Data Cleaning Manual

Final 50 Feet Project - Alley Inventory
January 21, 2018

How to use this manual?

Data collectors may follow this step-by-step guide on how to use ArcGIS Online (AOL) for data cleaning.

After every data collection shift one member of the team is responsible for:

- **submitting** the surveys conducted that day and
- completing data cleaning of the **submitted data** no later than 24 h after data collection.

Submit data cleaning report

After every data cleaning appointment, submit the following information by posting a message in our team facebook group:

- Picture of your base map clearly showing the city blocks that you inspected
- Last Survey ID on your basemap
- Number of surveys that you did that day of data collection
- Team members names
- Your RA supervisor for that data collection appointment

Facebook group:

[SCTL WQ18 Data Collection] - Task Order 4 - Alley's Project

What do we mean with data cleaning?

Involves the following types of edits:

1. Geolocation of alley features:
   a. Start and end extreme points
2. Alley information:
   a. Missing surveys
   b. Name of streets
   c. Block face of city block
3. Link with other databases:
   a. Wrong alley's TNET ID
   b. Wrong freight parking infrastructure ID

How to access the database in AOL?

First, you need to log in AOL through the UW enterprise URL with your UW netID.

If you do not know how to log in AOL with your UW netID, use the following link:

How to access the database in AOL?

We will use a hosted feature layer in AOL to edit the data. The feature layer can be access through the following link:

