on the vertical ellipsis (⋮) as you hover over the column heading.
- Other actions:
    - Click on the table headers to apply sort criteria to the returned results – Ascending, Descending, or No Sort.
    - Click on the file name to download the original import file.
    - Click on the “messages” icon to download the error log for the file.

More information about the error logs can be found in the *Error Handling and Troubleshooting* section.

Step 5: File Upload

From the **Submit** page (by clicking on “Submit”), navigate to the file(s) on your computer and select it for submission. **Only files that meet the required format (e.g., .xlsx, .csv) can be uploaded** and **are restricted to a maximum of 10 files of total size of 10MB**.



Notes before getting started

- Users can drag and drop up to ten files at a time.

- Users are strongly encouraged to use the "VALIDATE" option on the "Submit" page for training and/or validating files before submission. Files are processed in the order in which they are received.
- Processing times are approximately two minutes per 300 rows but may take longer if warnings or errors arise.
- Files must be less than 10,000 rows each.

Performance Considerations

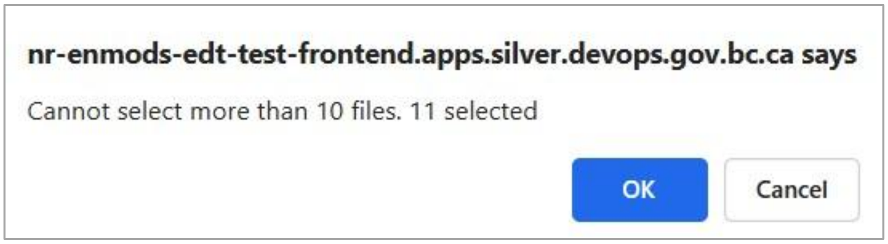
- Import performance can vary depending on the characteristics of your file. While the system is designed to handle large volumes of data, factors such as the number of rows and complexity of the data can impact the processing speed. Keeping file sizes manageable and avoiding unnecessary formatting can lead to faster imports and fewer retires.
- Additionally, files with fewer validation errors are processed more efficiently. Submitting smaller batches of clean data – rather than one large file with potential issues – can reduce processing delays and make troubleshooting easier if errors occur.
- If a large dataset needs to be uploaded (e.g., 10 field visits), ensuring that each submitted file has a small number of unique field visits (e.g., 2 field visits) and/or activities will enhance the performance of the importer.

Once a file is selected and uploaded, it awaits validation. Users will receive an on-screen confirmation of the upload (the SUBMIT page will say "QUEUED" next to the file name), and the file will appear in their Dashboard results (see image below) with a status of QUEUED.

File Name	Submission Date	Submitter Username	Submitter Agency	Status
draft-example-continous	2026-02-11T22:45:01.781Z	JKROGH	JKROGH	QUEUED
fish-20260211-00-7.csv..	2026-02-11T22:43:19.888Z	sahilb	BC Gov	INPROGRESS

You can either click on the "upload or drop files right here" box (see image directly above) and will be prompted to select multiple files or you can drag and drop the files from your machine into that box.

Reminder: the upload is restricted to a maximum of 10 files of total size of 10MB. If either of those conditions are broken, you will be shown an error message pointing out which condition was broken, e.g.

