



# Medjil User Guide

Version: 10-2-2025



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# 1. Introduction

Medjil is a survey instrumentation calibration portal (Medjil Portal) developed by Landgate (the Western Australian Land Information Authority) in collaboration with the Intergovernmental Committee on Surveying and Mapping (ICSM). It allows rigorous calibration and reporting of:

- Barcode staff using staff calibration range facilities
- Staff ranges (only available to verifying authority<sup>1</sup> users)
- EDM Instrumentation (EDMI; EDM and prism) using standardised EDM Baselines
- EDM Baselines using standardised instruments (only available to verifying authority users)

establishing legal traceability of user's instruments to the national standard of length provided by the National Measurement Institute (NMI).

This user guide provides a quick reference on the functionality and operation of the Medjil Portal. For more detailed documentation refer to the following calibration guides and technical manuals:

- EDM Calibration Guide
- Barcode Staff Calibration Guide
- Survey Instrumentation Calibration Technical User Manual
- Staff Calibration Technical User Manual

available under the Resources tab on Medjil's home page (cf. section 2). For information on Medjil development and contributions, please refer to the GitHub repository (<https://github.com/Landgate/Medjil>).

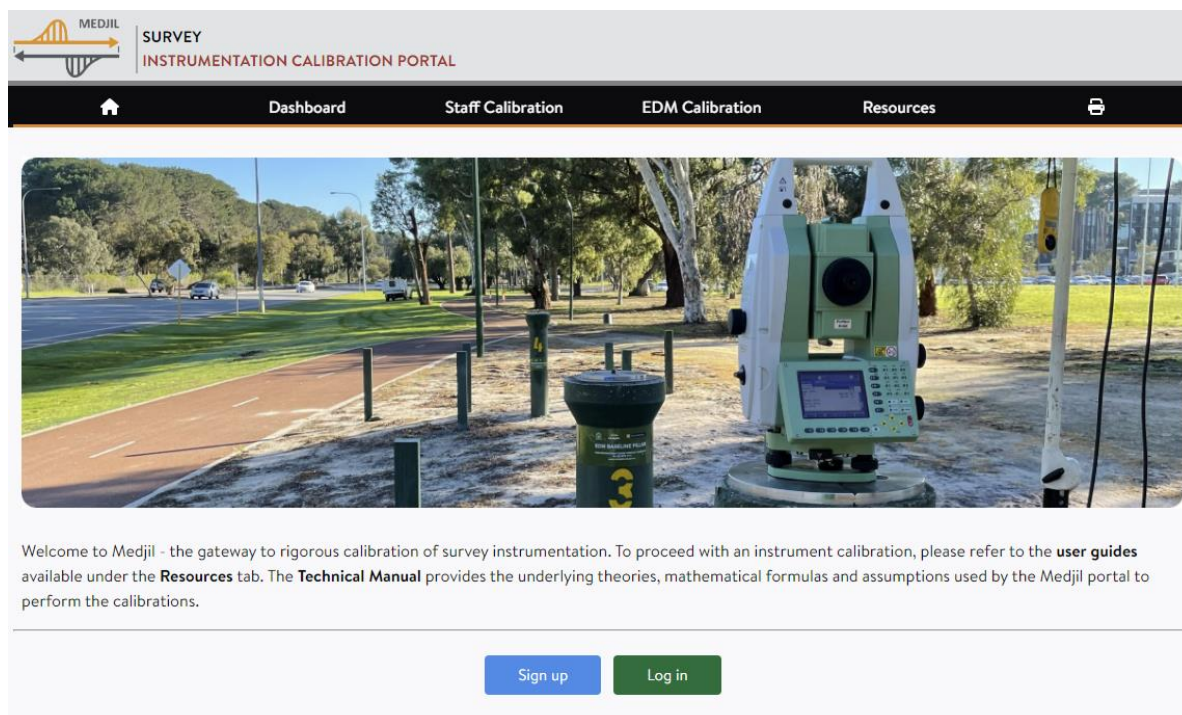
**Access Medjil here: <https://medjil0.lb.landgate.wa.gov.au>**

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<sup>1</sup>Verifying authority users have additional permissions when using the Medjil portal. Please contact a Landgate staff member to enable these permissions. (email [geodesy@landgate.wa.gov.au](mailto:geodesy@landgate.wa.gov.au))



## 2. Medjil Home Page

The Medjil home page (see Figure 2.1) allows direct access to the portal's main functions enabling instrument calibrations and management of all related information. Before using the full functionality of Medjil, users need to sign up and login (see section 3).



**Figure 2.1:** Medjil home page.

### Main menu options on Medjil's home page

	Home button to return to Medjil's home page.
<b>Dashboard</b>	Access the <i>Instrument Register</i> and <i>Accreditation Calibrations</i> of your company and list of available <i>Calibration Sites</i> (see section 4).
<b>Staff Calibration</b>	Perform levelling <i>Staff Calibrations</i> and access the <i>Levelling Staff Registry</i> containing calibration records of your company (see section 5)
<b>EDM Calibration</b>	Perform <i>EDM Instrumentation Calibrations</i> and <i>Interlaboratory Comparisons</i> of calibration results, input <i>Uncertainty Budgets</i> and customise <i>Report Endnotes</i> included in calibration reports (see section 6).
<b>Resources</b>	Access <i>Calibration User Guides</i> and <i>Technical Manuals</i> (see section 7).
	Print the current screen view or reports.

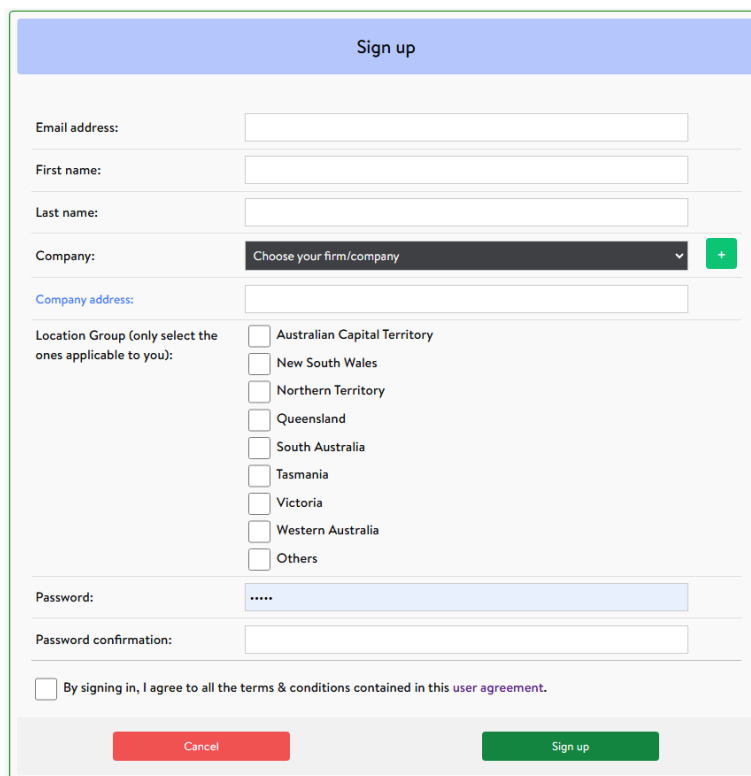
### 3. Sign up, Login and User Profile

#### 3.1. Sign up

##### Step 1:

New users of the Medjil Portal need to sign up (register) before being able to use its full functionality. Existing users of Medjil as well as users that previously signed up to Landgate's Online Staff Calibration portal can directly login (see section 3.2).

