Copy a Detailed Collection
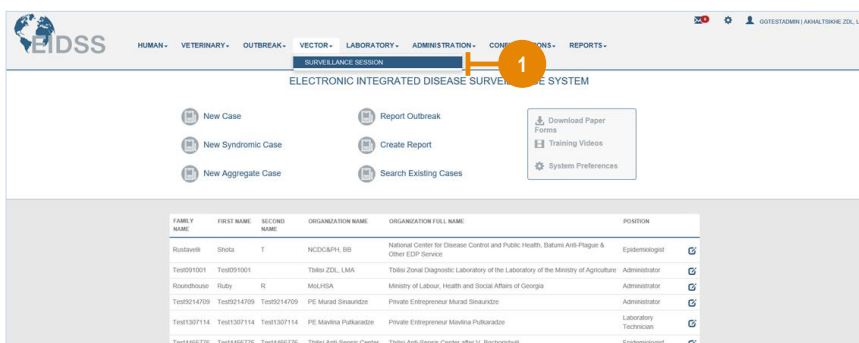
An EIDSS user with the appropriate permissions can create duplicates of detailed collections and modify them as needed in the database. This quick guide presents the steps to copy a detailed collection.

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 with the detailed collection you wish to copy. **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.**

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

Copy a Detailed Collection

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.

4. Click the **Session ID** corresponding to the desired session. The **Vector Surveillance Session** screen appears displaying all sections of the session.

5. Check the **Copy** box of the desired detailed collection. The **Copy Detailed Collection Record** window appears.

Vector Surveillance Session

Search Criteria

Search Results

▲Session ID	Status	Start Date	Close Date	Region	Rayon	Vector Type		
VSS190072		07/01/2019		Tbilisi	Didube-Chughureti	Flea; Hare		
VSS190073	In Process	07/01/2019		Tbilisi	Didube-Chughureti	Flea; Fox		
VSS190076	In Process	08/05/2019		Tbilisi	Didube-Chughureti			
VSS190077	In Process	08/05/2019		Tbilisi	Didube-Chughureti			
VSS190080	In Process	08/01/2019		Tbilisi	Didube-Chughureti	Tick		

Number of records: 6   **Page: 1**   1

Cancel   Add

Vector Surveillance Session

Session Summary

Session ID	Field Session ID	● Status
VSS190072		In Process

Location

Location Type
◉ Exact Point   ○ Relative Point   ○ Foreign Address   ○ National

Region
Tbilisi

Rayon
Didube-Chughureti

Settlement

Latitude (#.#####o)   0
Longitude (#.#####o)   0
Map 📍

Description of Location

Detailed Collections

Add

Copy	▲Pool/Vector ID	Field Pool/Vector ID	Vector Type	Collection Date	Region	Rayon			
☐	9		Flea	7/22/2019	Tbilisi	Didube-Chughureti			▼

Number of records: 1   **Page: 1**   1

Aggregate Collections

Add

▲Record ID	Vector Type	Collection Date	Number of Positive Pools/Vectors			
13	Flea	7/22/2019	5			▼
15	Hare	8/7/2019	90			▼

Number of records: 2   **Page: 1**   1

Cancel   Submit   Delete

Copy a Detailed Collection

6. Check the box of each section you wish to copy. **Note:** The **Collection Data** section is copied automatically.

7. Click **Submit.** The **Vector Surveillance Session** screen appears displaying the copied record in the **Detailed Collections** section with a new **Pool/Vector ID** assigned.

Copy Detailed Collection Record

Detailed Collection Id:6

☑ Collection Data

☑ Vector Data

☑ Samples

☑ Field Tests

Submit   Cancel