Alley Survey Hosted Feature Layer

Editor view

Panel Contents

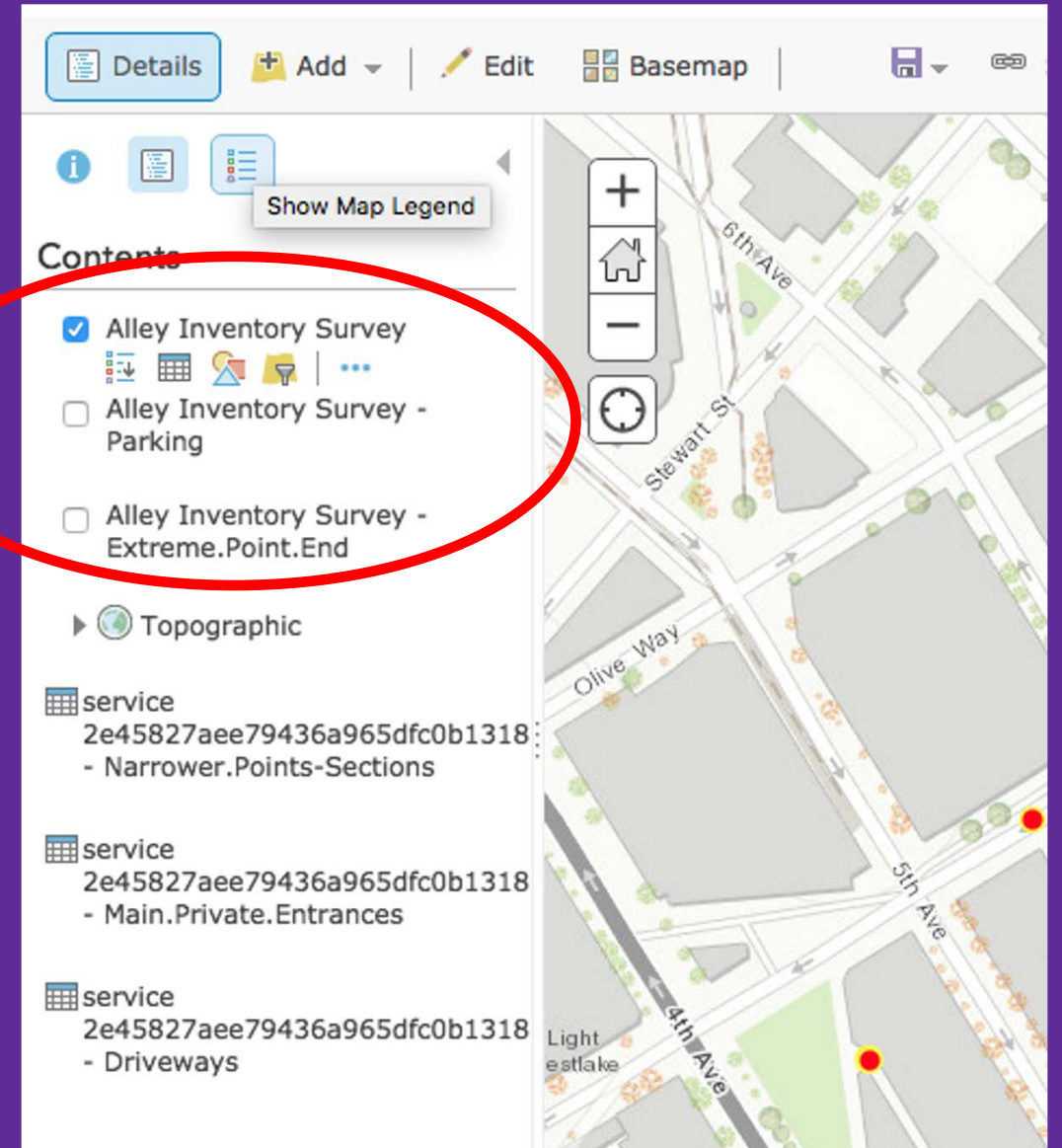Point features in the panel:
1. Extreme point start
2. Parking
3. Extreme point end
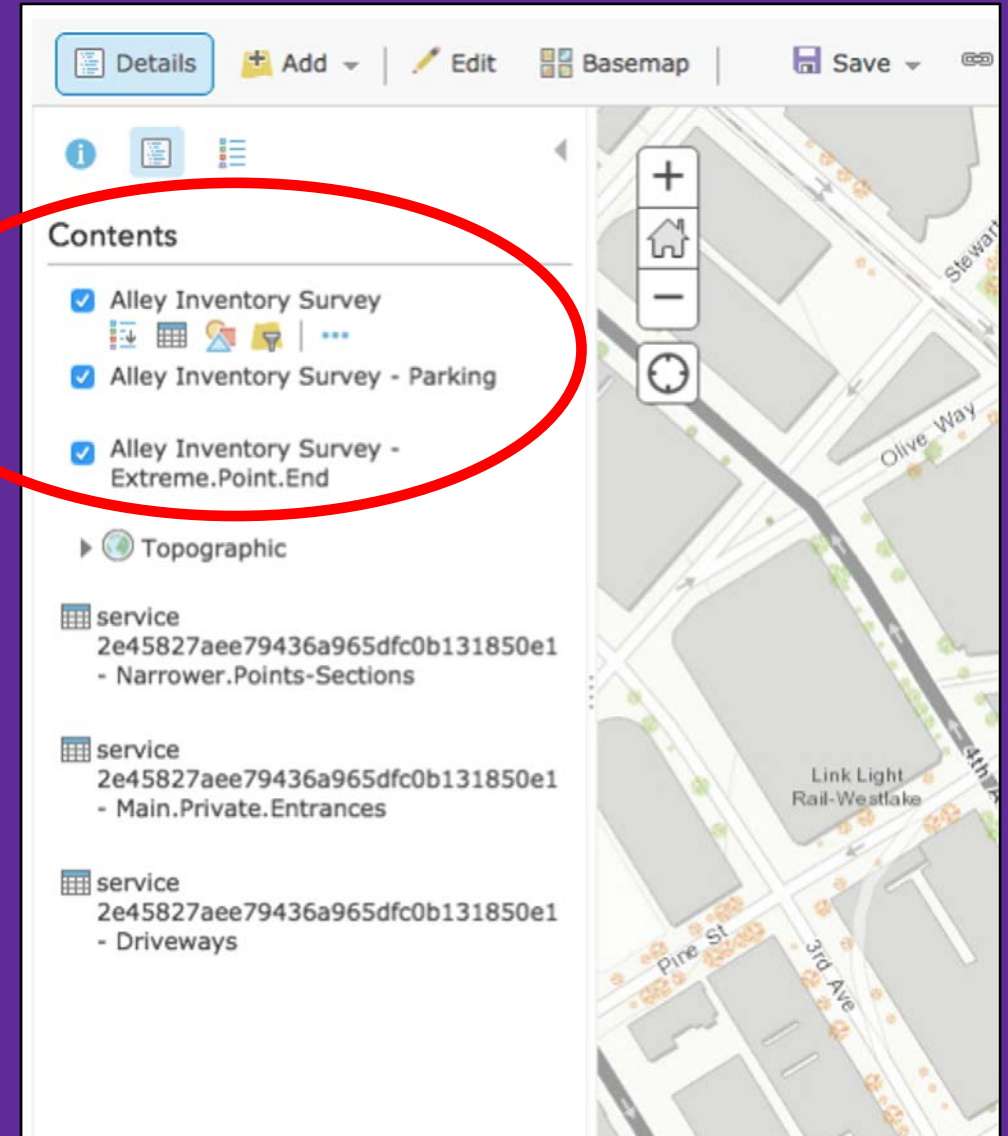
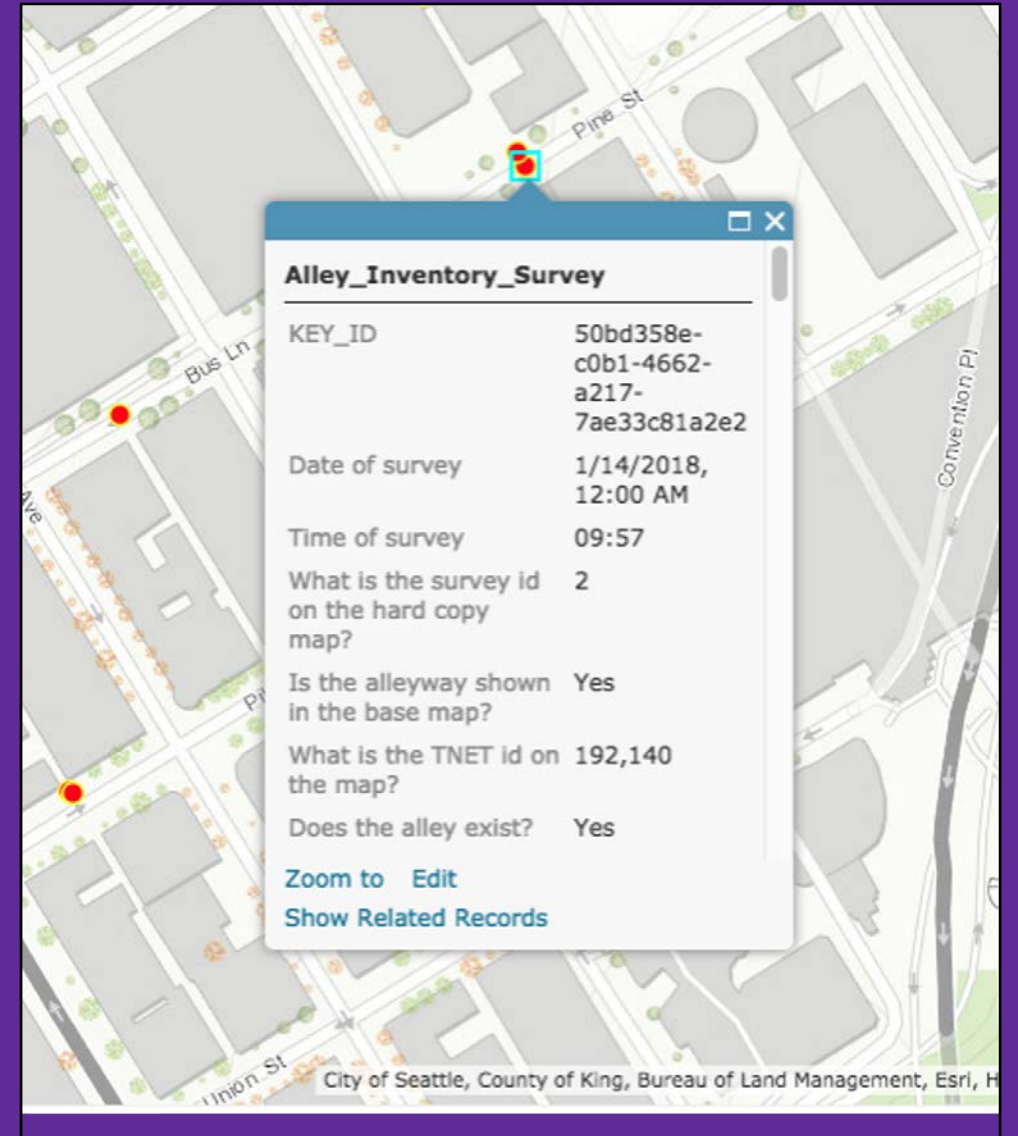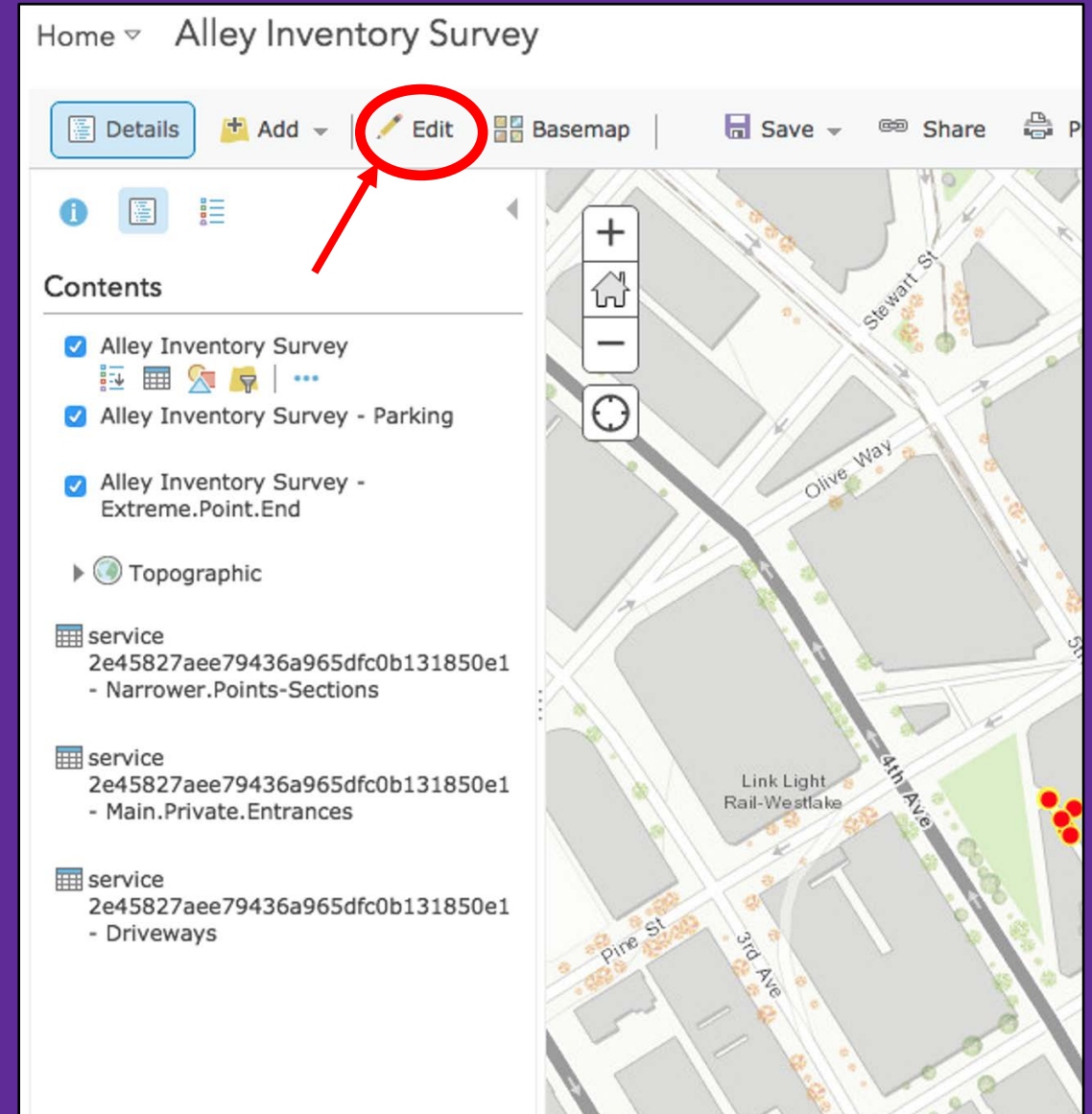# Panel Contents

