Discharge Measurement Data Filing Procedures

BACKGROUND:

Discharge measurements from modern technologies are often composed of more than a single electronic file. All the files associated with a discharge measurement must then be archived together for the information to be complete.

This emerging trend in data production required the adoption of a new method to ensure that data is stored systematically and in a manner nationally consistent with existing conventions and practices.

The Data Control Group was thus tasked to define and adopt rules that would make the retrieval, the transfer and copying of data as easy as possible while these rules would not require revisions every time a new technology is introduced.

DECISION – PROCEDURE:

Electronic discharge measurement information is either composed of a single or many files.

For measurements made up of a single file, the file naming and management conventions remain unchanged, except for the file name extension used to identify the technology employed as explained below.

For measurements made up of many files, the following applies:

- A folder must be created to contain all of the measurement specific files. It is the folder and all its content that then represent the complete set of discharge measurement information.
- The naming convention for discharge measurement (StationNo_YYYYMMDD) is then applied to the folder containing the measurement files. This folder is also given a file name extension made up of 3 characters; a letter that identifies the type of technology used to produce the measurement (e.g., M for Current Meter, A for ADCP, etc.), the letter ‘Q’ for discharge; and the measurement sequential number for the site on that given day (e.g., 02HA001_20030523.MQ2 for the 2nd measurement taken at station 02HA001 on May 23, 2003).
- Data management (information transfer, archiving, etc.) must be done in such a way as to preserve the integrity of the folder as a complete set of discharge measurement information. The folder must also reside in the same location as previously employed for discharge measurements.

Figure 1 further clarifies the file naming and management conventions that must be applied to discharge measurement folders.

Figure 1: Structure and naming convention for discharge measurement folders