

How do I remove unwanted data from my Location Datasets in eClimateNotebook?

The only way to remove unwanted data is by manipulating the actual data file.

The general steps are:

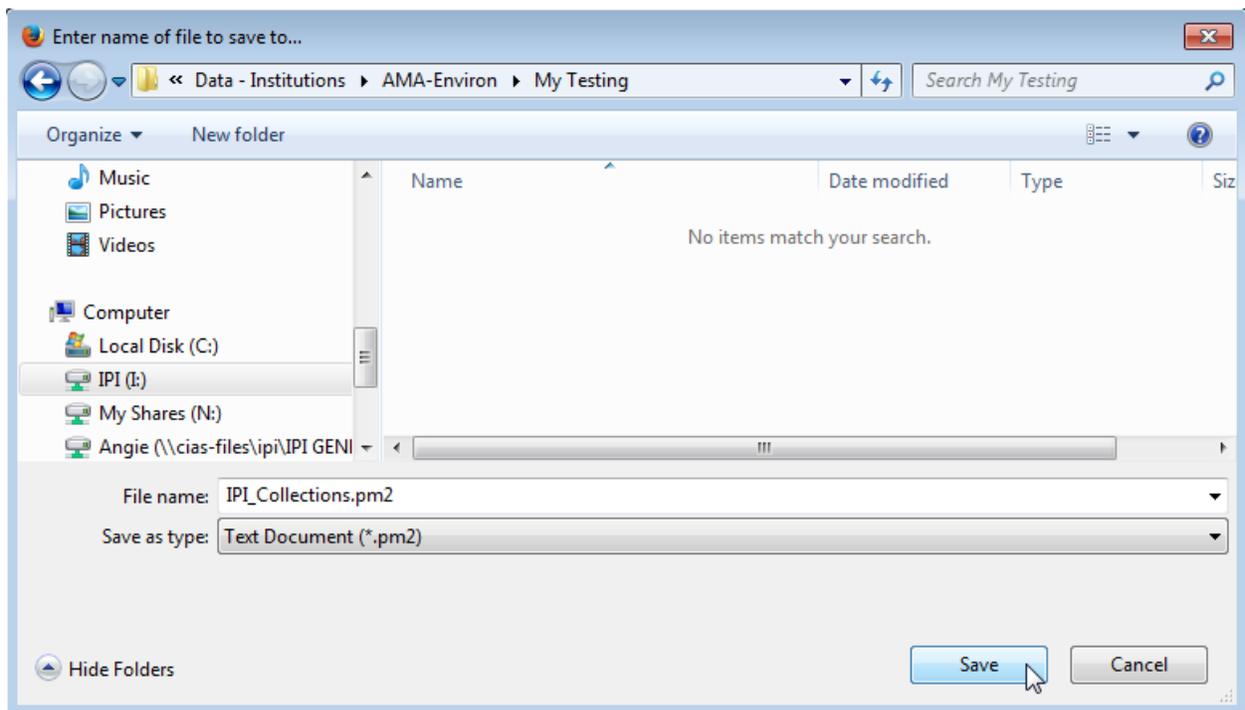
- A. Export a copy of the Location Dataset
- B. Delete the Dataset from eClimate Notebook
- C. Edit the exported data file
- D. Upload the edited data file to eClimateNotebook

In eClimateNotebook click on Data Manager → Data History

Step 1: In the “Actions” column to the left of the Location Dataset you would like to edit, click on the

“Export Dataset” icon .