Point features in the panel:
1. Extreme point start
2. Parking (turn off)
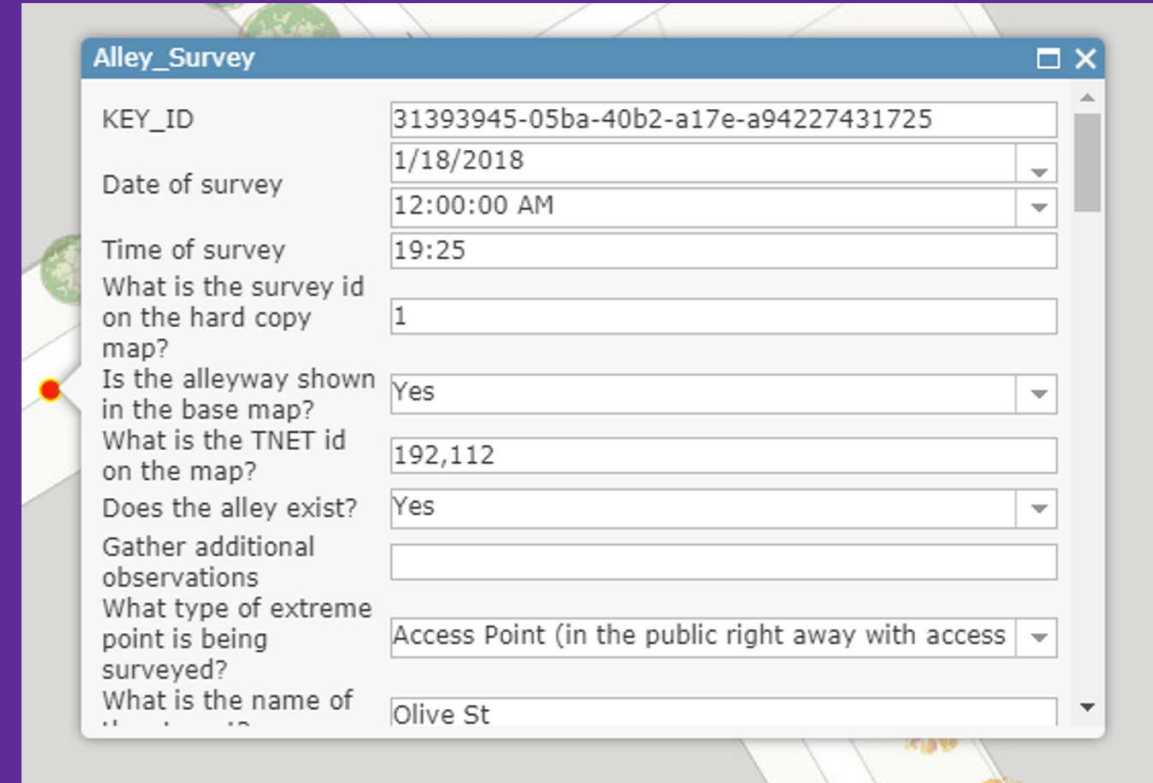3. Extreme point end (turn off)

Feature information panel

Start edition mode

Review of start extreme point

Review of start extreme point

- Chose a **Survey ID** on your hard copy map. Is the survey in AOL?

- Is the **alley´s TNET ID** correct?
  Remember: If the alley is not shown in the basemap TNET ID = 999

Alley_Survey

KEY_ID	31393945-05ba-40b2-a17e-a94227431725
Date of survey	1/18/2018
	12:00:00 AM
Time of survey	19:25
What is the survey id on the hard copy map?	1
Is the alleyway shown in the base map?	Yes
What is the TNET id on the map?	192,112
Does the alley exist?	Yes
Gather additional observations	
What type of extreme point is being surveyed?	Access Point (in the public right away with access to st
What is the name of the streeet?	Olive St
What type of street is it?	One-way street
What is the name of the street closest to the intersection?	
Where is the access point located?	South or West face of the city block
Input the apron cross slope	4
Input the apron width	30
Input the length from the curb to the alley's access point	34
Input the extreme point width	17
Is there an indication that it is a oneway alley?	No
What is the alleyway direction?	
Is there any sign indicating a restriction on alley usage?	No
Do you feel safe entering the alley?	Yes
Explain why you don't feel safe	
Can you access the other extreme point from the street?	
Is there any obstruction that impedes measuring inside the alley?	No
What is the obstruction?	
Specify what is the reason of not access to alley	
Do you want to close Form 3 becase of safety reasons?	No

Review of start extreme point

If extreme point =
access point

- Is the **name of the street** that you wrote in field correct?
- Did you correctly identified the city **block face** of the access point?

