

Defining Your Study Site!



Has it been a while since you last entered data? Are you about to enter data for the first time? In this edition, we will look at defining your atmosphere study site. The same principles can be used for defining any of the GLOBE study sites.

Before entering data into the GLOBE database, you need to define your study site. This records information on aspects of your site such as the location and elevation. You will not be able to enter data without defining a site.

1. You will need your USER ID and PASSWORD. If you cannot locate these, please contact Melissa at GLOBE Australia.
2. Go to the GLOBE Australia Home Page (www.environment.gov.au/net/ausglobe.html). Select the 'GLOBE Program (International Web Site)' icon. This link will take you to the GLOBE International home page.
3. Directly under 'The GLOBE Program' heading is an icon that reads 'GLOBE Schools Login'. Click on this icon and a box will come up asking for your USER ID and PASSWORD. Remember to use only upper case letters and to have no spaces between letters/numbers. If you have numbers in your ID or PASSWORD, remember not to hold down the shift key when you are typing numerical digits. For this reason, it is better to use the 'Caps Lock' key when entering your ID and Password.
4. Go to the menu bar on the left hand side of the screen and click on the 'Data Entry' icon which can be found under the GLOBE Data heading. This will take you to the GLOBE Data Entry page.
5. Each site (atmosphere, soils, landcover/biology, hydrology) must be defined before you can enter data for each of these investigations. Click on the 'Define or Edit a Study Site' icon which can be found under the Study Site Definition heading.
6. Under the heading 'Sites for Temperature, Precipitation and Cloud Observations', click on 'Define a New Site'. If you have already defined a study site, you can edit this site by clicking on the name of the site or add a new site by clicking on 'Define a New Site'.
7. The computer will ask you for a series of information. All information with a red * beside it must be entered now. This information includes: Measurement Time, (please note that day means the date eg. 12th, and UT means measurement time in Universal Time) Name of Site, Source of Data, Latitude, Longitude and Elevation. The remainder of the information can be entered at a later time by clicking the 'Edit a study site' icon.
8. Once you have completed the required boxes, scroll down to the bottom of the page and click on 'send'. If you have successfully entered the required information, the computer will display two yellow smiley faces at the top of your screen. If you do not see the smiley faces, you have made an error entering the information. The computer will tell you the changes that need to be made. Correct the mistakes and 'send' the information again. Repeat this until you have received the 'smiley' faces.



Your input has passed system checks!



9. Under the smiley faces is a summary of the data that you have entered. Please check this for accuracy. If you have made an error, click on the 'Edit this data' icon and make the changes as prompted.