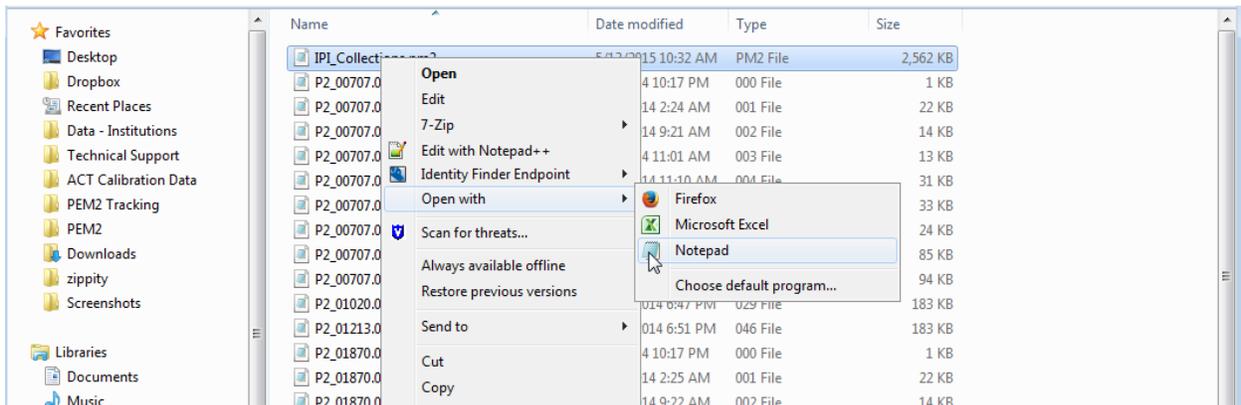
Save the file to your desktop. The file name will be the Location Dataset Name that was assigned in eClimateNotebook, and will have a “.pm2” extension.



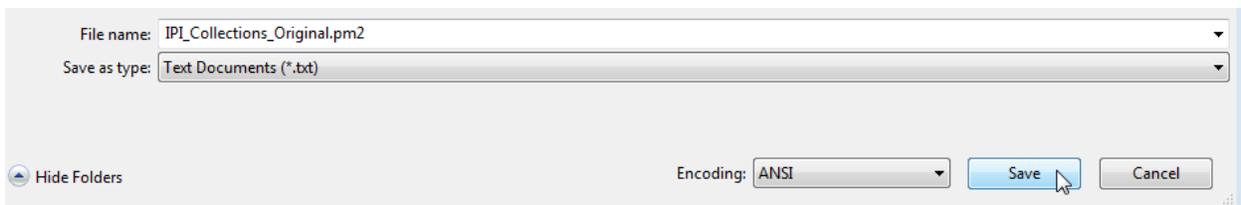
Step 2: Delete the Dataset by clicking on the “Delete Dataset” icon . You will be prompted to confirm that you really want to delete the Dataset. Click on “Delete” to continue.

Step 3: On your desktop, open the data file. It is highly recommended that you use a plain text editor such as Notepad.exe to edit the file. You can use MS Excel and resave it as a CSV file; but the additional formatting and software-specific information that Excel adds to the file may alter it and cause some additional steps when you upload the edited file.