Alley_Survey

KEY_ID	31393945-05ba-40b2-a17e-a94227...
Date of survey	1/18/2018
	12:00:00 AM
Time of survey	19:25
What is the survey id on the hard copy map?	1
Is the alleyway shown in the base map?	Yes
What is the TNET id on the map?	192,112
Does the alley exist?	Yes
Gather additional observations	
What type of extreme point is being surveyed?	Access Point (in the public right awa...
What is the name of the streeet?	Olive St
What type of street is it?	One-way street
What is the name of the street closest to the intersection?	
Where is the access point located?	South or West face of the city block
Input the apron cross slope	4
Input the apron width	30
Input the length from the curb to the alley's access point	34
Input the extreme point width	17
Is there an indication that it is a oneway alley?	No
What is the alleyway direction?	
Is there any sign indicating a restriction on alley usage?	No
Do you feel safe entering the alley?	Yes

Review of
start extreme point

If extreme point =
intersection with another alley:

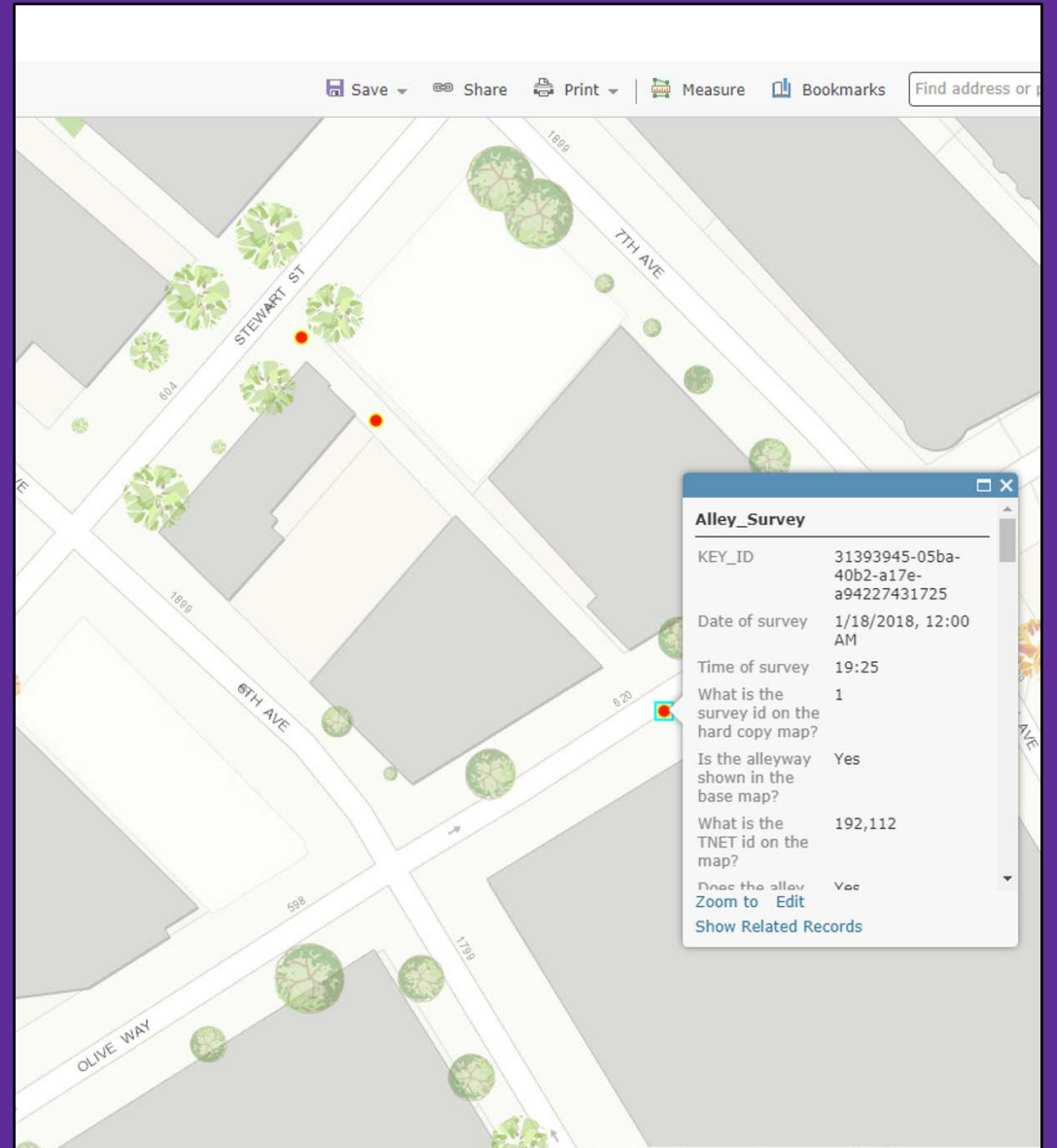- Is the **name of the street** that you wrote in field correct?

Review of
start extreme point

- Is the geopoint off or does not match what you have on the hard copy map filled in field?