To sign up, select [Sign up](#) on Medjil's home page, which opens the interface shown in Figure 3.1 below.



**Figure 3.1:** Sign up interface.

On the sign up form complete the following information:

- |                                     |   |
|-------------------------------------|---|
| <b>Email address:</b>               | Enter your e-mail address associated to your account.   |
| <b>First and last name:</b>         | Enter your first and last name.   |
| <b>Company:</b>                     | <p>Select your company from the drop-down list if already registered. You will need to enter your <i>Company Secret Key</i> issued at first sign up.</p> <p>Otherwise, select <a href="#">+</a> and enter your company's name and a short abbreviation. Your <i>Company Secret Key</i> will automatically be generated for you.</p> |
| <b>Password &amp; confirmation:</b> | Create and confirm a password for your user account.  |

Before submission, confirm that you read and agree to the terms & conditions, which can be viewed following the *user agreement* link (see Figure 3.1).

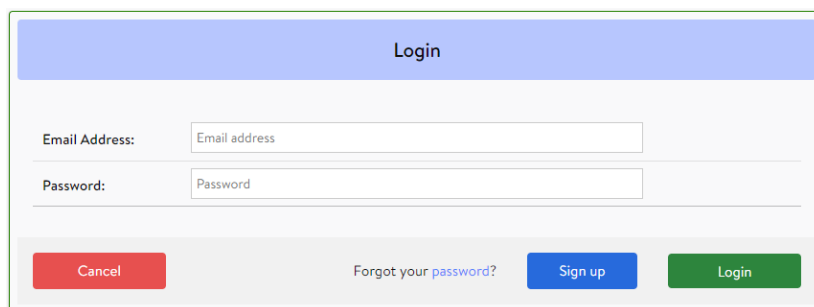
**Step 2:**

After successful submission of your sign up details an e-mail is sent to the nominated e-mail address containing an activation link to confirm your registration. To complete the sign up click the link to activate your account. After successful activation you will be directed to the Login interface.

**Note:** During your first login you will need to setup Multi Factor Authentication (MFA) using the Authenticator App (see section 3.2).

## 3.2. Login

To login as a registered user select [Login](#) on Medjil's home page to open the interface shown in Figure 3.2 and enter your e-mail address and password used to sign up.

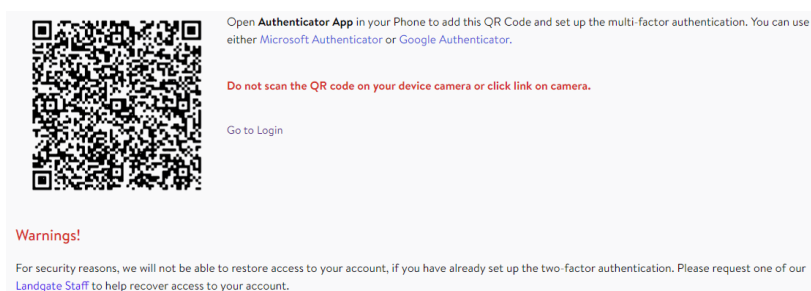


**Figure 3.2:** Login interface.

Use the *Forgot your password* link to reset your password. You will be prompted to enter the e-mail address used to sign up, which will sent an e-mail containing a link to reset your password.

### First Time Login – Setting up MFA

During first time login you will be presented with a QR code and instructions to set up MFA (see Figure 3.3). For the setup, open an Authenticator App (either Microsoft Authenticator or Google Authenticator), select add a new account and scan the QR code. This will create a new account called Medjil – Survey Instrument Calibration linked to your nominated e-mail address. Important, do not scan the QR on your device camera and click the link but use the Authenticator App.



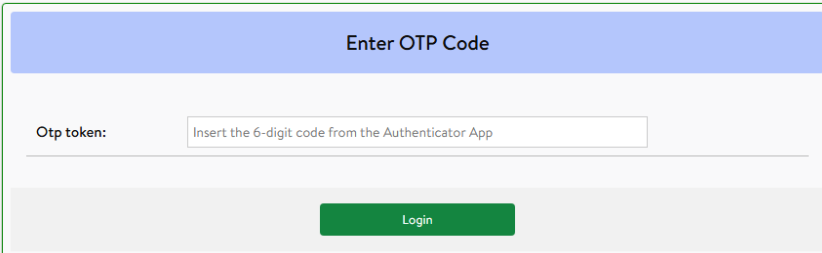
**Figure 3.3:** Example of QR code to setup MFA.

Once MFA has been setup go back to the login interface either selecting the link next to the QR code or [Login](#) on Medjil's home page for a normal login using MFA (see below).

### Login – Using MFA

After submission of your user details through the login interface (see Figure 3.2) you will be prompted to enter a One Time Password (OTP) code (see Figure 3.4) created through the

Authenticator App. To access the OTP code open the Authenticator App and select the Medjil account. Use the generated OTP code to complete your login.

The image shows a web form titled "Enter OTP Code" in a blue header. Below the header, there is a label "Otp token:" followed by a text input field with the placeholder text "Insert the 6-digit code from the Authenticator App". At the bottom of the form is a green "Login" button.


Enter OTP Code

Otp token:

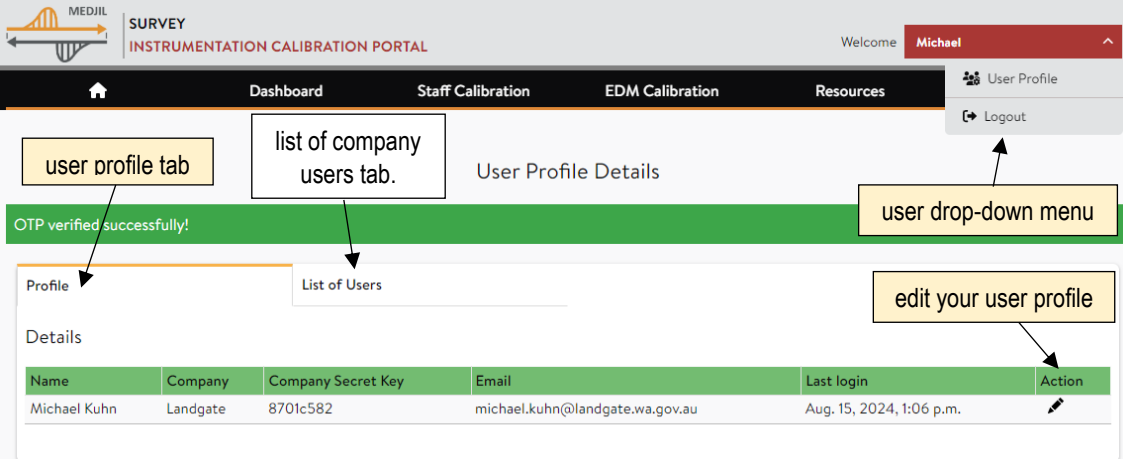
Login

Figure 3.4: OTP input interface.

