QUICK REFERENCE GUIDE TO THE BEACH NOTIFICATION ACCESS© DATABASE

System Requirements

EPA has provided the accompanying Microsoft Access© database (BeachNotification.mdb) to provide participating States with an opportunity to convert their beach notification data into XML format. To use the XML creation capabilities of the file, you must have Microsoft Access 2000© (or a more recent version). You must also download Microsoft's MSXML 4.0 Service Pack 2 from the Microsoft website (www.microsoft.com) and install in on each computer that you wish to run the file.

Detailed instruction for the setup and delivery of specific Notification data elements can be found in the _Beach Notification Data User Guide._ This document includes the mandatory codes that must be submitted for columns such as Waterbody Name, Reason Type, and Address Code. It also describes the business rules used to validate the data.

Choosing the Data to be Sent to EPA

The Organization, Person, Beach, Beach Attribute, Beach Activity, and Procedure tables contain the column SEND_TO_EPA

- If the SEND_TO_EPA column contains a 'Y', the record will be included in the XML file. If the record is marked 'N', then the XML document will not contain the information in the record.
- Mark the SEND_TO_EPA column 'N' if the information has already been submitted and does not need to be updated.
- Marking records as sent prevents duplication and will help ensure proper XML document formation.

Relationships & How to Use the Assign Tables

Data may be entered into tables independently (e.g., via the Datasheet view or via loading external data), however you must ensure the correct relationships exist between the data:

- Columns that are labeled beginning with "FK_" are columns that use the identifiers established in other tables to associate two pieces of data.
- For example, the identifier, or "key", established in the Organization table is used in the Person table to relate many people to one organization.
- Similarly, the BEACH_PERSON_ROLE_ ASSIGN table uses the keys established in the PERSON and BEACH tables to show the many relationships between a person and a beach.
- To visualize the relationships between the tables, select Tools -> Relationships from the menu.

Notes on Specific Tables

Beach Activity Reason

- This table is actually used to store each activity's Reasons, Sources, and Indicators. Use the CLASS column with the codes 'REASON', 'SOURCE', and 'INDICATOR' to distinguish between these three.

Beach Attribute

- A single beach attribute record for each beach must be sent to EPA every year. If the information has not changed, you may update the EFFECTIVE_YEAR and keep the SEND_TO_EPA tag as 'Y'.
- If the beach attribute information has changed for a beach, you can either update the data in the record, update the EFFECTIVE_YEAR, and keep the SEND_TO_EPA tag as 'Y', or you can change the SEND_TO_EPA flag to 'N' and create a new beach attribute record for that beach with more recent information.
- For a beach's season length, you must fill out either the SWIM_SEASON_START_DATE and SWIM_SEASON_END_DATE column pair (preferred) or the SWIM_SEASON_LENGTH and SWIM_SEASON_UNITS column pair.
- One of the following is required (if more than one is present, the first one encountered will override the later):
  - NO_POLLUTION_SOURCES set to "Y"
  - POLLUTION_SOURCES_UNINVESTIGATED set to "Y"
  - A list of pollution sources in the BEACH_POLLUTION table

Mailing Address, Electronic Address, and Telephone

- Either the FK_ORGANIZATION_ID or the FK_PERSON_ID should be populated for each record in these tables. If both are populated, the XML document will use it as a person's address.

Creating XML Documents

To convert the data into an XML document:

- Run the macro named "Generate Beach Notification XML"
- Enter an appropriate name and location for the destination file.
- Click the 'Save' Button.
- The XML document will be saved in the specified path.

Note: The XML creation script (modGenerateXML) will not work if the column names are changed. You may feel free to add more columns to the database if you like (e.g., to track internal tracking codes), however do not change the names of the existing columns.