Review of end extreme point

Access end extreme point table

1. Exit Edition mode
2. Access feature information panel of the survey
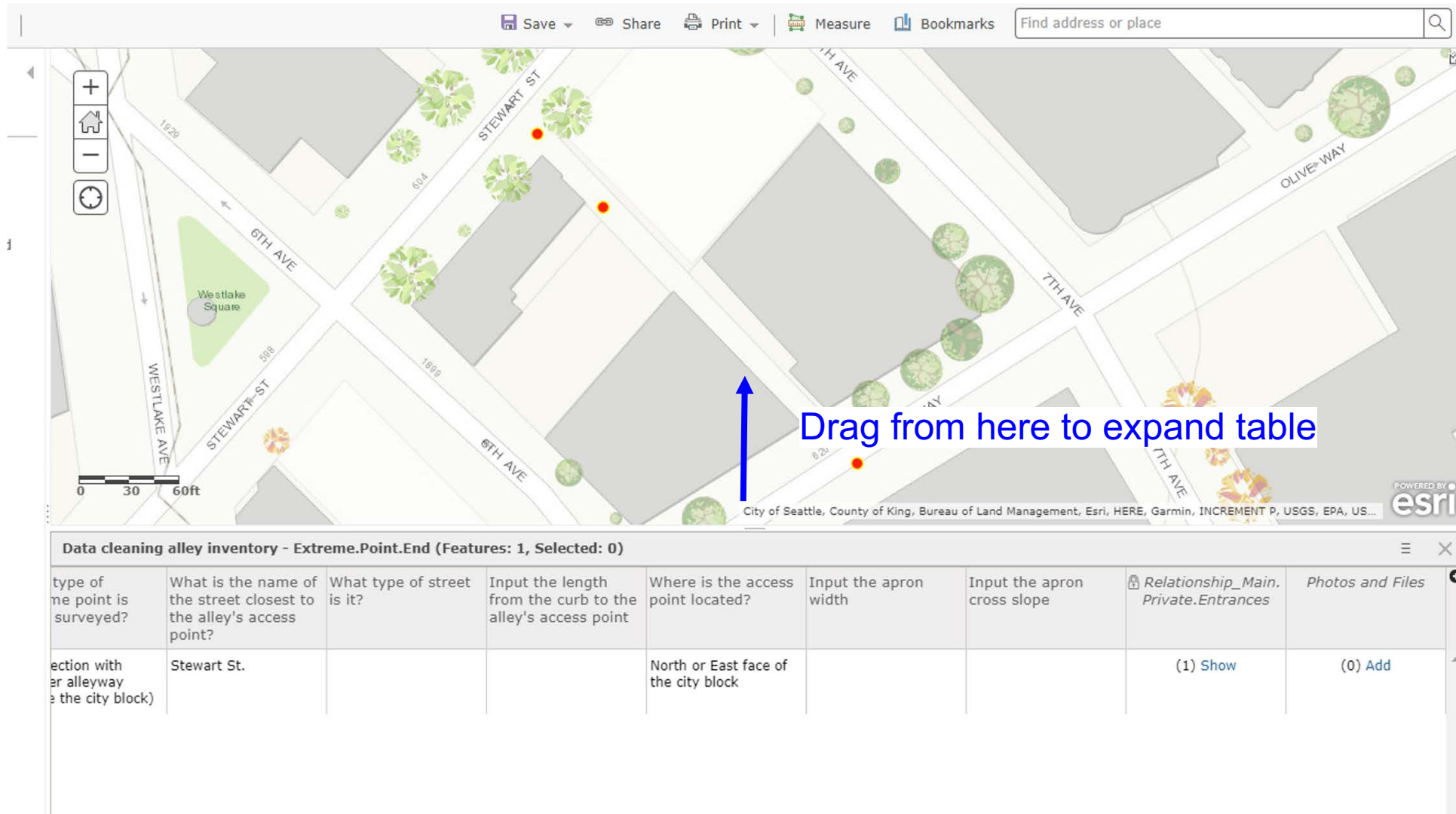3. Click on Show Related Records -> Extreme.Point.End

Access end extreme point table

Drag from here to expand table

Review of end extreme point

Once you can see the table Extreme.Point.End

- Is the **name of the street** that you wrote in field correct?
- Did you correctly identify the city **block face** of the access point?
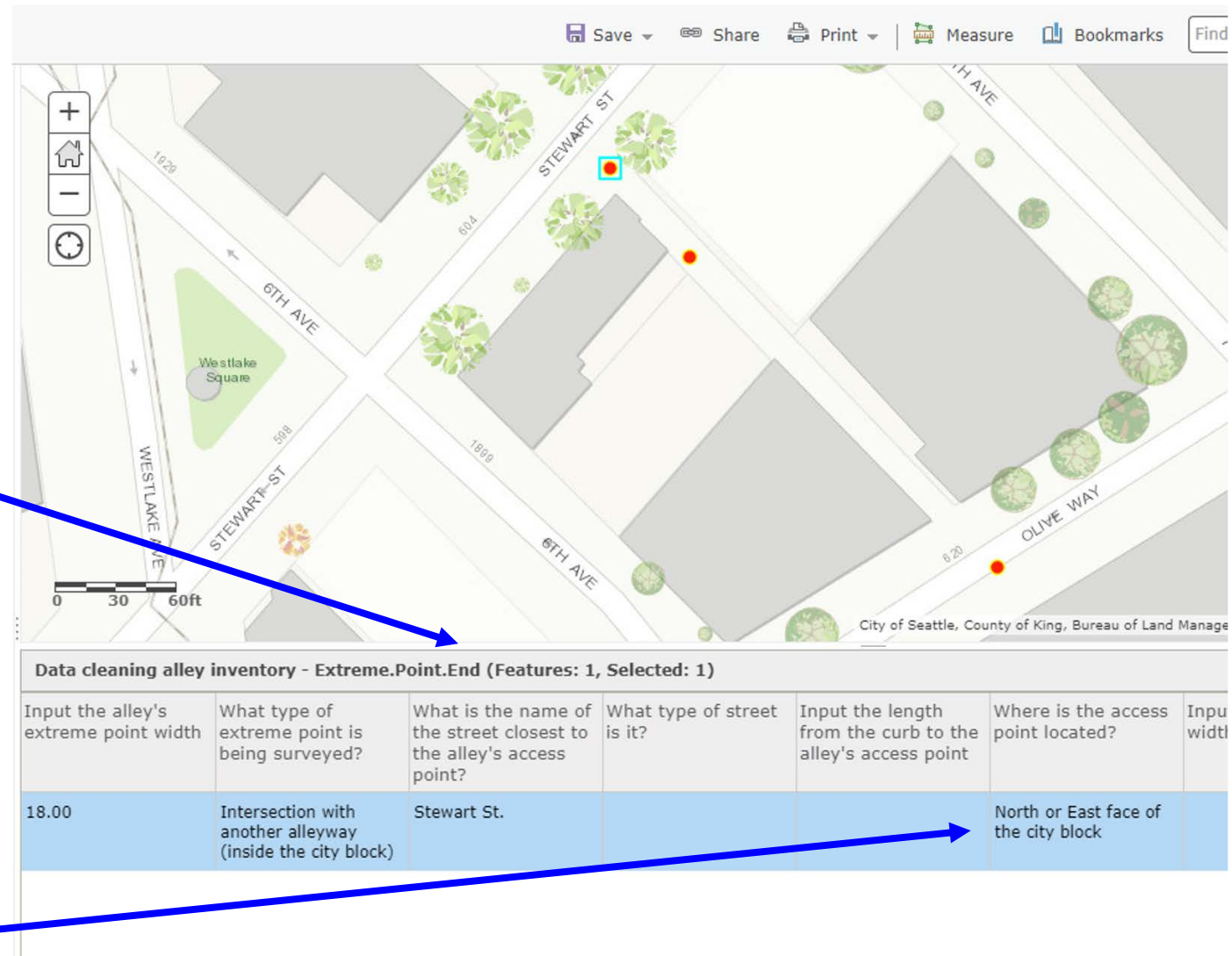
Data cleaning alley inventory - Extreme.Point.End (Features: 1, Selected: 1)

Input the alley's extreme point width	What type of extreme point is being surveyed?	What is the name of the street closest to the alley's access point?	What type of street is it?	Input the length from the curb to the alley's access point	Where is the access point located?	Inpu widt
18.00	Intersection with another alleyway (inside the city block)	Stewart St.			North or East face of the city block	