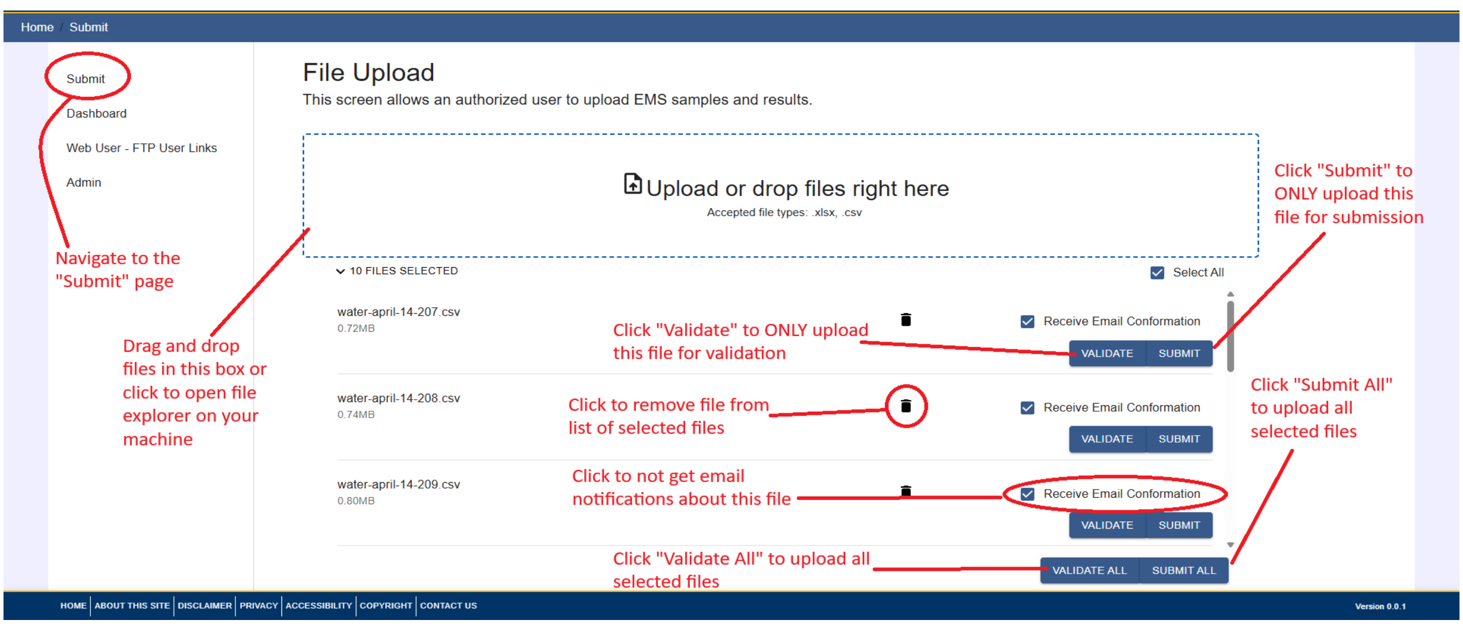


On this page, when files have been selected, you can click one of the following 4 buttons:

1. Validate – will **ONLY** upload one file that was selected.
2. Submit – will **ONLY** upload one file that was selected.
3. Validate All – will upload **ALL** files selected.
4. Submit All – will upload **ALL** files selected.

Other than selecting and uploading a file for processing, a user can do the following on the Submit page:

1. Click the delete bin ( ) to remove a file from the list of selected files. Users can only use this feature before validating or submitting a file.
2. Click on the checkbox labelled "Receive Email Confirmation" to unsubscribe from email notifications for that file.



Step 6. Validation

Clicking on "Validate" initiates a validation process that checks the file contents against a defined set of rules. These include verifying whether required fields are present, data types are correct, field lengths are within limits, and values match accepted formats.

Step 7. Review Validation Report

Once validation is complete, the file will be available to search from the EDT Dashboard and can be downloaded under "Messages" as noted in the *Dashboard Features* section above.

If a Data Provider has notifications turned on, validation reports will also be automatically sent via email. It notifies the data provider if the validation was successful or had warnings or errors.

A **warning** indicates that there is a problem with submitted data. The problems will be documented in the Validation/Submission reports so that they can be improved upon. Uploaded files that receive warnings will still be uploaded successfully to the database. In contrast to a warning, an **error** must be corrected in order for the data to be uploaded to the database.

Step 8. Correct Warnings and/or Errors

If there are warnings or errors:

- Correct them in your original file. (see *Error Handling and Troubleshooting* section for more information)
- Return to the EDT Dashboard to restart the process (Step 3).
- Browse for the corrected file.
- Run the validation again.
- Once the file passes the validation, proceed to **Submit**.

Error Handling and Troubleshooting

If there are any errors with the observation data, an error report will be generated. However, it may only report the first 100 errors. If this occurs, you will have to reload the file until the entire list of errors is complete.

Errors block an upload; warnings do not but are feedback to the user that something might be incorrect. Common errors are caused by duplicate records or invalid reference list values. If notifications are turned on by the data provider and the ministry contact(s), an email will be sent to them.

Validation Reports

This section explains how validation reports are compiled, how to download and read the validation report, and how to match warnings and errors back to your original file for correction. This section also provides a list of the most common validation messages and tips for resolving them efficiently.

If any row of data fails to meet the validation rules, EnMoDS EDT will generate a warning or error message specific to that row. The validation report will include whether there is a warning (*WARN*) or *ERROR*, the row number, and a message indicating which column header failed validation.

Other than the row specific information described above each error log file will contain:

1. The name of the original file
2. The submission date
3. QA Only flag
    a. True – means the file was uploaded for **VALIDATION ONLY**
    b. False – means the file was uploaded for submission
4. Disclaimer:
    a. *The following warnings/errors were found during the validation/import of the data. The data will need to be corrected and uploaded again for validation/import to EDT. If you have any questions, please contact the ministry contact(s) listed below.*
5. List of ministry contacts found in the file

When the validation step is complete, EnMoDS EDT compiles a list of all errors and warnings identified in the data file which will appear on the Dashboard's "Messages" icon ( ). Click on any Message to view a .txt file containing the warning and/or error logs. Messages (or Validation Reports) are not only for files that were **REJECTED** but also for those files that are **VALIDATED, SUBMITTED** or have the status of **ERROR or ROLLBACK**.