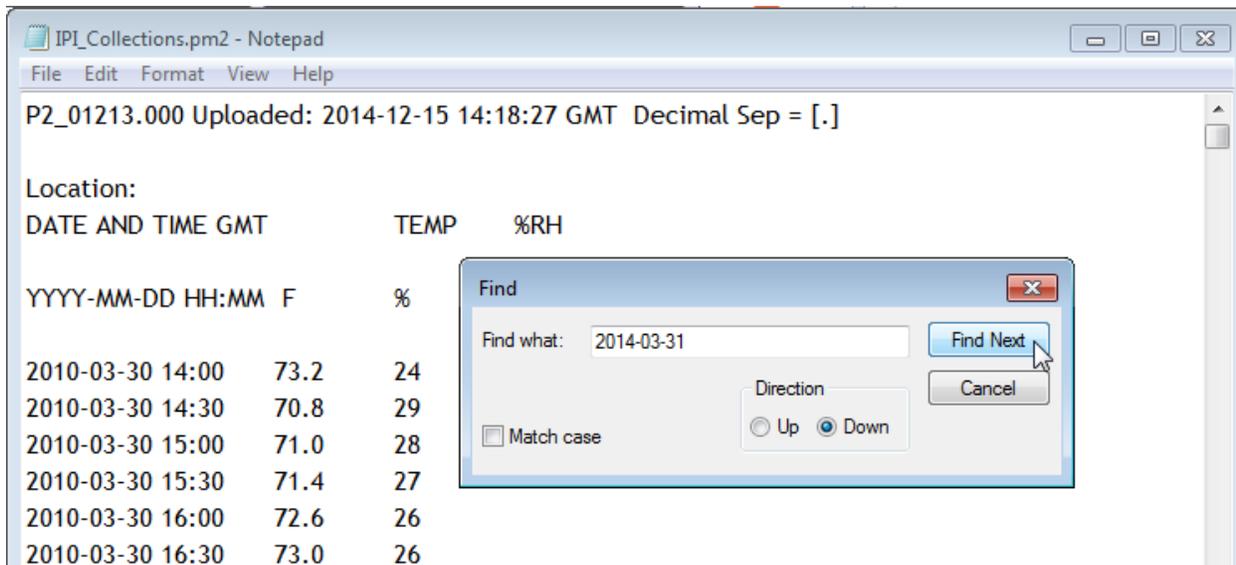
HINT: If you are using a PC, the easiest way to open the file for editing is to Right-Click on the file's icon, point to "Open With" and Left-Click on "Notepad" to select it. If Notepad doesn't appear as an option you'll have to manually associate it by Left-Clicking on "Choose default program..." and selecting Notepad from several options.



HINT: Use File → Save As and add something to the end of the data file name such as "Old" or "Original" and click on "Save," so that you have a backup of the original data file in case something goes wrong. Close that file, and then re-open the file first file to make your changes.

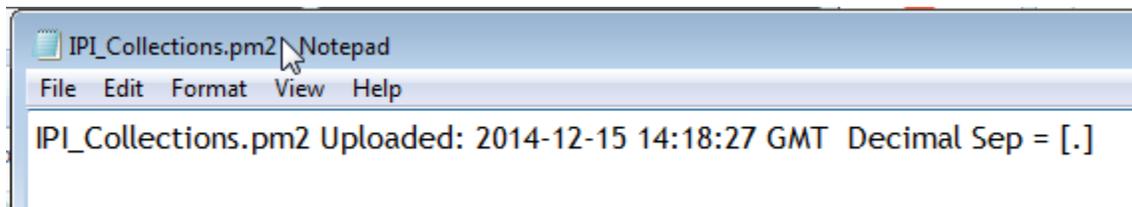


Once the file is open you can scroll through to find the date range you want to manipulate, or click on Edit → Find and type in a specific date (such as **2014-03-31**) to quickly jump to the range you need to edit.



Make the changes to the file that you need to make (delete the unwanted data, etc).

HINT: To quickly recreate the Location Dataset within eClimateNotebook, you may assign the Location Dataset name while editing the file; otherwise eClimateNotebook will use the serial number information in the file's header to assign the name. (In the example, highlight the serial number "P1_01213.000" and type in its place "IPI_Collections.pm2" which matches the file name shown in the Title Bar)



Step 4: select File → Save to save the data file, and then close the file.

Step 5: Switch back to eClimateNotebook, and click on Data Manager → Upload Data, click on the “Upload” button, navigate to your newly edited data file and select it for upload.

The following location datasets successfully uploaded and are ready to process:

Data File	Location Dataset Name
IPI_Collections	IPI_Collections

It may take a little longer than a typical upload, depending on how far back your data goes.

NOTE: If you have a **Professional** or **Professional Plus** subscription and are utilizing the Hierarchy features, you will notice that your newly edited Location Dataset now appears under “Unassigned Locations.” Any associated information such as Hierarchical Location assignments, Notes, Materials, Limits, etc. is lost when the Location Dataset is deleted from eClimateNotebook; and will need to be recreated with this newly edited dataset.