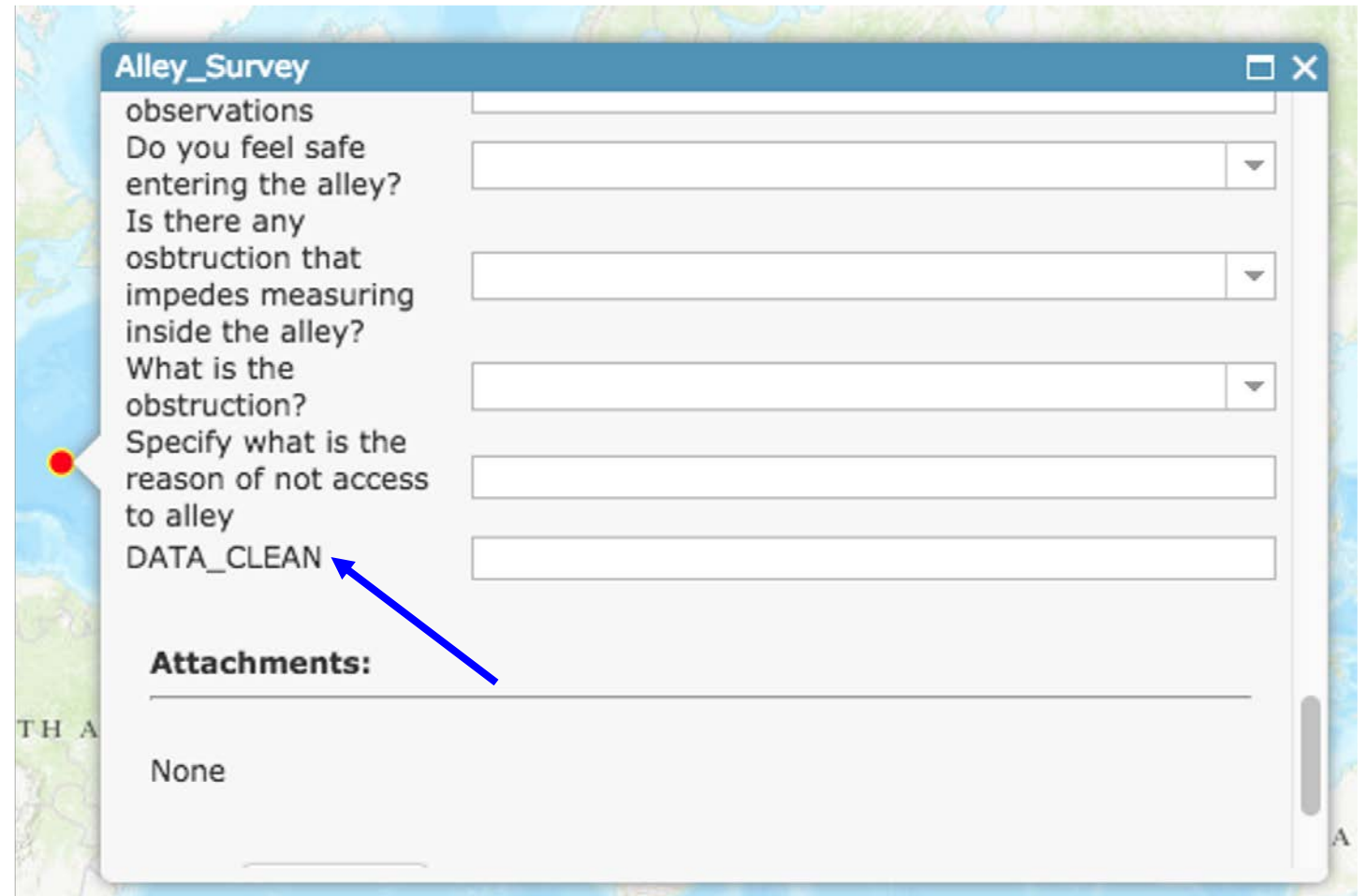# Review of
end extreme point

Turn on the point feature "Extreme.Point.End" through the Contents panel

- Is the geopoint off or does not match what you have on the hard copy map filled in field?
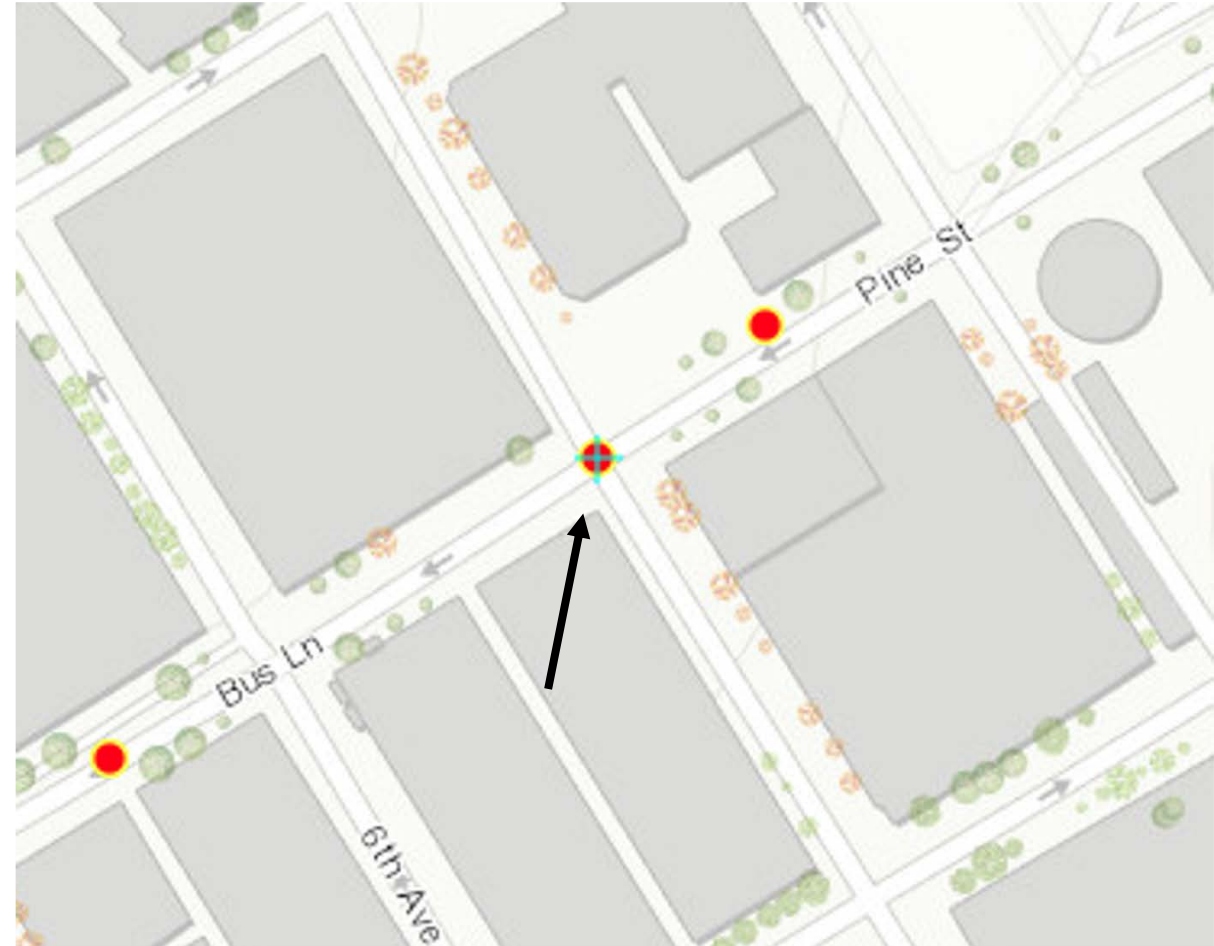
Report your edits of extreme points