### 3.3. User Profile

Once logged in, your first name will be shown as the current user in the top-right corner of the webpage (see Figure 3.5). Expand the drop-down menu to view or edit your user profile details (e-mail and company) or view the list of all company users (see Figure 3.5 below). Use the  action button to edit your user profile.

**Note:** Any change requires confirmation with the company secret key.

The image shows a screenshot of the "SURVEY INSTRUMENTATION CALIBRATION PORTAL" with a user profile dropdown menu open. The menu options are "User Profile" and "Logout". The "User Profile" option is selected, showing a "Profile" tab and a "List of Users" tab. The "Profile" tab is active, displaying a "Details" section with a table of user information. The table has columns for Name, Company, Company Secret Key, Email, Last login, and Action. The first row shows Michael Kuhn from Landgate with a secret key of 8701c582 and an email of michael.kuhn@landgate.wa.gov.au. The last login is Aug. 15, 2024, 1:06 p.m. The Action column has a pencil icon. Annotations with arrows point to the "user profile tab", "list of company users tab.", "user drop-down menu", and "edit your user profile" (pencil icon). A green banner at the top says "OTP verified successfully!".

user profile tab

list of company users tab.

user drop-down menu

edit your user profile

OTP verified successfully!

Profile

List of Users

Details


Name	Company	Company Secret Key	Email	Last login	Action
Michael Kuhn	Landgate	8701c582	michael.kuhn@landgate.wa.gov.au	Aug. 15, 2024, 1:06 p.m.	

Figure 3.5: User profile details.



## 4. Dashboard



**Figure 4.1:** Dashboard drop-down menu

The *Dashboard* manages your company's instrument register, stores EDM accreditation certificates and provides information on available calibration sites. Any instrument used during a calibration must first be added to the instrument register and relevant specifications defined. Use the dashboard drop-down menu (see Figure 4.1) to access the following areas:

<b>Instrument Register</b>	Repository of your company's instrument records and related calibration certificates (see section 4.1).
<b>Accreditation Certificates</b>	Repository of EDM accreditation certificates for selection during EDM baseline calibrations (see section 4.2). This functionality is only utilised by verifying authority users.
<b>Calibration Sites</b>	Repository of information on all available EDM calibration baselines and staff range calibration sites (see section 4.3).

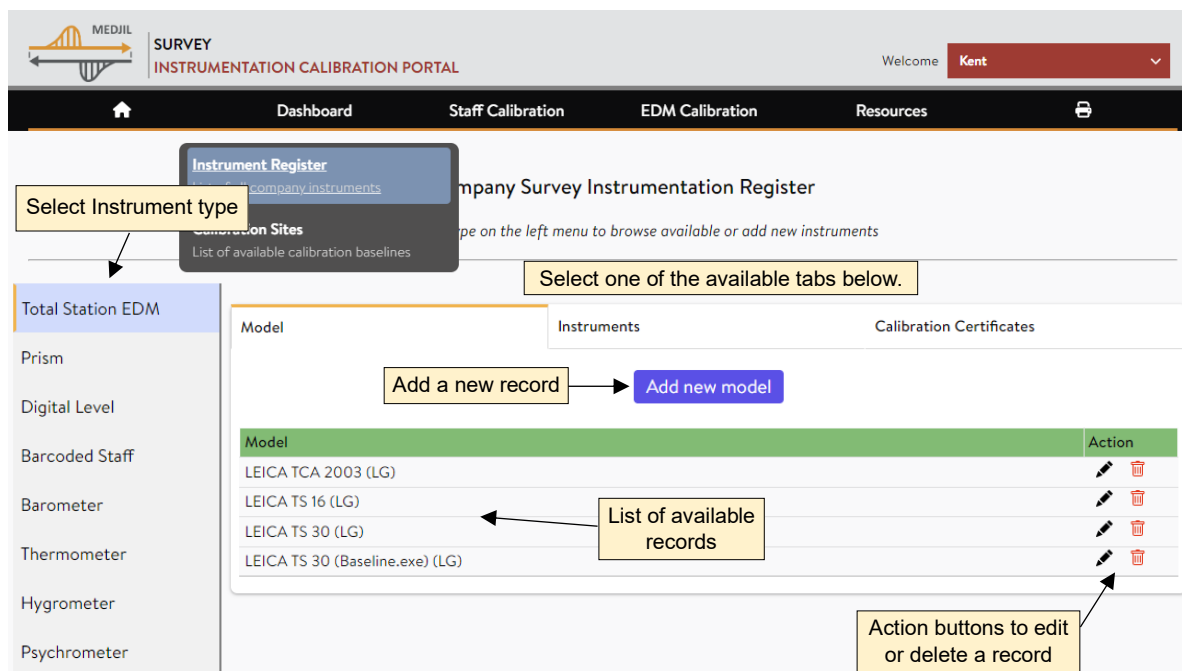
### **Transfer of existing records:**

Users of Landgate's Online Staff Calibration portal will have records migrated to Medjil.

Records from the Baseline.exe suite of software can be transferred to the dashboard with the assistance of Landgate staff. Please contact one of our Landgate staff to request assistance. [geodesy@landgate.wa.gov.au](mailto:geodesy@landgate.wa.gov.au)

## 4.1. Instrument Register

The *Instrument Register* menu allows the creation and management of the instrument types listed in the left-hand menu shown in Figure 4.2. For each instrument type up to three tabs can be selected to add or edit records of the model and its manufacturer specifications, instrument and related calibration certificate.



**Figure 4.2:** Example of a company total station EDM register.

To add or edit a record in the instrument register, select the instrument type from the left-hand menu, then select one of the available tabs and specify the following information.

### Model


Use the **Add new model** button to open the input interface to create a new record. Specify make (manufacturer), model and owner (custodian). For each model provide the manufacturer specifications. **Note, for EDM instruments a look-up table can be used to extract common manufacturer specifications.** For more detailed information use the information button ⓘ to refer to the technical manual.

### Instruments

Use the **Add new instrument** button to open the input interface to create a new record. For each instrument select the model (once added), specify the instrument number (e.g. serial number) and owner (custodian). You can also upload a photo for each instrument. Note, if the model has not been specified you can use the add button + to directly go to the “Add new model” interface (see above).