In the validation report, there is an error that must be fixed to successfully submit the file. The error is in Row 8 of the data file and in this example, the record already exists in the database (duplication).

```
User's Original File: A-BR-03-CoC_6340976D_WGC.csv
Date and Time of Upload: Mon Feb 09 2026 20:08:30 GMT+0000 (Coordinated Universal Time)
Date and Time of Processing Completion: Mon Feb 09 2026 20:13:12 GMT+0000 (Coordinated
Universal Time)

QA Only: False

The following warnings/errors were found during the import of the data.
The data will need to be corrected and uploaded again for submission into EnMoDS.
If you have any questions, please contact the ministry contact(s) listed below.

----------------------------------------------------------------------
Ministry Contact: Jeremy Krogh
----------------------------------------------------------------------

ERROR: Row 8: Partial Upload - Issued a rollback as a partial upload was detected.
Cause of partial upload: A field visit already exists for the same day and location

Data was not updated in EnMoDS due to errors found in the submission file. Please
correct the data and resubmit.
```

Here are some other examples of what warnings and errors look like:

1. *WARN: Row 1: Visit - Visit for Location ${LocationID} at Start Time ${fieldVisitStartTime} already exists in EDT Field Visits*
2. *ERROR: Row 1: Activity - Activity Name ${ActivityName} for Field Visit at Start Time ${fieldVisitStartTime} already exists in EDT Activities*
3. *ERROR: Row 594: ObservationFile - Expected numeric value in column "Result Value" : NA*
4. *ERROR: Row 81: ResultValue - NA is not valid number*

Common Error Messages

Below you will find a table that lists some of the most common error messages and how they should be corrected.

Table 2. List of Common Error Messages

Error Message	Description	Correction
WARN: Row 1: Visit - Visit for Location ${LocationID} at Start Time ${fieldVisitStartTime} already exists in EDT Field Visits	There already exists a field visit for that location on that specific date and time. Two (or more) field visits (same location, same date and time) **cannot have different start times.**	Check the submission history from the dashboard for previously submitted data. Another option is to check the location and date in previously submitted data via Web Reporting.
Row 1: Activity - Activity Name ${ActivityName} for Field Visit at Start Time ${fieldVisitStartTime} already exists in EDT Activities	There already exists a field activity with that name for that field visit.	Check the data for the associated field visit to ensure you are NOT trying to insert an activity with the same name. See below on how to correct an activity name error.

		Or check the field visit and date in previously submitted data via Web Reporting.
ERROR: Row 1: ObservationFile - Duplicate item detected during import	There already exists a record for that observation.	Check the submission history from the dashboard for previously submitted data. Or check the observation records in previously submitted data via Web Reporting.
ERROR: Row 1: ResultUnit - ${unit} not found in EnMoDS Units	The unit entered in the submission file does not exist in the EnMoDS database.	Check the list of valid units to ensure the unit entered exists. Use the "Units" reference list on the EnMoDS website, and verify the value is correct.
ERROR: Row 1: ObservedPropertyId- ${ObservedPropertyId} not found in EnMoDS Observed Properties	The observed property entered in the submission file does not exist in the EnMoDS database.	Check the list of valid observed properties in the "Observed Properties and Analytical Methods" reference list on the EnMoDS website, and ensure the value entered exists.
ERROR: Row 1: ObservationFile - The result unit ${unit} of the observation does not match the observed property of the sample	The result unit entered in the file does not match the valid unit required for that given observed property.	Check the list of observed properties and unit valid combinations reference lists on the EnMoDS website.
ERROR: Row 1: ObservationFile - The analysis method ${AnalysisMethod} of the observation does not match the observed property of the sample	The analysis method entered in the file does not match the valid method required for that given observed property.	Check the list of valid observed properties in the "Observed Properties and Analytical Methods" reference list on the EnMoDS website, and ensure the value entered exists.

Step 9. Submit the Validated File(s)

- Once the file has been validated, upload it again, and click the "Submit" option this time. From the File Upload page, upload the validated file (Step 4).
- Once "Submit" is clicked, the file will be transferred to the EnMoDS database.
- Once submission is complete, the file will appear on the EDT Dashboard with the Status marked as "SUBMITTED" (See *Step 4 – Dashboard Features*), and you can download the submission report [add image].

- If incorrect data is discovered in a file after submission, the data provider must contact the ministry contact (if known) and the help desk to request deletion of the uploaded data before corrected data can be reuploaded.
- Provide the help desk with the BCeID account that submitted the file, the file name, and the date and time the file was submitted.

Notifications

- Data providers will receive automatic email notifications when they submit data.
- To opt-out of receiving notifications, go to the email message and click "Unsubscribe" at the bottom of the message.
- Ministry contacts get e-mails only when their name is provided in the data file and if they opt-in to receiving notifications.

Request Removal of a Submitted File

Only EnMoDS EDT administrators can delete files once they have been submitted, but there are times when a Data Provider might need one removed or replaced.

To request the deletion of a file(s), send an email to EnMoDSHelp@gov.bc.ca with the name of file, and an administrator will confirm before deleting. If you are requesting a file be deleted that you did not submit (i.e. a coworker or employee), please include a reason in the email.

Step 10: Log Out

Once you have finished your session, be sure to **log out** of EnMoDS EDT to ensure the security of your account.