Report your edits and issues that you can not correct by typing observations in the field **DATA_CLEAN** of the corresponding survey
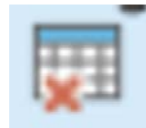
Review of freight parking

Compare old and new pictures of the infrastructure

Access alley´s parking table

Use the Contents panel to:

1. Turn on only the point feature Alley Inventory Survey - Parking
2. Show parking table by clicking on the table icon

Access alley´s parking table

Hide/show some columns of the parking table to only show the following columns:

- **Column:** *Is the parking facility access already in the basemap as a loading bay?*
- **Column:** *Input the loading bay ID as shown in the basemap*
- **Column:** *Gather additional observations*
- **Column:** *CreationDate*
- **Column:** *Creator*
- **Column:** *Photos and Files*
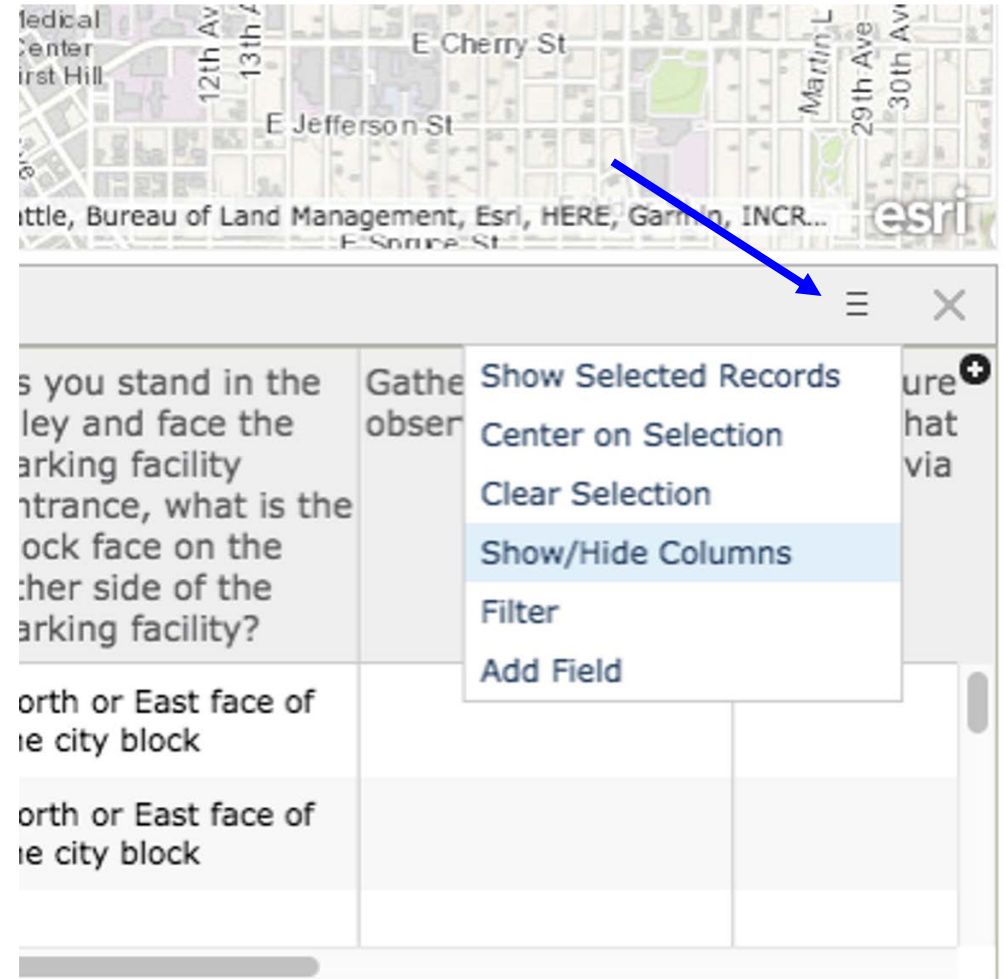
Access alley´s parking table

Hide/show some columns of the parking table
to only show the following columns:

Alley Inventory Survey - Parking (Features: 10, Selected: 0)					☰ ✕
Is the parking facility access already in the basemap as a loading bay?	Input the loading bay ID as shown in the basemap	Gather additional observations	🔒 CreationDate	🔒 Creator ▲	Photos and Files
			1/16/2018, 3:32 PM		(0) Add
Yes	352		1/16/2018, 3:32 PM		(1) Show
			1/16/2018, 3:32 PM		(0) Add
No			1/16/2018, 3:32 PM		(1) Show
Yes	352		1/16/2018, 3:32 PM		(1) Show
No			1/16/2018, 3:32 PM		(1) Show
Yes	341		1/16/2018, 3:32 PM		(1) Show

Review all loading bays at once:

Sort the table by the column "Creator". Use the visible information from the parking table to review the pictures of parking facilities that:

- Show your UW user name in the Creator column
- Show the right date when you collected the data under Creation Date column
- Were identified in the basemap as loading bays

YOU NEED TO CHECK THE FOLLOWING:

1. Is the loading bay ID that you wrote on field correct?
2. Compare the pictures that you took of the parking facility with the pictures with the same ID from the old database, are they the same?
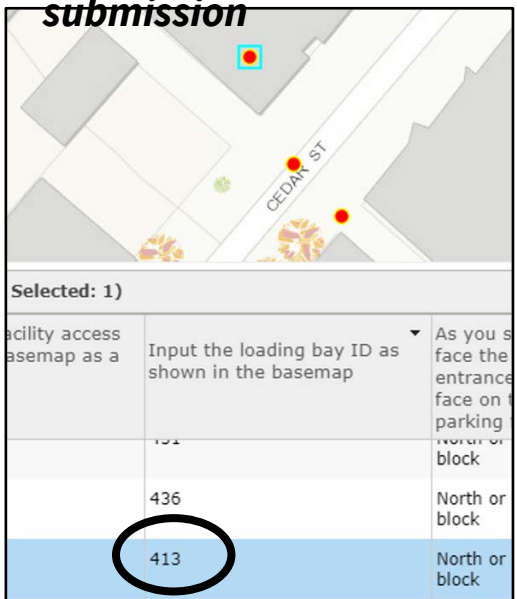
HOW TO FIND THE OLD PICTURE OF A LOADING BAY FOUND IN FIELD?

