
MapMate 'Sync' and the National Moth Recording Scheme

How the National Moth Recording Scheme (NMRS) uses MapMate

<p>The MapMate Centre Unique Key (CUK) for the NMRS is <u>2F6</u>.</p>

Vice-county moth recorders (CMRs) should 'Sync' with the above CUK. Once the 'Sync' has occurred successfully, checks can be made with the data for obvious errors and non-printable 'control' characters i.e. tabs and carriage-return/line-feeds before export to the NMRS *Recorder* database.

The dataset is then exported to a tab-delimited text file using a SQL query designed to format the data to the import specification of *Recorder*. This is opened in Excel 2007 (which allows 1,048,576 rows of data or records), error-checked, formatted for further compatibility, split into manageable data chunks and then imported into the NMRS *Recorder* database.

Once the dataset has been successfully imported into Recorder, the original 'Sync' file will be catalogued and archived and is useful as a 'snapshot' backup for disaster recovery purposes.

Sending your data to the NMRS

The preferred methods for receiving MapMate 'Sync' files are:

- As an attachment via email, if the size of the file <2mb in size.
- On CD/DVD and sent by post to the address at the end of this document.
- Via the MapMate Web Server using MapMate Replicator.

CMRs who wish to 'Sync' their data should follow this process every time, ensuring that 'Reset Sync Record' is done on each occasion (Step 9) to ensure their complete macro-moth dataset for their vice-county (or vice-counties) is uploaded to the NMRS.

Notes:

1. Please ensure your MapMate software is up-to-date (see 3. below) with the latest version of the MapMate and Replicator executables, and all the appropriate system and taxa patches, otherwise, problems may occur with the 'Sync' process resulting in lost 'Sync' data. The cost of the MapMate annual subscription is a legitimate expense that vice-county moth recorders can claim from the Moths Count project as part of your out-of-pocket expenses allowance.
2. If you wish to export records for repatriation to other vice-county moth recorders, please refer to Page 2 of this document.
3. If you wish to create site filters for multiple vice-counties that are not available by default, please refer to Page 2 of this document.

Moth records from vice-counties other than your own.

On the first occasion that you 'Sync' with the NMRS, we can offer to repatriate data within your dataset from other vice-counties to the respective CMR; however, there are caveats with respect to this process.

The ideal situation, however, is not to submit records to the NMRS from outside your area, but to forward them to the appropriate CMR (as CMRs expect of their recorders).

Initial 'Sync'

If you wish to include all macro-moths from all areas and request the NMRS repatriate data to CMRs, follow the instructions in Step 8 of the section headed "How to Sync your data to the NMRS database", taking note of the filter settings required.

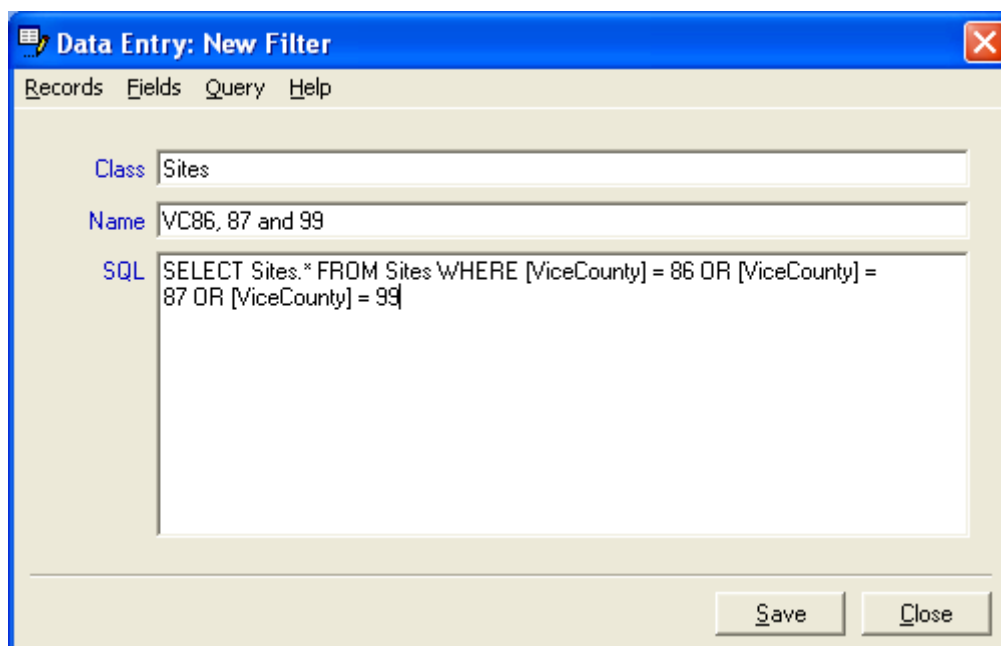
Subsequent 'Sync'

