

How to Submit Data to the Data Integrator

This document summarizes the steps for a monitoring contractor to submit data to the CDH Energy for the DG/CHP Integrated Database.

Programs

The data server uses the Secure FTP (SFTP) file transfer protocol for the uploading of files. SFTP is different from FTP and requires different programs.

We recommend using WinSCP for a graphical user interface program that is similar to using Explorer for regular FTP. The project page for this program is located at <http://winscp.net/eng/index.php>.

For automated uploading of files, psftp can be used as a replacement for the command line ftp routine in Windows. It is part of the PuTTY package and located at <http://www.nbc.rutgers.edu/newdocs/psftp/psftp.php3>.

Steps for Submitting Data

These are the steps for submitting data to the data integrator.

1. Call CDH to ask for a username and password. We will also discuss the format of the data being uploaded and the available channels at this time.
2. After initiation of automated uploading, please contact CDH to verify the data was received.
3. After two weeks of data uploading, CDH will prepare an Initial Data Summary. This summary will include interpretations of the available data and identify any issues we see with the data. Data may be included in the system at this time.
4. The Initial Data Summary will be sent to the monitoring contractor for review. The monitoring contractor must respond to all questions in the summary section of the document. When there are no further issues, the data will be loaded into the system.
5. Periodically, CDH will review the data provided and will notify the monitoring contractor of any issues.

Data Format

Whenever possible, CDH prefers data submitted in comma-separated variable (CSV) format. Column descriptors should go in a header row. Each row should begin with a timestamp. Here is an example of the preferred format:

```
"Standard Date","Total Utility Import Power","Elect Service A Import Pwr"  
12/25/07 00:00:00,31.65,20.73  
12/25/07 00:15:00,31.76,21.61
```

CDH can accept data in other formats, however they will be approved on a case-by-case basis. The monitoring contractor should indicate the format of the data when the username and password is requested.

Automated Uploading

Here are directions for automated submission of data from a Windows machine. Uploading should occur at least once per day. To ensure the Integrated Data System will show a full set of data for the previous day for your site, data should be submitted at least once between 2 and 4am. Files should be prefixed with the site name and include a timestamp for the time of their creation. If data is uploaded multiple times per day, the filenames should look like:

```
supermarket_YYYYMMDD_hhmm.csv
```

Data can be uploaded in an automated fashion using psftp. Here is an example psftp script:

```
open cdhenrgy.user.openhosting.com
mput supermarket*.csv
quit
```

This can be called from the command line using a batch file. Here is an example Batch File:

```
psftp -l username -pw password -b upload.psftp
```

For Unix support, please call CDH if you require assistance.