### Calibration Certificates

Once a successful calibration of an instrument has been performed the generated calibration certificate can be uploaded to the company's repository. Use the **Add new certificate** button to open the input interface to create a new record for calibration certificates issued from external sources.

Under each tab a list of existing records is displayed (see Figure 4.2). Use the action buttons  and  to edit or delete a record.



## 4.2. Calibration Sites

The *Calibration Sites* menu provides information on all EDM Baselines and Staff Calibration Ranges currently available (see Figure 4.4).

**List of Instrument Calibration Sites**

Select location on the left menu to display available calibration sites

Select a location or State:  
WA

**EDM Baselines**

Name	Pillars	Address	State	Operator	Access Plan	Booking Sheet	Updated	Status	Action
Curtin	11	Bentley 6102	WA	Landgate			22/02/2025	Open	
Curtin 12 Pillar	12	Bentley 6102	WA	Landgate			22/02/2025	Open	
Busselton	6	Busselton-Vasse 6280	WA	Landgate			22/02/2025	Open	
Kalgoorlie	8	Kalgoorlie-Boulder 6430	WA	Landgate			22/02/2025	Open	

**Staff Calibration Ranges**

Name	Pins	Address	State	Operator	Access Plan	Booking Sheet	Updated	Status	Action
Boya	21	Boya 6056	WA	Landgate			22/02/2025	Open	

**Figure 4.4:** List of Instrument Calibration Sites.

Use the drop-down menu on the left-hand side to select a location or state to list all available calibration sites. For each calibration site an access sketch and booking sheet is provided. You should check the current status (see last column of the lists) before visiting any calibration site.

**Note:** Only verifying authority users can add, edit and delete calibration sites while 'normal' users can only view the details of each calibration site.

## 5. Staff Calibration



Figure 5.1: Staff Calibration drop-down menu

The *Staff Calibration* area is used to perform calibrations of barcoded leveling staffs and store company staff calibration certificates. Use the *Staff Calibration* drop-down menu (see Figure 5.1) to access the following areas:

<b>Staff Calibration</b>	Start a new barcoded leveling staff calibration or access your company's list of staff calibration records (see section 5.1).
<b>Calibration Range Parameters</b>	Repository of information on all available staff calibration ranges (see section 4.3). Note: This menu is only accessible to verifying authority users.
<b>Leveling Staff Registry</b>	Repository of your company's staff calibration certificates (see section 5.3).

### 5.1. Staff Calibration



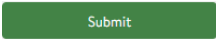
The *Staff Calibration* menu allows to perform a new barcoded staff calibration and lists records of all successful calibrations together with the calibration reports (see Figure 5.2).

List of Staff Calibrations							
For more information about Barcode Staff Calibration, please refer to the technical manual <a href="#">?</a>							
List of available records		Start a new calibration		Access calibration reports		Action buttons to edit or delete a record	
		Start new calibration					
Job Number	Calibration Date	Staff Number	Level Number	Observer	Owner	Report	Action
JN20172297	17/03/2020	222	702272	Vanessa Ung	Landgate		
JN20172297	17/03/2020	210	702272	Vanessa Ung	Landgate		
JN20172297	17/03/2020	212	702272	Vanessa Ung	Landgate		
JN20172297	17/03/2020	213	702272	Vanessa Ung	Landgate		
JN20172297	17/03/2020	209	702272	Vanessa Ung	Landgate		

Figure 5.2: List of staff calibrations.

To perform a new staff calibration, use the **Start new calibration** button to open the *Barcode Staff Calibration Details* interface shown in Figure 5.3 and enter the following information:

<b>Calibration Site</b>	From the drop-down menu select the staff calibration range.
<b>Job Number</b>	Enter a job number to uniquely identify the calibration.

<b>Staff Number</b>	From the drop-down menu select the used staff by its number. If the staff is not available, use the  button to add it to your company's barcoded staff register (see instrument register in section 4.1).
<b>Level Number</b>	From the drop-down menu select the used digital level instrument by its instrument number. If the digital level is not available, use the  button to add it to your company's digital register (see instrument register in section 4.1).
<b>Start and End Temperatures</b>	Enter the start and end temperatures present during the field observations.
<b>Field Data</b>	Attach the ASCII file generated by the digital level instrument containing all observations.
<b>Field Book</b>	Attach the field book(s) created during the fieldwork.
<b>Observer</b>	Either confirm if you are the observer or enter the observer's name.
<b>Calibration data</b>	Enter the date when observations were taken.
	Perform the calibration using the submit button.

Barcode Staff Calibration Details

Calibration Site:

--- Select one ---

Select the staff calibration range. Please contact Landgate, if it does not exist.


Job Number:

Enter a job number, e.g., JN20222511

Staff Number:

--- Select one ---


Select staff.



Level Number:

--- Select one ---

Select level.



Start temperature:

Temperature at the start of observation.

End temperature:

Temperature at the end of observation.

Field Data:

Choose File

No file chosen

Upload the ASCII file generated by the level instrument

Field Book:

Choose File

No file chosen

Upload the field book in pdf/jpg/tif format

I am the Observer:

Observer:

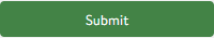
Calibration date:



dd/mm/yyyy


Date of observation/measurement taken.

Submit

Figure 5.3: Barcode Staff Calibration Details interface

Use the  button to perform the calibration. After successful completion you will be presented with the calibration report. The report is also added to your company's list of

staff calibrations (see Figure 5.2). Use the action buttons  and  to edit or delete a record. If you edit a calibration record you will be able to change the input information and perform the calibration again. Note, the previous calibration report will be retained in the list while the new report will be added.

For detailed information on field procedures, mathematical models used and report outputs refer to the user guides and technical manuals available under the resources option on the home page or following information button .

## 5.2. Leveling Staff Registry

The *Leveling Staff Registry* provides all current (most recent) and historical barcoded staff calibration records including their certificates (calibration reports) (see Figure 5.4).











List of Levelling Staves Calibration Certificates								
Contains the most recent calibration certificates								
<a href="#">Add new certificate</a>								
Current Staff Calibration Certificates								
Job Number	Instrument No	Model	Type	Scale Factor	Field Book	Calibration Date	Certificate	Action
JN20172297	209	GKNL4F (LEICA)	Fiberglass	0.999820		March 17, 2020		
JN001	210	GKNL4F (LEICA)	Fiberglass	0.999779		Aug. 15, 2024		
JN20172297	212	GKNL4F (LEICA)	Fiberglass	0.999900		March 17, 2020		
JN20172297	213	GKNL4F (LEICA)	Fiberglass	0.999920		March 17, 2020		
JN20172297	222	GKNL4F (LEICA)	Fiberglass	1.000030		March 17, 2020		

Figure 5.4: List of Current Staff Calibration Certificates.