Use the same filters as described in Step 8; however, because the 'Sync' record is reset every time in Step 9 for all subsequent 'Sync' to the NMRS will include duplicate data from a previous 'Sync'. For the purpose of the NMRS this is not an issue; however, for any subsequent repatriation of data to CMRs, the CMR receiving the repatriated data will have to manually sort the records they wish to incorporate within their datasets, increasing their own workloads. There is no process to identify new, amended or deleted records only from 'Sync' data to be repatriated.

How to make your own Site Filters in MapMate

If you have multiple vice-counties to 'Sync' that you are unable to set the site filters for in Step 8 of the main process, the following will create a Site Filter in MapMate specifically for that purpose, for example, to group vice-counties 86, 87 and 99.

1. Open MapMate.
2. Click **Data Entry** to open up the data entry dialogue.
3. Click **Records, Add New...**
4. From the list, select **Filters** and click **OK**.
5. Fill in the fields ***exactly*** as depicted in the figure.



N.B. The SQL example above is set out on the following page ...

```
SELECT Sites.* FROM Sites WHERE [ViceCounty] = 86 OR  
[ViceCounty] = 87 OR [ViceCounty] = 99
```

6. Select **Save**, then **Close**.
7. **Close** the main Data Entry Dialogue.
8. Select **View, My Configuration** and skip the Taxonomic Interest dialogue.
9. At the **Sites Interest** dialogue, you should find "**VC86, 87 and 99**" listed. Tick this and complete the My Configuration wizard.

You can now use this filter to record, analyse or create maps/atlasses as you normally would in this new area AND is a selectable filter for a 'Sync' to the NMRS.

How to edit your new filter (Advanced)

If you wish to edit your new site filter, you will need to create a new user query to do so. For readers who are familiar with creating new user queries and the process to create them, the SQL code is as follows:

Title:

Browse all Filters

SQL:

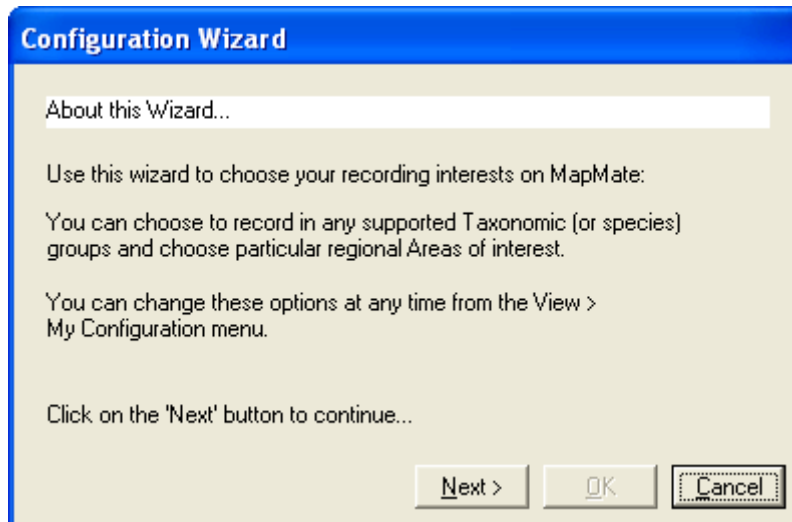
```
SELECT [_guk], [_filterClass], [_filterName], [_filterSQL]  
FROM Filters  
WHERE Right(Filters.[_guk],3)=[thiscuk];
```

Your new site filter will be listed and is editable in the usual manner. If you wish to view all filters including the MapMate system filters, remove the line commencing "WHERE" from the above SQL but do not delete the ";" character. MapMate system filters are not editable as they are not owned by your CUK.

