

How Do I Upload Data from Climate Notebook®?

Notebooks in Climate Notebook® are made up of 3 files: [filename].**nbk**, [filename].**CDX**, and [filename].**DBF**. The actual data that would need to be uploaded to eClimateNotebook[™] is contained in the .DBF file.

- 1. The location of these files was determined during installation of Climate Notebook.
- 2. The default location is generally in the "Documents" or "My Documents" folder, but they may be stored on a shared network drive. These are generic examples of where to access the files:
 - a. Windows XP Double-click on "My Documents" on your desktop (or click on Start \rightarrow My Documents) and open My Notebooks
 - b. Windows Vista, Windows 7 click on Start → Computer or Start→ Documents and open your Climate Notebook data location
- 3. The easiest way to locate these files is to conduct a file search for ***.nbk** files.
- 4. In eClimateNotebook, click on Data Manager



5. Under "Upload Data" click on "Upload" button





6. Click on the drop-down menu next to "Save in:" and select the file for your Climate Notebook data files

Select file(s) to upload by stage.eclimatenotebook.com						×
Save in:	🕌 Local Disk (C:) 🔹					
Recent Places	Name	*	Date modified	Туре	Size	-
	🌗 _PEM II Relea	se July 2011	1/30/2012 3:46 PM	File folder		
	퉬 11fb37bcf91c	21c5d797	7/14/2010 2:20 PM	File folder		
	퉬 88b0c81f93a0	6383a1	7/14/2010 2:35 PM	File folder		Ξ
	鷆 9099d343b1d	be3a471	7/14/2010 2:18 PM	File folder		
Desktop	📗 a0cd5d71ffa0	04862e	7/14/2010 2:35 PM	File folder		
	鷆 boot		9/3/2010 1:05 PM	File folder		
	📙 CN_Data		3/21/2012 9:58 AM	File folder		
Libraries	鷆 dell	145	8/12/2011 11:22 AM	File folder		
	鷆 Intel		8/12/2011 11:22 AM	File folder		
	its 👔		9/3/2010 12:11 PM	File folder		
Computer	퉬 My Report Da	ata	3/21/2012 11:04 AM	File folder		
	鷆 NVIDIA		6/24/2010 4:31 PM	File folder		
	鷆 oracle		8/10/2011 9:19 AM	File folder		
Network	鷆 P25Update		11/1/2011 9:27 AM	File folder		Ψ.
	File name:			•	- Op	en
	Save as type:	All Files (*.*)			Car	icel

7. Click on the data file you would like to upload. Once the file is selected, click on the "Save" button

Select file(s) to upload by stage.eclimatenotebook.com						×
Save in:	🔒 CN_Data	•	o 🏂 📂 🖽 -			
Recent Places	Name		Date modified	Туре	Size	•
	PracticeB.nbk		2/28/2012 3:40 PM	NBK File	1 KB	
	TESTING.CDX		1/12/2012 9:31 AM	CDX File	98 KB	
	TESTING.DBF		1/12/2012 9:31 AM	DBF File	753 KB	
	Testing.nbk		3/5/2012 11:27 AM	NBK File	1 KB	
Desktop	TESTING2.CDX		2/16/2012 1:54 PM	CDX File	104 KB	
	TESTING2.DBF		2/16/2012 1:54 PM	DBF File	860 KB	
	Testing2.nbk		2/16/2012 1:55 PM	NBK File	1 KB	
Libraries	TESTING3.CDX		2/28/2012 3:30 PM	CDX File	43 KB	
	TESTING3.DBF		2/28/2012 3:30 PM	DBF File	250 KB]
	Testing3.nbk		2/28/2012 3:31 PM	NBK File	1 KB	
Computer	TESTYTESTY.CDX		3/20/2012 2:59 PM	CDX File	3 KB	
	TESTYTESTY.DBF		3/20/2012 2:59 PM	DBF File	1 KB	=
	testytesty.nbk		3/20/2012 2:59 PM	NBK File	1 KB	
Network						Ŧ
	File name:	TESTING3.DBF			- Sav	/e
	Save as type: All Files (*.*)					cel



8. The next screen will be an Upload Confirmation screen

TESTING3

- 9. You can change the Location Name of the dataset for easier reference by typing it in the field under "Location Dataset Name."
- 10. Click on OK to complete the upload

The following location datasets successfully uploaded:			
Data File	Location Dataset Name		



TESTING3