Use the [Add new certificate](#) button to open the input interface to create a new barcoded staff certificate record.

## 5.3. Staff Calibration Procedures

**Step 1:** To start a new Staff Calibration, click on the **Staff Calibration > Staff Calibration**.

**Step 2:** Click on the **Start new calibration** button.

- **Job Number:** enter a **Job Number** with a ten-digit alphanumeric code.
- **Calibration Site:** select **Boya** from the dropdown.
- **Staff Number:** select the staff number or enter a new one by clicking on the + button. When entering (or creating) a new staff, a new window will pop up and users are advised to enter all the known fields - Make, Model, Owner, Staff Number, Type, Length and CoE. If the staff has been previously **calibrated**, users can tick the **Is Calibrated** box. A new window will appear to provide information about the calibration details.
- **Level Number:** select the digital level (number) or enter a new one by clicking on the + button.
- **Start temperature:** Temperature at the beginning of measurement.
- **End temperature:** Temperature at the end of measurement.
- **Field Data:** Click the **Choose File** button to select the csv file.
- **Field Book:** Click the **Choose File** button to select the field book (in pdf format).
- Enter an **Observer** name or tick the **I am the Observer**, if the observer is same as the person performing this procedure.

- **Calibration date:** Choose a calibration date.
- Click the **Submit** button.
- **Note:**
  - Form errors will be shown in red text to help correctly fill the form.
  - Test data is provided [here](#) with the corresponding [Field Book](#) to assist with the Staff Calibration procedure.

**List of Staff Calibration Surveys**

[Start new calibration](#)

---

**Barcode Staff Calibration Details**

Calibration Site: Boya (WA)  
Select the staff calibration range. Please contact Landgate, if it does not exist.

Job Number: JN20220023  
Enter a job number, e.g., JN20222511

Staff Number: 213 - fiberglass +  
Select staff.

Level Number: 702272 LS 15 +  
Select level.

Start temperature: 25.1  
Temperature at the start of observation.

End temperature: 24.2  
Temperature at the end of observation.

Field Data: Choose File Staff213.csv  
Upload the ASCII file generated by the level instrument

Field Book: Choose File 200317\_Fieldnote.pdf  
Upload the field book in pdf/jpg/tif format

I am the Observer: ☒

Calibration date: 17/03/2020 Date of observation/measurement taken.

Submit

Congratulations! You have successfully calibrated your staff.

**Staff Calibration Report** [Print Report](#) [Back to Records](#)

Staff Number: **213 - fiberglass**      Length: **4.0** meters  
 Staff Owner: **Landgate**      Staff Type: **Fiberglass**  
 Level Number: **702272 LS 15**      Thermal Coefficient: **10.00 ppm**

**This test information**      **Site Information**

Job Number: **JN20220023**      Name: **Boya Staff Calibration Range**  
 Calibration Date: **17/03/2022**      Location: **Victor Road, Darlington WA 6056**

Observer: **admin@admin.com**      Average Temperature: **24.7°C**  
 Correction Factor: **0.999961** at 25.0°C. Note that Correction Factor is temperature dependent.  
 Graduation Uncertainty: **0.00017** metres at 95% confidence interval

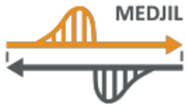
**Staff readings/corrections**

PIN	FROM	TO	REFERENCE	MEASURED	CORRECTIONS
1-2	0.07103	0.16183	0.09081	0.09080	0.00001
2-3	0.16183	0.32585	0.16404	0.16402	0.00002
3-4	0.32585	0.47193	0.14614	0.14608	0.00006
4-5	0.47193	0.68493	0.21299	0.21300	-0.00001
5-6	0.68493	0.87096	0.18612	0.18603	0.00009
6-7	0.87096	1.07069	0.19973	0.19973	0.00000
7-8	1.07069	1.27571	0.20502	0.20502	0.00000
8-9	1.27571	1.52278	0.24689	0.24707	-0.00018
9-10	1.52278	1.79054	0.26764	0.26776	-0.00012
10-11	1.79054	2.12359	0.33308	0.33305	0.00003
11-12	2.12359	2.38747	0.26385	0.26388	-0.00003

**Figure 5.5: Staff Calibration Procedure.**

**Step 3:** By submitting the form in **Step 2**, the files will be read and processed to calibrate the staff. The Staff Calibration Report will be displayed in the next window - tabulating the Correction Factor (a multiplicative scale factor) and the graduation uncertainty at 95% confidence level at 25°C, staff readings and corrections, the correction factors/errors at various temperatures. *If the temperature exceeds +55°C or -10°C at Correction Factor = 1, users are advised to check for possible errors in metadata information provided. Wooden staves generally exceed this limit and are generally used for high precision levelling.*

**Step 4:** Click on the **Print Report >>** to print in a pdf format. The report has three pages. A formula is provided in Page 1 just below the **Correction Factor** on how to apply it to the future height differences (see below).

 <b>Levelling Staff Calibration</b> <span style="float: right;">Page 1 of 2</span>	
Version: 2023.0.1 (November 2023)	
Laboratory Name: <b>Boya (WA)</b>	Authority: <b>Landgate</b>
Description: Staff Calibration Range	Location: Victor Road, Darlington, WA 6056
<u><b>This test information</b></u>	<u><b>Level &amp; staff details</b></u>
Job Number : <b>JN20220023</b>	Staff Number: <b>213 - fiberglass</b> (Fiberglass, 4.0 m)
Observation Date: March 17, 2022	Staff Owner: <b>Landgate</b>
	Level Number: <b>702272 LS 15</b>
Average Temperature: <b>24.7°C</b>	Observer: <b>admin@admin.com</b>
Correction Factor: <b>0.999961</b> at 25.0°C. Note that Correction Factor is temperature dependent. Apply the correction factor to your observed height difference ( $\Delta H_{obs}$ ) as $\rightarrow \Delta H_{corrected} = (((T_{ave} - 25.0) * 0.0000100) + 1) * 0.999961 * \Delta H_{obs}$ , where $T_{ave}$ is the observed temperature during the measurement.	

**Figure 5.6:** Staff Calibration Certificate.

**Step 5:** Staff Calibration Record – The staff calibration records are automatically stored in a database. Calibration reports can be retrieved from the **Levelling Staff Registry** under the **Staff Calibration** tab.