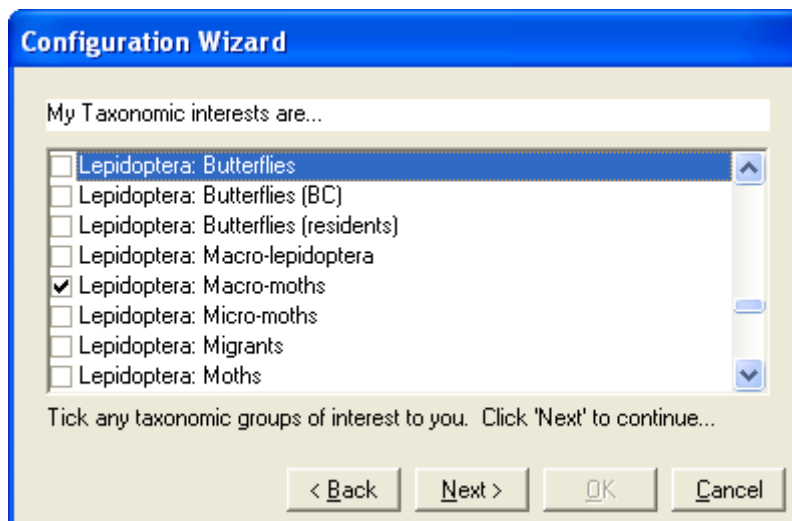
How to Sync your data to the NMRS database

This process assumes only data from your vice-county (or vice-counties) of responsibility are forwarded to the NMRS; however, please see the section "Moth records from vice-counties other than your own" if you wish to 'Sync' data other than your own vice-county datasets.

1. If you have set the correct area and taxonomic interests within My Configuration, go straight to Step 6. Note: Teknica advises My Configuration should be run after each patch update, so it may be worthwhile running through My Configuration to ensure only areas and taxonomic interests you are interested in are ticked.
2. Open MapMate and from the top menu select **View**, and from the pull-down menu **My Configuration**. Select **Next >** to continue



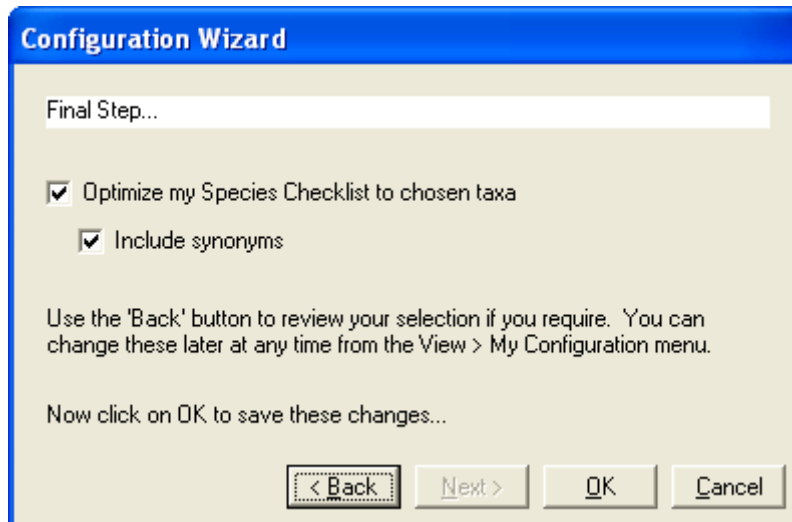
3. Ensure the Taxonomic interest filter **Lepidoptera: Macro-moths** is ticked, then select **Next >**. Note: You may have other Taxonomic interests ticked, retain these along with 'Lepidoptera: Macro-moths'.



