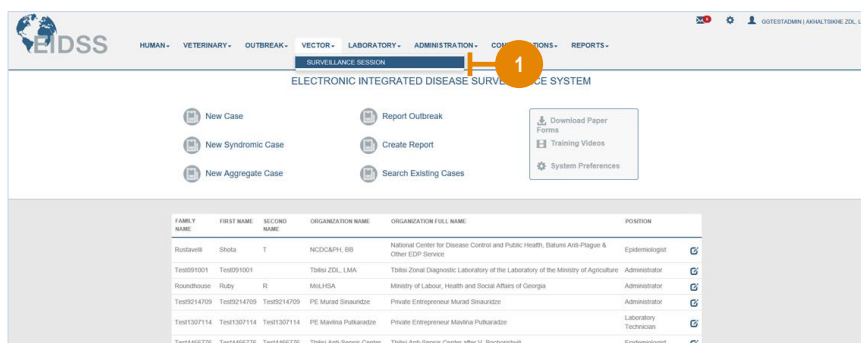


Enter an Aggregate Collection

Pg. 1 of 4

An EIDSS user with the appropriate permissions can add collections to surveillance sessions in the database. This quick guide presents the steps to enter an aggregate collection.

1. From the **EIDSS Dashboard**, choose **SURVEILLANCE SESSION** from the **VECTOR** drop-down menu. The **Vector Surveillance Session** screen appears.



2. Enter as much information as possible about the surveillance session to which you wish to add an aggregate collection. **Note:** Partial entry is acceptable for the **Session ID** and **Field Session ID**.

Tip 1: To navigate to the desired date, click a **Calendar** icon and then the **Select Month > Select Year > Select Decade** bars at the top of the calendar.

Tip 2: To return to the previous screen without saving entered information, click **Cancel**.

Tip 3: To delete entered information, click **Clear**.

Vector Surveillance Session

Search Criteria

Use the following fields to search for existing session. Please fill in all known fields.

Session ID **Field Session ID**

Status

Session Start Date Range

From To **T1**

Session Close Date Range

From To

Vector Type **Species** **Disease**

Region **Rayon**

Settlement

Buttons:

Annotations: T2 points to the 'Cancel' button, T3 points to the 'Clear' button, and a red circle with the number 3 is at the bottom right.

3. Click **Search**. The **Search Results** appear.

Enter an Aggregate Collection

Pg. 2 of 4

Tip 4: To revise the **Search Criteria**, click the **Show/Hide** icon, make the necessary changes, and click **Search**.

Tip 5: To view additional information, click the **Show/Hide** icon next to the desired session.

- Click the **Session ID** corresponding to the desired session. The **Vector Surveillance Session** screen appears displaying all sections of the session.
- Click **Add** next to **Aggregate Collections**. The **Vector Surveillance Session** screen appears displaying the **Aggregate Information** section.

Vector Surveillance Session

Search Criteria T4

Search Results

Session ID	Status	Start Date	Close Date	Region	Rayon	Vector Type
VSS190084	In Process	07/31/2019		Tbilisi	Didube-Chughureti	Tick

Number of records: 1 Page: 1

Cancel Add

Vector Surveillance Session

Session Summary

Session ID: VSS190084 Field Session ID: TST-8-12 Status: In Process

Location

Location Type: ☒ Exact Point ☐ Relative Point ☐ Foreign Address ☐ National

Region: Tbilisi Rayon: Didube-Chughureti Settlement:

Latitude (###.###): Longitude (###.###): Map

Description of Location:

Detailed Collections

Add

Copy	Pool/Vector ID	Field Pool/Vector ID	Vector Type	Collection Date	Region	Rayon
<input type="checkbox"/>	17		Tick	8/12/2019	Tbilisi	Didube-Chughureti

Number of records: 1 Page: 1

Aggregate Collections

5 Add

Record ID	Vector Type	Collection Date	Number of Positive Pools/Vectors
No results were found.			

Cancel Submit Delete

Enter an Aggregate Collection

Pg. 3 of 4

6. Complete the **Aggregate Information** section. **Note:** Fields marked with a red asterisk are mandatory.
7. Click **Submit**. A window appears confirming successful entry of the record and the screen refreshes displaying the **List of Diseases** section.

Vector Surveillance Session

Session Summary

Session ID: VSS190072 | Field Session ID: 23456t | Status: In Process

Aggregate Information

Record ID: [Text Field]

Collection Date: [Calendar Icon] | Vector Type: [Dropdown]

Species: [Dropdown] | Sex: [Dropdown] | Number of Pools/Vectors: [Dropdown]

Location Type: ☒ Exact Point ☐ Relative Point ☐ Foreign Address

Region: Tbilisi | Rayon: Didube-Chugureti | Settlement: [Dropdown]

Latitude (#.####): [Text Field] | Longitude (#.####): [Text Field] | Map: [Location Pin Icon]

Description of Location: [Text Field]

Buttons: Cancel, Submit

8. Click **OK**.

Vector Surveillance Session

The record is saved successfully. Record ID is VSS190084.

Buttons: OK, Return to Vector Surveillance Session, Return to Dashboard

Enter an Aggregate Collection

Pg. 4 of 4

9. Choose a **Disease** from the drop-down menu.
10. Enter a **Number of Positive Pools/Vectors**.
11. Click **Add**. **Note:** Repeat steps 9–11 to add additional records.
12. Click **Submit**. A window appears confirming successful entry of the collection.

Vector Surveillance Session

Session Summary

Session ID

VSS190072

Field Session ID

23456t

Status

In Process

Aggregate Information

Record ID

VSS190072

Collection Date

11/5/2019

Vector Type

Tick

Species

Argasidae

Sex

Number of Pools/Vectors

Location Type

☒ Exact Point
 ☐ Relative Point
 ☐ Foreign Address

Region

Tbilisi

Rayon

Didube-Chughureti

Settlement

Latitude (#.####o)

Longitude (#.####o)

Description of Location

List of Diseases

Disease

Lyme Disease

Number of Positive Pools/Vectors

4

Add

Number of records:

Page:

Cancel

Submit

Delete