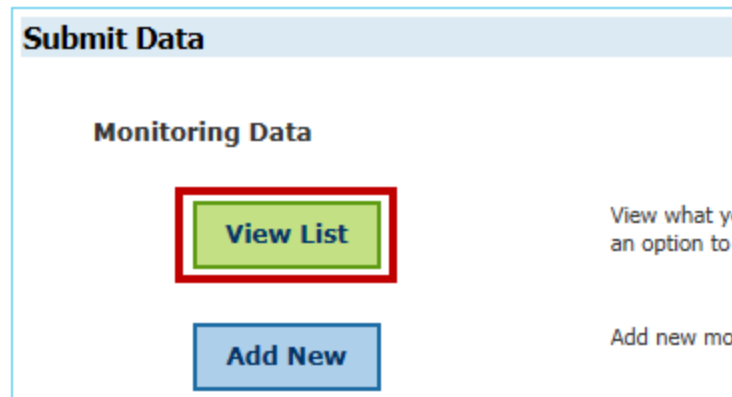
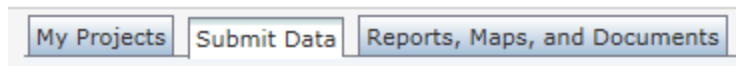


## Viewing or Editing your Monitoring Data in SWIMS

NOTE: Your web browser should be Microsoft Internet Explorer version 5.5 or higher.

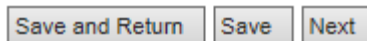
1. Use Internet Explorer and navigate to <https://dnrx.wisconsin.gov/swims>.
2. Enter your WAMS User ID and Password and then click [Sign In](#).
3. Click the [Submit Data](#) tab along the menu bar at the top of the screen.
4. Click the [View List](#) button on the left side of the screen.



5. On this screen, you will be able to view all of the monitoring data that you recently updated or helped to collect (you were listed as a Data Collector)

Fieldwork Start	Project	Data Collectors	Status	Station ID	Station Name	Last Updated
09/17/2015 07:00 AM	Badger Mill Creek at 69 Upstream to Fenceline	Bill Keen	COMPLETE	10011966	Badger Mill Creek - Sth. 69 Upstream To Fenceline In Pasture	09/17/2015
07/22/2015 04:30 PM	Sugar River upstream of Valley Rd	Lisa Keen, Bill Keen	COMPLETE	10009476	Sugar River Upstream Of Valley Rd	09/16/2015
07/22/2015 04:00 PM	Sugar River at Riverside Rd	Lisa Keen, Bill Keen	COMPLETE	133548	Sugar River at Riverside Rd	09/16/2015
07/22/2015 03:45 PM	Badger Mill Creek at 69 Upstream to Fenceline	Lisa Keen, Bill Keen	COMPLETE	10011966	Badger Mill Creek - Sth. 69 Upstream To Fenceline In Pasture	09/16/2015
06/17/2015 05:00 PM	Sugar River upstream of Valley Rd	Lisa Keen, Bill Keen	COMPLETE	10009476	Sugar River Upstream Of Valley Rd	09/16/2015
06/17/2015 04:30 PM	Sugar River at Riverside Rd	Lisa Keen, Bill Keen	COMPLETE	133548	Sugar River at Riverside Rd	09/16/2015
06/17/2015 04:10 PM	Badger Mill Creek at 69 Upstream to Fenceline	Lisa Keen, Bill Keen	COMPLETE	10011966	Badger Mill Creek - Sth. 69 Upstream To Fenceline In Pasture	09/16/2015
05/19/2015 04:35 PM	Sugar River upstream of Valley Rd	Lisa Keen, Bill Keen	COMPLETE	10009476	Sugar River Upstream Of Valley Rd	09/16/2015
05/19/2015 05:00 PM	Sugar River at Riverside Rd	Lisa Keen, Bill Keen	COMPLETE	133548	Sugar River at Riverside Rd	09/16/2015
05/19/2015 04:35 PM	Badger Mill Creek at 69 Upstream to Fenceline	Lisa Keen, Bill Keen	COMPLETE	10011966	Badger Mill Creek - Sth. 69 Upstream To Fenceline In Pasture	09/16/2015

6. Click the [magnifying glass](#) to view previously entered data or click on the [pencil](#) to edit previously entered monitoring data.
7. Once you've edited your entries on the 'Edit Monitoring Data' screen (station, data collectors, start date/time or end date/time, comments), click [Save and Return](#) to save your changes and view other fieldwork event.



8. To edit previously entered monitoring data (streamflow, weather, biotic index, etc), you will need to select the correct data entry form before moving to the next screen.  
**\*\*When you enter the data initially, all of the forms are linked, but when editing they are separated so you have to select them one at a time.**

My Projects
Submit Data
Reports, Maps, and Documents

**Edit Monitoring Data**

Fields denoted with an asterisk (\*) are REQUIRED.

Project \* **Badger Mill Creek at 69 Upstream to Fenceline**

Station \* 10011966, Badger Mill Creek - Sth. 69 Upstream To Fenceline In Pasture Show Map

Data Collectors \* Bill Keen

Start Date \* 09/17/2015 Change

Time 7:00 AM

Form \*

- Qualit Fish Habitat Less Than 10 M
- Qualit Fish Habitat More Than 10 M
- WAV Stream Monitoring 2015
- WAV Citizen Monitoring Biotic Index
- WAV Streamflow
- WAV\_Thermistors

Optional Fields  the next page (optional)

End Date

Time

Comments

Fill in the weather here, lake or streamside observations, wildlife spotted, names of additional helpers etc..

Save and Return
Save
Next

- a. Qualit Fish Habitat Less than 10 M – separate habitat form (Step 27)
  - b. Qualit Fish Habitat More than 10 M – separate habitat form (Step 30)
  - c. WAV Stream Monitoring 2015 – red and purple boxes on the front page of the monitoring datasheet (Step 16)
  - d. WAV Citizen Monitoring Biotic Index - red box on the back page of the monitoring datasheet (Step 24)
  - e. WAV Streamflow - green and orange boxes on the front page of the monitoring datasheet (Step 19)
  - f. WAV\_Thermistors - blue box on the back page of the monitoring datasheet (Step 22)
9. Click **Next** to edit the results on the next screen.

Save and Return
Save
Next

- a. Clicking **Save** will save your changes, but the screen will not change.
10. Once you have made the necessary changes to the data form, click **Save and Return** to view your recently updated monitoring data.