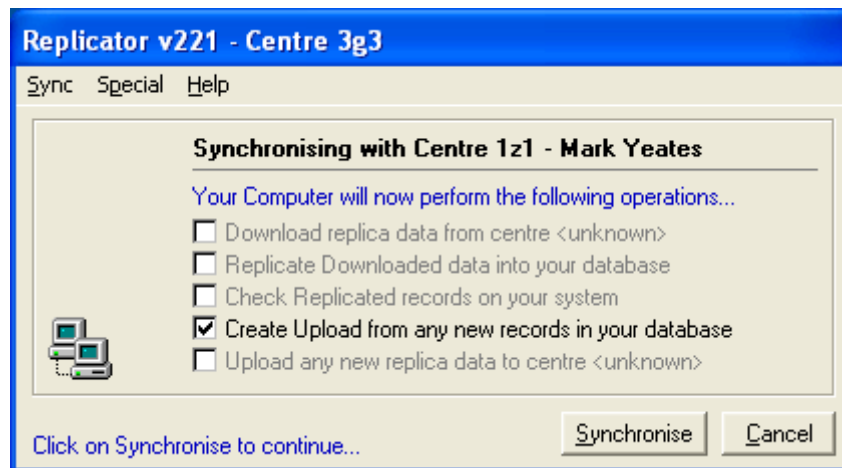
4. Ensure your vice-county or vice-counties of interest are ticked, then select **Next >**.



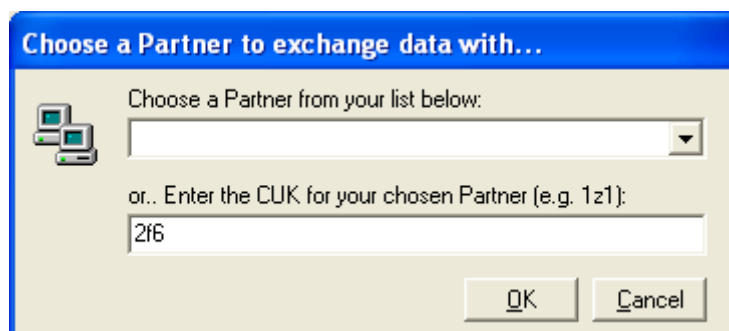
5. Tick **Optimize my Species Checklist to chosen taxa**. If you are interested in synonyms, tick also **Include synonyms**. Click **OK** to save your changes.



6. Open the MapMate Replicator.

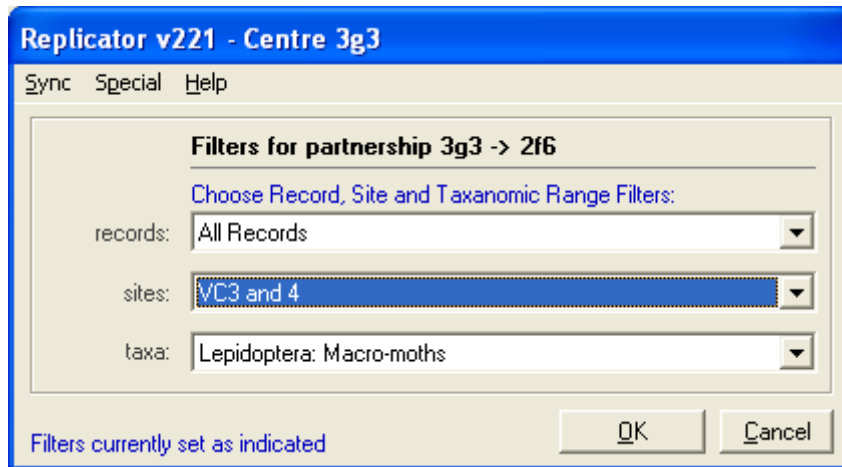


7. Change your default partner...
 - a. From the Replicator's top menu, select **Sync**, and from the pull-down menu **Change Default Partner...**
 - b. Enter **2f6** in the bottom text field and select **OK**. Your default partner is now the NMRS; however, it is likely 'Unknown' will be displayed as the name.