STEP 1: Look for the old picture ID using the Loading bay ID collected in field

Loading bay ID found in field
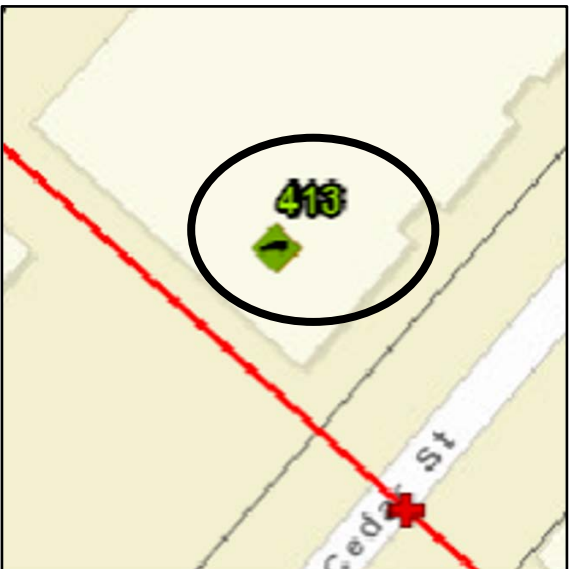
Loading bay ID in AOL after survey submission

Old picture ID from OLDPICTURES.PDF

LOADING BAY ID FROM ALLEY SURVEY (SCTL)	OLD PICTURE ID FROM OLDPICTURES.PDF
400	15820969
401	15820970
402	15820977
403	15821020
404	15821042
405	15821058
406	15837757
407	15837758
408	15837759
409	15837760
410	15837761
411	15837762
412	15837763
413	15837766
414	15840402
415	15840403

HOW TO FIND THE OLD PICTURE OF A LOADING BAY FOUND IN FIELD?

STEP 2: Compare the old picture and the picture that you collected in field, **are they they same?**

Old picture from OLDPICTURES.pdf
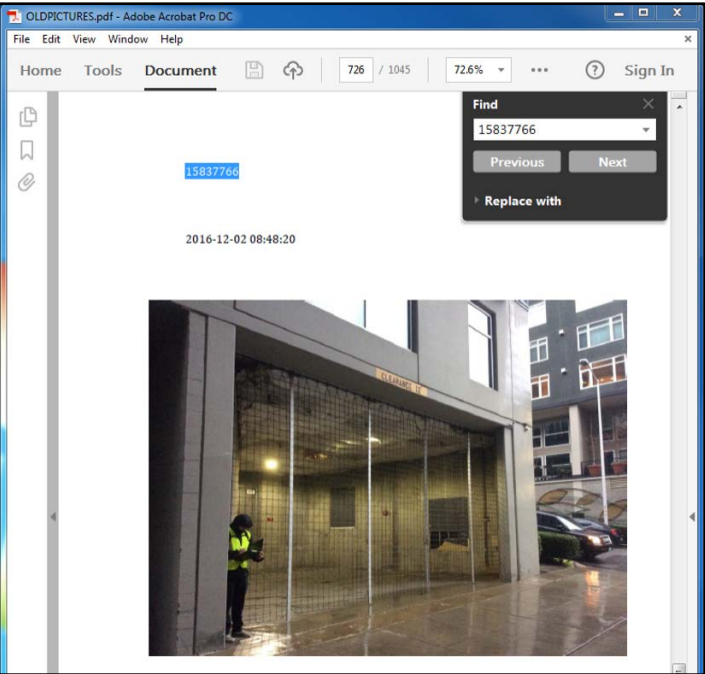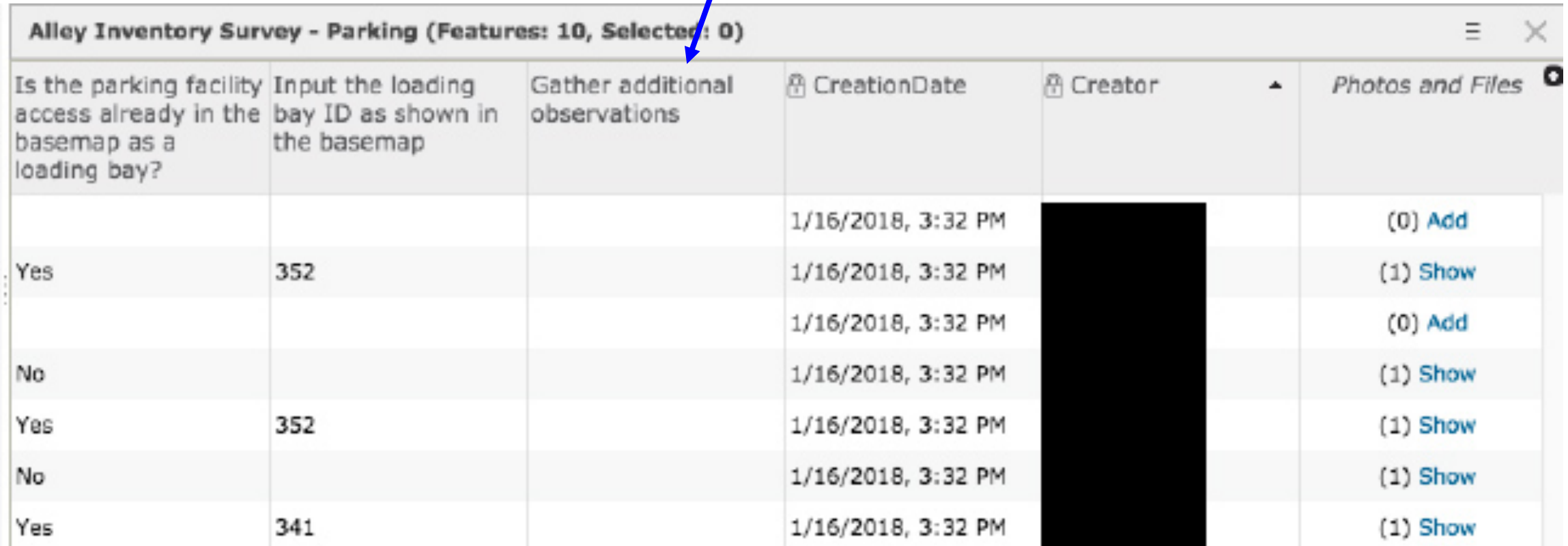
Loading bay picture from Alley Survey (SCTL)

VS.

Report issues with loading bays:

Type any issues that you may find about the reviewed loading bays under "Gather additional observations" column.

Is the parking facility access already in the basemap as a loading bay?	Input the loading bay ID as shown in the basemap	Gather additional observations	🔒 CreationDate	🔒 Creator ▲	Photos and Files
			1/16/2018, 3:32 PM		(0) Add
Yes	352		1/16/2018, 3:32 PM		(1) Show
			1/16/2018, 3:32 PM		(0) Add
No			1/16/2018, 3:32 PM		(1) Show
Yes	352		1/16/2018, 3:32 PM		(1) Show
No			1/16/2018, 3:32 PM		(1) Show
Yes	341		1/16/2018, 3:32 PM		(1) Show

Alley Inventory Survey - Parking (Features: 10, Selected: 0)

REMEMBER! Submit data cleaning report

After every data cleaning appointment, submit the following information by posting a message in our team facebook group:

- Picture of your base map clearly showing the city blocks that you inspected
- Last Survey ID on your basemap
- Number of surveys that you did that day of data collection
- Team members names
- Your RA supervisor for that data collection appointment

Facebook group:

[SCTL WQ18 Data Collection] - Task Order 4 - Alley's Project