Users are also able to **add** previous calibration record (s) here by clicking the **Add new calibration certificate**. *However, the form only accepts staffs calibrated at Boya Staff Calibration Range and it is also important to note that previous calibration has no impact on the current calibration as they are independent of each other.*



## 6. EDM Calibration

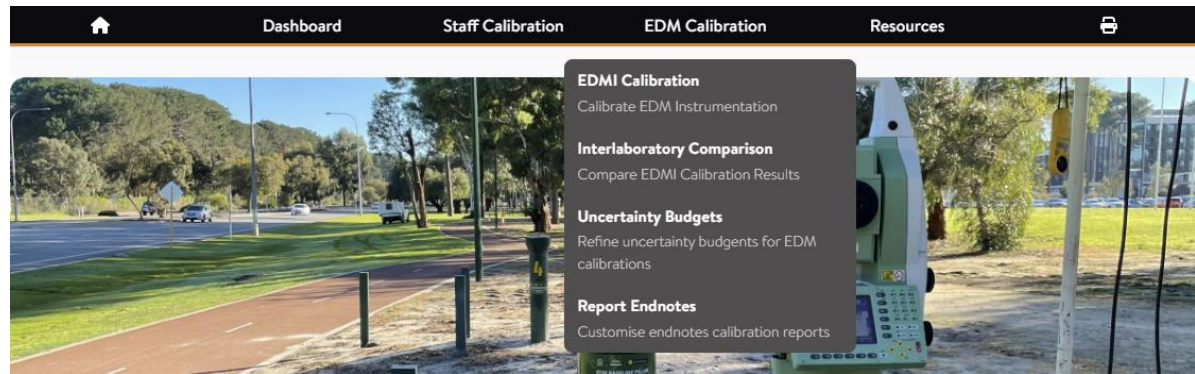



Figure 6.1: EDM Calibration drop-down menu

The *EDM Calibration* area is used to perform and manage calibrations of EDM Instrumentation (EDMI; EDM and Prism), refine uncertainty budgets and create customized calibration report endnotes. Use the *Staff Calibration* drop-down menu (see Figure 6.1) to access the following areas:

<b>EDMI Calibration</b>	Start a new EDM calibration or access your company's list of EDM calibration records (see section 6.1).
<b>Interlaboratory Comparisons</b>	Compare EDM Calibration results (see section 6.2).
<b>Uncertainty Budgets</b>	Definition of a customised (e.g. instrument- or company-specific) uncertainty budget (see section 6.3).
<b>Report Endnotes</b>	Create a customised (e.g. company-specific) endnote to be included in calibration reports.

### 6.1. EDM Calibration

The *EDM Calibration* menu allows to perform a new EDM calibration and lists records of all EDM calibrations to either edit or delete. Successful EDM calibrations will display as icon link  to the html calibration report (see Figure 6.2).

List of EDM Calibrations

For more information about EDM Calibration, please refer to the technical manual [📖](#)

List of available records

Start a new calibration → Start new calibration

Report icon link

Action buttons to edit or delete a record






EDM	Prism	Company	Survey Date	Site	Observed By	Job Number	Action
LEICA TS 15 - 1618056	LEICA GPR 121 - 5378164	LG	May 12, 2020	Curtin (WA)	David Martin	JN20192284	  
LEICA TS 15 - 1618056	LEICA GPR 121 - 5378164	LG	Dec. 15, 2020	Curtin (WA)	David Martin	JN20192284	 

Figure 6.2: List of EDM calibrations.

To perform a new EDM calibration, use the [Start new calibration](#) button to open the *EDMI Calibration Details* interfaces shown in Figures 6.3 to 6.5 (input is done in three steps) and enter the following information:

**Step 1 of 3:**




<b>Calibration Site</b>	From the drop-down menu select the EDM calibration site. Tick the “Auto select corresponding calibration of this baseline” box to automatically detect the calibration date of the baseline, e.g. commensurate with the observation date. Alternatively select the calibrated baseline.
<b>Survey Date</b>	Specify the date field observations were taken.
<b>Observer</b>	Specify the observer.
<b>Weather</b>	From the drop-down menu select the weather conditions during the field observations.
<b>Job Number</b>	Optional, Enter a job or reference number to uniquely identify the calibration.
<b>Comment</b>	Optional, Enter any comment.
<a href="#">Next</a>	Click next to enter details in step 2.

The screenshot shows the 'EDMI Calibration Details' interface for Step 1 of 3. The form is titled 'EDMI Calibration Details' and indicates 'Step 1 of 3'. It contains the following fields and controls:

- Site:** A dropdown menu with a placeholder '-----' and a downward arrow.
- Auto select corresponding calibration of this baseline:** A checked checkbox.
- Survey date:** A text input field with a placeholder 'dd/mm/yyyy' and a calendar icon.
- Observer:** A text input field.
- Weather:** A dropdown menu with a placeholder '-----' and a downward arrow.
- Job Number/Reference:** A text input field.
- Comment:** A text input field.
- Buttons:** A red 'Cancel' button and a green 'Next' button at the bottom.

**Figure 6.3:** EDM Calibration Detail interface (Step 1 of 3).


**Step 2 of 3:**

<b>EDM</b>	From the drop-down menu select the EDM instrument used. If the EDM instrument is not available, use the  button to add it to your company's Total Station EDM register (see instrument register in section 4.1).
<b>Prism</b>	From the drop-down menu select the prism used. If the prism is not available, use the  button to add it to your company's Prism register (see instrument register in section 4.1).
<b>Atmospheric corrections</b>	Tick if atmospheric corrections have been applied to the EDM observations prior to import. Unticking this box will make Medjil apply the first velocity correction to the imported data.
<b>Thermometer, Barometer and Hygrometer</b>	From the drop-down menus select the thermometer, barometer and hygrometer used. If the instruments are not available, use the  button to add them to your company's instrument register (see section 4.1). (Hygrometer is Optional)
<b>Meteorological corrections</b>	Tick the respective boxes if thermometer, barometer or hygrometer calibration corrections are applied. Unticking these boxes will result in calibration corrections being applied to the imported records. The calibration is selected according to the survey date and the register of calibration certificates for specified instruments
<div>Next</div>	Click next to enter details in step 3 or click back to return to step 1.


Instrumentation Details

Step 2 of 3 ⓘ

EDM:




Prism:




☒

Atmospheric corrections applied to EDM data


Thermometer:



Barometer:



Hygrometer:



☒

Thermometer calibration corrections applied

☒

Barometer calibration corrections applied

☒

Hygrometer calibration corrections applied


Back

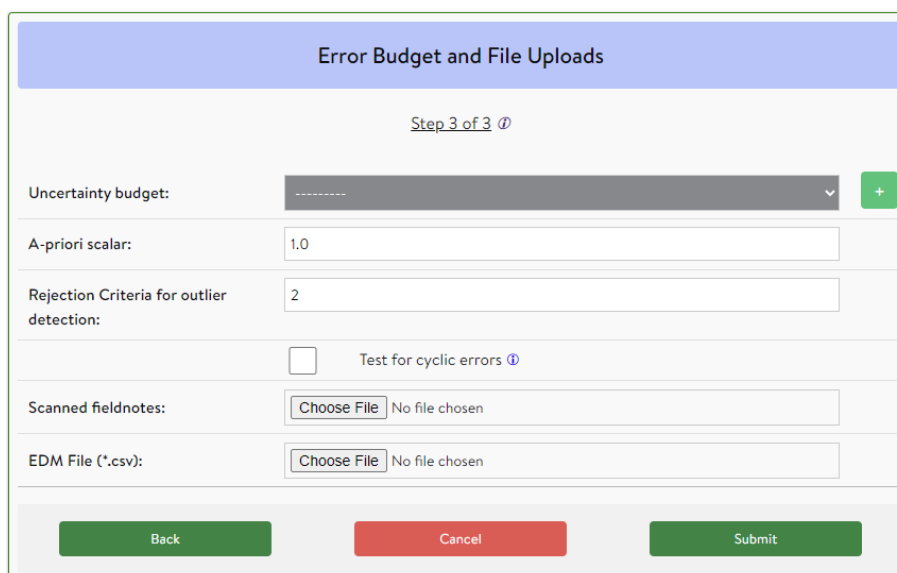
Cancel

Next






**Figure 6.4:** EDM Calibration Detail interface (Step 2 of 3).

**Step 3 of 3:**

- Uncertainty budget** From the drop-down menu select either the default uncertainty budget or a customised uncertainty. Use the  button to add a customised uncertainty budget (see section 6.3).
- A-priori scalar** Specify the a-priori scalar (factor) or use the default of 1.0. Entering a value other than 1.0 will result in all a-priori uncertainties being multiplied by this factor.
- Rejection criteria** Specify the rejection criteria for outlier detection or use the default of 2.0. Outliers based on this criterion will be flagged in the calibration report.
- Cyclic errors** Tick if cyclic errors should be determined and tested for significance during the calibration processing. Cyclic errors cannot be determined for instruments with no specified unit length.
- Scanned fieldnotes** Attach any fieldnotes.
- EDM File (\*.csv)** Attach the total station generated observation file (\*.csv).



**Figure 6.5:** EDM Calibration Detail interface (Step 3 of 3).

Use the  button to start the EDM calibration. After the EDM observations have been successfully imported you will be presented with a list of all observations (see Figure 6.6). From the list select/deselect the observations to be used to estimate the EDM instrument corrections. See information button  for more information. Then use the  button at the bottom of the observation list to perform the calibration. Alternatively use the  button to change any of the input information (see steps 1 to 3) or cancel the calibration by using the  button.

### Imported EDM Observations

The pillar survey observations are to be used to estimate the EDM instrument correction ⓘ  
Please select/deselect the observations in the following table to use for the estimation of instrument correction.

\* Click the table headers to sort table Scroll to bottom ▼

Obs #	From Pillar	To Pillar	Instrument Height (m)	Target Height (m)	Slope Distance (m)	Raw Temperature (°C)	Raw Pressure (mBar)	Raw Humidity (%)	Select Observation
001	1	2	0.235	0.240	20.4012	15.0	1015.8	46.2	<input checked="" type="checkbox"/>
002	1	2	0.235	0.240	20.4012	15.0	1015.8	45.4	<input checked="" type="checkbox"/>
⋮									
040	2	6	0.235	0.240	489.5724	14.1	1016.0	46.8	<input checked="" type="checkbox"/>

Back
Cancel
Process

**Figure 6.6:** List of imported EDM observations (extract).

After a successful calibration you will be presented with the calibration report. At the bottom of the report enter the approval details. Once saved the report will be added to your company's list of EDM calibrations (see Figure 6.2). To view the report, use the icon link 📄. Use the action buttons ✎ and 🗑 to edit or delete a record. If you edit a calibration record you will be able to change the input information and perform the calibration again. Note, the previous calibration report will be retained in the list while the report is being recalculated.

For detailed information on field procedures, mathematical models used and report outputs refer to the user guides and technical manuals available under the resources option on the home page or following information button ⓘ.

## 6.2. Interlaboratory Comparisons

As a requirement in accordance with ISO 17025:2017, the *Interlaboratory Comparisons* menu allows to perform comparisons between calibrated baselines (reference laboratory) to confirm they deliver the same results. For more information follow the information button ⓘ.

### 6.3. Uncertainty Budgets

Through the *Uncertainty Budgets* menu, you will be able to create and edit a customised (e.g. company specific) uncertainty budgets (see Figure 6.8) to be used for a calibration instead of Medjil's default values.

List of Uncertainty Budgets

*For more information about Uncertainty Budgets, please refer to the technical manual [📖](#)*

List of available records

Add a new uncertainty budget

Action buttons to edit or delete a record

Add new uncertainty budget

Name	Created by	Std Dev used when statistically zero	Action
Backcapture - 0.40.50.40	Landgate	0.0002	
Backcapture - 0.40.50.50	Landgate	0.0002	
Default	Landgate	0.0002	

Default uncertainty budget

Figure 6.7: List of Uncertainty Budgets.

To create a new uncertainty budget, use the Add new uncertainty budget button to open the *Create Custom Uncertainty Budget* interface shown in Figures 6.8.

The uncertainty budget comprises of the following sources:

- a.) **Instrument-related uncertainties** that are specified through the *Instrument Register* (see section 4.1) and will be sourced during computations.
- b.) **Derived uncertainties** that are computed during the calibration based on observations.
- c.) **Custom uncertainties** a user can define to be used for the calibration.

Use the drop-down menu to select one of the following custom uncertainty sources (see Figure 6.8).

- EDM scale factor
- EDM measurement
- EDM LS zero offset
- Temperature
- Pressure
- Humidity
- Certified distances
- EDM calibration
- Centring (instrument and prism)
- Heights (instrument and prism)
- Offsets

Use the + Add new uncertainty link to add a new uncertainty source or to delete an existing uncertainty source.

For each uncertainty source specify the unit, uncertainty type, statistical distribution type, uncertainty value, coverage factor K and degree of freedom. For more detailed information refer to the technical manual available under the resources option on the home page or follow the information button on the *Create Custom Uncertainty Budget* interface (see Figure 6.8).

Apart from the custom uncertainties listed above you can also specify the numerical value used when a standard deviation is statistically zero (default value is 0.0002).

Once completed, use the Save button to save your customized uncertainty budget which will be added to list of uncertainty budgets (see Figure 6.7). Use the action buttons and to edit or delete a record.



