DATA HANDLING and MANIPULATION

Workshop report

Andrew Walker & Ian Noble

Three areas of data handling and manipulation were discussed. These were input data, running the model, and production of results.

DATA INPUT

The groups agreed that as much information should be gathered as possible, before starting to construct the model.

Sources: Sewer records/cards
           Old plans
           Computerised Data Base
           Video images
           First hand information

Having gathered the data, the following course of action was recommended.

1)   Review ALL the data

2)   Decide which data is required to construct the model

3)   Cross-reference the data from different sources to eliminate the use of incorrect or bad data

4)   If an electronic data base is being used, ensure that it is maintained as the model is constructed

5)   Set procedures must be followed at all times. This is a requirement for Quality Assurance approval

RUNNING THE MODEL

Before embarking on a long series of runs, carry out some simple checks.

1)   Check the version of the software that you are using has not changed

2)   Do you know where the Master disks are ?

3)   Ensure that you have got all the data required before you start

4)   Check you have the correct data files

PRODUCTION OF RESULTS

WALLRUS and SPIDA produce a large number of results files. The following suggestions where made to keep track of the information.

1)   Use logical file names

2)   Use a directory structure

The use of logical file names was identified as the most important of these two options. The directory structure can be used to separate results from difference runs.

Some other important issues were raised.

i)   Ensure you have enough disk space for all the results files

2)   Back-up both data and results at regular intervals, preferably weekly, and certainly monthly

At the end of the study ensure that you can readily re-produce the original results.

RISKS

Various risks were identified if procedures are not followed.

1)   Loss of data and results

2)   Loss of staff time

3)   Loss of a valuable resource

In addition some external risks were discussed, which could severely delay a study project.

1)   Computer hard disk crash

2)   Attack by computer virus

3)   Fire

4)   Theft