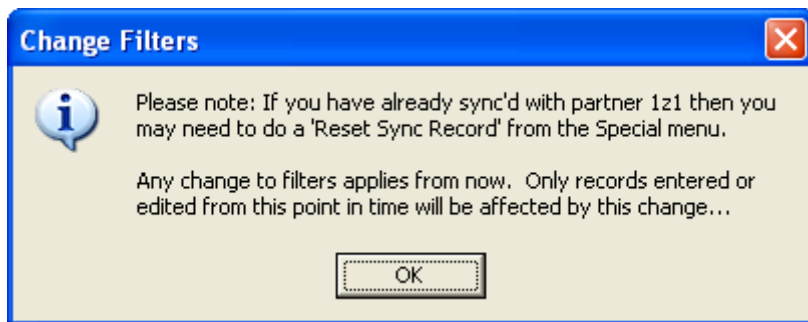


8. Set the appropriate filters...
 - a. From the Replicator's top menu select **Special**, and from the pull-down menu **Set Filters**.
 - b. For 'records' select **All Records**.

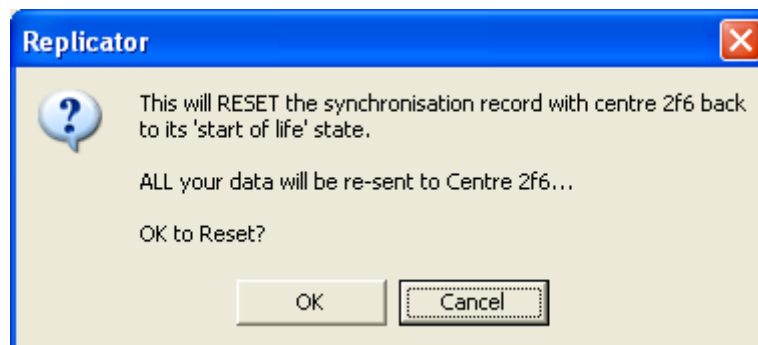
- c. For 'sites' select your appropriate vice-county or vice-counties (as a single entity). If you wish to 'Sync' all data from all vice-counties you have records for, select **All**.
- d. For 'taxa' select **Lepidoptera: Macro-moths**.



- e. Select **OK** twice to accept and confirm your filters. You may receive a window similar to below, select **OK** to continue.



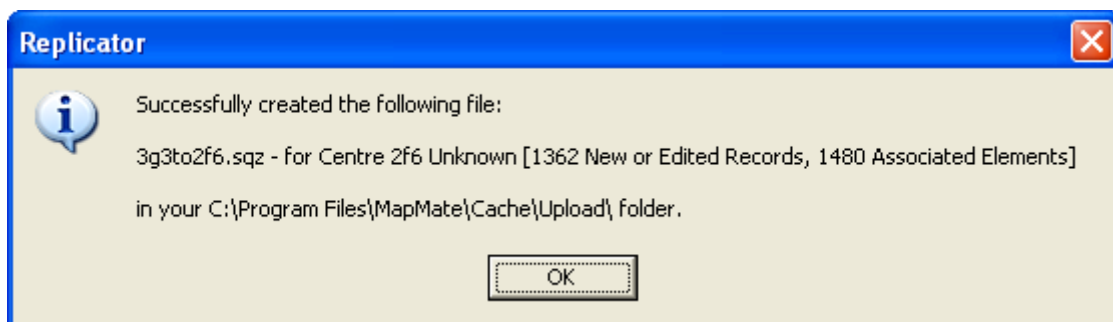
9. From the Replicator's top menu, select **Special**, and from the pull-down menu **Reset Sync Record** and at the resulting dialogue select **OK**. This will RESET the synchronisation record with **Centre 2f6** back to its 'Start of life' state. All macro-moth records for your vice-county or vice-counties of interest will be sent to the NMRS every time.