**Create Custom Uncertainty Budget**

*For more information about creating Custom Uncertainty Budget, please refer to the technical manual @*

**Enter name and select your company.**

Name:

Company: Landgate

**Access more detailed information here.**

Std Dev Used When Statistically Zero (m):  **Specify value for 'zero' Std. Dev.**

**Instrument Register Record - Uncertainty Budget Sources**

Select	Group	Description	Units	Type	Distribution	Uncertainty	K	Dof
<input checked="" type="checkbox"/>	EDM Scale factor	EDMI Reg13 Scale correction factor (Baseline Only)	x:1	B	N	Values sourced during computations.		
<input checked="" type="checkbox"/>	EDM Scale factor	EDM Scale correction factor drift over time (Baseline Only)	x:1	B	N			
<input checked="" type="checkbox"/>	EDMI measurement	Distance Instrument rounding	m	B	R			
<input checked="" type="checkbox"/>	Humidity	Hygrometer calibrated correction factor	%	B	N			
<input checked="" type="checkbox"/>	Humidity	Hygrometer rounding	%	B	R			
<input checked="" type="checkbox"/>	Pressure	Barometer calibrated correction factor	hPa	B	N			
<input checked="" type="checkbox"/>	Pressure	Barometer rounding	hPa	B	R			
<input checked="" type="checkbox"/>	Temperature	Thermometer calibrated correction factor	°C	B	N			
<input checked="" type="checkbox"/>	Temperature	Thermometer rounding	°C	B	R			

**Derived - Uncertainty Budget Sources**

Select	Group	Description	Units	Type	Distribution	Uncertainty	K	Dof
<input checked="" type="checkbox"/>	Certified distances	Pillar distances survey, processed uncertainty (EDMI Only)	m	B	N	Values derived during computations.		
<input checked="" type="checkbox"/>	EDMI measurement	Linear regression on EDM distance standard deviations	m	B	N			
<input checked="" type="checkbox"/>	Heights	Pillar certified height differences	m	B	N			
<input checked="" type="checkbox"/>	Offset	Pillar alignment survey offset uncertainties	m	B	N			

**Custom - Uncertainty Budget Sources**

Group	Description	Units	Type	Distribution	Uncertainty	K	Dof	Action
Temperature	Expected variation along measured dist.	°C	B	Normal	1.0	2.0	10	
Pressure	Expected variation along measured dist.	hPa	B	Normal	1.0	2.0	10	
Centring	Instrument Centring	m	B	Normal	0.0004	2.0	30	
Centring	Prism Centring	m	B	Normal	0.0004	2.0	30	
Heights	Measuring of Instrument Height	m	B	Normal	0.001	2.0	30	
Heights	Measuring of Reflector Height	m	B	Normal	0.001	2.0	30	

[+ Add new uncertainty](#) **Add a new uncertainty source.** **Delete an uncertainty source.**

Cancel
Save

Figure 6.8: Custom Uncertainty Budget interface.

### 6.4. Report Endnotes

The *Report Endnotes* menu allows to create or edit customised endnotes and lists records of your company’s existing endnotes (see Figure 6.9). These company specific endnotes will be included in addition to those created by the verifying authority in both EDMl and Baseline calibration reports.

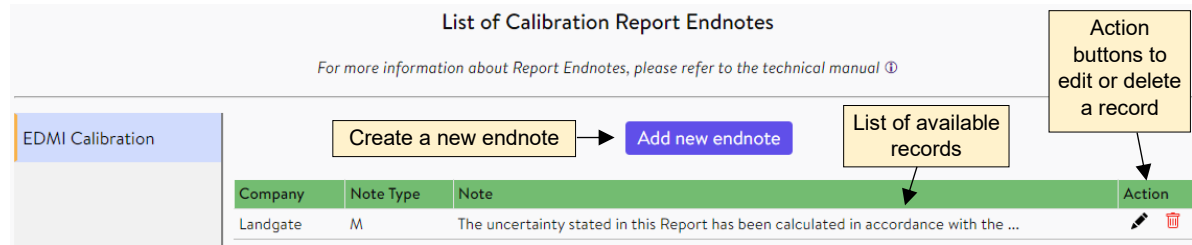


Figure 6.9: List of Calibration Report Endnotes.

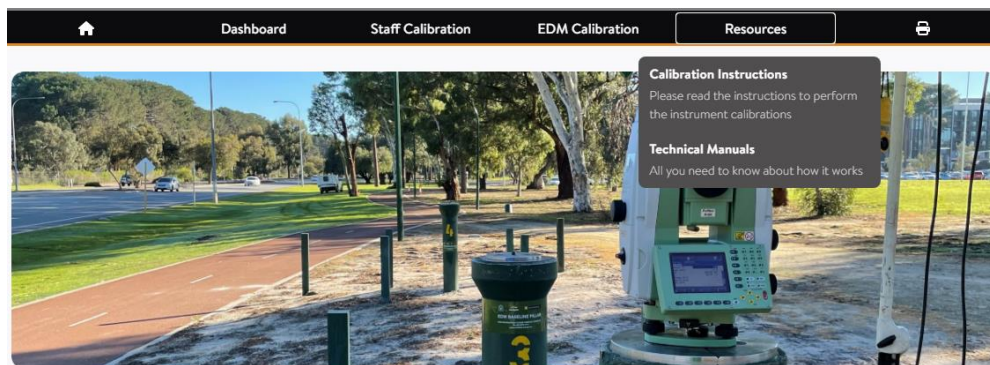
To create a new customised endnote, use the **Add new endnote** button to open the *Create Report Endnote* interface shown in Figure 6.10. Leaving the ‘Site’ field blank will apply the endnote to all company reports. Selecting a specific ‘Site’ from the options will only apply the endnote to Company reports associated with that site.

Figure 6.10 shows the 'Create Report Endnote' interface. It features a header 'Create Report Endnote' and a note that endnotes are filtered and applied to all reports. Below the header, there are three fields: 'Company' (a dropdown menu with 'Landgate' selected), 'Site' (a dropdown menu with '-----' selected), and 'Report Note' (a text area). A callout points to the 'Report Note' field. At the bottom, there are 'Cancel' and 'Save' buttons.

Figure 6.10: Create Report Endnote interface.

Once created, use the **Save** button to save your customized endnote which will be added to the list of calibration report endnotes (see Figure 6.9).

## 7. Resources



**Figure 7.1:** Resources drop-down menu

The *Resources* area provides access to all calibration instructions and technical manuals. Use the *Resources* drop-down menu (see Figure 7.1) to access the following information:

<b>Calibration Instructions</b>	<b>Access to Staff and EDM calibration user guides.</b>
<i>Site Calibration</i>	<i>Provides information on the procedure used for the calibration of either a staff range or a EDM Instrumentation baseline.</i>
<i>Instrument Calibration</i>	<i>Provides information on observation and field procedures used to calibrate either a barcoded staff or EDM calibration.</i>
<b>Technical Manuals</b>	<b>Access to Staff and EDM technical manuals.</b>
<i>Staff Calibration</i>	<i>Provides information on the Boya (WA) staff calibration range, mathematical models used for staff calibration including the computation of a correction factor for barcoded staff.</i>
<i>EDM Calibration</i>	<i>Provides general information on baseline design, mathematical models used for baseline and EDM calibrations, corrections, modelling of uncertainties, EDM correction, least squares adjustment and statistical tests.</i>

## Issues:

Landgate welcomes any positive feedback the user experience. Please log issues to [geodesy@landgate.wa.gov.au](mailto:geodesy@landgate.wa.gov.au).