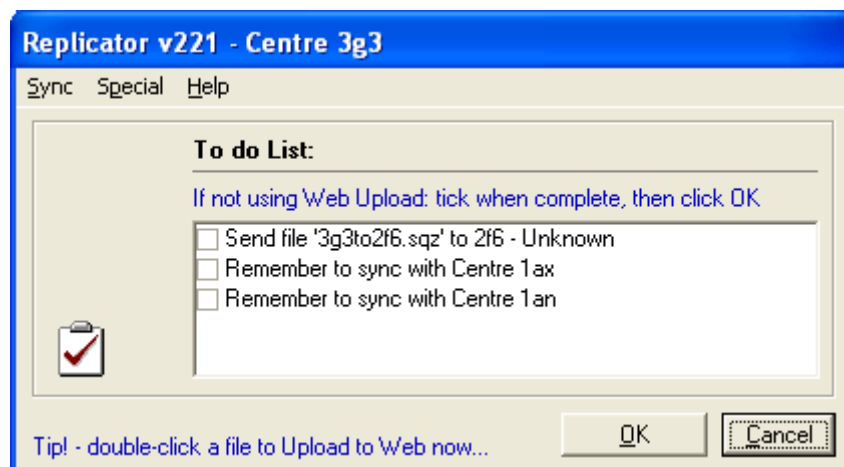
10. Start the 'Sync' process...
 - a. From the Replicator's top menu, select **Sync**, and from the pull-down menu **Synchronise Now**.



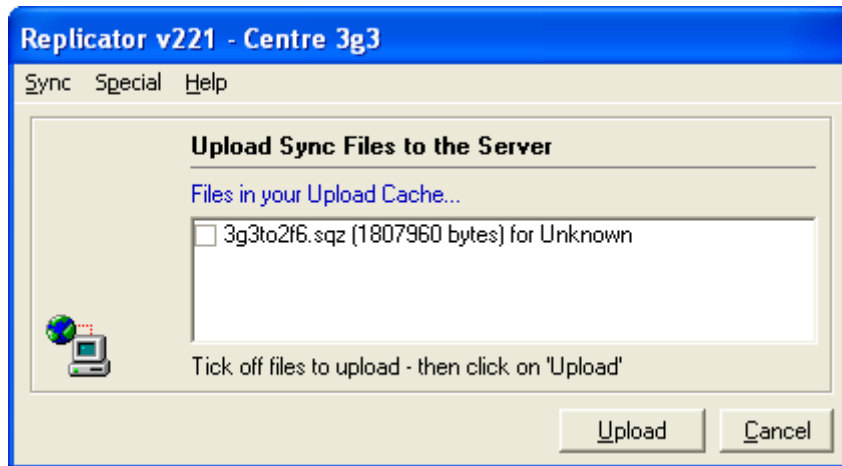
- b. Confirm the dialogue details and select **OK** to continue.
- c. A dialogue window appears when the 'Sync' process is completed successfully; select **OK** to close this window.



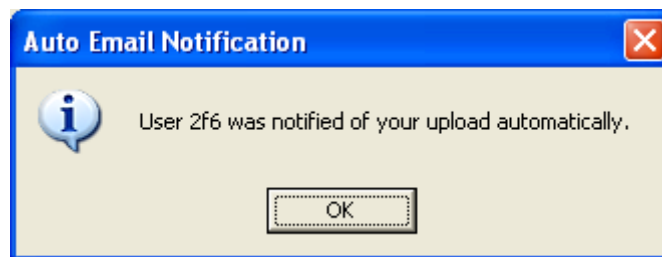
- d. Update the To-Do List as appropriate and select **OK**.



- 11. To send your 'Sync' file using Web Upload, ensure your Internet connection is ready, then...
 - a. Select **Sync, Send Sync File, To Web...**



- b. Tick off the file xxxto2f6.sqz (where xxx is your MapMate CUK) – the click **Upload**. At this point, the 'Sync' file will be sent to the MapMate Web Server and a notification will be forwarded to the NMRS advising of an incoming dataset.



- c. Select **Done** to complete the Web Upload process then select **Close** to close the MapMate Replicator.

...and finally!

Please do not hesitate to contact me if you find any errors, have any issues or wish to discuss anything to do with this document or with sending your records to the NMRS.

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